

Wenzao Ursuline University of Languages

Admission Regulations for International Students

Amended by the Academic Affairs Committee on March 28th, 2001
Filed with the Ministry of Education as document No. 90185321 Tai (91) Wen (1) Tze on January 2nd, 2002
Amended by the Academic Affairs Committee on October 16th, 2002
Filed with the Ministry of Education as document No. 91176443 Tai (91) Wen (1) Tze on November 20th, 2002
Amended by the Academic Affairs Committee on March 31st, 2003
Filed with the Ministry of Education as document No. 0920067450 Tai Wen (1) Tze on May 7th, 2003
Amended by the Academic Affairs Committee on November 1st, 2005
Filed with the Ministry of Education as document No. 0940162016 Tai Wen Tze on November 21st, 2005
Amended by the Academic Affairs Committee on November 7th, 2006
Filed with the Ministry of Education as document No. 0950170543 Tai Wen Tze on November 15th, 2006
Amended by the Academic Affairs Committee on October 30th, 2007
Filed with the Ministry of Education as document No. 0960173092 Tai Wen Tze on November 12th, 2007
Amended by the Academic Affairs Committee on April 1st, 2008
Filed with the Ministry of Education as document No. 0970056230 Tai Wen (1) Tze on April 11th, 2008
Amended by the Academic Affairs Committee on January 14th, 2011
Amended by the Academic Affairs Committee on March 15th, 2011
Amended by the Academic Affairs Committee on October 4th, 2011
Filed with the Ministry of Education as document No. 1000188383 Tai Wen (2) Tze on October 21st, 2011
Amended by the Academic Affairs Committee on December 20th, 2011
Filed with the Ministry of Education as document No. 1000241194 Tai Wen (2) Tze on January 4th, 2012
Amended by the Academic Affairs Committee on October 9th, 2012
Amended by the Academic Affairs Committee on December 18th, 2012
Filed with the Ministry of Education as document No. 1010250689 Tai Wen (2) Tze on December 26th, 2012
Amended by the Academic Affairs Committee on July 29th, 2013
Amended by the Academic Affairs Committee on October 8th, 2013
Amended by the Academic Affairs Committee on December 17th, 2013
Filed with the Ministry of Education as document No. 1030017828 Tai Jiao Wen (5) Tze on February 7th, 2014
Amended by the Academic Affairs Committee on January 6th, 2015
Filed with the Ministry of Education as document No. 1040018198 Tai Jiao Wen (5) Tze on February 11st, 2015
Amended by the Academic Affairs Committee on December 29th, 2015

Article I. These Regulations have been enacted according to regulations in Article VI of the Regulations Regarding International Students Undertaking Studies in Taiwan by the Ministry of Education, the University's Regulations and other relevant laws and regulations.

Article II. Students of foreign nationality who have never held nationality status from the Republic of China ("R.O.C.") and who do not possess an overseas Chinese student status at the time of their application may apply for admission according to these Regulations.

Students of foreign nationality who meet the requirements below and have resided overseas continuously for more than six years are also qualified to apply for admission under these Regulations.

- A. Students who are nationals of the R.O.C. at the time of application but have never had a household registration record in Taiwan.
- B. Students who was nationals of the R.O.C. before application but do not hold R.O.C. nationality at the

time of their application. These students may apply eight years after annulment of their R.O.C. nationality by the Ministry of the Interior.

C. Students in the situations described in the 2 items above may apply if they have not studied in Taiwan as overseas Chinese students nor received placement permission by the University Entrance Committee for Overseas Chinese Students in the current academic year.

Foreign nationals who have been selected by a foreign government, organization, or educational institution under educational partnership agreements and have never had a household registration record in Taiwan are not subject to the limitations stated in the 2 items above if they are granted permission by educational administration authorities.

The calculation period of six continuous years of residence overseas as stated in the 2nd paragraph shall be done from the start date of the semester of intended study (Feb. 1st or Aug. 1st).

