



# 淡江大學

## Tamkang University

淡江大學113學年度

國際產業人才教育專班(新型專班)

工學院AI智慧機械永續製造專班

全英語碩士專班招生簡章

2024-2025 Admissions Handbook for  
International Intense Master's Program on  
AI Intelligent Machinery and Sustainable  
Manufacturing, College of Engineering  
(ENGLISH-TAUGHT PROGRAM)  
Tamkang University



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Tku淡江大學招生策略中心



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# 淡江大學113學年度新型專班\_ AI智慧機械永續製造專班

## 招生重要日程表

### Important Dates of International Master's Program on AI Intelligent Machinery and Sustainable Manufacturing, Tamkang University (ENGLISH-TAUGHT PROGRAM)

#### 秋季班(2024年9月入學)Fall Semester (September 2024 Enrollment)

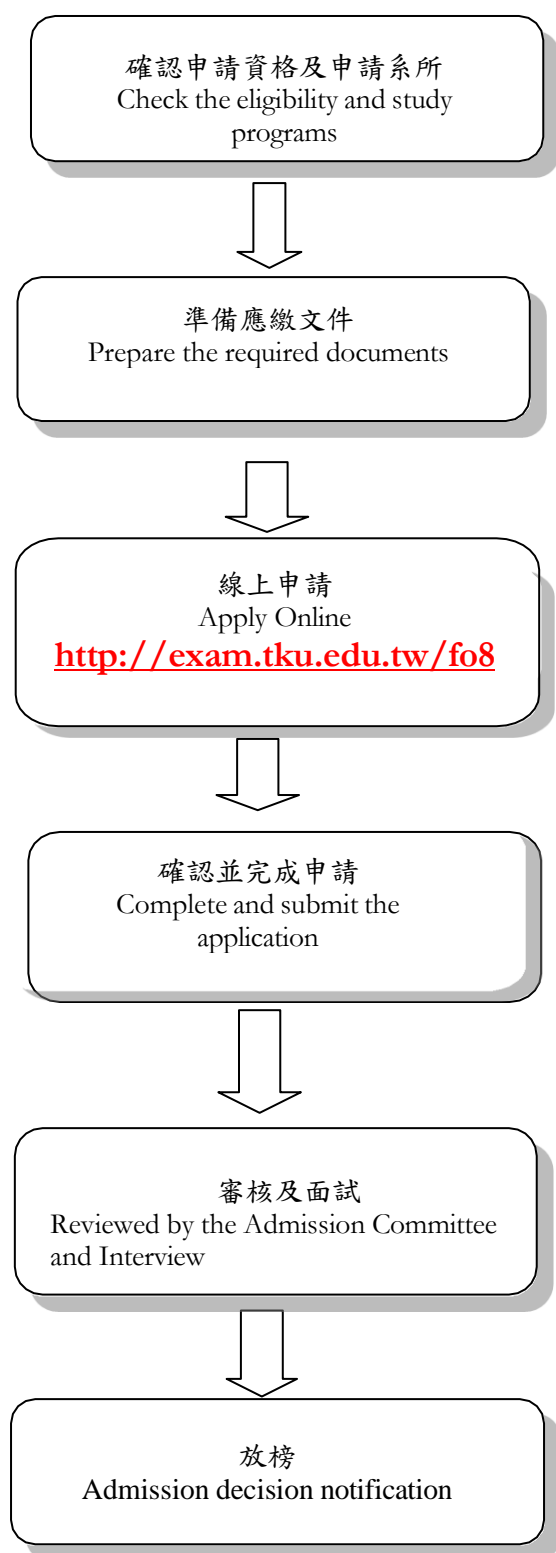
工作項目 Item	日期 Date
公告招生簡章 Admission Handbook Announcement	April 22, 2024
線上申請及上傳 On-line application submission	May 12 - May 20, 11:00 p.m., 2024
放榜 Admission Decision Notification	May 29, 2024
註冊 Registration	September, 2024

#### Apply Online: <http://exam.tku.edu.tw/fo8>

- 入學諮詢等相關問題 Inquiries about admissions  
工學院 College of Engineering  
李宗翰院長 Dean Lee, Tzung-Han  
TEL: 886-2-26215656 ext.2600 / E-Mail: [zouhan@mail.tku.edu.tw](mailto:zouhan@mail.tku.edu.tw)  
國際暨兩岸事務處 Office of International and Cross-Strait Affairs  
林玉屏小姐 Ms. Lin, Yu-Ping  
TEL: 886-2-26215656 ext.3553 / E-Mail: [139250@mail.tku.edu.tw](mailto:139250@mail.tku.edu.tw)
- 註冊、休學、復學等相關問題 Inquiries about registration, deferment, and resumption of study  
教務處註冊組 Registration Section  
李宜陵小姐 Ms. Lynn Lee  
TEL: 886-2-26215656 ext.2368 / E-Mail: [154916@mail.tku.edu.tw](mailto:154916@mail.tku.edu.tw)
- 簽證、宿舍、健保等相關問題  
ARC(Alien Resident Certificate), housing, health insurance  
國際暨兩岸事務處 Office of International and Cross-Strait Affairs  
李婷婷小姐 Ms. Jocelyn  
TEL: 886-2-26215656 ext.3543 / E-Mail: [606011@o365.tku.edu.tw](mailto:606011@o365.tku.edu.tw)

# 淡江大學新型專班招生申請流程

## Application Procedure for Intense Master's Program, Tamkang University



- 申請系所，可至第 9 頁查詢。

See page 9 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 required to be sent to TKU by post mail.

<http://exam.tku.edu.tw/fo8>

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。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. 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.

※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

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

### 一、申請資格Eligibility

(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。

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

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。

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2024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, 2024) 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。

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2024年8月1日）。

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, 2024) 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：

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。

Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the Ministry of Education;

(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。

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) 交換學生，其交換期間合計未滿二年。

Exchange students, whose length of total exchange is less than 2 years;

(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。

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2024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, 2024, 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.

## 二、相關規定 Related Regulations

- (一)外國學生依據「淡江大學外國學生來校就學規定」第二點及第三點規定申請來臺就學，以一次為限。於完成申請就學之學校學程後，除申請碩士班以上學程，得逕依本規定辦理外，如繼續在本校就讀下一學程，其入學方式應與我國內一般學生相同。

International students applying for schools in Taiwan in accordance with the regulation in Article 2 and 3 of TKU Regulations Governing International Student Admission shall be limited to one application only. Upon completion of the course of study at a school in Taiwan, international students who continue to undertake higher academic studies at TKU, except for those who apply for graduate schools, shall follow application procedures as regular local students. Those who apply for graduate schools at TKU are qualified to apply under this handbook.

