

# 淡江大學

## 114學年度國際專修部招生簡章 2025-2026 Admissions Handbook for International Foundation Program



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# 淡江大學114學年度國際專修部招生重要日程表

## Important Dates of International Foundation Program

### 秋季班(2025年9月入學)Fall Semester (September 2025 Enrollment)

工作項目 Item	日期 Date
公告招生簡章 Admission Handbook Announcement	February 10, 2025
線上申請及上傳 On-line application submission	May 1 - June 30, 13:00 p.m., 2025
放榜 Admission Decision Notification	August 1, 2025
註冊 Registration	September , 2025

**Apply Online: <http://exam.tku.edu.tw/fo5>**

- 入學諮詢等相關問題Inquiries about admissions  
國際專修部李婷婷小姐 Ms. Jocelyn  
TEL: 886-2-26215656 ext.3543 / E-Mail: aufx@oa.tku.edu.tw
- 註冊、休學、復學等相關問題Inquiries about registration, deferment and resumption of study  
教務處註冊課務發展中心Center for Registration-Curriculum Development  
李宜陵小姐Ms. Lynn Lee  
TEL: 886-2-26215656 ext.2368/ E-Mail: 154916@mail.tku.edu.tw
- 入學獎學金相關問題Inquiries about entrance scholarships  
國際暨兩岸事務處境外生輔導組International and Mainland Students Guidance Section  
李靜宜小姐Ms. Eva Lee  
TEL: 886-2-26215656 ext.2218/ E-Mail: evacylee@mail.tku.edu.tw
- 簽證、宿舍、健保等相關問題  
ARC, housing, health insurance, work permits  
國際專修部李婷婷小姐 Ms. Jocelyn  
TEL: 886-2-26215656 ext.3543 / E-Mail: aufx@oa.tku.edu.tw

淡江大學國際專修部招生申請流程  
Application Procedure for International Foundation Program, Tamkang University



- 申請系所，可至第 7 頁查詢。

See page 7 for the study programs.

- 請詳閱簡章並確認申請資格

Confirm your eligibility for application qualification, please refer the admission handbook carefully.

- 準備護照或國籍證明、畢業證書、成績單、財力證明及系所要求繳交資料。

Prepare the required materials including the **passport or proof of nationality, official diploma, official transcripts, financial statement, and the additional requirements** by the intended department or institute.

- 直接上網申請，免報名費，不必將資料寄回。

Apply online and upload the required documents; NO APPLICATION FEE, the documents uploaded are not necessary to be sent to TKU by post mail.

<http://exam.tku.edu.tw/fo5>

1. 申請帳戶 Create your account.
2. 填寫入學申請表  
Fill in the online application forms.
3. 上傳應繳文件 Upload the required documents.
4. 必要時得通知申請人補件 If necessary, applicants will be notified to send further documents.

- 線上申請送出完成後會收到一封申請確認的電郵。  
Online applicants will receive a confirmation e-mail after submitting and completing the online application.

- 甄審方式 Admission Assessment

採書面審查及面試，申請學生若無法參加實體面試，可以網路視訊。如有任一項目成績零分或缺考者，不予錄取。面試方式、時間及地點另行通知。

Admission is determined through the assessment of application documents and an interview. Applicants who are unable to attend the interview in person may arrange for an online. If the applicant who score zero points in any item or to be absent from the exam will not be admitted. Interview methods, schedule, and location will be notified separately.

- 錄取名單公告於本校招生資訊網頁，入學通知單則以 e-mail 及書面寄發。

The list of admitted students will be posted on the TKU website. Admission decision will be notified by both e-mail and post.

# 壹、申請資格及相關規定 Eligibility & Related Regulations

## 一、申請資格Eligibility

### ※外國學生International Students

(一)具外國國籍並未曾具有中華民國國籍，符合下列規定者。

“An individual of foreign nationality, who has never held nationality status from the Republic of China (“R.O.C.”) and who meets the following requirements, is qualified to apply for admission.

1、未曾以僑生身分在臺就學。

2、未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

1. An individual has never undertaken studies in Taiwan as an Overseas Chinese student.

2. An individual has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

(二)具外國國籍並符合下列規定，且最近連續居留海外六年以上者。（計算至2025年8月1日）

An individual of foreign nationality, pursuant to the following requirements and who has resided overseas continuously for no less than 6 years (up to August 1, 2025) is also qualified to apply for admission.

1、申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

1. An individual who also is a national of the R.O.C., but does not hold nor has had a household registration in Taiwan.

2、申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年（計算至2025年8月1日）。

2. An individual who also was a national of the R.O.C. but has no R.O.C. nationality at the time of their application shall have an annulled status regarding their R.O.C. nationality for no less than 8 years (up to August 1, 2025) after an annulment of R.O.C. nationality by the Ministry of the Interior.

3、前二款均未曾以僑生身分在臺就學，且未於當學年度經海外聯合招生委員會分發。以上所定六年，以擬入學當學期起始日期為終日計算之。所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間未逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

3. Regarding individuals mentioned in the preceding 2 subparagraphs, they must not have studied in Taiwan as an Overseas Chinese student nor received placement permission during the same year of the application by the University Entrance Committee for Overseas Chinese Students.

The six year calculation period as prescribed above shall be calculated from the starting date of the semester as the designated due date for the time of study.

The term “overseas” as prescribed above is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year. If the calculated calendar year is not one complete calendar year, their stay in Taiwan should not exceed 120 days within the calculated calendar year period. The only exceptions to this method of calculation are for those who fulfill one of the following requirements with

written supportive proof:

- (1)就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。
- (2)就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。
- (3)交換學生，其交換期間合計未滿二年。
- (4)經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

- (1)Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the Ministry of Education;
- (2)Attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by the Ministry, and to which the total length of stay is less than 2 years;
- (3)Exchange students, whose length of total exchange is less than 2 years; or
- (4)An Internship in Taiwan which has been approved by an authorized central government agency, to which the total length of stay is less than 2 years.

- (三)具外國國籍且原具中華民國國籍，並於外國學生來臺就學辦法中華民國100年2月1日修正施行前（2011年2月1日前）已提出申請喪失中華民國國籍滿八年者（計算至2025年8月1日），得依原規定申請入學，不受前點規定之限制。

An individual, who has foreign nationality and had applied for an annulment of the R.O.C. nationality prior to February 1, 2011 (the effective date of this amendment of Regulations Regarding International Students Undertaking Studies in Taiwan issued by the Ministry) for at least 8 years since the date, on which a revocation was issued from the Ministry of the Interior, up to August 1, 2025, will then be qualified to apply for admission as an international student under the amendment effective before Feb. 1st, 2011 and will not be subject to the limitation of the preceding clause.

※以上所指中華民國國籍係依國籍法第二條規定辦理。

有下列各款情形之一者，屬中華民國國籍：

- 1、出生時父或母為中華民國國民。
- 2、出生於父或母死亡後，其父或母死亡時為中華民國國民。
- 3、出生於中華民國領域內，父母均無可考，或均無國籍者。
- 4、歸化者。

R.O.C. nationality is defined in accordance with Article 2 of the Nationality Act:

A person who meets one of the following requirements has acquired nationality of Republic of China:

- (1)A person whose father or mother was, at the time of his (her) birth, a citizen of the Republic of China.
- (2)A person born after the death of his (her) father or mother who was, at the time of his (her) death, a citizen of the Republic of China.
- (3)A person born in the territory of the Republic of China and whose parents are both unknown or are stateless.
- (4)A naturalized person.

- (四)具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者，得依規定申請入學。所定六年及所稱海外連續居留準用第二點第三項規定。

An applicant of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or overseas continuously for no less than 6 years is qualified to apply for admission. The six year calculation and the term “resided overseas continuously” mentioned here shall be subject to the preceding second paragraph of the third clause.

- (五)曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以

上者，得依規定申請入學。所定六年及所稱海外連續居留準用第二點第三項規定。  
An applicant being a former citizen of Mainland China and holds a foreign nationality, having no history of household registration record in Taiwan, and at the time of application, has resided overseas continuously for no less than 6 years is qualified to apply for admission. The six year calculation and the term “resided overseas continuously” mentioned here shall be subject to the preceding second paragraph of the third clause.