The term “overseas” as used in the 2nd paragraph refers to countries or regions other than China, Hong Kong and Macau. The phrase “reside overseas continuously” means that the person has remained in Taiwan for no more than a total of 120 days per calendar year. Should a stay in Taiwan extend across more than one calendar year, the calculation of 120 days is done separately for each year. The only exceptions apply to those in one of the situations below and can provide written documentation; their time in Taiwan is not included in the calculation of 120 days:

A. The person has attended overseas youth skill training courses organized by the Overseas Compatriot Affairs Council or specialized skill training classes accredited by the Ministry of Education.

B. The person has attended classes for less than two years in a Chinese language center at a university or college in which foreign student recruitment has been approved by the Ministry of Education.

C. The person has been an exchange student for a period of less than two years.

D. The person has been in Taiwan for an internship approved by an authorized central government agency for a period of less than two years.

Students, who had both foreign and R.O.C. nationalities and applied for an annulment of their R.O.C. nationality before Feb. 1st, 2011, when the Regulations Regarding International Students

Undertaking Studies in Taiwan by the Ministry of Education were amended, will be able to apply for admission as international students under the prior version of the Regulations and not be subject to the limitation stated in the 2nd paragraph.

Article III. Students of foreign nationalities who concurrently hold permanent resident status in Hong Kong or Macao, have never had a household registration record in Taiwan, and have resided continuously in Hong Kong, Macao, or another foreign country for no less than six years at the time of application may apply for admission according to these Regulations.

The phrase “resided continuously” stated in the preceding paragraph refers to a stay in Taiwan for no more than 120 days in each calendar year. Exceptions apply to those in one of the situations stated in items A through D of the 5th paragraph of the article above and can provide written documentation. Their time in Taiwan is not included in the calculation of 120 days.

Former nationals of China who now hold another nationality, have no household registration record in Taiwan, and have resided overseas continuously for at least six years at the time of application are eligible to apply for admission according to these Regulations.

The phrase “resided continuously” stated in the preceding paragraph refers to a stay in Taiwan for no more than 120 days in each calendar year. Exceptions apply to those in one of the situations stated in items A through D of the 5th paragraph of the article above and can provide written documentation. Their time in Taiwan is not included in the calculation of 120 days.

The calculation period of six years as stated in the 1st and 3rd paragraphs shall be done from the start date of the semester of intended study (Feb. 1st or Aug. 1st).

The term “overseas” as used in the 1st to 4th paragraphs is defined in the 5th paragraph of the article above.

Article IV. The number of international students admitted by the University for the current academic year is limited to an additional 10% of the number of recruited students. The number of international students should be calculated into the total number of admissions for the academic year and reported to the Ministry of Education for ratification. However, any speiclaized program held jointly by the University and other foreign universities, and has been approved by the Ministry of Education, is not confined to this article.

The University may admit international students into unfilled positions allocated to local students for the current academic year.

Article V. International students applying for admission to the University's graduate and undergraduate programs should submit the application materials below to the Recruitment Section of the Office of Academic Affairs within the designated application period. Admission will be granted for applicants who are reviewed favorably.

A. Application form

B. Documentation of academic credentials:

1. Academic credentials from China: Regulations Governing Accreditation of Schools in China shall apply.

2. Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.

3. Academic credentials from other regions:

a. Academic credentials earned at overseas Taiwanese schools or Taiwanese schools in China shall be regarded as equivalent to those earned at domestic schools of the same level.

b. The academic credentials mentioned in the preceding 2 items shall be subject to relevant regulations regarding the recognition of foreign academic credentials. Academic credentials earned at schools or branches established by foreign schools in China require notarization in China and further verification by an institution established or appointed by the Executive Yuan, or a civic organization commissioned.

C. Financial proof of sufficient funds to support the student while studying in Taiwan or statement by a government, institution of higher learning or civic organization providing full scholarship or aid.

D. Other documents as required by the University.

When reviewing application materials in items B through D, the University may request verification of documents not previously authenticated by overseas consulates, representative offices, agencies of the country or other bodies authorized by the Ministry of Foreign Affairs (hereinafter referred to as "Overseas Agencies"), institutions established or appointed by the Executive Yuan, or civic organizations commissioned. For authenticated documents, the University may request assistance corroborating them.

Article VI. International applicants for the University's junior college programs should submit the application materials below to the Recruitment Section of the Office of Academic Affairs within the designated application period. Additional regulations appear in Article VIII. Admission will be granted for applicants who are reviewed favorably.