- (二)外國學生應依「大學辦理國外學歷採認辦法」、「大陸地區學歷採認辦法」、「香港澳門學歷檢覈及採認辦法」繳交相關學歷證明文件。具高中畢業資格者，得申請入學本校學士班；具學士學位者或具有與我國學制相當之同等學力資格者，得申請入學本校碩士班；具碩士學位者或具有與我國學制相當之同等學力資格者，得申請入學本校博士班。畢業年級相當於國內高級中等學校二年級之國外或香港澳門地區同級同類學校畢業學生，以同等學力資格入學者，應在規定之修業年限內增加其應修之畢業學分數12學分。

International students shall submit the academic credentials that subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, the Regulations Governing the Accreditation of Schools in Mainland China and Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao. Students with a high school diploma are eligible to apply for undergraduate programs; Bachelor's degree holders for Master's

programs and Master's degree holders for Ph.D. programs, or with equivalent qualifications to that of Taiwan's academic degree system. Students from Hong Kong, Macau, or overseas countries who graduated from high school in a year equivalent to the second year of senior high school in Taiwan, and from a school identical in level and form, or others who enter TKU with equivalent educational qualifications must complete an additional 12 credits within the time limit for graduation.

- (三)依據「大學辦理國外學歷採認辦法」第四條規定，國外學歷符合下列規定者，始得採認：

According to the Article 4 of Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, terms and conditions for recognition of academic credentials awarded in foreign countries are as below:

1. 畢（肄）業學校應為已列入參考名冊者；未列入參考名冊者，應為當地國政府權責機關或其認定之教育專業評鑑團體所認可。

The diploma shall be awarded by an academic institution listed in the ROC Ministry of Education's reference list. Those not listed in the reference list shall be accredited by the foreign government concerned or foreign accreditation agencies.

2. 修業期限、修習課程，應與國內同級同類學校規定相當。第四條第二款所定修習課程，如以遠距教學方式修習，取得國外學校學歷者，應在符合第四條第一款規定之學校修習科目學分，或經由國際學術合作在國內大學修習學分，其學分數並符合國內遠距教學之規定。

The term of study and curriculum shall be the same as those prescribed by the equivalent ROC academic institutions.

With regard to the term of study and curriculum set forth in Article 4, Subparagraph 2, if the degree conferred by a foreign school is obtained through courses carried out via distance learning programs, the courses shall be taken with a school that is in compliance with Article 4, Subparagraph 1 here of or with a domestic university under an international academic collaboration program; provided that, the amount of credits taken shall comply with relevant domestic regulations governing distance

learning programs.

- 三、申請資格係依據教育部「外國學生來臺就學辦法」之規定，辦法如有修正，以教育部最新公告為準。

Application eligibility is formulated in accordance with the “Regulations Regarding International Students Undertaking Studies in Taiwan” of the Ministry of Education. When the regulations are revised, the latest regulations of the Ministry of Education shall prevail.

## 貳、申請及注意事項 Application Issues

### 一、申請日期 Application Periods

【秋季班】請於以下收件期間提出申請。(以下皆為台灣標準時間)

**Fall semester:** Applications may be submitted during the following period.  
(According to Taiwan Standard Time)

### 二、申請方式 How to Apply

收件期間 Application Submission	放榜 Admission Decision Notification	註冊 Registration
May 12 ~ May 20, 11 p.m.	May 29, 2024	Early September, 2024

線上申請 Apply Online: <http://exam.tku.edu.tw/fo8>

請於申請期間至淡江大學新型專班申請入學系統線上申請及上傳應繳文件。  
Please apply in the application period and upload the application documents through the TKU apply online system.

Step1. 申請並啟用帳戶 Create and activate your account

Step2. 填寫申請入學表 Fill in the online application forms.

(申請者僅可申請1個專班)

(Each applicant can apply for only **ONE** intense master's program)

Step3. 上傳所有應繳文件 Upload the required documents.

Step4. 點選申請完成後系統寄發確認信 Complete the application and receive the confirmation e-mail. (Click the “**submit**” button to finalize the online procedure).

### 三、應繳文件 Required Documents

- (一) 填寫線上申請入學表件。

Fulfill the online application forms.

- (二) 國籍證明文件或護照。

Verification of nationality or a passport.

- (三) 3個月內個人兩吋正面照片。

A passport-size bust photo within recent 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.

※雙聯學制學位之申請生，本校接受姊妹校提供之學歷正本文件，無須再經我國駐外機構驗證。惟其申辦入臺居留簽證事宜，則依各國駐外館處相關規定辦理。

Academic credentials from TKU partner universities for the Dual Degree Program applicants are not requested to be authenticated by the Taiwan's overseas mission. However, applicants shall apply for the visas with the documents requested by the Taiwan's overseas mission.

(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，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, or proof of having a full scholarship or grant provided by a government, university, college, or private organization.

(七)語言能力門檻: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(母語為英文者免附) Language proficiency requirements: English language proficiency: level CEFR B1 or above, TOEFL ITP 457 or TOEFL CBT137 or TOEFL iBT 57 or IELTS 4 or TOEIC 550 (native speaker are excluded).

(八)讀書計劃及自傳。Study plans and autobiography.

(九)外國學生切結書。Declaration for international students.

(十)系所附加之審查資料或其他參考文件(如推薦信、活動證明等)。

Additional required documents by the intended department or other supporting documents (such as the recommendation letters, activities certificates and so on).

※所有申請繳交文件一概不予退還，請自行保留備份。

All application documents will not be returned for any reason. Please make copies for your own records if needed.

※本校採先行受理申請，錄取註冊後再行審核資格，若發現資格不符，逕行取消錄取資格。

**The eligibility of admitted students will be evaluated after registration. If anyone is found disqualified, his or her admission will be cancelled.**

※本校得要求申請者檢附其他相關證明文件以審核其申請資格與學歷。

The University may request applicants to provide additional documents for the

purposes of reviewing the applicant's qualifications and educational background.

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.

#### 四、申請費 Application fee

申請費：免費。

Application Fee: Free

#### 五、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.

1. 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.

2. 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.

3. 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名文件。

If it is found after his inscription, the student will be expelled and no certificate related to his studies will be issued.

4. 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3。

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.

### 參、申請學系所及審查方式 Study Programs & Admission Criteria

一、請注意申請系所的各项規定，例如：附加之審查資料或面試等。

Applicants should take notice of the requirements set up by the departments or institutes they apply for, such as additional application materials or interviews.

## 二、招生專班總表 List of All Study Programs

專班名稱 Study Program	學位 degree	名額 Quota	備註 Remarks
AI智慧機械永續製造專班 International Master's Program on AI Intelligent Machinery and Sustainable Manufacturing (ENGLISH- TAUGHT PROGRAM)	碩士Master	10 人 10 persons	<p>評分項目：</p> <ol style="list-style-type: none"> <li>1. 書面資料，包括在學成績單（20%）、英文自傳及申請就讀動機/理由(20%)</li> <li>2. 面試（60%）</li> </ol> <p>Scoring categories: application documents, including academic performance (transcript in Chinese or English) (20%), autobiography in English and study motivation (20%), interview (60%).</p> <p>語言能力門檻: 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 (母語為英文者免附) Language proficiency requirements: English language proficiency: level CEFR B1 or above, TOEFL ITP 457 or TOEFL CBT137 or TOEFL iBT 57 or IELTS 4 or TOEIC 550 (native speaker are excluded).</p>

## 三、課程設計Curriculum Design

(一)由學校與產業共同規劃客製化課程，必要時得由產業提供業師進行授課，以確保所培育學生符合產業需求。

The school and industries jointly plan customized courses, and if necessary, industry professionals may be provided to conduct lectures to ensure that the students being trained meet industry needs.