## ※僑生及港澳學生 Overseas Chinese/Hong Kong/Macao Student

(一)僑生：海外出生連續居留迄今，或最近連續居留海外6年以上，並取得僑居地永久或長期居留證件之華裔學生。

The term "Overseas Chinese student" refers to a student of Chinese descent who has come to Taiwan to study, who was born and lived overseas until the present time, or who has been living overseas for six or more consecutive years in the immediate past and obtained permanent or long-term residency status overseas.

(二)港澳生：香港或澳門居民，具有港澳永久居留資格證件，且最近連續居留境外6年以上；並符合香港澳門關係條例第四條規定。

Hong Kong and Macau Students refer to people who have obtained permanent residence certificates and have recently lived abroad for more than 6 years and comply with Article 4 of the Laws and Regulations Regarding Hong Kong & Macao Affairs.

(三)港澳具外國國籍之華裔學生：具外國國籍，兼具香港或澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外 6 年以上之華裔學生，得依「僑生回國就學及輔導辦法(附錄 1)」第 23 條之 1 申請入學。

Hong Kong and Macau Chinese Students of foreign nationality: Students who not only have foreign nationality, but also have the right of permanent residency in Hong Kong or Macau, who do not hold a household registration in Taiwan, and who have been living overseas, in Hong Kong or Macau, for six or more consecutive years in the immediate past. The study and counseling assistance for Hong Kong and Macau Chinese Students of foreign nationality fall mutatis mutandis under the “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan (Appendix 1)” Article 23 when applying for university admission, before related laws are amended and enacted.

註一：上述第(一)、(三)項所稱海外，指大陸地區、香港及澳門以外之國家或地區；第(二)項所稱境外，指臺灣地區以外之國家或地區。

Note 1: The term "overseas" mentioned in the above items (1) and (3) refers to countries or regions other than Mainland China, Hong Kong, and Macau; the term "abroad" mentioned in item (2) refers to countries or regions other than Taiwan.

註二：所謂「連續居留」係指每曆年(1月1日至12月31日)在臺灣地區停留期間不得逾120日，否則視為居留中斷。期間係以本簡章申請時間截止日為計算基準日往前回溯推算6年，但計算至西元2025年8月31日始符合簡章所訂連續居留年限規定者，亦得申請，惟須簽具切結書，經僑務委員會、教育部、國際及兩岸教育司就申請截止日至西元2025年8月31日之實際居留情形予以審查，如未符合連續居留年限規定者，將撤銷錄取分發資格。

Note 2: The term "The consecutive years of overseas residency" means calendar years in each of which an Overseas Chinese student has not spent more than 120 days in Taiwan. The period is calculated by counting back 6 years from the application deadline specified in

this guideline, but those who meet the continuous residency requirement set by the guideline as of August 31, 2025, may also apply. However, an affidavit should be filled out, and the Overseas Compatriots Affairs Commission, the Ministry of Education, and the Department of International and Cross-Strait Education will review the actual residency status from the application deadline to August 31, 2025. If the continuous residency requirement is not met, the admission qualification will be revoked.

註三：有關連續居留認定及除外規定，不以連續僑居中斷論，僑生請參閱「僑生回國就學及輔導辦法」第 3 條；港澳生請參閱「香港澳門居民來臺就學辦法(附錄 2)」第 3 條。請於申請時檢附證明文件一併繳交，以利審核。

Note 3: For continuous residence certification and exclusion requirements, Overseas Chinese students please refer to Article 3 of the “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan”; for Hong Kong and Macau students please refer to Article 3 of “Measures for Hong Kong and Macau Residents to Study in Taiwan” (Appendix 2). Please attach the supporting documents and submit them at the time of application for review.

註四：「香港澳門關係條例」第 4 條規定，所稱香港居民係指具有香港永久居留資格，且未持有英國國民（海外）護照或香港護照以外之旅行證照者；所稱澳門居民，係指具有澳門永久居留資格，且未持有澳門護照以外之旅行證照或雖有葡萄牙護照但係於葡萄牙結束治理前於澳門取得者。不符合前述規定，但「具外國國籍，兼具香港或澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外 6 年以上之華裔學生」，得依「僑生回國就學及輔導辦法」第 23 條之 1 申請入學。

Note 4: According to Article 4 of the “Laws and Regulations Regarding Hong Kong & Macao Affairs”, the term “Hong Kong Residents” as used herein refers to persons who qualify for permanent residency in Hong Kong and who do not hold a travel document other than a British (Overseas) passport or a Hong Kong passport. The term “Macau Residents” as used herein refers to those who have the right of permanent residency in Macau and hold no travel documents other than the Macau passport; or those who do hold a Portuguese passport but obtained the document in Macau prior to the end of Portuguese rule. Those who do not meet the aforementioned regulations, but are “An Overseas Chinese student of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or overseas continuously for no less than 6 years” may apply for admission in accordance with Article 23-1 of the “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan”.

註五：取得僑居地永久或長期居留證件，得以取得僑居地公民權、永久居留權或以其所持中華民國護照已加簽僑居身分認定之。

Note 5: Documentary evidence of the having obtained permanent or long-term residency status overseas may include proof of having citizenship or permanent residency in the applicant’s country of residence, or having a Republic of China passport which officially records the person’s Overseas Chinese status.

註六：僑生身分認定，由僑務主管機關為之；港澳生及港澳具外國國籍之華裔學生身分認定，由教育部為之。

Note 6: A person’s overseas Chinese student status must be validated by the Overseas Compatriots Affairs Commission (OCAC). A person’s Hong Kong and Macau Students

or Hong Kong and Macau Chinese Students of foreign nationality status must be validated by the Ministry of Education.

註七：僑生及港澳生回國就學期間，除其他法令另有規定外，不得任意變更身分。若同時符合外國學生及僑生身分資格者，請擇一身分申請入學，一旦提出申請後不得變更身分。

Note 7: Overseas Chinese students and Hong Kong and Macau Students are not permitted to change their status while they are studying in Taiwan, unless permitted to do so under the provisions of some other ordinance. If the student who meet the qualifications for both foreign student and Overseas Chinese student status, please choose one status to apply for admission. Once the application is submitted, you cannot change your status.

註八：僑生經輔導回國就學後，在國內停留未滿二年，因故退學或喪失學籍者，得重新申請回國就學，並以一次為限。入學後學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得依本項規定申請入學。

Note 8: An Overseas Chinese student who received assistance to be assigned to an educational institution in Taiwan who studied for less than two years because they discontinued their studies for some reason or forfeited their student status may lodge another application to come to Taiwan to study, but only one such re-application is permitted. However, if the educational institution in Taiwan where the Overseas Chinese student was studying considers that the student's conduct or academic performance was unsatisfactory, or if the student violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of the regulations governing student awards and penalties, the student had to discontinue their studies or forfeited their status as a registered student, the student is not permitted to re-apply to study in Taiwan, based on the provisions of this paragraph.

註九：港澳生經申請來臺就學後，因故自願退學，且在臺灣地區居留未滿二年者，得重新申請來臺灣地區就學，並以一次為限。入學後以操行不及格或因刑事案件經判刑確定致遭退學者，不得再依本規定申請入學，亦不得轉學進入其他學校就讀。

Note 9: An Hong Kong and Macau Student who received assistance to be assigned to an educational institution in Taiwan who studied for less than two years because they discontinued their studies for some reason or forfeited their student status may lodge another application to come to Taiwan to study, but only one such re-application is permitted. However, an Hong Kong and Macau Student who has been dismissed by the educational institution that admitted the student as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to re-apply to study in Taiwan, based on the provisions of this paragraph, and transfer to another university or tertiary college.

註十：本招生對象以當年度自海外回國者為限，不含已在臺就讀高中、國內大學一年級肄業及臺師大僑生先修部結業生，以及緬甸、泰北地區未立案華文中學畢業僑生。

Note 10: The admission is not opened to those who have studied in senior high schools in Taiwan, those who have studied for one year in any university in Taiwan, and the Overseas Chinese, Hong Kong, and Macau Students who have completed the schooling at the Division of Preparatory Programs for Overseas Chinese Students of National Taiwan Normal University, and the graduates from unincorporated Chinese schools in Myanmar and Northern Thailand.

