



明新

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明新科技大學

*Minghsin University of Science and
Technology (MUST)*

國際學生產學合作專班
入學申請手冊(109 學年)

*Admission Package for
International Industry-University Cooperative
Program, 2020*

聯絡資訊 *Contact Information*

國際教育與交流中心 *International Education and Exchange Center*

電話 *TEL* : 886-3-559-3142 ext.2145/2190

傳真 *FAX* : 886-3-557-7682

電子郵件 *E-mail* : oia@must.edu.tw

網址 *Website* : <http://fg.must.edu.tw/>

地址 *Address* :

30401 臺灣新竹縣新豐鄉新興路 1 號
No.1, Xinxing Rd., Xinfeng Shiang, Hsinchu County 30401, Taiwan(R.O.C)

招生重要日期

Schedule for Admission

項目 <i>Item</i>	日期 <i>Dates</i>
繳交紙本資料件 <i>Submit required paper documents</i>	07月30號前 <i>On or before July 30</i>
審核或甄試 <i>Applications review and entrance exams</i>	08月01號至08月10號 <i>August 1 ~ August 10</i>
公告錄取名單 <i>Results of admission announcement.</i>	8月底 <i>End of August</i>
寄發入學許可 <i>Admission letter distributing</i>	9月初 <i>Early September</i>
報到與註冊入學 <i>Check-in and registration</i>	9月 <i>September</i>

學年期間：每學年共有兩學期

1. 第一學期：每年9月初至1月中。
2. 第二學期：每年2月初至6月底。
3. 學期期間為寒暑假。

Academic Year : two semesters for each academic year.

1. *First semester: from early September to the middle of January.*
2. *Second semester: From the middle of February to the end of June.*
3. *Summer and winter vacations are followed by the end of the semester.*

重要提醒

Important Note

1. 申請人請直接與本校在各國正式合作單位或直接透過本校報名，且勿透過其他管道
Applicant shall submit application via our coporation partner in each country or submit to our school directly, please do not use other submission channels.
2. 代辦費用不超過美金 2000 元為合理範圍(含翻譯文件、公證、體檢表、財力證明、華語課程、住宿費、機票費、簽證費、手續費)，提醒申請人自行注意考量
Reminder: Please be aware that in general, reasonable agency fee shall fall within USD\$2,000 (including translation documents, notary, physical examination form, financial statement, Chinese courses, accommodation fee, air fares, VISA and service charge)
3. **考量新南向產學合作國際專班係為客製化專班及課程銜接相關事宜，該專班之學生不得轉至校內其他系科、班別或轉至他校就讀**
Considering that International Industry-University Cooperative Program is deisgned as cusomterized program with specialized courses, therefore students in this program are not allowed to transfer to other departments in school or even other schools.
4. 無校外工作證或違反政府規定工讀時數，經查學校或任何單位查獲者，將有罰款並有立即遣返回國之可能性，如下各時段性工讀時數：
Without work permit for outside-campus or government against working hours regulation, student may be fined or even possibly be deported back to one's country of origin. Please follow working hours regulation below :
 - a. 課程期間每週工讀時數最多為 20 小時。
Maximum 20 working hours per week during semester.
 - b. 寒暑假工讀時數最多為每週 40 小時
Maximum 40 working hours per week during summer/winter vacation.
5. 實習課程將發給津貼，但是否可完全支援在臺求學費用，申請人需自行考量(在臺費用請參考在臺估計費用列表)
MUST will provide subsidy for internship courses, but applicant shall evaluate if the subsidy can cover total living expenses in Taiwan (Please refer to “Approximation of Student Fees in Taiwan”)
6. 學生於學習期間將根據教育部規範取得華語文能力證書 A2 以上
Student must obtain TOCFL level A2 or above according to the R.O.C (Taiwan) Ministry of Education policy.
7. 申請人入學後，本校於各階段設有華語文測驗門檻，未達門檻者，需自費參加本校所規劃之華語文加強課程
After enrollment, there will be different minimum requirements at each level for Chinese tests during semester. If failing to reach the required minimum requirements, it's necessary to study further in Chinese enhancement courses (not for free).
8. 學生進行實習課程時，亦同時須具本校學生身分，故須繳交足額學雜費
During internship courses, in order to keep registration at school, the tuition must be paid in full.

其他重要規範請詳「明新科技大學國際學生產學合作專班學生重要權利義務通知書」

For other information, please refer to “MUST International Industry-University Cooperative Program – Notice of Rights and Obligations”

申請簽證須知

VISA application notice

所有資料須符合核錄名冊及申請資格，若不符合無法取得簽證，提醒申請人自行注意。

Please be aware that all information must be meet the registration and application criteria, otherwise VISA will not be approved.