(二)學校規劃華語輔導課程，加速學生在臺就學之生活適應與學習成效。

The school plans Mandarin supplementary courses to accelerate students' adaptation to life and learning in Taiwan.

(三)為使學生即早具備未來就業職場所需能力，學校得與合作企業規劃校外實習課程，合作企業應與學校共同評核學生學習成效：

To ensure that students possess the necessary skills for future employment early on, schools may collaborate with partner enterprises to plan off-campus internship programs. These partner enterprises should participate in assessing students' learning outcomes in collaboration with the school.

(四)為確保學生專業課程學習成效，校外實習課程於學生入學後第 3 學期起始得辦理。校外實習課程須於國內進行。

To ensure the effectiveness of students' professional course learning, off-campus internship programs commence starting from the third semester after students' enrollment.

These internships must be conducted domestically.

- (五)學校與合作企業確實商訂實習課程內容，包含實際實習內容及相對應能力的培育目標與學分數，課程規劃應符合該系所專業發展及教學目標。

The school thoroughly discusses with cooperating enterprises the content of internship programs, including the actual internship activities and corresponding objectives for skill development and credits. The course planning aligns with the professional development and teaching objectives of the respective departments.

- (六)學校依專科以上學校產學合作實施辦法與合作企業簽訂書面契約，須明訂實習期間、企業提供實習津貼額度、實習成效評核方式、實習不適應輔導、實習終止等權利義務。

The school signs a written contract with the cooperating enterprises based on the regulations for industry-academia cooperation in higher vocational and above institutions. The contract must specify the internship period, the amount of internship allowance provided by the enterprise, the evaluation method of internship performance, assistance for students experiencing difficulties during the internship, and the rights and obligations related to internship termination.

#### 四、甄審方式 Admission Assessment

採書面審查及面試，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. Interview methods, schedule, and location will be notified separately.

#### 五、錄取原則 Admission Criteria

錄取標準由國際暨兩岸事務處進行初審，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 and Cross-Strait Affairs. 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.

#### 肆、修業年限 Length of Study

依據本校學則第七章規定，碩士班修業1~4年。學生修業年限以實際在學為準，其休學期間不列入計算。

According to the rules in Chapter 7 of TKU Student Regulations, 1-4 years for the master's program students. The term of withdrawal of students shall not be counted in their course of instruction at school.

#### 伍、放榜及寄發通知 Admission Decision Notification

- 一、錄取公告日期: 2024年5月29日

Announcement of Admission List: May 29, 2024

- 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、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 2024 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 on the date appointed. 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，或不符合教育相關法令規定，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.

## 二、相關規定 Related Regulations

- (一)取得入學許可之學生，請依外交部領事事務局之相關規定向所屬之我國駐外機構辦理居留簽證入境；如持有停留簽證者，請至外交部領事事務局 (<http://www.boca.gov.tw/>) 更換居留簽證。持居留簽證入境或已換發居留簽證者，請於入境 15 天內，向內政部入出國及移民署各縣市服務站 (<http://www.immigration.gov.tw/>) 辦理外僑居留證。若欲延長居留證效期，請於到期日 30 天前提出延期申請。居留證逾期而停留臺灣者，主管機關得依規定罰鍰。 Accepted students shall apply the Resident Visas to the Taiwan overseas missions in his or her country. For the students who were issued a Visitor Visa, please go to the Bureau of Consular Affairs (BOCA) to change the Visitor Visa to Resident Visas. (<http://www.boca.gov.tw/>)

Resident Visa holders are required to apply for the Alien Resident Certificate (ARC) at local service centers of the National Immigration Agency within 15 days starting from the next day of arrival Taiwan or starting from the day after changing the Visitor Visa to Resident Visa. Please make sure to apply for the ARC extension at least 30 days before it expires. Late applicants will be subject to fines by the BOCA. (<http://www.immigration.gov.tw/>)

- (二)簽證由我國駐外機構核發，入學許可並不保證簽證取得。特定國家人士來臺申請簽證手續請參外交部網站(<https://www.boca.gov.tw/cp-36-40-0b0c6-1.html>)。

Visas are approved by the Ministry of Foreign Affairs; the acceptance certificates do not guarantee visa issuance. For the nationals of the designated countries applying for visas please refer to this website of the Ministry of Foreign Affairs: <https://www.boca.gov.tw/cp-36-40-0b0c6-1.html>

## 柒、補助金 Subsidies

### 一、政府補助金 Government Subsidies

- (一)初次來臺的相關必要行政費用：採一次性補助，包含來臺前的健康檢查費用、簽證費用及文書驗證費用，以地區分列補助上限為：新南向區域國家及其他國家上限新臺幣 1 萬元、歐美區域國家上限新臺幣 2 萬 5,000 元 (核實報支)。

Initial administrative expenses upon arrival in Taiwan: An one-time subsidy covering health examination fees, visa fees, and document verification fees. Subsidy limits vary by region: NT\$10,000 for countries in the New Southbound Policy region and other countries, and NT\$25,000 for countries in Europe and America.

- (二)來臺單程機票：採一次性補助，機票費用以來臺最直接航程之經濟艙單程機票核實請領，新南向區域國家上限為新臺幣 9,000 元、歐美區域國家上限新臺幣 3 萬 5,000 元 (核實報支)。

One-way airfare to Taiwan: An one-time subsidy covering the cost of the most direct economy class one-way ticket to Taiwan. Subsidy limits are NT\$9,000 for countries in the New Southbound Policy region and NT\$35,000 for countries in Europe and America (verified expenses).

- (三)註冊入學後最多 2 年的學雜費：

Tuition and miscellaneous fees for up to 2 years after enrollment:

1. 依學生實際應繳交給學校的學雜費給予補助，每年補助上限 新臺幣 10 萬元 (一學期上限為 新臺幣 5 萬元)。

Subsidies will be provided based on the actual tuition and miscellaneous fees payable by the student, with an annual subsidy limit of NT\$100,000 (NT\$50,000 per semester).

2. 學生入學第一年給予學雜費補助。英文授課班級者第二年華語能力聽、讀 2 項皆須達 A2 級(含)以上，且需通過學校與合作企業審查成績與表現後，擇優核給學雜費補助。

In the first year of enrollment, students will receive tuition and miscellaneous fee subsidies. In the second year of enrollment, students must meet Chinese language proficiency requirements (TOCFL A2 level for English-taught classes) and pass the review of their performance by the school and cooperating companies to be eligible for tuition and miscellaneous fee subsidies.