A. Application form.

B. Documentation of academic credentials:

1. Academic credentials from China: Regulations Governing Accreditation of Schools in China shall apply.

2. Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.

3. Academic credentials from other regions:

a. Academic credentials earned at overseas Taiwanese schools or Taiwanese schools in China shall be regarded as equivalent to those earned at domestic schools of the same level.

b. The academic credentials mentioned in the preceding 2 items shall be subject to relevant regulations regarding the recognition of foreign academic credentials. Academic credentials earned at schools or branches established by foreign schools in China require notarization in China and further verification by an institution established or appointed by the Executive Yuan, or a civic organization commissioned.

C. Financial proof of sufficient funds to support the student while studying in Taiwan.

D. Document showing the eligibility of a legal guardian in Taiwan.

E. Power of Attorney from the student's parents or other legal representative appointing a guardian in Taiwan. The document must be verified by an overseas agency.

F. Notorized letter of agreement from a legal guardian in Taiwan.

G. Other documents as required by the University.

When reviewing application materials in items B, C and G of the 1st paragraph, the University may request verification of documents not previously authenticated by overseas agencies or institutions established or appointed by the Executive Yuan, or civic organizations commissioned. For authenticated documents, the University may request assistance corroborating them.

Article VII. The phrase “legal guardian in Taiwan” in the preceding Article refers to an R.O.C. citizen with a household registration record, without a criminal record, and has a tax report for the latest fiscal year issued by a tax administration office showing individual annual income above TWD 900,000.

A person who meets the above requirements is able to serve as a guardian in Taiwan for one international student.

Article VIII. Applicants for the University’s junior college programs who already hold legal resident status should submit the application materials below to the Recruitment Section of the Office of Academic Affairs within the designated application period. Admission will be granted for applicants who are reviewed favorably.

A. Application form

B. Documentation of academic credentials:

1. Academic credentials from China: Regulations Governing Accreditation of Schools in China shall apply.
2. Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
3. Academic credentials from other regions:
 - a. Academic credentials earned at overseas Taiwanese schools or Taiwanese schools in China shall be regarded as equivalent to those earned at domestic schools of the same level.
 - b. The academic credentials mentioned in the preceding 2 items shall be subject to relevant regulations regarding the recognition of foreign academic credentials. Academic credentials earned at schools or branches established in China by foreign schools require notarization in China and further verification by an institution established or appointed by the Executive Yuan, or a civic organization commissioned by the Executive Yuan.

C. Copy of legal residency card.

D. Other documents as required by the University.

When reviewing application materials in item B of the 1st paragraph, the University may request verification of documents not previously authenticated by overseas agencies or institutions

established or appointed by the Executive Yuan, or civic organizations commissioned. For authenticated documents, the University may request assistance corroborating them.

Article IX. International students who have submitted forged, borrowed or altered documents as part of their applications shall have their admission offers withdrawn. Students who are already enrolled shall have their student status terminated and shall be unable to receive any academic credentials. Students who have graduated will have their eligibility for graduation and diplomas revoked.

Article X. Students who are unable to continue their normal course of study in their home countries due to war, major disasters, or serious medical epidemics may seek admission to the University as a student in the junior college program. Students must document their circumstances through a Taiwanese consular office abroad, a consular office of the students' home country in Taiwan, or an authorized institution in our country able to assess relevant information. The documents must also be ratified by a central educational administration authority as well as the Ministry of Foreign Affairs and the National Immigration Agency of the Ministry of the Interior.

The number of students admitted under these special circumstances shall be limited to 1% above the total number of students recruited for the specific program.

Article XI. Applications for admission from international students are initially reviewed for completeness by the Recruitment Section of the Office of Academic Affairs. Complete applications are forwarded to relevant departments or graduate institutes for further review. (Only written documents are reviewed.)

Article XII. International students who have completed undergraduate degrees in Taiwan and wish to apply for graduate programs may do so using graduation diplomas and transcripts according to item B in the 1st paragraph of Article V. They are not subject to limitations stated in this item B.