申請人取得本校報到通知單後，將由本校正式合作單位與人員協助辦理簽證，惟本校僅限於協助申請，簽證通過與否為各外館之權責，本校無權干涉。

*After receiving admission letter, applicants will get support from **our partners or staff** to apply VISA. As a reminder, we can only provide assistance but does not guarantee VISA approval.*

文件

- | | |
|-----------------------|-----------------------|
| 1. 簽證申請表 | 11. 體檢表正本(含細項) |
| 2. 護照 | 12. 本校入學通知書影本 |
| 3. 2吋相片*2 | 13. 畢業證書中(英)文翻譯公證影本 |
| 4. 本校入學通知書 | 14. 成績單中(英)文翻譯公證影本 |
| 5. 畢業證書正本 | 15. 財力證明影本 |
| 6. 成績單正本 | 16. 依據駐外代表處規範檢附語言能力影本 |
| 7. 畢業證書中(英)文翻譯公證正本 | 17. 體檢表正本(細項影本) |
| 8. 成績單中(英)文翻譯公證正本 | 18. 護照影本 |
| 9. 財力證明(依據本校簡章要求) | 19. 身份證影本 |
| 10. 依據駐外代表處規範檢附語言能力正本 | |

Documents required

- | | |
|---|--|
| 1. Visa application form | 11. Physical examination form (incl. detail) |
| 2. Passport | 12. Copy of admission letter |
| 3. Two 2-inch recent photos | 13. Notarized Copy of Diploma Certificate in Chinese (or English) |
| 4. Admission letter | 14. Notarized Copy of Transcript in Chinese (or English) |
| 5. Certificate of diploma | 15. Copy of Proof of Financial Ability |
| 6. Transcript | 16. Copy of Original language certificate requested by Taipei Economic and Cultural Office (TECO). |
| 7. Notarized Diploma Certificate in Chinese (or English) | 17. Physical examination form (with copy of detail) |
| 8. Notarized Transcript in Chinese (or English) | 18. Copy of Passport |
| 9. Financial aid financial statement (according to our guidelines) | 19. Copy of ID Card |
| 10. Original language certificate requested by Taipei Economic and Cultural Office (TECO) | |

※駐各國辦事處(代表處)由於行政作業不同，其所需求資料不同，上述列表為辦理簽證基本文件，於辦理簽證有不同之需求，另行通知補件。

※Due to different administration processes, consulate in each country may request different documents. Applicant may need to submit additional documents (other than listed above) if necessary.

<p>所需時間</p> <p>➢ 一般普通件簽證核發時間為 7 天</p> <p>➢ 快速急件簽證核發時間為 3 天</p> <p><u>Time required</u></p> <p>➢ 7 days for Standard VISA</p> <p>➢ 3 days for Priority VISA</p> <p>※一般普通件為主，若有需要辦理急件本校會通知 ※In general, applicants shall apply Standard VISA only. We will notify for Priority VISA if necessary.</p>	<p>費用(持美國護照者另計)</p> <p>➢ 一般普通件簽證為 66USD</p> <p>➢ 快速急件簽證為 99USD</p> <p><u>Fee (not applicable for USA passport owner)</u></p> <p>➢ USD\$66 for Standard VISA</p> <p>➢ USD\$99 for Priority VISA</p> <p>持美國護照者</p> <p>➢ 一般普通件簽證為 160USD</p> <p>➢ 快速急件簽證為 185USD</p> <p><u>For USA passport owner</u></p> <p>➢ USD\$160 for Standard VISA</p> <p>➢ USD\$185 for Priority VISA</p>
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新南向助學金 New Southbound Scholarship

<p>資格 Qualification</p>	<p>來自以下國籍之申請生，通過入學審核後，即可獲得獎學金。 <i>Applicant with a passport holder from the following nations will be awarded the scholarship after passing the MUST entrance qualification examination.</i></p> <p>印尼、新加坡、馬來西亞、菲律賓、泰國、汶萊、越南、緬甸、寮國、柬埔寨、印度、巴基斯坦、孟加拉、斯里蘭卡、尼泊爾、不丹、紐西蘭、澳洲。 <i>Indonesia, Singapore, Malaysia, Philippines, Thailand, Brunei, Vietnam, Myanmar, Laos, Cambodia, India, Pakistan, Bangladesh, Sri Lanka, Nepal, Bhutan, New Zealand and Australia.</i></p>
<p>期間 Duration</p>	<p>每學期提供，共 8 個學期 <i>Every semester, 8 semesters in total</i></p>
<p>額度 Amount</p>	<p>1. 工學院(含管理學院工管系、資管系)，扣除新南向國家獎學金(簡稱：獎學金)後，實質學雜費每學期為 40,000 元台幣。 <i>For students in College of Engineering (incl. Industrial Engineering Dept., Information Management Dept of College of Management.), total tuition for each semester is NTD\$40,000, after deducting New Southbound Scholarship (so-called scholarship).</i></p> <p>2. 管理學院(不含工管系、資管系)、人文社會學院、服務產業學院，扣除新南向國家獎學金(簡稱：助學金)後，實質學雜費每學期為 35,000 元台幣。 <i>For students in College of Management (excl. Industrial Engineering Dept., Information Management Dept.), College of Humanities and Design, College of Service Industries, total tuition for each semester is NTD\$35,000, after deducting Southbound scholarship (so-called subsidy).</i></p>
<p>註</p>	<p>新南向助學金為鼓勵所屬國家學生至本校就學之補助，補助金額約為新台幣 8,000~12,000 元/學期。若學生於該學期間，因曠課而致總課堂出勤率未達 90% 以上者，將取消下個學期之新南向助學金補助繳交全額學雜費。</p> <p>In order to attract foreign students to further their studies in MUST, a subsidy between NTD8,000 and NTD12,000 has been set up for any perspective students from the New Southbound countries.</p> <p>If the student's total class attendance rate is less than 90% due to absenteeism during the normative study period, the subsidy for the next semester will be cancelled and full tuition and miscellaneous fees will be required.</p>