## 二、合作企業補助金 Collaborating Company Subsidies

- (一) 企業提供每位學生在學期間每月新臺幣 1 萬元以上之生活津貼。

Industry provides each student with a monthly living allowance of NT\$10,000 during the 1<sup>st</sup> year.

- (二) 企業提供每位學生實習期間不低於最低薪資之實習津貼。

Industry provides each student with monthly salary not lower than minimum wage during the internship period.

## 三、學生義務 Student Obligation

- (三) 學生領取國發基金產學獎助金的學生，依據領取年限具有相應留臺就業年限的義務。

Students who receive Industry-academia subsidies from the National Development Fund for Industry-Academia Cooperation are obligated to fulfill corresponding periods of employment in Taiwan based on the duration of subsidy receipt.

- (四) 領取 1 年產學獎助金者，具有 1 年留臺就業義務，領取 2 年產學獎助金者，具有 2 年留臺就業義務。

Students who receive Industry-academia subsidies for 1 year are obliged to work in Taiwan for 1 year, and those who receive Industry-academia subsidies for 2 years are obliged to work in Taiwan for 2 years.

## 四、產學獎助金繳還原則 Repayment Principles for Industry-Academia Subsidies

學生如中途退出專班或畢業後未履約就業者，所受領之產學獎助金繳還原則如下：

If a student withdraws from the program midway or fails to fulfill the employment obligation after graduation, the repayment principles for the received industry-academia subsidies are as follows:

- (一) 屬不可歸責於學生之原因，無須繳還產學獎助金：

Circumstances not attributable to the student do not require repayment of the industry-academia subsidy:

1. 原合作企業因營運調整，於學生在學期間停止提供生活津貼，又學生經學校媒合仍無法覓得其他企業願意續予補助生活津貼，致學生中途退出專班者。  
The original collaborating company ceases to provide living allowances to students during their enrollment due to operational adjustments, and despite the school's efforts, the student cannot find another company willing to provide subsidies, resulting in the student withdrawing from the program midway.
2. 原合作企業因營運調整，於學生畢業時無職缺可聘用，又學生經學校進行就業輔導及媒合其他企業仍無法覓得適合企業聘僱者。  
The original collaborating company, due to operational adjustments, has no job vacancies available for students upon graduation, and despite the school's career counseling and efforts to match the student with other companies, no suitable employment is found.
3. 合作企業於學生就業期間有勞動基準法第十四條第一項規定情形，致學生提出終止契約，又學生經學校進行就業輔導及媒合，仍無法覓得適合企業接續聘僱者。During the student's employment period, the collaborating company violates Article 14, Paragraph 1 of the Labor Standards Act, resulting in the student to terminate the contract, and despite the school's career counseling and efforts to

match the student with other companies, no suitable employment is found.

4. 學生死亡、因重大疾病或意外事故不能繼續就學或就業，經衛生福利部新制醫院評鑑合格之教學醫院以上層級，開立認定無法繼續就學或就業證明者，或因事故致家庭巨變無法繼續就學或就業，經學校查證屬實者。
5. In the event of the student's death, serious illness, or accident preventing further study or employment, certified by a hospital accredited by the Ministry of Health and Welfare as unable to continue studying or working, or due to a major accident resulting in a significant change in the family's circumstances making it impossible to continue studying or working, verified by the school.

(二) 屬可歸責於學生之原因，應繳還產學獎助金：

Circumstances attributable to the student require repayment of the industry-academia subsidy:

1. 就學期間因個人因素中途退出專班，如申請轉學、轉系、休學返國，經學校輔導後仍放棄繼續就讀專班、或經學校依學則退學、開除學籍等情形，學生應全額返還已領之產學獎助金。

If a student withdraws from the program midway due to personal reasons during the course of study, such as applying for transfer, change of department, or taking a leave of absence to return to their home country, and despite counseling from the school, they choose to abandon continuing their studies in the program, or if the school expels or dismisses the student according to its regulations, the student must fully repay the received industry-academia subsidy.

2. 學生學習表現不佳，未通過學校及企業評核標準，並經學校輔導後仍無改善且依學則處以退學、開除學籍等情形，學生應全額返還已領之產學獎助金。

If a student performs poorly academically, fails to meet the assessment standards of both the school and the collaborating company, and despite counseling from the school, they show no improvement and are expelled or dismissed from the school according to its regulations, the student must fully repay the received industry-academia subsidy.

3. 學生畢業後選擇不至合作企業或相關產業領域就業，並經學校輔導後仍無改善者，學生應全額返還已領之產學獎助金。

If a student chooses not to work for the collaborating company or in the relevant industry field after graduation, and despite counseling from the school, they show no improvement, the student must fully repay the received industry-academia subsidy.

4. 學生畢業就業後違反公司規定被依法終止勞動契約，並經學校輔導後仍無改善者，學生應依未就業之月數比例返還產學獎助金；不滿一月者，以一月計。

If a student violates company regulations and has their employment contract terminated legally after graduation, and despite counseling from the school, they show no improvement, the student must repay the industry-academia subsidy proportionally based on the number of months they were not employed; if the period is less than one month, it will be counted as one month.

5. 學生於合作企業就業期間未滿受領產學獎助金年限：應依其未就業之月數比例繳還產學獎助金；不滿一月者，以一月計。

If a student does not work for the collaborating company for the entire duration stipulated for receiving the industry-academia subsidy, they must repay the subsidy proportionally based on the number of months they were not employed; if the period is less than one month, it will be counted as one month.

6. 學生畢業後履行就業義務期間，應留臺於國內合作企業任職，不得由合作企業外派至國外分公司任職，或任職於海外臺商企業。如有前述未於國內就業情形，應依未於國內就業之月數比例返還已領之產學獎助金；不滿一月者，以一月計。

During the period of fulfilling the employment obligation after graduation, students must work in positions at domestic collaborating companies in Taiwan. They are not



allowed to be dispatched by collaborating companies to work in overseas branches or to work for overseas Taiwanese-owned enterprises. If a student violates the aforementioned conditions by not working domestically, they must repay the received industry-academia subsidy proportionally based on the number of months they were not employed domestically; if the period is less than one month, it will be counted as one month.

## 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

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2023-2024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 2022-2023 Academic Year for reference. All amounts in USD shown below are approximately estimated for reference and are subject to current exchange rates.

專班名稱 Study Program	學費 Tuition (新台幣)	雜費 Miscellaneous (新台幣)	總計 Total (新台幣)
AI 智慧機械永續製造專班 International Master's Program on AI Intelligent Machinery and Sustainable Manufacturing (ENGLISH-TAUGHT PROGRAM)	41,820 NTD	25,490 NTD	67,310 NTD

## 玖、畢業條件Graduation Requirements

依學位授予法及本校學則相關規範辦理。

For master's and doctoral programs, the regulations are governed by the Degree Granting Act and relevant regulations outlined in the school's statutes.