已於臺灣之大學取得學士以上學位者，得向海聯會申請入學碩士以上學程；持中國大陸護照者，應循陸生管道來臺就學。

An Overseas Chinese student who has been awarded a bachelor's degree or higher degree from a university in Taiwan who may apply for a graduate program at master's degree level or higher by applying to the University Entrance Committee for Overseas Chinese Students during the annual recruitment period. Those holding a mainland China passport should apply to study in Taiwan through the mainland Chinese students' application process.

## 二、國際專修部相關規定

### Related Regulations of International Foundation Program

#### (一)外國學生及僑港澳生申請人申請學士班者須具國外高中畢業學歷。

International, Overseas Chinese/Hong Kong/Macao Students can apply with a high school diploma from outside Taiwan are eligible to apply for undergraduate programs.

#### (二)申請資格須遵守及符合教育部「入學大學同等學力認定標準(附錄3)」和「外國學生來臺就學辦法(附錄4)」之規定。

Applicant eligibility must comply and meet with the “Standards for Recognition of Equivalent Educational Levels for University Admission (Appendix 1)”, “Regulations Regarding International Students Undertaking Studies in Taiwan (Appendix 2)” of the Ministry of Education and “Providence University Admission Regulations for International Students (Appendix 3)”.

#### (三)國際專修部為1年華語先修課(不須華語基礎)+4-5年學士學位課程；申請國際專修部者，於申請時得免繳中文能力證明。

The International Foundation Program is 1 Year of Chinese preparatory program (Chinese language beginners are eligible to apply.) and 4-5 years of Bachelor's degree program, the applicant who apply for the International Foundation Program do not need to submit the Chinese language proficiency certificate.

#### (四)華語先修期間不得轉系或轉學，但於正式修讀學士班專業課程1年後，得於製造業、營建業、農業及長期照顧業、電子商務業及服務類科等相關系所申請轉系或轉學。

Students may not apply to transfer to other department or university during the study in the Chinese Preparation program. However, after studied one year in the admitted department, students may apply to transfer to departments related to Manufacturing Industry, Construction, Agriculture and Long-Term Care fields, E-Commerce and Service Industry.

#### (五)申請來臺於國際專修部先修華語以一次為限，遇特殊事由中斷，經教育部同意，得再申請一次。於完成申請就學之學校學程後，除申請碩士班以上學程，得逕依本校規定辦理外，如繼續在臺就學者，其入學考試應與我國內一般學生相同。已就讀過我國國內大專校院學士班者，請勿以「新生身分」申請學士班。

Students applying for International Foundation Program in Taiwan shall be limited to one application only. If the students interrupted the study by special reasons, students may apply again after get approved by the Ministry of Education. Upon completion of the course of study, at a school in Taiwan, to which an international student has applied, the student's admission to another school's academic level shall be handled in a manner identical to the admission procedures for local students. An exception is that an application for a master's degree or higher levels of graduate studies can be processed under the procedures of each individual school. Student who had took bachelor's program at Taiwan's universities should NOT apply for bachelor's program as “new students”.

(六)國際專修部華語先修生需於國際專修部修業期間，考取華語文能力測驗(TOCFL)之聽力與閱讀測驗達基礎級A2(含)以上程度始能進入申請學系大一就讀，學生於大二起須達華語文能力測驗(TOCFL)進階級之聽力與閱讀測驗B1標準。未達標準者，學校將予以退學處分，並安排學生離境事宜。

Students enrolled in the International Foundation Program need to reach at least a TOCFL listening and reading test level of A2 within one year. Upon reaching this level, students can bridge to the department which they applied. Once they are officially attending their bachelor's degree programs, students shall pass Level B1 listening and reading test of TOCFL. Those who fail to obtain the required language level will be withdrawn from the school and make arrangements for departure from Taiwan.

(七)本校國際專修部招生事務，不委託校外機構、法人、團體或個人辦理相關事項。

The recruitment of International Foundation Program in Tamkang University is not permitted to commission any external institution, legal person, group, or individual to handle related matters.

### 三、申請費用規定 Application Fees

申請費：免費。Application Fee: Free

### 四、修業年限

修業期間 Term of Study	就讀單位 Study Division
第 1 年 The 1st year	國際專修部華語先修班 International Foundation Program Chinese Language Learning Preparation Program
第 2-5 年 The 2 <sup>nd</sup> to 5 <sup>th</sup> year	文學院 College of Liberal Arts ● 資訊與圖書館學系 Department of Information and Library Science ● 資訊傳播學系 Department of Information and Communication 工學院 College of Engineering ● 資訊工程學系 Department of Computer Science and Information Engineering ● 土木工程學系 Department of Civil Engineering 商管學院 College of Business and Management ● 資訊管理學系 Department of Information Management ● 運輸管理學系 Department of Transportation Management 國際事務學院 College of International Affairs ● 國際觀光管理學系全英語學士班 Department of International Tourism Management (English-Taught Program) AI 創智學院 College of Artificial Innovative Intelligence ● 人工智慧學系 Department of Artificial Intelligence
第2-6 年 The 2 <sup>nd</sup> to 6 <sup>th</sup> year	工學院：建築學系 College of Engineering ● Department of Architecture

## 五、甄審方式 Admission Assessment

採書面審查及面試，申請學生若無法參加實體面試，可以網路視訊。如有任一項目成績零分或缺考者，不予錄取。面試方式、時間及地點另行通知。

Admission is determined through the assessment of application documents and an interview. Applicants who are unable to attend the interview in person may arrange for an online or telephone interview. If the applicant who score zero points in any item or to be absent from the exam will not be admitted. Interview methods, schedule, and location will be notified separately.

## 貳、秋季班招生學系(學士班)及名額

Available Programs (Bachelor degree) and Quota for 2025 Fall Semester

招生學系 Available Programs	招生名額 Admission Quota		評分項目 Scoring Categories
	僑港澳生 Overseas Chinese/ Hong Kong/ Macau Students	外國學生 International students	1. 面試(10%) Interviews(10%) 2. 書面資料審查(90%) Document Assessment (90%) 各學系書面審查項目及占比如下： Scoring categories and percentage of the departments
資訊與圖書館學系 Department of Information and Library Science	44	109	在學成績單 (50%)、其他有助審查資料 (40%)、英文能力(10%) Academic performance (transcript in Chinese or English) (50%), Additional documents (40%), and English competency (10%).
資訊傳播學系 Department of Information and Communication			在學成績(30%)、其他有助審查資料 (60%)、英文能力(10%)。 Academic performance (30%), Additional documents (60%), and English ability (10%).
建築學系 Department of Architecture			在學成績(30%)、其他有助審查資料 (50%)、英文能力(20%)。 Academic performance (30%), Additional documents (50%), and English ability (20%).
土木工程學系 Department of Civil Engineering			在學成績(40%)、其他有助審查資料 (40%)、英文能力(20%)。 Academic performance (40%), Additional documents (40%), and English ability (20%).
資訊工程學系 Department of Computer Science and Information Engineering			在學成績(50%)、其他有助審查資料 (50%)。 Academic performance(50%), Additional documents (50%).
資訊管理學系 Department of Information Management			在學成績(30%)、其他有助審查資料 (60%)、英文能力(10%)。 Academic performance (30%), Additional documents (60%), and English ability (10%).
運輸管理學系 Department of Transportation Management			在學成績(40%)、其他有助審查資料 (45%)、英文能力(15%)。 Academic performance (40%), Additional documents (45%), and English ability (15%).

招生學系 Available Programs	招生名額 Admission Quota		評分項目 Scoring Categories
	僑港澳生 Overseas Chinese/ Hong Kong/ Macau Students	外國學生 International students	1. 面試(10%) Interviews(10%) 2. 書面資料審查(90%) Document Assessment (90%) 各學系書面審查項目及占比如下： Scoring categories and percentage of the departments
國際觀光管理學系全英語學士班 Department of International Tourism Management (English-Taught Program)			在學成績(20%)、其他有助審查資料(50%)、英文能力(30%)。 Academic performance (20%), Additional documents (50%), and English ability (30%).
人工智慧學系 Department of Artificial Intelligence			在學成績(50%)、其他有助審查資料(30%)、英文能力(20%)。 Academic performance (50%), Additional documents (30%), and English ability (20%).