申請資格 Eligibility

國籍 Nationality

1. 具新南向國家國籍(註 1)且未曾具有中華民國國籍，於申請時並不具僑生資格者。
An individual of the nationality of Indonesia, Singapore, Malaysia, Philippines, Thailand, Brunei, Vietnam, Myanmar, Laos, Cambodia, India, Pakistan, Bangladesh, Sri Lanka, Nepal, Bhutan, New Zealand or Australia, who has never held nationality status from the Republic of China ("R.O.C.") and who does not possess an overseas Chinese student status at the time of their application
2. 具新南向國家國籍且符合下列規定，於申請時並已連續居留海外六年以上者。
An individual of the nationality of the above-mentioned 18 countries, pursuant to the following requirements and who has resided overseas continuously for no less than 6 years is also qualified to apply for admission under this regulation.
 - a. 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.
 - b. 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。
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.
 - c. 前二款均未曾以僑生身分在臺就學，且未於當學年度接受海外聯合招生委員會分發。
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.
3. 具新南向國家國籍，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。
An applicant of the above-mentioned 18 countries, 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.
4. 曾為大陸地區人民具新南向國家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。
An applicant being a former citizen of Mainland China and holds a nationality of the above-mentioned 18 countries, 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.

註 1：依「教育部補助技專校院辦理產學合作國際專班申請及審查作業要點」，新南向國家指東協十國(印尼、新加坡、馬來西亞、菲律賓、泰國、汶萊、越南、緬甸、寮國、柬埔寨)、南亞六國(印度、巴基斯坦、孟加拉、斯里蘭卡、尼泊爾、不丹)及紐西蘭、澳洲等十八個國家。

註 2：所稱海外，指大陸地區、香港及澳門以外之國家或地區。

Overseas as prescribed in paragraph 2 and paragraph 3 is limited to countries or regions other than Mainland China, Hong Kong and Macau.

註 3：所稱連續居留，指外國學生每曆年在國內停留期間不得逾一百二十日。

The term "continuously" means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year.

註 4：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。

The six year calculation period as prescribed in paragraph 2, paragraph 3 and paragraph 4 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.

申請資格依據教育部『外國學生來台就學辦法』<https://goo.gl/kYHqPY>之規定。若有修改，以教育部公告為主。

An individual eligibility is based on "MOE Regulations Regarding International Students Undertaking Studies in Taiwan" <https://goo.gl/nVdEVV>. If the MOE regulations are revised, the latest MOE regulations shall prevail. "

學歷 Educational background

1. 符合教育部採認之高中、大學或獨立學院畢業者(國際及兩岸教育司網站 <https://goo.gl/4vIUJ6>)。申請學士班者需具國外高中畢業或以上學歷。
Applicants who have graduated from a high school, college or university recognized by the Ministry of Education of Taiwan can apply for admissions (please refer to the website <https://goo.gl/4vIUJ6>). Foreign students with a foreign high school diploma or above are eligible to apply for undergraduate programs and bachelor's degree.
2. 具有與我國學制相當之同等學力資格者。
Applicants with equivalent qualifications to the academic degree system of Taiwan can apply for admissions.
3. 申請人畢業學校須為我國教育部認可或當地國政府權責機關或專業評鑑團體認可，符合教育部「大學辦理國外學歷採認辦法」(<https://goo.gl/29yeFG>)規定之學校或我國政府立案之學校，否則恕不受理申請。
Those institutions from which applicants graduated must be accredited schools approved by the Ministry of Education of the R.O.C. as well as in accordance with the "Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education" <https://goo.gl/IEQcd9>. Otherwise, the application will not be accepted.
4. 英制高中中學五年學歷 (Form 5) 申請入學者，於原課程外需增修畢業學分。其增修畢業學分之科目由系所另行訂定之。
Applicant who graduated from Form 5 System (High school of British system of or 5 years) and apply to enter MUST, need to earn more credits. The course profile will be arranged by each department.

系所招生資訊

Programs and Quota

科系 Department	學士 Bachelor	
	名額 Quota	
工學院 College of Engineering		
光電工程系 Department of Electro-Optical Engineering	40	越南 Vietnam
化學工程與材料科技系 Department of Chemical and Materials Engineering	80	越南 Vietnam 柬埔寨 Cambodia
管理學院 College of Management		
工業工程與管理系 Department of Industrial Engineering and Management	40	菲律賓 Philippines

修業年限

Program Duration

學士學位修業年限為4-6年
Undergraduate programs must be completed within 4~6 years.

申請入學流程表

Application Procedure

請確認您的身份符合新南向國家國籍，並符合教育部『外國學生來台就學辦法』
Please make sure that you are eligible to apply as an international student having the nationality of the aforementioned 18 countries.