## 淡江大學外國學生來校就學招生規定

112.05.12 111 學年度第 2 學期教務會議修正通過  
112.08.15 教育部臺教文(五)字第 1120079398 號函核定  
112.09.07 處秘法字第 1120000040 號函公布

- 一、為鼓勵外國學生來校就學，依據教育部「外國學生來臺就學辦法」第六條規定訂定本規定。
- 二、具外國國籍並未曾具有中華民國國籍，符合下列規定者，得依本規定申請入學本校：

- (一) 未曾以僑生身分在臺就學。
- (二) 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。

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，亦得依本規定申請入學本校：

- (一) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。
- (二) 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。
- (三) 前二款均應符合前項第一款及第二款規定。

依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得不受前二項規定之限制。

第二項所定六年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第二項所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每歷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：

- (一) 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。
- (二) 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。
- (三) 交換學生，其交換期間合計未滿二年。
- (四) 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。

具外國國籍並兼具中華民國國籍，且於教育部「外國學生來臺就學辦法」中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。

- 三、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，得依本規定申請入學。

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，得依本規定申請入學。

前兩項所稱連續居留，指每歷年在國內停留期間，合計未逾一百二十日。但符合前點第五項第一款至第四款所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，不併入海外連續居留期間計算。

第一項及第二項所定六年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第一項至第三項所定海外，準用前點第五項規定。

四、外國學生依前二點規定申請來臺就學，以一次為限；其繼續在臺就學者，入學方式應與我國內一般學生相同。但下列情形，不在此限：

(一)於完成申請就學學校學程後，申請碩士班以上學程，逕依本校規定辦理。

(二)外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。

外國學生畢業後經本校核轉教育部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。

外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。

外國學生經入學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，不得再依第一項規定申請入學。

就讀我國大專校院之外國學生，得以申請方式轉學進入本校就讀。因學業成績不及格致遭退學者，僅得參加本校轉學考試方式轉學進入本校就讀；因操行成績不及格或因犯刑事案件經判刑確定致遭退學者，不得轉學進入本校就讀。

五、本校實際招收入學之具正式學籍之外國學生，其名額以教育部核定本校前一學年度核定招生名額外加百分之十為原則，併入當學年度招生總名額報教育部核定；申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫(包括品質控管策略及配套措施)報教育部核定。但本校與外國大學合作並經教育部專案核定之學位專班，不在此限。

本校於前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報教育部核定。

六、本校招收外國學生入學各年級，應擬訂公開招生規定報教育部核定，其內容應包括招生方式、入學資格審查程序、學系(程)授課語言、學生應具備之語文能力基準、財力證明基準及其他相關事項。

自行訂定外國學生招生簡章，詳列招生方式、入學資格審查程序、招生學系(程)、各學系(程)授課語言、學生應具備之語文能力基準、修業年限、招生名額、申請資格、財力證明基準、學雜費收退費基準、本校獎助學金資訊及其他相關事項。

本校外國學生的招生宣導方式為參與各國海外教育展、學校網站宣導及線上教育展。招生管道為本校線上申請系統，不委託海外的留學代辦中心或其他機構辦理；並應適時確認其是否向外國學生收取不合理之費用、成立借貸關係或其他違反相關法令之情形，必要時得向申請之外國學生查核。

外國學生之入學申請，由教務處受理，並就申請表件是否齊全進行初審，其初審合格者，於彙整送交各系(所)複審。

各系(所)應依其訂定之入學標準，在規定名額內，確定錄取名單後送教務處提招生委員會決議後，放榜並發給入學通知。

七、申請來校就學之外國學生，應於簡章規定時間，附下列文件向教務處提出申請，經審查合格者，發給入學許可：

(一)入學申請表。

(二)最高學歷或同等學力證明及成績單等學歷證明文件：

1. 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

2. 香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

### 3. 其他地區學歷：

(1) 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

(2) 前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

(三) 足夠在臺就學之財力證明，或政府、本校或民間機構提供全額獎助學金之證明。財力證明須為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。

(四) 申請入學博士班者，除各系、所另有規定外，應另附碩士論文或有關著作。

(五) 身分及學歷認定切結書及其他相關文件。

(六) 依各學系所授課語言另附語言能力證明。需具有華語文能力者，其華語文能力測驗(TOCFL)應達A2(含)級以上，需具有英語文能力者，其英語文能力測驗應達CEFR B1(含)級以上。

審核外國學生之入學申請時，對前項第二款至第三款未經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求經驗證；其業經驗證者，得請求協助查證。

外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，應由本校撤銷其畢業資格並註銷其學位證書。凡報考資格不合者，如於考試前發現者，取消考試資格；如於考試後已錄取分發者，於註冊時發現，取消錄取資格；如於入學後發現者，撤銷入學資格。

入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

八、外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各校院畢業證書及歷年成績證明文件，依前點規定申請入學不受前點第一項第二款之規定限制。

本校招收外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部(班)或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依前點規定申請入學，不受第四點第一項及前點第一項第二款規定之限制。

九、外國學生註冊時，新生應檢附投保自入境當日起至少六個月效期之醫療及傷害保險，在校生應檢附我國全民健康保險等相關保險證明文件。

前項保險證明如為國外所核發者，應經駐外機構驗證。

十、外國學生入學後，得向本校國際暨兩岸事務處申請獎助學金，其要點另定之。

十一、外國學生不得申請就讀本校所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但外國學生在臺已具有合法居留身分者或其就讀之班別屬經教育部專案核准之課程者，不在此限。

十二、外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學。已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但教育部另有規定者，不在此限。

十三、本校因國際學術合作計畫或其他特殊需求需成立外國學生專班者，應依「專科以上學校總量發展規模與資源條件標準」，報請教育部核定。

十四、本校在不影響正常教學情況下，得與外國學校簽訂學術合作協議，招收外國交換學生。

十五、外國學生向教務處提出就學申請，入學後應遵守本國及本校相關規章。外國學生應繳之費用，除另有協議規定者外，均依本校收費標準。

國際暨兩岸事務處協同就讀學系負責外國學生輔導、聯繫等事項，並加強安排住宿家庭及輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。每學年度不定期舉辦外國學生輔導活動或促進校園國際化，有助我國學生與外國學生交流、互動之活動。

十六、外國學生如有休、退學或變更、喪失學生身分等情事，本校應通報外交部領事事務局及本校所在地之內政部移民署服務站，並副知教育部。

外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事，本校應即時於教育部指定之外國學生資料管理資訊系統登錄。

外國學生如有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

十七、外國學生就讀本校附設之國語文教學單位學習語文者，其申請程序、獎補助、管理與輔導、休學、退學或變更、喪失學生身分之通報，準用第七點、第九點、第十點、第十五點、第十六點規定。

十八、本規定未規定之事宜，悉依教育部外國學生來臺就學辦法暨本校相關章則辦理。

十九、本規定經教務會議通過，報請教育部核定後，自公布日實施；修正時亦同。

## TKU Recruitment Regulations Governing International Student Admission

Amended in Academic Affairs Meeting (12/05/2023)  
MOE Approved No. 1120079398 (15/08/2023)

1. These regulations were formulated in accordance with Article 6 of the Regulations Regarding International Students Undertaking Studies in Taiwan and issued by the Ministry of Education (the “Ministry”).
2. 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 under this regulation.