※其他有助審查資料包含讀書計畫、自傳與活動證明。

**Additional documents include study plan, autobiography and certificates of activities.**

※僑港澳生名額包含海外聯招會個人申請之名額，未使用之名額將流用至國際專修部申請。

**The quota for Overseas Chinese, Hong Kong and Macao students includes the quota for individual applications from the University Entrance Committee For Overseas Chinese Students. Unused quotas will be transferred to the application for the International Foundation Program.**

## 參、應繳文件 Required Documents

上傳資料請以PDF檔、JPG檔或ZIP檔上傳，單一檔案不可超過 4MB。  
The documents can be PDF, JPG or ZIP format and can not exceed more than 4MB.

- 一、請於2025年5月1日至6月30日下午1點上網填寫申請入學表件；收件地址請務必填寫申請人實際居住地址，以利郵寄。

Fulfill the online application forms during May 1 to 1 p.m., June 30, 2025, the mailing address must fulfill the applicant's actual residential address for mailing purposes.

- 二、國籍證明文件或護照影本。Verification of nationality or a copy of passport.

- 三、3個月內個人兩吋正面照片。Passport photo taken within the last 3 months.

- 四、經我國駐外機構驗證之最高學歷畢業證書影本或同等學力證明文件，如原學歷證件非中文或英文者，請另繳交中或英譯本並加蓋認證章戳。

A photocopy of the highest education diploma or equivalent academic attainment authenticated by Taiwan's overseas mission. (When the original diploma or equivalent academic attainment is written in a language other than Chinese or English, the Chinese or English translation of the diploma is required and has to be verified with official stamps by the Taiwan's overseas office.)

- 五、經我國駐外機構驗證之最高學歷歷年成績單，如原成績單非中文或英文者，請另繳交中或英譯本並加蓋認證章戳。

The official transcript of the highest level school which has the detailed history of the applicant's academic records and is authenticated by Taiwan's overseas mission. (When the transcript is written in a language other than Chinese or English, the Chinese or English translation of the transcript is required and has to be authenticated with official stamps by the Taiwan's overseas mission.)

- ※以上「我國駐外機構」泛指我國駐外使領館、代表處、辦事處或其他經外交部授權機構。

“Taiwan's overseas mission” refers to R.O.C. embassy, consulate, office or other agencies authorized by the Ministry of Foreign Affairs (MOFA), Taiwan, R.O.C.

- ※持大陸地區學歷者，依「大陸地區學歷採認辦法」繳交相關證明文件；香港澳門學歷請依「香港澳門學歷檢覈及採認辦法」繳交相關學歷證明文件。

Academic credentials from Mainland China shall be subject to the Regulations Governing the Accreditation of Schools in Mainland China; academic credentials from Hong Kong or Macao shall be subject to the Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao.

- ※持馬來西亞學歷者，本校接受經我國駐外機構或馬來西亞留臺校友會聯合總會之認證章戳。

Academic credentials from Malaysia are required to be authenticated with official stamps by the Taiwan's overseas mission or the Federation of Alumni of Taiwan Universities in Malaysia.

- ※應屆畢業之申請生，申請時如尚未取得畢業證書可不必繳交，但註冊時必須繳交。

Recent graduates are not requested to submit the diploma in the application periods. However, the diploma must be submitted when register at the school.

- 六、3個月內由金融機構開立美金4,000元或新臺幣100,000元以上之財力證明(限申請人或其父母帳戶)，或政府、本校或民間機構提供全額獎助學金之證明。

A financial statement issued within recent 3 months from a financial institution with a minimum balance of US\$4,000 or NT\$100,000(the bank account can be under applicant's or parent's name,) or proof of having a full scholarship or grant provided by a government,

university, college, or private organization.

七、其他有助審查資料包含讀書計畫、自傳與活動證明。

Additional documents include study plan, autobiography and certificates of activities.

八、申請國際觀光管理學系全英語學士班需另上傳英文能力證明:英語文能力測驗應達 CEFR B1(含)級以上，包括TOEFL ITP 457或 TOEFL CBT137或 TOEFL iBT 57或 IELTS 4或TOEIC 550以上(適用於申請英語授課學系，母語為英文者請上傳護照)。

Apply to Department of International Tourism Management (English-Taught Program) need upload the English language proficiency: level CEFR B1 or above, TOEFL ITP 457 or TOEFL CBT137 or TOEFL iBT 57 or IELTS 4 or TOEIC 550.(Only applicable to students who apply to English-taught programs, native speaker must upload the passport).

九、外國學生、僑生、港澳生切結書。

Declaration for international students, Overseas Chinese/Hong Kong/Macao Students.

十、本校外國學生招生事務，不委託校外機構、法人、團體或個人辦理相關事項。

The recruitment of international students in Tamkang University is not permitted to commission any external institution, legal person, group, or individual to handle related matters.

## 肆、錄取原則 Admission Criteria

一、錄取標準由國際專修部進行初審，經學系及學院審查，送招生委員會審議，審查未通過者，雖各招生班別仍有名額亦不錄取。錄取名單核定後公告。

The admission criteria will be reviewed by the Office of International Foundation Program and will undergo a preliminary review. After review by the department and college, it will be sent to the Overseas Admissions Committee for deliberation. Those who fail the review will not be admitted even though there are still places in each admissions class. The admission list will be announced after approval.

二、申請人所申請之學系審核通過者，依所填志願序順序錄取，正取至多錄取一學系。

Applicants who meet the requirement of the departments will be admitted to only one program based on the priority written in the application form.

## 伍、放榜 Admission List, List Check and Acceptance Confirmation

### 一、錄取公告日期: 2025年8月1日

Announcement of Admission List: August 1, 2025

### 二、錄取名單公告於本校招生網頁，並以 Email 寄發電子錄取通知至申請人信箱。

A list of admitted students will be posted on the TKU website. An electronic version of the Notification of Acceptance will be sent via email.

### 三、僑生、港澳生之身分資格需經教育部及僑務主管機關查核身分資格，經主管機關核復身分資格符合規定者，方寄送錄取通知，身分資格經主管機關查核不符規定者，將取消錄取資格。

The identity qualifications of Overseas Chinese, Hong Kong, and Macau students need to be reviewed by the Ministry of Education and the competent authority for Overseas Chinese affairs. After the competent authority has verified that the identity qualification meets the requirements, the admission notice will be sent. If the identity qualification is reviewed by the competent authority and does not meet the requirements, the admission qualification will be canceled.

### 四、錄取生需確認其就讀意願，正取生收到錄取通知後應於 14 日內回覆確認就讀意願，未回覆者視為放棄錄取資格，缺額由備取生依規定遞補。

Every admitted student shall confirm her/his intent to enroll for the 2025 fall semester and submit it online or via Email. If fail to reply within 14 days, TKU will consider he/she as voluntarily declining the offer of admission and the vacancy will be offered to another candidate on the waiting list.

## 陸、註冊及相關規定 Registration & Related Regulations

### 一、註冊應繳文件：錄取生應於榜單公告或錄取通知書規定截止日前註冊並於淡江大學新生學歷證件上傳系統 (<http://sinfo.ais.tku.edu.tw/DocUpload>)上傳以下文件(上傳之學歷須與申請時相符)；如經查驗不符或逾期未上傳學歷證件，將取消入學資格。

Accepted students shall register and upload the required documents before the deadline, as specified in the "Announcement of Admission Results" or the "Acceptance Letter". Please log in "Tamkang University Academic Certificates Upload System for New Students" (<http://sinfo.ais.tku.edu.tw/DocUpload>) and follow the instructions to upload the following documents are used for eligible for admission before the deadline (Uploaded documents must be consistent with the application documents). Admission will be denied if any document is forged or not uploaded before the deadline.

#### (一)經我國駐外機構驗證之國外最高學歷畢業證書1份(驗證章戳需為正本)；如原學歷證件非中文或英文者，另繳交中或英譯本並加蓋原始認證章戳。

One highest education diploma authenticated with the official stamp by the Taiwan's overseas embassies or representative offices. Please attach the Chinese or English version with the official stamp if the original diploma is not in Chinese or English.