請確定您欲申請入學別的申請期限
Check the deadline for the semester and program for which you intend to apply.

國際學生產學合作專班(九月入學)：07月30號前
International Industry-University Cooperative Program (Admission in September): Before July 30.

繳交紙本資料件並郵寄到
國際教育與交流中心
Submit required documents in paper and send to "International Education and Exchange Center" by post.

依『申請入學文件檢核表』準備申請所需文件。
Prepare all the required documents on "MUST Application Document Checklist"

國際教育與交流中心
International Education and Exchange Center
30401 臺灣新竹縣新豐鄉新興路1號
No.1, Xinxing Rd., Xinfeng Shiang, Hsinchu County 30401, Taiwan (R.O.C)

確認並完成報名
Complete and submit the application

審核或甄試
Review of applications or entrance exams

申請入學費用：無
Application fee: None
必要時得通知申請人補件、接受面談。
If required, applicants will be notified to send further documents or be interviewed.

放榜
Admission results announcement

寄發入學許可
Mailing of Admission letter

國際學生產學合作專班：8月底
International Industry-University Cooperative Program : End of August.

於期限內回覆入學意願
Submit Intent to Enroll before deadline

報到與註冊入學
Check-in and registration

取得入學通知書的申請者，可以持入學許可證明到台灣駐外館處辦理學生簽證。
Applicants who are admitted to MUST may apply for the VISA by going to the embassies or the representative offices of ROC(Taiwan) in the country you live with the admission letter.

錄取須知 *Required Documents after Admission*

請注意，取得入學通知書不保證可獲發簽證。有關中華民國駐外館處聯絡方式，請至外交部網站查詢
<http://www.mofa.gov.tw/>

Please note that applicants who get admission are NOT guaranteed the VISA to Taiwan. For contact information of ROC(Taiwan)'s embassies or representative offices, please visit MOFA's website: <http://www.mofa.gov.tw/>

申請條件

Department Requirements

光電工程系 Department of Electro-Optical Engineering	
甄審方式 Admission Evaluation	系所指定應繳文件 Documents Required
資料審查 Documents Review	<ol style="list-style-type: none"> 外國學生產學合作專班入學申請表 <i>Application Form of International Industry-University Cooperative Program</i> 具結書與授權書 <i>The declaration and the letter of authorization.</i> 高中或同等學歷畢業證書 <i>High School or Same Education Level Diploma</i> 成績單或在校成績證明：各國成績標準經換算後，需相當於本國合格成績 60 分以上 (滿分 100 分) <i>Transcript or school report : After the conversion of different national standards, it should be equivalent to 60 points or more with full mark/score of 100)</i> 語文證明：需具備以下條件之一 <i>Language Requirement : Shall have one of the following qualifications</i> 教育部語言能力規定(或華語文能力證書、托福 PBT340 分、托福 IBT18 分、多益 300 分、雅思 2.5 以上) <i>Language level requested by Ministry of Education (Or TOCFL, TOEFL PBT 340, TOEFL IBT 18, TOECL 300 or IELTS 2.5 and above.)</i> 財力證明：需具備以下條件之一 <i>Financial aid : Shall have one of the following qualifications</i> 財力證明 US\$2,500 元以上、政府或銀行貸款證明或其他有力證明。 <i>Financial Statement or Official Bank Statement with a minimum balance of US\$2,500 , Loan proof of government or bank or Others.</i> 其他有利文件 (如：中文或英文自傳、證照、獎狀...等) <i>Other advantageous documents. (For example: Autobiography in Chinese or English, certificates of examinations, awards etc.)</i>
面試 Interview	若有必要本校派學校教職員前往當地面試 <i>Our staff will arrange a local interview if necessary.</i>
畢業應修學分數 Credits requirement for graduation	畢業學分： <u>128</u> 學分；必修學分： <u>87</u> 學分；選修學分： <u>41</u> <i>Total credits :128 ; Required Courses :87 ; Elective Courses :41</i>
課程資訊 Course information	時序表 Syllabus： https://reurl.cc/mo9rY 課表與開課大綱 Course timetable and description https://reurl.cc/NAjxQ
實習機構名稱 Employer of internship	<ol style="list-style-type: none"> 億光電子工業股份有限公司 <i>Everlight Electronics Co., Ltd</i> 茂林光電科技(開曼)股份有限公司 <i>Global Lighting Technologies Inc.,</i>
實習津貼 Subsidy of internship	NTD 23,800起
實習學期學分數與學時 Credits and hours during internship	<u>第 3 學期</u> ； <u>9 學分</u> ； <u>9 學時</u> <i>Semester 3 ; Credits 9 ; Hours 9</i> <u>第 4 學期</u> ； <u>9 學分</u> ； <u>9 學時</u> <i>Semester 4 ; Credits 9 ; Hours 9</i> <u>第 7 學期</u> ； <u>9 學分</u> ； <u>9 學時</u> <i>Semester 7 ; Credits 9 ; Hours 9</i> <u>第 8 學期</u> ； <u>9 學分</u> ； <u>9 學時</u> <i>Semester 8 ; Credits 9 ; Hours 9</i>
實習總學分/總學時數 Total credits and hours	<u>36 學分</u> ； <u>36 學時</u> <i>Credits 36 ; Hours 36</i>

