

NDHU Instructions for the Review of Subsidized Scholarship for Low-Income Overseas Chinese Students

Amended pursuant to the amendment of Ordinance No. 1010233513B

made public by the Ministry of Education on December 12, 2012

Amended on November 25, 2016

Amended on May 23, 2017

- I. These instructions have been formulated pursuant to the regulations set forth in Clause 6, Paragraph 1 of the Guidelines Regarding Subsidized Scholarship for Low-Income Overseas Chinese Students in Senior High Schools and Above.
- II. Purpose: To assist dedicated low-income overseas students to complete their studies in a timely manner
- III. Low-income overseas Chinese students enrolled at NDHU who meet the following criteria may apply for subsidized scholarship:
 - (a) Overseas Chinese students who pursue studies in Taiwan in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan. This shall not include graduate students, students who have extended study periods (hereinafter referred to as “deferred students”), overseas Chinese students enrolled in the Division of Preparatory Programs for Overseas Chinese Students and students repeating the special Mandarin language program in National Taiwan Normal University.
 - (b) Low-income status shall be determined in consideration of the following circumstances:
 1. Official overseas financial statement or certificate of low-income status provided by overseas Chinese students. The University may request verification by the Overseas Community Affairs Council if deemed necessary.
 2. Overseas Chinese students’ conditions for life in Taiwan
 - (c) Overseas Chinese students in their second year of study or above shall have had a passing GPA for the previous academic year and there shall be no record of disciplinary measures at the level of reprimand or above imposed by a college or university. Overseas Chinese students shall not be eligible to apply for subsidized scholarship if they already receive tuition subsidies, exemptions, or grants from the government pursuant to other regulations.
- IV. Principles
 - (a) Quotas:
 1. The university shall report the total number of overseas Chinese students (excluding graduate students) to the Ministry of Education by September 30 every year.
 2. The Ministry of Education shall determine the NDHU quota of scholarship recipients for the respective academic year by October 25 every year in accordance with the allocated budget for the respective fiscal year. This quota shall include low-income overseas Chinese students who have already successfully applied for public subsidized scholarship prior to the implementation of Guidelines Regarding Subsidized Scholarship for Low-Income Overseas Chinese Students in Senior High Schools and Above.

- (b) Amount: A monthly standard amount shall be determined by the Ministry of Education in accordance with the allocated budget for the respective fiscal year.
- (c) Period: Subsidized scholarship shall be awarded on an annual basis from the start of the academic year on September 1 to August 31 of the following year.
- (d) Restrictions:
 - 1. If overseas Chinese students who have been awarded the subsidized scholarship suspend or terminate studies or are expelled by the university for certain reasons, payments shall be terminated immediately. If such incidents occur after the 15th of the respective month, students shall not be required to pay back the subsidized scholarship of the said month.
 - 2. Other restrictions pertaining to subsidized scholarship shall be formulated the International Recruitment and Admissions Division of the Office of International Affairs.

V. Application procedures:

- (a) The Instructions for the Review of Subsidized Scholarship for Low-Income Overseas Chinese Students shall be made public one month prior to the processing of application.
- (b) Overseas Chinese students shall apply for subsidized scholarship directly with the International Recruitment and Admissions Division, Office of International Affairs by submitting the following documents within two weeks after registration in the first semester of each academic year:
 - 1. Application Form for Subsidized Scholarship for Low-Income Overseas Chinese Students (Appendix 1)
 - 2. Investigation Form for Subsidized Scholarship for Low-Income Overseas Chinese Students (Appendix 2)
 - 3. The original copy of certificate of low income status or other certificates issued within two years
 - 4. The original copy of transcripts of all academic years (Freshman students do not need to provide transcripts.)
- (c) Transfer students shall submit the first to the third documents listed above, and a transfer certificate or study certificate issued by their original university. Transcripts for the previous or most recent academic year shall also be submitted.

VI. Review procedures:

- (a) The International Recruitment and Admissions Division shall be in charge of review procedures.
- (b) The university shall form a subsidized scholarship review panel comprised of a minimum of three members. This panel shall carry out reviews for the respective academic year in accordance with the quota determined by the Ministry of Education. Review records shall be preserved for future reference.

VII. Request and settlement of funds:

- (a) Subsidized scholarship shall be included in annual budgets by the Ministry of Education.
- (b) A list of overseas Chinese students who meet the required criteria upon review shall be compiled in order of year of study (with serial numbers). This list shall be submitted to the

Ministry of Education together with a copy of the review records when funds are requested for the second time (September to December) in the respective year.

- (c) Fund allocation method: Funds are allocated twice each fiscal year by the Ministry of Education from January to August and from September to December. The first and second request for funds must be submitted respectively prior to April 30 and November 30 of the respective year.
- (d) Request method: The completed request form and receipts shall be submitted to the Ministry of Education within the time limits prescribed in the preceding clause; a copy of the list shall be retained by the University for future reference to facilitate review by auditing agencies.
- (e) The university shall transfer funds to students from September to August 31 of the following year. Funds transferred to graduating students shall be completed at the month of graduation.
- (f) Fund settlement: A statement of received and expended funds covering the whole year shall be submitted to the Ministry of Education by December 15 every year. Remaining balances shall be returned to the Ministry of Education.

VIII. Other important reminders:

- (a) If overseas Chinese students have provided fabricated documents or false information, their eligibility shall be revoked and received subsidized scholarship shall be paid back. Besides, charges shall be pressed pursuant to the relevant laws.
- (b) Competent administrative authorities in charge of overseas Chinese affairs shall give priority to award low-income overseas Chinese students work-study grants.

IX. These instructions shall be applicable mutatis mutandis to students from Hong Kong or Macau who are admitted pursuant to the Guidelines Regarding Hong Kong or Macau Residents Undertaking Studies in Taiwan.

X. These instructions and all amendments thereof shall come into effect upon approval by the University president.