#### (二)經我國駐外機構驗證之國外最高學歷歷年成績證明正本1份(驗證章戳需為正本)；如成績證明非中文或英文者，另繳交中或英譯本並加蓋原始認證章戳。

One official transcript of the highest degree authenticated with the official stamp by the

Taiwan's overseas embassies or representative offices. Please attach the Chinese or English version with the official stamp if the transcript is not in Chinese or English.

※持大陸地區學歷者，依「大陸地區學歷採認辦法」繳交相關證明文件；香港澳門學歷請依「香港澳門學歷檢覈及採認辦法」繳交相關學歷證明文件。

Academic credentials from Mainland China shall be subject to the Regulations Governing the Accreditation of Schools in Mainland China; academic credentials from Hong Kong or Macao shall be subject to the Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao.

※持馬來西亞學歷者，本校接受經我國駐外機構或馬來西亞留臺校友會聯合總會之認證章戳。

Academic credentials from Malaysia are required to be verified with official stamps by the Taiwan's overseas office or the Federation of Alumni of Taiwan Universities in Malaysia.

※依本校學則第8條規定，入學報到時，除有正當理由申請緩期補繳學歷證件經核准者外，須繳驗以上規定之證明文件，否則不准入學。

According to the rules in Article 8 of TKU Student Regulations, students have to submit their graduate certificate when they report to the school. The failure to do as required will result in a denial of their admission to the school unless they are permitted to postpone submitting their graduate certificate until a later date.

(四)錄取生需於線上系統填具切結及同意查證書以供查證（驗）；繳交之各項證件如經查驗不實，或不符教育相關法令規定，取消入學資格。

Students shall sign "The Certificate Agreement" and "Letter of Authorization" on the system for providing us relative information to verify the documents submitted. If any document submitted is found to be false, the enrollment qualification will be cancelled.

(五)護照正本。Passport.

(六)3個月內2吋正面脫帽半身照片。Passport-size bust photos within recent 3 months.

(七)投保自入境當日起至少六個月效期之醫療及傷害保險。如為國外所核發者，應經駐外館處驗證。

Proof of a medical and injury insurance policy which is valid for at least 6 months from the date the student enters Taiwan. The abovementioned written proof of insurance issued in a foreign country shall be verified by the Taiwan's overseas agency.

## 柒、獎助學金Scholarships

一、外國學生、僑生及港澳生得申請第二年進入大一就讀之入學獎學金。

International, Overseas Chinese/Hong Kong/Macao Students can apply entrance scholarships for the second year

二、有關入學獎學金資訊請參考本校國際暨兩岸事務處網站。

For the further information regarding entrance scholarships, please visit the website of TKU Office of International and Cross-Strait Affairs.

[http://www.oieie.tku.edu.tw/zh\\_tw/LinkStudent/Scholarships](http://www.oieie.tku.edu.tw/zh_tw/LinkStudent/Scholarships)

## 捌、學生宿舍、學雜費收費標準Dormitory & Tuition Fees

### 一、學生宿舍收費標準Dormitory Fees

第一年住宿由學校統一安排。

The dormitory in the first year will be arranged by TKU.

項目	淡水校園
住宿費/每學期	3或4人雅房(公共衛浴、無電梯設備)
	NTD11,100~19,250 USD370~642
宿舍保證金/每學年	NTD2,000~5,000 / USD67~167
管理費/每學期	NTD2,000~3,000 / USD67~100
水電費	依電表度數
空調費	依電表度數
網路暨電話使用費	不另收費
住宿日期	(1)公告之開館日至閉館日止。 (2)寒/暑假不提供住宿。

※美金計算之費用為預估參考值，且受匯率波動。

All amounts in USD shown below are approximately estimated for reference and are subject to current exchange rates

Payment items	Payment cycle	Tamsui Campus
Accommodation Dormitory fee	Each semester	Studio room for 3 or 4 student (Public bathroom)
		NTD11,100~19,250 USD370~642
Deposit	Each academic year	NTD2,000~5,000 / USD67~167
Management fee	Each semester	NTD2,000~3,000 / USD67~100
Utilities	Each semester	Pay by meter record
Air-conditioning fee	N/A	Pay by meter record
Internet access & telephone fee	Each semester	Nil
Housing period		(1) Starting from the beginning of next academic year to the notified date. (2) Stay during Winter/Summer vacation is unavailable.

※美金計算之費用為預估參考值，且受匯率波動。

All amounts in USD shown below are approximately estimated for reference and are subject to current exchange rates.

## 二、學雜費/每學期Tuition Fees/Per Semester

(一)學雜費繳費請依規定日期前完成俾便完成註冊程序。

New students should complete the payment of tuition and miscellaneous fees before the designated date for registration.

(二)本表所列為2024-2025年度學雜費供參考。美金計算之費用為預估參考值，且受匯率波動。

The following chart is the tuition and miscellaneous fees for the 2024-2025 Academic Year for reference. All amounts in USD shown below are approximately estimated for reference and are subject to current exchange rates.

第1年收取費用Tuition Fees for the 1<sup>st</sup> year

班別 Study Unit	學雜費Tuition /學期Semester NTD/USD
國際專修部華語先修班 International Foundation Program Chinese Language Learning Preparation Program	學費NTD25,000 USD834(教育部全額補助) 雜費NTD20,000 USD667 Tuition fee NTD25,000 USD834 (fully subsidized by Ministry of Education, Taiwan) Miscellaneous fee NTD20,000 /USD667

第2~5年學系學雜費收費標準Tuition Fees for the 2<sup>nd</sup> to 5<sup>th</sup> year

學系Departments	身分別 Identity	學費Tuition (NTD/USD)	Miscellaneous-雜費 (NTD/USD)
資訊與圖書館學系 Department of Information and Library Science	外國學生 International Students	39,000/1,300	17,260/575
	僑、港澳生 Overseas Chinese Students	39,000/1,300	7,880/263
資訊傳播學系 Department of Information and Communication	外國學生 International Students	40,800/1,360	24,860/829
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464
資訊工程學系 Department of Computer Science and Information Engineering	外國學生 International Students	40,800/1,360	24,860/829
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464
建築學系 Department of Architecture	外國學生 International Students	40,800/1,360	24,860/829
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464
土木工程學系 Department of	外國學生 International Students	40,800/1,360	24,860/829

Civil Engineering	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464
資訊管理學系 Department of Information Management	外國學生 International Students	40,800/1,360	24,860/829
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464
運輸管理學系 Department of Transportation Management	外國學生 International Students	39,000/1,300	18,110/604
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	39,000/1,300	8,590/287
國際觀光管理學系全英語學士班 Department of International Tourism Management (English-Taught Program)	外國學生 International Students	39,000/1,300	17,260/575
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	39,000/1,300	7,880/263
人工智慧學系 Department of Artificial Intelligence	外國學生 International Students	40,800/1,360	24,860/829
	僑、港澳生 Overseas Chinese/Hong Kong/Macao Students	40,800/1,360	13,920/464

※經駐外機構推薦來臺就學之外交部臺灣獎學金受獎學生及具我國永久居留身分者，依我國學生收費基準辦理。

Recipients of MOFA Taiwan Scholarships, under the recommendation of the designated overseas agencies, or holders of the status of permanent residents in our country shall pay their tuition and other fees in accordance with the same standards that apply to Taiwan nationals.

### 三、淡江大學學生休、退學退費標準表 Tamkang University Student Deferring Study or Withdrawing from School Refund Criteria Table

依「專科以上學校學雜費收取辦法」第 15 條規定辦理：This form is based on Article 15 of the Miscellaneous Fee Regulations for Junior Colleges and Institutes of Higher Education.