化學工程與材料科技系 <i>Department of Chemical and Materials Engineering</i>	
甄審方式 <i>Admission Evaluation</i>	系所指定應繳文件 <i>Documents Required</i>
資料審查 <i>Documents Review</i>	1. 外國學生產學合作專班入學申請表 <i>Application Form of International Industry-University Cooperative Program</i> 2. 具結書與授權書 <i>The declaration and the letter of authorization.</i> 3. 高中或同等學歷畢業證書 <i>High School or Same Education Level Diploma</i> 4. 成績單或在校成績證明：各國成績標準經換算後，需相當於本國合格成績 60 分(滿分 100 分)以上 <i>Transcript or school report : After the conversion of different national standards, it should be equivalent to 60 points or more with full mark/score of 100)</i> 5. 語文證明：需具備以下條件之一 <i>Language Requirement : Shall have one of the following qualifications</i> 教育部語言能力規定(或華語文能力證書、托福 PBT340 分、托福 IBT18 分、多益 300 分、雅思 2.5 以上) <i>Language level requested by Ministry of Education (Or TOCFL, TOEFL PBT 340, TOEFL IBT 18, TOECL 300 or IELTS 2.5 and above.)</i> 6. 財力證明：需具備以下條件之一 <i>Financial aid : Shall have one of the following qualifications</i> 財力證明 US\$2,500 元以上、政府或銀行貸款證明或其他有力證明。 <i>Financial Statement or Official Bank Statement with a minimum balance of US\$2,500 , Loan proof of government or bank or Others.</i> 7. 其他有利文件 (如：中文或英文自傳、證照、獎狀...等) <i>Other advantageous documents. (For example: Autobiography in Chinese or English, certificates of examinations, awards etc.)</i>
面試 <i>Interview</i>	若有必要本校派學校教職員前往當地面試 <i>Our staff will arrange a local interview if necessary.</i>
畢業應修學分數 <i>Credits requirement for graduation</i>	畢業學分： <u>128</u> 學分；必修學分： <u>105</u> 學分；選修學分： <u>23</u> <i>Total credits :128, Required Courses :105, Elective Courses :23</i>
課程資訊 <i>Course information</i>	時序表Syllabus： https://reurl.cc/mo9rY 課表與開課大綱Course timetable and discription： https://reurl.cc/NAjxQ
實習機構名稱 <i>Employer of internship</i>	1. 大享容器工業股份有限公司 TA HSIANG Containers Ind. Co., Ltd 2. 中國石油化學工業開發股份有限公司 China Petrochemical Development Corporation (CPDC)
實習津貼 <i>Subsidy of internship</i>	NTD 23,800起
實習學期學分數與學時 <i>Credits and hours during internship</i>	第 <u>3</u> 學期； <u>9</u> 學分； <u>9</u> 學時 <i>Semester 3 ; Credits 9 ; Hours 9</i> 第 <u>5</u> 學期； <u>9</u> 學分； <u>9</u> 學時 <i>Semester 5 ; Credits 9 ; Hours 9</i> 第 <u>7</u> 學期； <u>9</u> 學分； <u>9</u> 學時 <i>Semester 7 ; Credits 9 ; Hours 9</i> 第 <u>8</u> 學期； <u>9</u> 學分； <u>9</u> 學時 <i>Semester 8 ; Credits 9 ; Hours 9</i>
實習總學分/總學時數 <i>Total credits and hours</i>	<u>36</u> 學分； <u>36</u> 學時 <i>Credits 36 ; Hours 36</i>