International students who have graduated from schools for international residents in Taiwan, bilingual programs affiliated with senior high schools, or private high schools using a different curriculum, may apply using their graduation diplomas and transcripts according to articles V, VI, or VIII. They are not subject to limitations in item B of the 1st paragraph of article V, in item B of the 1st paragraph of article VI, in item B of the 1st paragraph of article VIII, and article XVIII.

Article XIII. The University shall promptly input information regarding admission, transfer, withdrawal, expulsion or change or loss of student status of international students into the International Student Data Management Information System designated by the Ministry of

Education.

Article XIV. Admitted international students who register within the first 1/3 of the current semester may enroll in the current semester. Students who register after 1/3 of the current semester shall be enrolled in the subsequent semester or next academic year.

International students who are unable to arrive in Taiwan at the intended time may defer registration and maintain their status for a year.

Article XV. International students may not apply for admission to recurrent education undergraduate programs, in-service master's programs or other night or weekend programs. However, international students who have legal permanent resident status or attend a program authorized by the Ministry of Education are not subject to this limitation.

Article XVI. Student counseling and advising issues should be carried out according to the "International Student Guidance and Counseling Act" of the University.

Article XVII. After admission into the University, international students should obey laws of our country and regulations of the University. All issues related to academic performance, behavior and life are handled according to relevant regulations.

Article XVIII. International students who graduate from the College (not including graduation from junior college programs) and are granted permission by the Ministry of Education through a request by the University to do an internship may preserve their international student status for up to a year after graduation.

International students who lose their international student status during their course of study due to application for household registration, naturalization or reversal to ROC nationality will be asked to withdraw.

International students who are expelled from the college or university they have been admitted to due to behavioral issues, academic performance or criminal conviction may not apply again for admission according to these Regulations.

International student transfers are handled in the same way as local student transfers as stipulated in the Wenzao Ursuline

University of Languages Regulations for Recruitment of Transfer Students. However, international students who have been expelled by the college or university they have been admitted to due to behavioral issues or criminal conviction may not transfer into this University.

Article XIX. According to Articles II and III, international students may only apply to study in Taiwan once. After completing the intended program of study in Taiwan, except for applications for graduate programs, application procedures for international students continuing to subsequent programs at the same institution should be identical to those for local students.

Article XX. Admission policies and regulations for exchange students attending sister colleges or universities with which the University has collaborative relationships are stated in a separate regulation.

Article XXI. Fees that international students are responsible for are stated below:

A. Students who are admitted according to Articles VIII and X, recipients of the Ministry of Foreign Affairs scholarships, and students who have permanent residency in Taiwan pay tuition comparable to local students.

B. Students admitted according to the 3rd paragraph of Article II pay fees according to what is stated in the agreement.

C. All other international students pay fees prescribed for international students by the University. (In the past, the amount has been the equivalent of tuition, fees and accommodation costs paid by local students in the same program at private universities for the current academic year.)

Article XXII. When international students register, new students must have health and accidental insurance coverage for at least four months from the day of entry into the country. Current students must provide documentation of payment of National Health Insurance premiums.

Insurance documents issued by an organization in a foreign country should be notarized by a Taiwanese overseas representative office.

Article XXIII. The University must resolve the issues according to relevant regulations in cases where international students are found and

proven to be engaged in employment illegally.

Article XXIV. The University is required to inform the Bureau of Consular Affairs of the Ministry of Foreign Affairs, the local office of the National Immigration Agency of the Ministry of the Interior as well as the Ministry of Education about withdrawals, expulsions, and changes and losses of student status of all international students.

Article XXV. International students applying to study at the Center of Chinese Language should follow procedures specified by the Center.

Application procedures, student affairs and advising, notifications of absences for more than $\frac{1}{4}$ of all class sessions, and change or loss of student status of all international students at the University's Center of Chinese Language are guided by stipulations in items A, C, D of the 1st paragraph of Article V, and Articles XIII, XVI, XXII and XXIV.

Article XXVI. Issues not stipulated in this document are resolved according the Regulations Regarding International Students Undertaking Studies in Taiwan by the Ministry of Education.

Article XXVII. These Procedures become effective after approval by the Academic Affairs Committee and ratification by the Ministry of Education. Amendments follow the same procedure.