類 別	專修部	
休、退學時間	學雜費及其餘各費	保險費
繳費註冊截止日前 休、退學者	免繳費	詳備註 3
繳費註冊截止日 後，本學期上課開 始日前休、退學者	學費退 2/3，雜費及其 餘各費全部退還。	
上課開始後未逾學 期 1/3 而休、退學者	學雜費及其餘各費退 還 2/3。	

上課後逾學期 1/3， 未逾 2/3 而休、退學 者	學雜費及其餘各費退 還 1/3。	詳備註 3
五、上課後逾學期 2/3 而休、退學者	所繳各費均不退還。	

Category	Foundation Program	
Time of Deferring Study and Withdrawing from School	Tuition, miscellaneous fees and other fees	Insurance Fee
1. Those who defer study or withdraw from school before the deadline for payment and registration	No payment required	Note 3.
2. Those who defer study or withdraw from school after the deadline for payment and registration but before the first day of classes start.	2/3 of tuition refunded Full refund of miscellaneous fees and other fees	
3. Those who defer study or withdraw from school after classes have started but before 1/3 of the semester is completed	2/3 refund of tuition, miscellaneous fees and other fees	
4. Those who defer study or withdraw from school after classes have started and after 1/3 of the semester is completed but before 2/3 of the semester is completed	1/3 refund of tuition, miscellaneous fees and other fees	
5. Those who defer study or withdraw from school after classes have started and after 2/3 of the semester is completed.	No refunds	

備註：

1. 本表所稱「休、退學時間」之計算以學生(或家長)正式提出休、退學申請之日為計算基準日，請於申請日起 7 日內(含)完成手續，否則以實際離校日為計算基準日。

What this Table refers 50 to as “Time of Deferring Study or Withdrawing

from School” is calculated as the exact day a student (or head of household) formally applies for deferring study or withdrawing from school. Please complete the application procedure within 7 days of applying; otherwise the day will be calculated from the actual day of departure from school.

2. 本表所稱之「其餘各費」，係指電腦及網路通訊使用費、語言實習費、數位學習平台使用費等。

What this Table refers to as “other fees” include computer and internet use fees, language lab fees, e-learning computer laboratory fee, etc.

3. 學生團體保險費，退費標準如下：上學期 10 月 31 日前休、退學者全退，11 月 1 日後不退，下學期 3 月 31 日前全退，4 月 1 日後不退。休學生因傷病而休學或有需要者，可於學期初至生輔組保留學生團體保險。

The terms and conditions for reimbursement of student life insurance is as follows : First semester of the academic year: students who applied for temporary withdrawal or dropped out before October 31st will receive full reimbursement. There will be no reimbursement for students who apply after November 1st. Second semester of the academic year: students who applied for temporary withdrawal or dropped out before March 31st will receive full reimbursement. There will be no reimbursement for students who apply after April 1st. If a student applied for temporary withdrawal due to injury or disease, he/she will have the option to retain their insurance at student guidance section at the beginning of the semester.

4. 勒令退學者，免繳費用；已繳費者，全額退費。

If first year students or transfer students have participated in the system of filling vacancies and have applied for withdrawal before the deadline for admitting students ends, they will have a full refund except for a 5% administrative handling charge.

5. 休、退學退費時，請攜帶學雜費繳費存根聯(若遺失則須至財務處填寫切結書)和離校證明聯，辦理退費。

When applying for refunds for deferring study or withdrawing from school, please bring the stubs for payment of tuition and miscellaneous fees (if they have been lost, then proceed to the Office of Finance and fill out an affidavit) and School-leaving Document to transact the refunds.

6. 為避免因學生本人或兄弟姐妹繳息未正常、缺單等原因，造成台灣銀行無法撥款，自97學年度第2學期起，辦理休、退學之就貸同學，在銀行未撥款入校庫前，均需補繳學費。就貸合格者，照本表規定辦理。

In order to avoid irregular interest payments, claim notices, etc. for yourself or other students, thereby making it impossible for the Bank of Taiwan to disburse funds, from the start of the second semester of the 2008 academic year, students with student loans who transact deferring study or withdrawing from school must pay tuition before the Bank of Taiwan disburses funds to TKU's account. Students with student loans who are qualified may transact their business following the regulations stipulated in this Table.

## 玖、注意事項 Other Application Issues

- 一、凡報考資格不合或網路登錄之資料及所繳證件，經查如有偽造、假借、冒用、不實者，應負法律責任。一經發現本校將採下列方式處理：

If the eligibility or any document submitted is found to be false, borrowed, bogus or counterfeited, the criminal liability will be prosecuted. Once founded, TKU will handle in the following conditions.

- (一)報名後查覺者，取消報名資格。

If it is found after the application, the candidacy of the applicant will be cancelled.

- (二)錄取後未註冊前查覺者，取消其錄取資格。

If it is found after the admission and before the inscription, the admission of the applicant will be revoked.

- (三)註冊入學後查覺者，開除學籍，並應負法律責任且不發給與修業有關之任何證明文件。 If it is found after his inscription, the student will be expelled and no certificate related to his studies will be issued.

- (四)畢業後始發現者，除依法追繳其學位證書外，並公告撤銷其畢業資格，情節重大者函送司法單位審理。

If such a determination or finding is made after graduation has occurred, such individuals will have their degree nullified and will have their graduate qualifications withdrawn, and where warranted, such cases will be referred to the judicial authorities for appropriate disposition.

- 二、申請人資料僅作為本校招生委員會招生、註冊入學及相關研究使用，且除提供報名學系、本校推廣教育處、學務處、國際處及財務處等單位使用外，其餘均依照「個人資料保護法」相關規定處理。其資料之蒐集、處理及利用告知事項，請參閱附錄 5。

The applicants' information is used for admission, registration, related research and also used by the departments, Office of Continuing Education, Office of Student Affairs, Office of Finance and Office of Office of International and Cross-Strait Affairs, other methods of using the applicants' information is subject to the rules of Personal Information Protection Act. See the Appendix 3 for reference.

## 附錄Appendix

附錄編號 Appendix number	法規名稱 Name of Regulation	QR Code
附錄1 Appendix 1	僑生回國就學及輔導辦法 Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan	
附錄2 Appendix 2	香港澳門居民來臺就學辦法	
附錄3 Appendix 3	入學大學同等學力認定標準 Standards for Recognition of Equivalent Educational Levels for University Admission	
附錄4 Appendix 4	外國學生來臺就學辦法 Regulations Regarding International Students Undertaking Studies in Taiwan	

## 附錄Appendix 5

### 淡江大學申請者個人資料蒐集、處理及利用告知事項

淡江大學（以下簡稱本校）基於辦理招生考試相關之招生、試務、榜示、資(通)訊與資料庫管理、統計研究分析、錄取後之學生資料管理及相關或必要工作之目的所需，蒐集最少的必要個人資料，且不會處理多餘的個人資料。而蒐集、處理或利用您的個人資料時，皆以尊重您的權益為基礎，並以誠實信用之方式及以下原則為之。為了保障您的權益及幫助您瞭解本校如何蒐集及使用您個人資訊，請務必詳細的閱讀本聲明書之各項內容(若您未滿20歲，以下內容請併向您法定代理人或監護人告知)：

一、機構名稱：淡江大學（以下簡稱本校）

二、個人資料蒐集之目的：基於辦理本校入學考試相關之試務(134：「個人資料保護法」所訂之「特定目的項目」，以下相同)、提供考試成績、招生、分發、證明使用之資(通)訊服務(135)、資(通)訊與資料庫管理(136)、教育研究及統計研究分析(157)、學(員)生資料管理(158)、學術研究(159)及完成其他本校入學考試必要工作或經考生同意之目的。

三、個人資料之蒐集方式：

- (一)本校向您直接蒐集的個人資料，如透過考生親送、郵遞或網路報名而取得考生個人資料。
- (二)本校透過專業機構(如財團法人大學入學考試中心與財團法人技專校院入學測驗中心)、研究單位或學校單位(如大學與高中職)間接取得您的個人資料。

四、個人資料之類別：

本校所蒐集之考生個人資料分為基本資料及申請特殊應考服務報考兩類試務處理所需資料：

- (一)基本資料：識別個人者(C001：「個人資料保護法」所訂之「個人資料類別」，以下相同。)、識別財務者(C002)、政府資料中之辨識者(C003)、個人描述(C011)、移民情形(C033)之居留證、職業(C038)、執照或其他許可(C039)、學校紀錄(C051)、資格或技術(C052)、職務專長(C054)、著作(C056)、學生(員)、應考紀錄(C057)、現行之受僱情形(C061)、雇用經過(C062)、離職經過(C063)、工作經驗(C064)、受訓紀錄(C072)等個人資料類別，內容包括姓名、國民身分證(含居留證)或護照號碼、生日、相片、性別、教育資料、緊急聯絡人、住址、電子郵遞地址、聯絡資訊、轉帳帳戶(供退低收入戶及中低收入戶報名費之用)、學歷資格、專業技術、工作職稱、工作描述、受雇期間、以前之工作、服務紀錄、服役紀錄、低收入戶證明及中低收入戶證明等。
- (二)申請特殊應考服務：除上開基本資料外，另加上申請特殊應考服務考生(身心障礙考生、突發傷病考生等)所需之健康紀錄(C111)。

