

國立東華大學外國學生須知

Information for International Students at National Dong Hwa University

項次 No.	項目 Topic	說明 Explanatory Details
1	<p>學生應繳費用</p> <p>Tuition and miscellaneous fees</p>	<ul style="list-style-type: none"> ● 學雜費應於每學期初註冊時繳交。如未來學雜費調整，依本校規定辦理。 <p>Tuition and miscellaneous fees must be paid when students register at the beginning of each semester. Any future changes to the tuition and miscellaneous fees will be made in accordance with the internal regulations of the college/university.</p> <ul style="list-style-type: none"> ● 住宿費，每學期新臺幣7,500至10,700元。每學期住宿費不包括寒暑假。 <p>Dormitory fees: NTD _____ per semester. The fees for the fall semester include/do not include accommodation for the winter break.</p>
2	<p>校內獎助學金</p> <p>Scholarships provided by the college/university</p>	<ul style="list-style-type: none"> ● 無獎助學金 There are no scholarships available. ● 有獎助學金 There are scholarships available. <ol style="list-style-type: none"> 1. 名稱： Scholarship name: 2. 內容：每月新臺幣_____元，共___個月。 Provides: NTD _____per month for a total of ___ months. 3. 領取條件：依各獎學金辦法規定。 Eligibility criteria: please refer to regulation of each scholarship. 4. 獎助學金詳情請洽本校國際事務處國際招生組或參閱本校國際事務處國際招生組獎助學金規定。 For other details of the scholarship, please ask at the International Admissions Division of Office of International Affairs or refer to the regulation of scholarships.
3	<p>休退學相關規定</p> <p>Regulations regarding students deferring or withdrawing from their studies</p>	<ul style="list-style-type: none"> ● 休退學事宜依本校教務處註冊組規定辦理 (https://aa.ndhu.edu.tw/bin/home.php)。 ● 如擬辦理休退學，請先洽系所辦公室諮詢相關程序。 If a student suspends or terminates from their studies, the university handles the matter in accordance with the regulation of Registry Division, Academic Affairs (https://aa.ndhu.edu.tw/bin/home.php). If you are considering suspension or termination from your studies, please go to the department office to discuss the procedure first. ● 外國學生休學或退學，學校應即通報外交部領事事務局及學校所在地之內政部移民署服務站，移民署將註銷外僑居留證，學生應於10日內出境。(外國學生來臺就學辦法第24條、入出國及移民法第31條及36條規定) <p>When an international student defers or abandons their studies, the college/university must immediately notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs and the service center(s) of</p>

		<p>the National Immigration Agency of the Ministry of the Interior where their educational institution is located. The National Immigration Agency will then revoke the student's Alien Resident Certificate, and the student must leave Taiwan within 10 days. (See Article 24 of the Regulations Regarding International Students Undertaking Studies in Taiwan; and Article 31 and Article 36 of the Immigration Act.)</p> <ul style="list-style-type: none"> ● 外國學生退學後，如擬再來臺入學學士班，其入學方式應與我國內一般學生相同；如擬再來臺入學碩士班以上學程，得逕依各校規定辦理。(外國學生來臺就學辦法第4條規定) <p>If a student who has withdrawn from their studies wants to resume their studies in a program at bachelor's degree level, they will need to go through the same application and admission procedure as a domestic student.</p> <p>If a student who has withdrawn from their studies wants to apply for readmission to a program at master's degree level or higher, the college/university will handle their application in accordance with its regulations. (See Article 4 of the Regulations Regarding International Students Undertaking Studies in Taiwan)</p> <ul style="list-style-type: none"> ● 外國學生休學後復學，須重新申辦居留簽證，並於入國後15天內備妥相關文件換發外僑居留證。(外國護照簽證條例施行細則第11條規定、入出國及移民法第22條規定) <p>An international student who is resuming their studies after a deferral must reapply for a resident visa, and within 15 days after arriving in Taiwan they must submit all the necessary documents to be issued an Alien Resident Certificate (ARC). (See Article 11 of the Enforcement Rules for the Issuance of ROC Visas to Foreign-Passport Holders; and Article 22 of the Immigration Act)</p>
4	<p>意見反映管道 Channels for overseas students' views and inquiries</p>	<ul style="list-style-type: none"> ● 校內管道 Inside the college/university: 線上學生申訴遞交平台：https://rb005.ndhu.edu.tw/p/404-1005-8198.php Welcome to use complaint processing online application system: https://rb005.ndhu.edu.tw/p/404-1005-8198.php ● 校外管道 Outside the college/university: <ol style="list-style-type: none"> 1. 境外學生諮詢平臺：www.nisa.moe.gov.tw Use the Overseas Student Inquiry window at: www.nisa.moe.gov.tw 2. 專線電話 0800-789-007 (中、英、印尼及越南語) Ring the overseas student inquiry Hotline: 0800-789-007. (You can talk to someone in Chinese, English, Indonesian, or Vietnamese.)
5	<p>打工重要規定 Regulations regarding working in Taiwan</p>	<ul style="list-style-type: none"> ● 外國學生打工應申請工作許可證，工作時間除寒暑假外，每星期最長為20小時。(就業服務法第43條及第50條) <p>An international student must apply for a work permit to work in Taiwan and is not permitted to work more than 20 hours per week, except during the winter and summer vacations. (See Article 43 and Article 50 of the Employment Service Act.)</p>

		<ul style="list-style-type: none"> ● 未經許可在臺工作，應處新臺幣3萬元以上15萬元以下罰鍰，並即令其出國，不得再於我國境內工作；屆期不出國者，入出國管理機關得強制出國，於未出國前，入出國管理機關得收容之。(就業服務法第68條第1項、第3項及第4項規定) <p>A student who works without a valid work permit will be fined an amount between NTD 30,000 and NTD 150,000, and the person will immediately be ordered to leave Taiwan and will not be permitted to work in Taiwan in future. If the person then fails to leave Taiwan within the specified period, the national entry and exit administrative authority may enforce their departure and may hold the person in detention until they depart. (See Paragraphs 1, 3 and 4 of Article 68 of the Employment Service Act.)</p> <ul style="list-style-type: none"> ● 如涉在臺非法工作，依本校學生獎懲規定，視情節予以處分。 <p>An international student who works in Taiwan illegally will be subject to disciplinary action in accordance with the regulations of the college/university governing student awards and penalties and depending on the circumstances of the case.</p>
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本人已閱讀、瞭解並且同意以上規定：

I have read, and understood all the information and regulations set out above and I agree to comply with the regulations:

學生簽名

學號

Student's Name _____
(Please print)

Student No. _____

Student's Signature _____

日期 Date _____

本須知一式兩份，由學校、學生及分別留存。

Please complete and sign the of original copies of this Information form. The university, and the student should each retain one copy.