工業工程與管理系

Department of Industrial Engineering and Management

甄審方式 Admission Evaluation	系所指定應繳文件 Documents Required
資料審查 Documents Review	1. 外國學生產學合作專班入學申請表 <i>Application Form of International Industry-University Cooperative Program</i> 2. 具結書與授權書 <i>The declaration and the letter of authorization.</i> 3. 高中或同等學歷畢業證書 <i>High School or Same Education Level Diploma</i> 4. 成績單或在校成績證明：各國成績標準經換算後，需相當於本國合格成績 60 分(滿分 100 分)以上 <i>Transcript or school report : After the conversion of different national standards, it should be equivalent to 60 points or more with full mark/score of 100)</i> 5. 語文證明：需具備以下條件之一 <i>Language Requirement : Shall have one of the following qualifications</i> 教育部語言能力規定(或華語文能力證書、托福 PBT340 分、托福 IBT18 分、多益 300 分、雅思 2.5 以上) <i>Language level requested by Ministry of Education (Or TOCFL, TOEFL PBT 340, TOEFL IBT 18, TOECL 300 or IELTS 2.5 and above.)</i> 8. 財力證明：需具備以下條件之一 <i>Financial aid : Shall have one of the following qualifications</i> 財力證明 US\$2,500 元以上、政府或銀行貸款證明或其他有力證明。 <i>Financial Statement or Official Bank Statement with a minimum balance of US\$2,500 , Loan proof of government or bank or Others.</i> 6. 其他有利文件 (如：中文或英文自傳、證照、獎狀...等) <i>Other advantageous documents. (For example: Autobiography in Chinese or English, certificates of examinations, awards etc.)</i>
面試 Interview	若有必要本校派學校教職員前往當地面試 <i>Our staff will arrange a local interview if necessary.</i>
畢業應修學分數 Credits requirement for graduation	畢業學分： <u>128</u> 學分；必修學分： <u>91</u> 學分；選修學分： <u>37</u> <i>Total credits : 128, Required Courses : 91, Elective Courses : 37</i>
課程資訊 Course information	時序表 Syllabus： https://reurl.cc/mo9rY 課表與開課大綱 Course timetable and discription： https://reurl.cc/NAjxQ
實習機構名稱 Employer of internship	矽格股份有限公司 SIGURD MICROELECTRONICS CORPORATION
實習津貼 Subsidy of internship	NTD 23,800起
實習學期學分數與學時 Credits and hours during internship	第 3 學期； 9 學分； 9 學時 <i>Semester 3 ; Credits 9 ; Hours 9</i> 第 4 學期； 9 學分； 9 學時 <i>Semester 4 ; Credits 9 ; Hours 9</i> 第 7 學期； 9 學分； 9 學時 <i>Semester 7 ; Credits 9 ; Hours 9</i> 第 8 學期； 9 學分； 9 學時 <i>Semester 8 ; Credits 9 ; Hours 9</i>
實習總學分/總學時數 Total credits and hours	36 學分； 36 學時 <i>Credits 36 ; Hours 36</i>

申請入學文件檢查表

MUST Application Documents Checklist

外國學生產學合作專班入學申請表 <i>Application Form of International Industry-University Cooperative Program</i>
具結書與授權書 <i>The declaration and the letter of authorization.</i>
畢業證書：中文或英文最高學歷畢業證書影本 <i>Diploma : One photocopy of high school / university diploma in Chinese or English.</i>
成績單或在校成績證明：中文或英文最高學歷成績單證明影本 <i>Transcript or school report : One photocopy of high school / university transcripts in Chinese or English.</i>
語文證明：需具備以下條件之一 <i>Language Requirement : Shall have one of the following qualifications</i> 華語文測驗入門級、托福 PBT340 分、托福 IBT18 分、多益 300 分或雅思 2.5 以上 <i>TOCFL Level 1 or TOEFL –PBT 340 or TOEFL –IBT 18 or TOECL 300 or IELTS 2.5 and above.</i>
財力證明：需具備以下條件之一 <i>Financial aid : Shall have one of the following qualifications</i> a. 財力證明 US\$2,500 元以上 <i>Financial Statement or Official Bank Statement with a minimum balance of US\$2,500.</i> b. 政府或銀行貸款證明 <i>Loan proof of government or bank</i> c. 其他有力證明。 <i>Others</i>
其他有利文件 (如：中文或英文自傳、證照、獎狀…等) <i>Other advantageous documents. (For example: Autobiography in Chinese or English, certificates of examinations, awards etc.)</i>

109 學年國際學生產學合作專班入學申請表

Application Form of International Industry-University Cooperative Program, 2020

(請用中文或英文正楷填寫)
(Please complete this form in Chinese or English block letters)

1. 申請就讀科系 Applied department

科系 Department	<input type="checkbox"/> 光電工程系 Department of Electro-Optical Engineering <input type="checkbox"/> 化學工程與材料科技系 Department of Chemical and Materials Engineering <input type="checkbox"/> 工業工程與管理系 Department of Industrial Engineering and Management
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浮貼兩張照片
Please attach 2 recent photograph here

請於 2 張照片背後寫下您的姓名
please write down your name on the back of the two photos

2. 個人資料 Personal background

申請人姓名 Applicant's name	稱謂 Prefix	<input type="checkbox"/> 先生 Mr. <input type="checkbox"/> 女士 Ms. <input type="checkbox"/> 小姐 Miss		
	中文姓名 Chinese name	姓 Last name	名 first name	
	英文姓名 English name	First name	Middle name	Last name
	※請依護照上姓名填寫 Please fill out full name as appeared in the passport.			
護照號碼 Passport No.	出生日期 Birthdate	dd/mm/yy		
性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	婚姻狀況 Marital status	<input type="checkbox"/> 單身 Single <input type="checkbox"/> 已婚 Married	
國籍 Nationality	1. _____ 2. _____	電話/行動電話號碼 TEL/ Cellphone Number	1. _____ 2. _____	
電子郵件 E-mail address				
通訊地址 Mailing address	郵遞區號 Postcode _____			

3. 教育背景 Educational background

學校 School/University	學校名稱 Name	主修 Major	學位 Degree	就讀期間 Period (mm/yy)
高級中學 High school				___/___ - ___/___
大學/學院 College / University			<input type="checkbox"/> 學士 Bachelor <input type="checkbox"/> 碩士 Master <input type="checkbox"/> 博士 Doctor <input type="checkbox"/> 其他 Others _____	___/___ - ___/___
研究所 Graduate institute			<input type="checkbox"/> 碩士 Master <input type="checkbox"/> 博士 Doctor <input type="checkbox"/> 其他 Others _____	___/___ - ___/___

