

國立東華大學國際專修部學生修業辦法

National Dong Hwa University Study Regulations for International Foundation Program Students

2024.11.06 approved by the 2nd Administrative Meeting of the 1st
Semester, Academic Year 2024

Article I

This *National Dong Hwa University Study Regulations for International Foundation Program Students* (hereinafter referred to as “the Regulations”) has been formulated by National Dong Hwa University (hereinafter referred to as “NDHU” or “the University”) in accordance with the *Ministry of Education’s Project on Expanding Recruitment of International Students in Key Industries* to recruit international students and to regulate matters such as student admission qualifications, course requirements, tuition and miscellaneous fees.

Article II

The International Foundation Program (hereinafter referred to as “IFP”), in collaboration with relevant units of NDHU, will handle matters related to student admission applications, daily life management, and academic advising.

Article III Qualifications for Admission:

1. Applicants must qualify as overseas Chinese students, Hong Kong and Macao students, or international students (hereinafter collectively referred to as “Overseas Students”) under the *Regulations Regarding International Students Undertaking Studies in Taiwan*, the *Regulations Governing Study by Hong Kong and Macao Residents in the Republic of China*, and the *Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in*

Taiwan. In addition, they must meet the eligibility requirements for undergraduate admission.

2. An individual may apply for admission to the IFP only once. However, if a student withdraws due to special circumstances and receives approval from the Ministry of Education, he or she may reapply once.
3. Students who have been expelled or have lost their student status due to academic failure, misconduct, serious violations of school regulations, or a confirmed criminal conviction in accordance with the *Student Reward and Punishment Regulations* are not eligible to reapply. If a violation of this provision is verified, the student's eligibility will be revoked or the student's status will be terminated.
4. Priority admission will be given to applicants who are under 22 years of age and have no previous work experience in Taiwan.

Article IV Admission Review:

1. Applications to the IFP shall be submitted online and the required documents and relevant restrictions shall be specified in the IFP Admission Brochure.
2. Applicants who pass the University's review shall be issued an admission permit for Chinese Language Foundation Students (hereinafter referred to as "Foundation Students"). The list of admitted students shall be submitted to the Ministry of Education, which shall then notify the Bureau of Consular Affairs, the Ministry of Foreign Affairs, and the relevant overseas embassies or representative offices.
3. If the submitted admission documents are found to be forged, borrowed or altered, the student's admission will be revoked. If the student has already enrolled, his or her student status will be canceled and no academic certificates will be issued. If such violations are discovered after graduation, the student's graduation eligibility will be revoked and the student's diploma will be canceled by the University.

Article V Course Regulations:

1. The study period of the IFP is limited to one year, during which Foundation Students can only take Chinese language courses. The course schedule shall consist of at least 15 hours per week for a total of at least 720 hours per academic year. Students who reapply for IFP under Article 3, Paragraph 2, must complete a new 720-hour Chinese language course; previously completed hours will not be counted.
2. Foundation Students who fail to meet the following Test of Chinese as a Foreign Language (TOCFL) standards will be dismissed:
 - (1) Foundation Students must achieve at least TOCFL A2 (Basic) Level in the listening and reading test after one year of Chinese language study.
 - (2) Foundation Students who enter the IFP with at least TOCFL A2 (Basic) Level in listening and reading must take advanced Chinese courses arranged by the University and achieve at least TOCFL B1 (Intermediate) Level in listening and reading after one year.
 - (3) Foundation Students who transfer to the undergraduate program must achieve at least TOCFL B1 (Intermediate) Level in listening and reading before entering the second year.
3. Foundation Students who meet the TOCFL requirements in Paragraph 2 must transfer to the department to which they were originally admitted. Those who do not must withdraw and may not remain at the IFP. The Office of International Affairs (hereinafter referred to as "OIA") will notify the National Immigration Agency offices, the Bureau of Consular Affairs, and the Ministry of Education.
4. Foundation Students are not allowed to change departments, transfer schools or suspend their studies during their Chinese language study period. However, after completing one year of undergraduate studies, they may apply for transfer provided that the target department is within the scope of the *Ministry of Education's Project on Expanding Recruitment of International*

Students in Key Industries.

5. Chinese language courses taken by the Foundation Students will not count toward graduation credits. Once students meet the TOCFL standards specified in Paragraph 2, Subparagraphs 1 and 2, and transfer to an undergraduate program, graduation requirements, suspension, withdrawal, and other academic and counseling matters shall be handled in accordance with the University's *Academic Regulations* and relevant laws.

Article VI Awards and Incentives:

From the first year of undergraduate studies, students transferring from IFP shall be eligible for scholarships under the same rules applicable to Overseas Students.

Article VII Work Permit:

1. Foundation Students may apply for a work permit from the Ministry of Labor under the same regulations as Overseas Students.
2. Foundation Students who obtain work permits shall comply with the relevant provisions of the *Employment Services Act*. If they are found to be in violation, the University will take appropriate action as necessary.
3. Foundation Students must regularly report their work status to the University, which will conduct on-site inspections.

Article VIII Standards for Tuition and Miscellaneous Fees:

1. During the Chinese language study period, tuition and miscellaneous fees for Foundation Students will be completely waived, except for book fees, Chinese language proficiency test fees, medical insurance fees, Internet and communication fees, and on-campus accommodation fees.
2. After transferring from the IFP to an undergraduate program, students shall pay tuition and

miscellaneous fees according to their respective departments. The refund policy will be the same as for regular students.

Article IX Health Insurance:

1. Foundation Students who are not eligible for the National Health Insurance (NHI) program must purchase a six-month group medical insurance plan through the University at their own expense.
2. Foundation Students who have been continuously residing in Taiwan for six months or have left the country only once for a period not exceeding 30 days shall be required to enroll in the NHI program and pay the corresponding NHI fees in accordance with the law, starting from the date their total period of actual residence, after deducting the days spent abroad, reaches six months

Article X

All other matters not set forth in the Regulations shall be handled in accordance with the relevant provisions of the University's *Regulations Governing the Admission of International Students*, the *Regulations Governing the Independent Admission of Overseas Chinese and Hong Kong and Macao Students*, the *Academic Regulations*, and other relevant provisions.

Article XI

The Regulations have been approved at the Administrative Meeting and by the Ministry of Education prior to its implementation.