- (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.

An individual of foreign nationality, pursuant to the following requirements and who in the immediate past has resided overseas continuously for at least six years is also qualified to apply for admission under this regulation.

- (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) 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 after an annulment of R.O.C. nationality by the Ministry of the Interior.
- (3) Regarding individuals mentioned in the preceding 2 subparagraphs shall meet the requirements stipulated in Subparagraph 1 and Subparagraph 2 of the previous paragraph.

According to the Education Cooperation Framework Agreement, a foreign national who was selected by a foreign government, organization, or school, and does not hold a household registration from the time of their birth is not subject to the limitations as prescribed in the preceding 2 paragraphs after receiving the approval from the authorized by the Ministry of Education. 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 six year calculation period as prescribed in Paragraph 2 shall be calculated from the starting date of the semester (Feb. 1st or Aug. 1st) as the designated due date for the time of study.

The term “overseas” as prescribed in Paragraph 2 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. The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supportive proof:

- (a) Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the Ministry;
- (b) 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;
- (c) Exchange students, whose length of total exchange is less than 2 years; or
- (d) 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.

An individual, who has both foreign and R.O.C. nationalities and has applied for an annulment of their R.O.C. nationality before Feb. 1st, 2011, the effective date of this amendment of Regulations Regarding International Students Undertaking Studies in Taiwan issued by the Ministry, 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 as prescribed in Paragraph 2.



3. 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 another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

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 under these regulations.

The term “reside overseas continuously” mentioned in the preceding paragraphs means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempt, if any of the conditions prescribed in Subparagraphs 1 through 4, Paragraph 5 of the previous Article applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

The six years calculation period as prescribed in Paragraph 1 and Paragraph 3 shall be calculated from the starting date of the semester (Feb.1st or Aug.1st) as the designated due date for the time of study.

The term overseas as prescribed in paragraph 5 in previous article shall apply to paragraphs 1 to 3

4. International students applying for schools in Taiwan in accordance with the two previous articles shall be limited to one application only. 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 academic level shall be handled in a manner identical to the procedures for admission for local students. However, this requirement does not apply to an international student in either of the following circumstances:

- (a) An exception is that an application for a master’s degree or higher levels of graduate studies can be processed under this regulation.

- (b) An international student applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year for some reason then discontinued their studies or forfeited their student status, that student may lodge another application to come to Taiwan to study, but only one such re-application is permitted.

An international student who with Ministry of Education approval for an internship after their graduation from a university in Taiwan may have his or her international student status may be extended for one year at most after graduation.

During the course of study in Taiwan, international students, who have undertaken initial household registration, resident registration, naturalization or restoration of the R.O.C. nationality, will lose their international student status and shall be dismissed by the school. However, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this requirement.

International students who are dismissed from schools after admission due to behavior issues, poor academic performance or seriously violated any ordinances or the regulations of TKU and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue their studies or forfeited their status as a registered student may thereafter not apply for admission under this regulation.

International students who have been studying in Taiwan schools can apply for transferring to TKU under this regulation. However, those who are dismissed from Taiwan schools due to poor academic performance can only transfer to the school by the channel of local transfer admission exams. International students who are dismissed from Taiwan schools due to behavior issues, poor academic performance or a conviction under the Criminal Law may thereafter not apply for admission.

5. The enrollment quota for international students indicated in this article means the amount of degree

seeking international students. In principle, the actual number of places available for international students to be admitted is limited to an additional ten percent above TKU's admission quota approved for previous academic year by the Ministry of Education, and that number shall be incorporated into the total admission quota and reported to the Ministry of Education for approval. TKU applying to recruit more than an additional ten percent shall submit a report of the planned increment (including associated quality control strategy and supportive measures) to the Ministry of Education for approval. The enrollment quota for the special international programs cooperated with foreign universities and ratified by the Ministry is exempted from this Article.

TKU may admit international students to take up places at their institution available to local students within the approved admission quota for previous academic year which remain vacant and shall first report such an increase to the Ministry of Education for approval.

6. TKU recruits and admits international students into any year of its programs shall draw up its own related admission regulations to be made public and submit them to the Ministry of Education for approval. The contents shall include its recruitment method(s), admission eligibility review procedure, teaching language(s) used by departments (programs), student language proficiency criteria, proof of financial resources criteria, and other related matters.

TKU formulate our own admission guidelines for international students that give details of its recruitment method(s), admission eligibility review procedure, the departments (programs) that may admit international students, teaching language(s) used by each of those departments (programs), student language proficiency criteria, the maximum number of years in which each program must be completed, admission quotas, eligibility criteria to apply for admission, proof of financial resources criteria, tuition and miscellaneous fee collection and refund criteria, information about scholarships and/or grants provided by the educational institution, and other related matters.

The TKU publicity and promotion are participating the higher education fairs, the promotion in TKU website and online education fair. The method of TKU recruitments is basic on the online application system, and not permitted to commission any external institution, legal person, group, or individual to handle related matters. TKU In due course each university and tertiary college shall also verify whether any commissioned party has collected any unreasonable fees from international students, established any loan relationship with any international student, or whether any other violation of related ordinances has occurred, and when necessary, it may check details with international student(s who are applying for admission.

Foreign students' applications for study are processed by the Office of Academic Affairs, which assesses whether all required documents have been submitted (preliminary review). Those who pass this preliminary review will have their documents compiled and sent to the related department or graduate institute for the secondary review.

Each department / graduate institute must then select successful applicants in accordance with their individual admissions criteria and foreign student enrollment quotas. And after producing a list of successful candidates, the department / graduate institute must send the list to the Office of Academic Affairs, which will submit it to the Student Admissions Committee for confirmation. After finalizing the list of successful candidates, the names of such candidates will be released and each candidate informed.

7. International students who wish to apply for study must submit the documents listed below to the Office of Academic Affairs in the application period outlined in the Handbook. Those who pass the review process will be issued a letter of acceptance to study at TKU.

Required application documents include:

- (1) Application form.
- (2) The highest or equivalent-level academic credentials:

- (a) Academic credentials from Mainland China: The Regulations Governing the Accreditation of Schools in Mainland China shall apply.
- (b) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
- (c) Academic credentials from other areas:
  - (i) Academic credentials earned at overseas Taiwan schools or Taiwan schools in Mainland China shall be regarded as the same as those at domestic schools with equivalent levels.
  - (ii) Academic credentials referred in the preceding 2 Items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from schools or branches established in Mainland China by foreign schools shall require public notarization in Mainland China and be verified and examined by an institute established or appointed by, or through a private agency commissioned by the Executive Yuan.
- (3) Financial proof that shows financial sustainability for study in Taiwan, or proof of having a full scholarship or grant provided by a government, university, college, or private organization.
- (4) Unless the individual department stipulates otherwise, applicants for PhD programs should also submit their Master's thesis or other related publications.
- (5) Documentary proof of personal identity and acknowledgement of educational qualifications and any other related documents.