4. 家人與在台連絡人資訊 *Information of family and contact person in Taiwan*

父親或母親資訊 <i>Father or Mother's information</i>	關係 <i>Relationship</i>	<input type="checkbox"/> 父親 <i>Father</i> <input type="checkbox"/> 母親 <i>Mother</i>	電話/行動電話 <i>TEL/Cellphone</i>	1. _____ 2. _____
	姓名 <i>Name</i>			
	永久地址 <i>Permanent address</i>	郵遞區號 <i>Postcode</i> _____		
其他親人資訊 <i>Other family's information</i>	關係 <i>Relationship</i>		電話/行動電話 <i>TEL/Cellphone</i>	1. _____ 2. _____
	姓名 <i>Name</i>			
	通訊地址 <i>Mailing address</i>	郵遞區號 <i>Postcode</i> _____		
在台連絡人資訊 <i>Contact person in Taiwan</i>	關係 <i>Relationship</i>		電話/行動電話 <i>TEL/Cellphone</i>	1. _____ 2. _____
	姓名 <i>Name</i>			
	通訊地址 <i>Mailing address</i>	郵遞區號 <i>Postcode</i> _____		

5. 語文能力 *Language ability*

母語 <i>Native language</i>	<input type="checkbox"/> 中文 <i>Chinese</i> <input type="checkbox"/> 英文 <i>English</i> <input type="checkbox"/> 其他 <i>Other</i> _____	
學習中文或英文幾年? <i>How many years have you formally study Chinese or English ?</i>	<input type="checkbox"/> 中文 <i>Chinese</i> _____ <input type="checkbox"/> 英文 <i>English</i> _____	
語言證明 <i>Language certificate</i>	程度 <i>Level</i> 分數 <i>Score</i>	取得時間 <i>Date taken(mm/yy)</i>
<input type="checkbox"/> 托福 <i>TOEFL</i> <input type="checkbox"/> IBT <input type="checkbox"/> 多益 <i>TOEIC</i> <input type="checkbox"/> PBT <input type="checkbox"/> 雅思 <i>IELTS</i>		_____/____/____
<input type="checkbox"/> 華語文能力測驗 <i>TOCFL</i>		_____/____/____
<input type="checkbox"/> 其他 <i>Other</i>	請註明 <i>Please specify</i> _____	_____/____/____

6. 英文語言能力自我評估 *English ability self-evaluation*

英文語言能力自我評估 <i>Please evaluate your English language ability.</i>				
聽 <i>Listening</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
說 <i>Speaking</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
讀 <i>Reading</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
寫 <i>Writing</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>

7. 中文語言能力自我評估 *Chinese language ability self-evaluation*

中文語言能力自我評估 <i>Please evaluate your Chinese language ability.</i>				
聽 <i>Listening</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
說 <i>Speaking</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
讀 <i>Reading</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>
寫 <i>Writing</i>	<input type="checkbox"/> 優 <i>Excellent</i>	<input type="checkbox"/> 佳 <i>Good</i>	<input type="checkbox"/> 尚可 <i>Average Bình</i>	<input type="checkbox"/> 差 <i>Poor</i>

8. 財力來源 *Financial support*

<input type="checkbox"/> 個人儲蓄 <i>Personal savings</i>	<input type="checkbox"/> 親人提供 <i>Family</i>
	<input type="checkbox"/> 關係 <i>Relationship</i> _____
<input type="checkbox"/> 獎學金 <i>Scholarship</i> : 請註明 <i>Please specify</i> _____	<input type="checkbox"/> 其他來源 <i>Others</i> : 請註明 <i>Please specify</i> _____

9. 工作經驗 *Work experience*

是否有工作的經驗? <i>Do you have any work experience?</i>		
<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No		
工作地區/國別 <i>Which country</i>	工作多久 <i>How long</i>	_____ years and _____ months

具結書

Declaration

1. 本人保證符合以下五項其中之一：

I hereby attest that I am qualified for one of the five following conditions.

