

## **Guidelines on International Student's Admission of National Sun Yat-sen University**

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**Article 1** These Guidelines are established in accordance with the Ministry of Education's *Regulations Regarding International Students Undertaking Studies in Taiwan* and the *Academic Regulations* and relevant regulations and guidelines of the National Sun Yat-sen University (hereinafter referred to as "NSYSU").

**Article 2** Those who possess a foreign nationality without holding the Republic of China (hereinafter referred to as "ROC") nationality and meet the conditions of the subsequent subparagraphs shall apply for admission in accordance with these Guidelines:

- (1) The applicant has never possessed the status of an overseas Chinese student.
- (2) The applicant has not been assigned a placement by the University Entrance Committee for overseas Chinese students for the current academic year.

Those who possess a foreign nationality and meet the conditions in the subsequent subparagraphs and have continuously resided overseas for more than six years, shall also apply for admission in accordance with these Guidelines. However, those who plan to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for more than eight years.

- (1) The applicant also holds a ROC nationality at the time of application but has never had a household registration in Taiwan.
- (2) The applicant has once held a ROC nationality but no longer does at the time of application, and there has been at least eight (8) years between the dates of application and the renouncing of the ROC nationality as approved by the Ministry of the Interior.
- (3) The applicant who meets the conditions of the preceding two subparagraphs shall also meet the conditions stated in subparagraphs

1 and 2 of the previous paragraph.

Foreign nationals selected by foreign governments, institutions, or schools to study in Taiwan in accordance with the education cooperation framework agreement, and who have never had a household registration in Taiwan, with the approval of the Ministry of Education (hereinafter referred to as “MOE”), may not be subject to the restrictions of the preceding two paragraphs.

The said six-year and eight-year periods stipulated in Paragraph 2 shall be calculated from the starting date of the registering semester (February 1<sup>st</sup> or August 1<sup>st</sup>) as the period’s end date.

The said “overseas” stipulated in Paragraph 2 refers to countries or territories other than China, Hong Kong and Macao. The phrase “continuously resided overseas” stipulated in Paragraph 2 means that the applicant’s time of stay in Taiwan, if any, shall be less than 120 days in each calendar year. When calculating the number of consecutive years residing overseas, if the first or last year of the period is not a full calendar year, any time of stay in Taiwan in the first or last year shall not exceed 120 days. Nevertheless, the time of stay in Taiwan meeting one of the following conditions, with relevant supporting documents, shall be discounted from the consecutive years residing overseas:

- (1) The period in attending an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the MOE.
- (2) A period of less than two years in total studying at a Chinese Language Center of any university/college which may recruit students overseas and approved by the MOE.
- (3) A period of less than two years as an exchange student.
- (4) A period of less than two years practicing internship approved by the designated central competent authority.

Those who once possessed both foreign and ROC nationalities and have renounced the ROC nationality before February 1<sup>st</sup>, 2011, the effective date of the amendments to the MOE’s *Regulations Regarding International Students Undertaking Studies in Taiwan*, may apply for admission in accordance with the provisions before the amendment and are not subject to the restrictions stipulated in Paragraph 2.

Article 3 Those who hold a foreign nationality and permanent residency in Hong Kong or Macao, have never had a household registration in Taiwan, and have continuously resided in Hong Kong or Macao or elsewhere overseas for more than six years at the time of application may apply for admission in accordance with these Guidelines. However, those who plan to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for more than eight

years.

Those who were residents of China, hold a foreign nationality, have never had a household registration in Taiwan, and have continuously resided overseas for more than six years at the time of application may apply for admission in accordance with these Guidelines. However, those who plan to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for more than eight years.

The term “continuously resided overseas” stipulated in the preceding two paragraphs means that the applicant’s time of stay in Taiwan, if any, shall be less than 120 days in each calendar year. Nevertheless, the time of stay in Taiwan meeting one of the conditions stipulated in Subparagraphs 1 through 4, Paragraph 5 of Article 2, with relevant supporting documents, shall be discounted from the consecutive years residing overseas.

The said six-year and eight-year periods stipulated in Paragraphs 1 and 2 shall be calculated from the starting date of the registering semester (February 1<sup>st</sup> or August 1<sup>st</sup>) as the period’s end date.

The said “overseas” stipulated in Paragraphs 1 through 3 shall follow Paragraph 5 of Article 2, *mutatis mutandis*.

**Article 4** The number of international students admitted in accordance with these Guidelines shall be limited to ten percent (10%) of the admission quota for domestic students as authorized by the MOE in the previous academic year. It will be incorporated in the total admission quota of the current academic year and submitted to the MOE for approval. Whereas the number of international students planned to be admitted exceeds the said ten percent quota of the previous academic year, a proposal including the quality control steps and supportive measures shall be submitted to the MOE for approval. Notwithstanding, degree programs collaborating with universities overseas and are specially approved by the MOE shall not be subject to this restriction.