When TKU reviews an international student's admission application, if any of the documents specified in Subparagraphs 2 to 3 of the preceding paragraph have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and TKU has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the educational institution may request examination of the documents.

An international student who submits any certificate or document as part of their application for admission to TKU that is found to be forged, fabricated, or that has been altered in some way shall have their enrollment eligibility revoked. If the student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, TKU shall revoke the former student's eligibility to graduate and shall require any degree already awarded to be returned and shall rescind it. If applicants who have already registered to take the entrance examination but have not yet taken the exam do not meet exam eligibility requirements, they will have their exam registration cancelled. If such an applicant has already registered for study – after already taking the exam and being admitted to study their admission status will be cancelled. If they have already started studying, their enrollment eligibility will be revoked.

The admission shall set out in detail in both Chinese and English the name of the international student, the name of their program of study, the degree level, the language of instruction, the academic year of enrollment, the date the semester begins, the tuition and miscellaneous fee collection and refund criteria, any scholarship or grant awarded to the student, and any other pertinent information that international students must be notified of, and verify that international students studying in Taiwan understand their associated rights and obligations. A university or tertiary college institution may provide versions of these details in other mother languages of its international students.

- 8. An international student who has completed a bachelor's degree or a higher degree in Taiwan and applies for a master's program shall be exempt from the rules listed in Article 7, Paragraph 1, Item 2, provided that a graduation certification and transcript for each consecutive semester issued from the schools in Taiwan shall be enclosed.

International students who have graduated from private high schools, lower grade schools for international residents in Taiwan, or from bilingual programs affiliated with senior high schools, or from a foreign curriculum department and classes at private senior high schools or below must submit credentials and transcripts for each academic semester to apply for admission under Article 7, and are exempt from the Article 4, Paragraph 1 and Article 7, Paragraph.

9. At the time of registration new international students shall present proof of a medical and injury insurance policy which is valid for at least 6 months from the date the student enters Taiwan. Current student shall present written proof that they have joined Taiwan's the National Health Insurance Plan.

The abovementioned written proof of insurance issued in a foreign country shall be authenticated by an overseas mission.

10. After enrolling to study at TKU, international students may apply for a foreign student scholarship with the Office of International and Cross-Strait Affairs (OICSA). Guidelines for these scholarships have been outlined separately.

11. International students may not apply for Extension Programs designed for returning education students, part-time, in-service courses of Master programs, or other programs, which are restricted to night classes and classes during holidays. International students who have obtained legal resident status in Taiwan, or are enrolled in a program ratified by this Ministry, are exempted from this Article.

12. Accepted international students may enroll at the time not beyond one-third of the first semester of the current school year shall register for the first semester; or at the time beyond one-third of the first semester of the current school year shall register for the second semester or the next school year.

13. In the event of establishing special international student programs under international academic cooperation programs or special circumstances shall comply with the Standards for Student Admission Quotas and Resources at Institutions of Higher Education, and report to the Ministry for approval.

14. TKU may sign education cooperation agreements with foreign schools and recruit international exchange students with the condition that it will not compromise normal teaching routines.

15. International students shall apply to TKU's Office of Academic Affairs for admission and observe all the regulations promulgated by both our country and TKU upon being accepted. International students shall pay for their schooling fees in accordance with the schooling fee standards except when an agreement is otherwise specified.

OICSA is responsible to handle the consultation, liaison and other related matters for international students in coordination with departments/graduate institutes. In addition, OICSA shall reinforce the arrangement of home stay lodging for international students and assist them to learn Mandarin Chinese and Taiwan culture in order to better enhance their understanding about Taiwan. OICSA shall also arrange non-periodical activities to enhance the globalization of TKU and encourage more exchanges between local and international students.

16. Regarding international students' dropout, expulsion, and change of student's status, TKU shall notify Bureau of Consular Affairs of Ministry of Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior, and shall send a copy to the Ministry.

TKU shall promptly register into the international student data management information system designated by the Ministry the following: school entrance, transfer, suspension or dismissal and any change or loss of student status.

TKU shall immediately handle the cases in accordance with the regulations if international students violate the Employment Services Act after investigation.

17. Article 7, 9, 10, 15 and 16 shall apply to the application procedures, scholarships or subsidies, discipline and guidance, and reporting of change or loss of student status regarding international students that are attending the affiliated Mandarin Chinese language center of TKU.

18. Any application not stipulated herein shall be subject to the Regulations Regarding International Students Undertaking Studies in Taiwan issued by the Ministry and other applicable regulations promulgated by TKU.
19. These regulations take effect on the date of its publication after being passed in an academic affairs meeting and approved by the MOE. The same applies to any later amendments made.

## 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、受僱期間、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.



淡江大學外國學生切結書

Declaration for International Students, Tamkang University

本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定

I hereby attest that I am qualified to apply for admission as an international student under the “Regulations Regarding International Students Undertaking Studies in Taiwan” of the Ministry of Education, Republic of China (R.O.C.).

本人申請資格保證符合以下其中之一（請打 V）：

I hereby attest that I fulfill one of the following conditions (please check):

具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格。

At the time of application, I am holding foreign nationality and have never held R.O.C. nationality. Moreover, I do not have overseas Chinese student status.

具外國國籍及兼具中華民國國籍，未曾在臺設有戶籍，且最近連續居留大陸、香港及澳門以外之海外地區六年以上，每歷年在國內停留期間未逾一百二十日，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。

At the time of application, I am holding both foreign and R.O.C. nationalities but have never been included in a registered household in Taiwan. Moreover, I have been living abroad (not including Mainland China, Hong Kong and Macau) continuously for more than 6 years, staying in Taiwan for no more than a total of 120 days per calendar year, have never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

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，每歷年在國內停留期間未逾一百二十日者。

I am holding foreign nationality and currently holding a permanent residence status in Hong Kong or Macau, have never been included in a registered household in Taiwan, have resided in Hong Kong, Macao, or another foreign country continuously for more than 6 years and staying in Taiwan for no more than a total of 120 days per calendar year at the time of application

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留大陸、香港及澳門以外之海外地區六年以上，每歷年在國內停留期間未逾一百二十日者。

I am a former citizen of Mainland China, currently holding a foreign nationality, have never been included in a registered household in Taiwan, living abroad (not including Mainland China, Hong Kong and Macau) continuously for more than 6 years and staying in Taiwan for no more than a total of 120 days per calendar year at the time of application.