五、個人資料處理及利用：

- (一)個人資料利用之期間：除法令或中央事業主管單位另有規定辦理考試個人資料保存期限外，以上開蒐集目的完成所需之期間為限。
  - (二)個人資料利用之地區：台灣地區(包括澎湖、金門及馬祖等地區)或經您同意或授權處理、利用之地區。
  - (三)個人資料利用之對象：個人資料利用之對象涵蓋本校各單位。申請特殊應考服務考生健康紀錄之相關應考人資料，僅供本校提供應考服務之依據，不作為其他用途。
  - (四)個人資料利用之方式：本校進行試務、錄取、報到、查驗、註冊、入學生管理等作業，考生(或家長、監護人)之聯絡，基於試務公信的必要揭露(榜示)與學術研究及其他有助上開「個人資料保護法」所訂之「特定目的項目」，以下相同。蒐集目的完成之必要方式。
- 六、考生得依個資法規定請求查詢、閱覽、製給複製本、補充或更正、請求停止蒐集、處理或利用及請求刪除。行使上述權利時，須依本校規定驗證確認本人身份後提出申請。若委託他人辦理，須另出具委託書並同時提供受託人身份證明文件以供核對。惟若本校依法有保存、保密與確保資料完整性之義務時，則不在此限。
- 七、考生應確認提供之個人資料，均為真實且正確；如有不實或需變更者，考生應立即檢附相關證明文件送交本校辦理更正。
- 八、考生如未提供真實且正確完整之個人資料，導致無法進行考試報名、緊急事件無法聯繫、考試成績無法送達等，將影響考生考試、後續試務與接受考試服務之權益，請特別注意。
- 九、本校得依法令或遵照主管機關、司法機關依法所為之要求，提供個人資料及相關資料。
- 十、本校部分網站會紀錄使用者連線的IP位址、使用時間、使用的瀏覽器、瀏覽及點選資料紀錄等，此紀錄僅作為本校管理及增進網站服務的參考。

## **Notification of the Collection, Processing and Use of Personal Information of Tamkang University Applicants**

In the event that Tamkang University (hereinafter referred to as the “University”) needs to collect, process or use your personal information (based on minimum requirements without handling unnecessary personal information) for the purpose of admission, examination affairs execution, public notice posting, information (communication) and database management, statistical analysis, student data management after admission and any other related or necessary purpose, such collection, processing or use will be conducted in adherence to the following principles by upholding your rights and in good faith. In order to protect your rights and facilitate your understanding of how the University collects and uses your personal information, please make sure that you carefully read all of the contents in this notification (If you are under the age of 20, please notify your legal representative or custodian of the following details).

1. Name of the institution: Tamkang University (hereafter referred to as the University).

2 .Purpose of collecting personal information:

The personal information is collected exclusively for the purposes of executing examination affairs related to the college entrance exam (134) (“Items for Specific Purpose” stipulated in “Personal Data Protection Act”, the same should apply hereinafter), providing information (communication) services concerning examination results, recruitment, distribution, use of certificate (135), information (communication) and database management (136), educational research and statistical research analysis (157), student (staff) data management (158), academic research (159) and any other task which is necessary for the completion of the college entrance examination or any other purpose consented by the examination candidate.

3. Method of collecting personal information:

- (1) Direct collection of your personal information by the University, e.g. personal information of candidates sent by candidates in person, or acquired through postal mail or the registration made on the Internet
- (2) Indirect collection of your personal data by the University through specializing institutes (e.g. College Entrance Examination Center and Testing Center for Technological and Vocational Education), research institutes or schools (e.g. universities, senior high schools and vocational high schools).

4. Categories of personal information:

The personal information of candidates collected by the University is the information required for the two categories of examination affairs: basic data, and application for special examination arrangements for candidates with special needs:

(1) Basic information:

Personal information categories, such as individual identifier (C001): (“Specific Personal Data” stipulated in “Personal Data Protection Act”, the same should apply hereinafter), financial condition identifier (C002), identifier within government information (C003), personal profile (C011), resident certificate in the case of immigrant (C033), occupations (C038), licenses or other permits (C039), school records (C051) and qualifications or records (C052), occupational forte (C054), publications (C056), students (participants), examination participation records (C057), current status of being employed (C061), course of employment (C062), course of employment departure (C063), work experience (C064), training records (C072), which entail name, number of national identification card (including resident certificate) or passport, date of birth, photo, gender, education information, emergency contact person, resident address, email address, contact information, fund transfer account (to provide registration fee for low-income households and lower middle-income households), education qualification, professional technique, job title, job description, period of employment, past jobs, service record, military service record, certificates of low income household and lower middle-income household.

(2) Application for special examination arrangements:

In addition to the above information, health records (C111) and examinee records (C057) will be collected

in the case of the application for special examination arrangements by candidates with special need (disabled candidates, candidates suffering from sudden injury or illness).

5. Processing and use of personal information:

(1) The period within which the personal data can be used:

Unless otherwise stipulated by the law or the central competent authority in respect of the retention period of personal information obtained from the holding of examination, the retention period of the personal information by the University shall be the time required for the above purposes for collection to be fulfilled.

(2) The area where the personal information is used: The Taiwan area (including Penghu, Kinmen and Matsu) or the regions agreed or authorized by you for information processing and use. .

(3) Object of the use of personal information:

Those that are eligible to use the personal information shall be extended to respective units of the University. The health records of examinees who apply for special examination arrangements shall be used exclusively by the University for the purpose of providing examination services and may not be used for any other purpose.

(4) Methods of using the personal information:

Methods which are necessary for the execution of examination affairs, admission, reporting to the University, verification, registration, management of new students by the University, contact with candidates (parents, guardians), disclosure required to ensure the integrity of examination affairs (public notice posting), academic research and any other method ("Items for Specific Purpose" stipulated in "Personal Data Protection Act", the same should apply hereinafter) which is required for the fulfillment of the above collection purposes.

6. Candidates may request to inquire, review or make duplications of the personal information, supplement or correct the personal information, request to discontinue collection, processing or use of personal information and request to delete the personal information according to the Personal Information Protection Act. When exercising the above right, a candidate shall submit application after his/her identity has been verified in accordance with the regulations of this university. If an application is made by an entrusted person, a letter of authorization shall be submitted together with the identification document of the entrusted person for verification. However, it is not limited to the circumstance where the University is obligated by law to preserve the information, keep it confidential and ensure its integrity.

If an applicant fails to meet the above requirements, the University may request the applicant to provide supplementary information in order to proceed with the application.

7. All candidates shall make sure that the personal information provided is true and accurate. If any personal information of a candidate is untrue or to be modified, the candidate shall promptly submit the relevant supporting document to the University for such correction.

8. Please be reminded that a candidate's failure to provide true and complete personal information may lead to his or her inability to register for the examination or to be contacted during emergency, or the failed delivery of examination results, which will adversely affect the candidate's participation in the examination, the subsequent examination affairs and the candidate's receiving of examination services.

9. The University may provide personal information or the relevant information according to the law or upon the request by the central competent authority or the judicial authority.

10. Some of the University's websites will record user' IP address, using time, browser, browse and clicked data, etc. The records will only be used as the reference for the University's management and improvement of its website service.