Non-degree international students currently studying at NSYSU shall not be counted toward the said ten percent quota stipulated in the preceding paragraph.

If the approved admission quota of the previous academic year is not filled by domestic students, the vacancy may be filled up by admitting international students and shall be submitted to the MOE for approval.

**Article 5** International students are recruited and admitted into NSYSU in the Fall and Spring semesters; not accepting transfer students. The admission application guidelines shall be formulated in accordance with these Guidelines to include information on the list of programs, study period, admission quota of each program, admission requirements, screening

criteria, and other relevant information.

Article 6 Prospective applicants shall apply for admission to the Office of International Affairs within the specific time period. (Deadline for specially approved international programs is specified in the Application Guidelines.) The application shall include the following documentation. Those who pass the review or examination will be granted admission.

- (1) An admission application form.
- (2) A photocopy of the nationality (or citizenship) certificate.
- (3) Documents proving academic credentials:
  1. Academic credentials from China: shall be handled in accordance with the *Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area*.
  2. Academic credentials from Hong Kong or Macao: shall be handled in accordance with the *Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao*.
  3. Academic credentials from other areas:
    - i. Academic credentials issued by an Overseas Taiwanese School or schools in China operated by Taiwanese businesspeople shall be regarded as equivalent to those issued by educational institutions at the same level in Taiwan.
    - ii. Academic credentials from countries other than those referred to in the preceding two items shall be handled in accordance with the *Regulations Governing the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education*. Notwithstanding, academic credentials issued by a foreign educational institution's campus or branch locating in China shall be notarized by a notarizing agency in China and authenticated by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.
- (4) Proof of financial support adequate for the study in Taiwan, or a certificate indicating full scholarship granted by a government, university, or private organization.
- (5) Other documentation as required by individual departments/institutes/programs.

Any doubts regarding the documentation specified in Subparagraphs 3 through 5 of the preceding paragraph that has not been authenticated by either a diplomatic mission, an agency established or designated by the Executive Yuan, or a private organization commissioned by the Executive

Yuan shall be cleared by requesting an authentication of the said documentation by an overseas agency. Any doubts regarding authenticated documentation shall be cleared by requesting a verification of the said documentation from the agency which authenticated the documentation.

Article 6-1 Any documentation submitted by international students that is found to be forged, fabricated, or altered shall result in the cancellation of their admission. If the said violations are discovered after the international students have registered and begun classes, their enrollment and student status shall be canceled without any certification issued for their previous academic performance. If the said violations are discovered after the international students have graduated, their graduation qualification shall be nullified, and their diploma revoked.

Article 7 International students applying for admission to study in Taiwan in accordance with the provisions of Article 2 and 3 shall be limited to once only. Those who continue to study in Taiwan shall apply according to the admission procedure of domestic students. However, the conditions listed in the following items may not be subject to this restriction:

- (1) Those who have completed a course of study and are applying for admission to a master's or doctoral degree shall follow NSYSU's regulations.
- (2) International students who have applied to study in a bachelor's degree program and have stayed in Taiwan for less than one year and were dismissed or lost student status shall re-apply to study in Taiwan; such re-application is permitted only once.

International students who are enrolled and are found to receive failing grades in conduct or academic performances, in violation of law or university regulations resulting in being dismissed or losing student status shall not be permitted to re-apply in accordance with the provisions of the previous paragraph.

International students who have completed a bachelor's or master's degree in Taiwan and are applying for admission to a master's or doctoral degree program shall submit applications with their diploma earned in Taiwan and transcript in accordance with the provisions of Article 6 and not be restricted by the provisions of Subparagraph 3 of Paragraph 1.

International students who graduate from schools for foreign residents in Taiwan, from a bilingual division (program) affiliated with a domestic senior high school, or from a foreign curriculum program of a domestic private senior high school shall submit applications with their diploma earned in Taiwan and transcript in accordance with the provisions of Article 6 and not be restricted by the provisions of Subparagraph 3 of Paragraph 1, Article 6.