具外國國籍，曾兼具中華民國國籍，已於 2011 年 2 月 1 日前提出申請喪失中華民國國籍，並於申請時已滿 8 年，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。

I am holding foreign nationality and once had R.O.C. nationality, have applied for an annulment of the R.O.C. nationality (prior to Feb. 1st, 2011) for at least 8 years at the time of application and never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

具外國國籍，曾兼具中華民國國籍者，於 2011 年 2 月 1 日後提出申請喪失中華民國國籍於申請時已滿 8 年，並於申請時已連續居留大陸、香港及澳門以外之海外地區六年以上，每歷年在國內停留期間未逾一百二十日者，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。

I am holding foreign nationality and once had R.O.C. nationality, have applied for an annulment of the R.O.C. nationality (posterior to Feb. 1st, 2011) for at least 8 years at the time of application, have been living abroad (not including Mainland China, Hong Kong and Macau) continuously for more than 6 years at the time of application. Moreover, I have never studied as an overseas Chinese student in Taiwan and

have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

※以上所指中華民國國籍係指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.

※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。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.

請詳細閱讀勾選下列每項條款，並點選”同意”後，方可完成申請程序。

**In order to complete the application procedure, please make sure you have read, understood, and agreed the following articles by checking the box in front of each article and the “Agree” box in the end.**

本人所持國外學歷證件，確為教育部認可，且取得學位規定之總學分數中，遠距教學課程未超過二分之一，並保證於報到時，繳交經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之學歷證件正本及影本、歷年成績單正本，若未如期繳交或經查證不符合貴校報考條件，本人自願放棄入學資格，絕無異議。

The graduation certificate and degree diploma I present are approved by the Ministry of Education and the distance-learning course does not comprise more than half among the regulated total credits. The undersigned guarantees that the original highest degree diploma and its copy and the official transcripts authenticated by Taiwan’s overseas mission, or authenticated by the institute established or appointed by, or through a private agency commissioned by, the Executive Yuan will be handed over upon registration. If the related certificates cannot be given on time or are unacceptable, the undersigned will abandon the enrollment qualification, and no objection will be raised.

本人不曾在臺以外國學生身分申請大學以下學校學程，亦未曾遭中華民國內各大專校院退學。如違反此規定並經查證屬實者，取消其入學資格並註銷學籍。

I hereby certify that I did not apply an undergraduate program of university, college, 5-year junior college, junior colleges affiliated with universities, or any programs of elementary schools through senior high schools in the R.O.C. under international student status, and I have never been expelled from other colleges and universities of the Republic of China. Should I breach any of the regulations, I will be denied admissions and student status.

本人同意報名所填資料，作為淡江大學依據「個人資料保護法」等相關法規為合理且必要之資訊處理與應用相關事宜(如審查、面試、榜示等試務業務)。

In accordance with the Personal Information Protection Act, I hereby agree my personal data provided to Tamkang University in this application form being processed reasonably and necessarily for the purpose of admission screening, interviews, admission results announcement, and the related examination issues.

本人已閱畢簡章條文，並遵守所有簡章上相關規定。

I’d read all the regulations of the handbook, and do obey the rules.

上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事，若於入學後經查證屬實者，本人願意接受學校註銷學籍處分，絕無異議。貴校可不發給任何學歷證明。

I authorize TKU to check on all of the above information. If any of it is found to be false after being admitted to TKU, I have no objection to be deprived of registered student status. TKU has the right not to issue any certificates to me.

此致 Submitted to  
淡江大學 Tamkang University

立書人簽名 Applicant's signature :

日期 Date :

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具外國國籍及兼具中華民國國籍者，請填寫以下資料，本校將依教育部規定於錄取後提交教育部查證。

For the applicants holding both foreign and R.O.C. nationality, please fill in the blanks as below. The school shall report the following information to the Ministry of Education after the admission announcement.

申請人英文姓名 Applicant's English name : \_\_\_\_\_

申請人父親中文姓名 Applicant's Father's Chinese Name : \_\_\_\_\_

申請人中文姓名 Applicant's Chinese name : \_\_\_\_\_

申請人出生日期 Applicant's Birth Date : \_\_\_\_\_

申請人母親中文姓名 Applicant's Mother's Chinese Name : \_\_\_\_\_

申請人外國護照號碼 Applicant's Foreign Passport Number : \_\_\_\_\_

申請人父親身分證字號 Applicant's Father's ID number of R.O.C. : \_\_\_\_\_

申請人母親身分證字號 Applicant's Mother's ID number of R.O.C. : \_\_\_\_\_

申請人父親出生日期 Applicant's Father's Birth Date : \_\_\_\_\_

申請人母親出生日期 Applicant's Mother's Birth Date : \_\_\_\_\_

1	驚聲銅像廣場	Statue of Mr. Chang Ching-sheng	13	商管大樓(B)	Business and Management Building (B)	24	覺生紀念圖書館(U)	Chueh-sheng Memorial Library (U)
2	大門管制站	Main Entrance Guard House	14	海事博物館(M) 黑天鵝展示廳	Maritime Museum (M) Black Swan Exhibition Hall	25	覺生綜合大樓(I)	Chueh-sheng Memorial Hall (I)
3	紹謨紀念游泳館(N)	Shao-mo Memorial Natatorium Complex (N)	15	工學館(G)	Engineering Building (G)	25	覺生國際會議廳(10樓)	Chueh-sheng International Conference Hall (10th Fl.)
4	驕先紀念科學館(S)	Liu-hsien Memorial Science Hall (S)	16	工學大樓(E)	Main Engineering Building (E)	26	學生活動中心(R)	Student Activity Center (R)
5	鍾靈化學館(C)	Chung-ling Chemistry Hall (C)	17	教育學院(ED)	College of Education (ED)	27	教職員停車場	Faculty Parking Lot
6	圖書館鍾靈分館	Chung-ling Library	18	松濤館(Z)	Sung-tao Hall (Z)	28	視聽教育館(V)	Audio-visual Education Building (V)
7	傳播館(Q)	Communication Hall (Q)	19	文錕藝術中心	Carrie Chang Fine Arts Center	29	行政大樓(A)	Administration Building (A)
8	傳播館(O)	Communication Hall (O)	20	外國語文大樓(FL)	College of Foreign Languages and Literatures (FL)	30	宮燈教室(H)	Chinese Palace-style Classrooms (H)
9	紹謨紀念體育館(SG)	Shao-mo Memorial Gymnasium (SG)	21	驚聲紀念大樓(T)	Ching-sheng Memorial Hall (T)	31	覺軒花園	Chueh-hsuan Chinese Garden
10	麗澤國際學舍(J)	Reitaku International House (J)	21	驚聲國際會議廳(3樓)	Ching-sheng International Conference Hall (3rd Fl.)	32	守謙國際會議中心(HC)	Hsu Shou-Chlien International Conference Center(HC)
11	文學館(L)	College of Liberal Arts (L)	22	文錕音樂廳	Carrie Chang Music Hall	33	校史館暨張建邦創辦 人紀念館(TH) 瀛苑	Gallery of Tamkang History & The Founder Dr. Clement C. P. Chang's Memorial Hall(TH) Ying Yuan House
12	會文館(F)	Hwei-wen Hall (F)	23	學人宿舍	Faculty Residences			