附表一、僑生及港澳生身分及學歷資格切結書

淡江大學114學年度國際專修部僑生及港澳生身分及學歷資格切結書

本人\_\_\_\_\_（中文姓名）已詳讀簡章規定，確認身分及學歷資格均符合相關規定，茲提供相關身分證明及學歷證件作為審查，且上傳之申請及審查資料，內容皆屬實，經審查後如有以下情形，本人同意至 2025年8月31日止應遵守相關資格規定，否則由貴校撤銷錄取資格。

1. 僑生申請時未符合「僑生回國就學及輔導辦法」第2條有關「最近連續居留海外六年以上」及第三條所定連續居留海外期間之規定。
2. 港澳生申請時未符合「香港澳門居民來臺就學辦法」第2條有關「最近連續居留境外6年以上」及第3條所定連續居留境外期間之規定。
3. 港澳具外國國籍之華裔學生申請時尚未符合「僑生回國就學及輔導辦法」第23條之1有關「最近連續居留香港、澳門或海外6年以上」及第3條所定連續居留海外期間之規定。

另，港澳生同意於錄取報到後之身分資格符合「香港澳門關係條例」第4條有關「未持有英國國民（海外）護照或香港護照以外之旅行證照者，或未持有澳門護照以外之旅行證照或雖持有葡萄牙護照但係於葡萄牙結束治理前於澳門取得者」之規定。

港澳具外國國籍之華裔學生則符合「僑生回國就學及輔導辦法」第23條之1有關「未曾在臺設有戶籍」之規定。

除上述身分資格外，本人所提學歷審查資料亦皆符合簡章學歷資格，驗證時亦必提具與申請學歷相符並經相關單位核驗之文件備查。

此致  
淡江大學

申請人簽名：\_\_\_\_\_（親簽中文全名）

法定代理人(家長)簽名：\_\_\_\_\_

身分證號或護照號碼：\_\_\_\_\_

國別或地區別：\_\_\_\_\_

住址：\_\_\_\_\_

聯絡電話：\_\_\_\_\_

西元\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日

【本切結書請列印後填寫簽名，再掃描成PDF檔上傳】

## Identity and Academic Qualification Affidavit

I \_\_\_\_\_ (Please fill in Chinese name) **have read all of the application instruction in this Guideline thoroughly and my identity and academic qualifications both satisfy all the relevant regulations. I confirm that the documentary evidences of identity and academic credentials I submitted for application are all true.** If any of the following situation was found during the review, I agree to follow through all the relevant regulations by August 31st, 2025; otherwise, my enrollment shall be revoked:

1. The Overseas Chinese Student doesn't satisfy the requirements: "a student of Chinese descent who has been living overseas for six or more consecutive years" in Article 2 and 3 of the "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" at the time of the application.
2. The Hong Kong and Macau Student doesn't satisfy the requirements: "a student of Chinese descent who has been living overseas for six or more consecutive years" in Article 2 and 3 of the "Regulations Regarding Hong Kong and Macau Residents Undertaking Studies in Taiwan" at the time of the application.
3. The Hong Kong and Macau Chinese Student of foreign nationality doesn't satisfy the requirements: "a student of Chinese descent who has been living in Hong Kong, Macau or overseas for six or more consecutive years" in Article 3 and 23-1 of "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" at the time of the application.

Hong Kong and Macau Students hereby agree that, his/her identity qualifications follow the regulations in Article 4 of the "Laws and Regulations Regarding Hong Kong & Macau Affairs": "persons who do not hold a travel document other than a British (Overseas) passport or a Hong Kong passport; those who hold no foreign travel documents other than the Macau passport; or those who do hold a Portuguese passport but obtained the document in Macau prior to the end of Portuguese rule."

And Hong Kong and Macau Chinese Students of Foreign Nationality hereby agree that his/her identity qualifications follow the regulations in Article 23-1 of the "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan": "an Overseas Chinese Student of Foreign Nationality who is eligible for permanent residence in Hong Kong or Macau, who has never had household registration in Taiwan."

I confirm that, besides my identification credentials, all the academic credentials enclosed in my application do follow all the requirements prescribed in this Guideline. And I will prepare all relevant documents authenticated by a Taiwan overseas representative office with my application for future reference.

Statement by : \_\_\_\_\_ (Sign in person)

Parents or Guardians: \_\_\_\_\_

Identity card number or passport number : \_\_\_\_\_

Nationality : \_\_\_\_\_

Address : \_\_\_\_\_

Contact number : \_\_\_\_\_

Date : \_\_\_\_\_ Y \_\_\_\_\_ M \_\_\_\_\_ D

Note: For those who are under the age of 18, they must be jointly signed by the parents as legal representatives.

## 附表二、香港或澳門居民報名資格確認書

### 淡江大學114學年度國際專修部僑生及港澳生 香港或澳門居民報名資格確認書（供114學年度適用）

報名資格確認書係經教育部國際兩岸教育司110年9月14日修正

本人\_\_\_\_\_為香港或澳門居民申請於西元2025年赴臺就學。本人確認報名時符合下列  
(請填寫姓名) 各項勾選情況（請就以下問項逐一勾選）：

一、本人具有香港或澳門永久居留資格證件：

☐是；本人具有\_\_\_\_\_（請填寫香港或澳門）永久性居民身分證。

二、以簡章報名截止日往前推算，本人符合下列最近連續居留境外<sup>註1</sup>之年限規定：

註1：所稱境外，指臺灣地區以外之國家或地區。至「連續居留」係指每曆年（1月1日至12月31日）來臺停留時間不得逾120日。

☐最近連續居留境外8年以上。

☐最近連續居留境外已滿6年但未滿8年。

☐最近連續居留境外未滿6年。

☐計算至西元2025年8月31日止始符合最近連續居留境外滿6年（申請就讀大學醫學系、牙醫學系及中醫學系者須滿8年）。

三、承上題，最近連續居留境外期間曾否在臺灣停留超過120日？

☐是；本人另檢附\_\_\_\_\_證明文件。

☐否。

四、確認您的報名身份是「港澳生」或「港澳具外國國籍之華裔學生」（只能填寫一種）

<input type="checkbox"/> 港澳生(以下4擇1)	<input type="checkbox"/> 港澳具外國國籍之華裔學生(以下3擇1)
1 <input type="checkbox"/> 本人具有 <u>英國國民海外</u> 護照。	1 <input type="checkbox"/> 本人具有英國護照，兼具香港永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上
2 <input type="checkbox"/> 否；本人無葡萄牙護照、英國國民（海外）護照或香港、澳門護照以外之旅行證照。	2 <input type="checkbox"/> 本人具有葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月20日後取得，兼具澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。
3 <input type="checkbox"/> 是；本人具有葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月19日(含)前取得（錄取後需檢附澳門特區政府身份證明局開立之「個人資料證明書」始得申辦赴臺就學簽證）。	
4 <input type="checkbox"/> 是；本人具有_____（請填寫國家）護照或旅行證照，同意於錄取分發後放棄外國護照或旅行證照。	3 <input type="checkbox"/> 本人具有_____（請填寫國家）護照或旅行證照，兼具香港、澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。（申請就讀大學醫、牙及中醫學系者須滿8年）。 (所稱海外，指大陸地區、香港及澳門以外之國家或地區)

本人確認前述填報資料均屬實，如有誤報不實致報名資格不符情事，其責任自負，絕無異議。

立聲明書人：

香港或澳門永久性居民身分證字號：

住址：

電話：

西 元                  年                  月                  日

【本確認書請列印後填寫簽名，再掃描成PDF檔上傳】

附表三、僑生及港澳生未曾在臺設有戶籍切結書

淡江大學 114 學年度國際專修部僑生及港澳生未曾在臺設有戶籍切結書

本人\_\_\_\_\_具\_\_\_\_\_永久居留資格，兼具\_\_\_\_\_國籍，

（請填寫中文姓名）（請填寫香港或澳門）

（請填寫所持外國國籍之國別）

申請於西元2025年來臺就學，已符合「僑生回國就學及輔導辦法」第23條之1規定：

「具外國國籍，兼具香港或澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上之華裔學生申請入學大學校院，於相關法律修正施行前，其就學及輔導得準用本辦法規定。但就讀大學醫學、牙醫或中醫學系者，其連續居留年限為8年以上。」，並經本人**確認未曾在臺設有戶籍**。

請准予先行報名，如經查證未符合前項「僑生回國就學及輔導辦法」第23條之1規定，本人自願放棄就學資格，絕無異議。

此致

淡江大學

立切結書人：

香港或澳門永久性居民身分證字號：

住址：

電話：

西 元                      年                      月                      日

【本確認書請列印後填寫簽名，再掃描成PDF檔上傳】