- Article 8 International students shall not apply for in-service master's programs for recurrent education or any programs whose classes are taught only in the evening or on weekends or holidays. Notwithstanding, international students who possess an Alien Resident Certificate in Taiwan or who study in international programs specially approved by the MOE are not subject to this restriction.
- Article 9 International students who arrive at the campus before one-third of the semester has elapsed may enroll in the current semester. Those who arrive at the campus after one-third of the semester has elapsed shall only enroll in the following semester. Notwithstanding, regulations or guidelines issued by the MOE have precedence.
- Article 10 Upon registration, new international students shall submit a proof of medical and accident insurance effective for at least six months as of their arrival date in Taiwan. Current students shall present proof of Taiwan's National Health Insurance.  
Whereas the proof of insurance referred to in the preceding paragraph is issued in a foreign country, it shall be authenticated by an overseas mission.
- Article 11 International students who with MOE's approval to practice internship after graduation may have their status as international students extended up to one year after graduation.  
The status as international students shall be cancelled when international students are permitted to have an initial household registration, move-in registration into a current household, naturalization, or restoration of ROC nationality after enrollment in Taiwan. Henceforth, they shall be dismissed from NSYSU.  
International students who were admitted in accordance with the admission requirements of domestic students and who applied for naturalization of ROC citizenship according to the *ROC Nationality Act*, Article 4, Paragraph 1, Subparagraph 1-3, are not subject to this restriction.
- Article 12 International students who are proven to violate Article 2, 3, or 11 of the Guidelines shall have their admission canceled or be dismissed if they have already enrolled. If the case is discovered after the said students have graduated, their diploma shall be returned and nullified, and the degree earned shall be revoked by public notice.
- Article 13 After being admitted, international students with outstanding academic performances shall submit scholarship applications to the Office of International Affairs according to NSYSU's regulations; those admitted

under special educational cooperation agreements shall follow the provisions stipulated in the said agreements.

To promote the recruitment of top international students, funds are allocated to provide scholarships. Application for the scholarship shall follow the provisions of *Guidelines Governing Scholarship Applications for Outstanding International Students Enrolling in Bachelor's, Master's, and Doctoral Programs of NSYSU*.

Article 14 Tuition and fees for international students' study are as follows:

1. Students on the Taiwan Scholarship awarded by the Ministry of Foreign Affairs and has ROC permanent residency status shall pay the same tuition and fees as domestic students.
2. Students admitted under education cooperation agreements shall pay tuition and fees as stipulated in the said agreement.
3. Students not referred to in the preceding two subparagraphs shall pay tuition and fees set by NSYSU. The said tuition and fees shall be no less than domestic private university students' tuition and fees.

Students who have enrolled into NSYSU before the enforcement of the amended *MOE Regulations Regarding International Students Undertaking Studies in Taiwan* on February 01, 2011 shall bear the costs under the original regulations.

Article 15 Information regarding international students' admission, transfer, suspension, dismissal, or any change to or loss of international student status, shall be promptly logged into the international student management system designated by the MOE.

Article 16 Under the condition of not affecting normal educational activities, NSYSU may sign education cooperation agreements with foreign universities to recruit international students as exchange students. Admission of the said exchange students as non-degree students shall follow these Guidelines, mutatis mutandis.

Proof of medical and accident insurance or Taiwan's National Health Insurance is needed for the said exchange when they apply for admission.

Article 17 Matters concerning international students for registration and during their studies at NSYSU shall be handled by individual units, respectively, as follows:

1. The Office of International Affairs (OIA) shall assume the responsibilities of announcing admission application, processing applications, announcing admission results, processing scholarship applications, communicating with applicants, assisting international students in learning the Chinese language and local culture, translating

recruitment information into foreign languages, and maintaining relationship with international partner universities.

2. The Office of Academic Affairs (OAA) shall assume the responsibilities of printing the *Admission Application Guide for International Degree Students*, approving the list of qualified students reviewed by each department/institute/program, issuing acceptance letters, and handling matters related to registration.
3. Individual department/institute/program shall assume the responsibilities of review or examination of international students' application for admission. A list of qualified students who pass the review or examination, with relevant materials, shall be submitted through the college to OAA. The OAA shall then compile the lists from each college and submit them to the President for approval. The OIA shall announce the admission result.
4. The Office of Student Affairs shall assume the responsibilities of counseling international students for their daily life and mental health. Activities may be held to promote interaction and exchange between international and domestic students and to promote the campus's internationalization.

Article 18 Individual department/institute/program shall care for international students' condition of study. Cases concerning international students who are found to violate the *Employment Services Act* shall be handled promptly in accordance with relevant regulations of NSYSU.

Article 19 Information regarding international students' suspension, dismissal, or any change to or loss of international student status shall be reported by OIA to the Bureau of Consular Affairs of Ministry of Foreign Affairs and the nearby service center of the National Immigration Agency of the Ministry of the Interior; copies of the notifications shall also be sent to the MOE.

Article 20 Matters concerning the application for retention of the admission qualification, transfer to another department/institute/program, suspension, dismissal, and the assessment of student status, academic study and demeanor shall be handled in accordance with relevant regulations of NSYSU.

Article 21 Matters not covered by these Guidelines shall be handled in accordance with the MOE's *Regulations Regarding International Students Undertaking Studies in Taiwan*, *Academic Regulations* of NSYSU, and relevant regulations and guidelines of NSYSU.

Article 22 These Guidelines have been approved by the Admissions Committee



Meeting and submitted to the MOE for approval and implementation. Amendments to these Guidelines shall follow the same procedure.