 - a. 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 same time of application, I am holding a foreign nationality and have never held R.O.C. nationality. Moreover, I do not have overseas Chinese student status.
 - b. 具外國國籍及兼具中華民國國籍者，自始未曾在臺設有戶籍，並於申請時已連續居留海外六年以上者，且未曾以僑生身分在臺就學，且未於當年度接受海外聯合招生委員會分發。
At the same time of application, I am holding both foreign and R.O.C. nationalities but have never had the household registration in Taiwan. Moreover, I have been living abroad continuously for more than 6 years and I have never studied with overseas Chinese status in Taiwan and I have not received the student status from the University Entrance Committee for Overseas Chinese Students in the enrollment year.
 - c. 具外國國籍，且曾兼具中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿八年，並於申請時已連續居留海外六年以上者，且未曾以僑生身分在臺就學，且未於當年度接受海外聯合招生委員會分發。
At the same time, I am holding foreign nationality and once had R.O.C. nationality but I have not had household registration issued by Ministry of Interior for at least 8 years and have been living abroad continuously for more than 6 years. Moreover, I have never studied with overseas Chinese status in Taiwan and have not received a student status from the University Entrance Committee for Overseas Chinese Students in the enrollment year.
 - d. 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。
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.
 - e. 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。
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.
 2. 所有的資料如有不實或不符規定等情事屬實者，本人願依貴校相關辦法與中華民國政府之規定辦理，絕無異議。如入學或畢業後始發現者，註銷學籍，畢業者追繳已發之畢業證書。
If any information(Including all of the application documents) is found to be false, I will accept the consequences set forth in university regulation or R.O.C. law. And the admission will be cancelled and the criminal liability will be imposed. If the forged document is found after admission or graduation, the student status will be revoked, the degree diploma will be retracted, and the criminal liability will be imposed.
 3. 本人所提供之最高學歷畢業證書，在畢業學校所在地國家均為合法有效取得畢業資格，並所持有之證件相當於中華民國國內之各級合法學校授予之相當學位。
The highest level diploma which I present is recognized as legal and valid within the country where the school is located and is equivalent to the comparable diploma offered in the R.O.C.
 4. 取得入學許可後，於辦理報到時，須繳交中華民國駐外館處驗證之畢業證書及成績單（認證章正本），始得註冊入學。
I understand that at the time of registering at MUST, the original diploma of my highest degree and an official transcript, verified by the R.O.C. embassies, consulates, or missions abroad or other notary institutes authorized by the Ministry of Foreign Affairs, R.O.C., in the country where the documents were originally issued, should be submitted.
 5. 英制高中中學五年學歷 (Form-5) 申請入學者，於原課程外需增修畢業學分。其增修畢業學分之科目由系所另行訂定之。
Applicant who graduated from Form 5 System (High school of British system of 5 years) and apply to enter MUST, need to earn more credits. The course profile will be arranged by each department.
 6. 本人未曾遭中華民國國內各大專院校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學。
I have never been expelled from a university or college in R.O.C. due to behavior problems, failed academic performances or criminal records.
 7. 依教育部規定，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。
According to the regulations of the MOE (Ministry of Education), those who have been approved for Initial Household Registration, Moving-in Registration, Acquisition or Restoration of Nationality during their study in Taiwan and have thus ceased to possess the status as foreign students, shall be expelled from any attending school.
- 註：申請資格依據教育部『外國學生來台就學辦法』之規定，若有修改，以教育部公告為主。『外國學生來台就學辦法』
<https://goo.gl/UYybmh>
- Note : The application eligibility is based on Ministry of Education (MOE) regulations regarding international students undertaking studies in Taiwan. If the MOE regulations are revised, the latest MOE regulations shall prevail. "International Students Undertaking Studies in Taiwan " <https://goo.gl/mr2cMF>

申請人全名(正楷填寫) Full Name (in Print) _____

申請人簽名 Applicant's signature _____ 日期 Date _____ date 日/month 月/year 年

授權書

Letter of Authorization

我授權明新科技大學使用我所提供的資料做為申請入學、教務與學務之用。

I authorize Minghsin University of Science and Technology to use the information about me in order to process my application and enrollment in MUST.

我授權明新科技大學查驗我所提供的所有入學資料。

I authorize Minghsin University of Science and Technology to undertake a verification of the information and documents I have provided.

明新科技大學國際教育與交流中心取得您的個人資料將用於您的入學申請與相關教務、學務工作之用。

International Education and Exchange Center of Minghsin University of Science and Technology is collecting your personal information in order to process your application and enrollment in the Minghsin University of Science and Technology.

申請人所填各項資料，依據中華民國「個人資料保護法」等相關法令規定為必要之資訊應用處理相關事宜。

All application materials will be protected as private information, according to the "Personal Information Protection Act" of R.O.C. and all regulations pertaining to it as deemed necessary.

個人資料保護法：<https://goo.gl/iYnX2E>

Personal Information Protection Act：<https://goo.gl/OrK3ET>

申請人全名(正楷填寫) *Full Name (in Print)*：

護照號碼 *Passport Number*：

生日 *Date of Birth*：

簽名 *Signature* _____ 日期 *Date* _____ *date* 日/month 月/year 年

明新科技大學學生在台估計費用列表

MUST Approximation on Student Fees in Taiwan

項目 <i>Item</i>	費用 <i>Fees</i>	備註 <i>P.S.</i>
學雜費 <i>Tuition</i>	如附件 A <i>As Annex A</i>	每學期開學前自行繳納完成，逾期繳納者，將以退學論 <i>Student must pay the tuition in full by himself/herself before every semester begins.</i> <i>Failure to do so may result in withdrawal from school.</i>
獎學金 <i>Scholarship</i>		
住宿費 <i>Accommodation costs</i>		
其他費用 <i>Other fees</i> : 平安保險費 340 元 網路使用費 300 元 電腦使用費 750 元 語言設備使用費 300 元 游泳池設備使用費 800 元 <i>Other fees : Insurance NT\$340 、Internet Fee NT\$300 、Computer Use Fee NT\$750 、Language Use Fee NT\$300 、swimming pool Fee NT\$800.</i>		
住宿費保證金 <i>Deposit for dormitory</i>	NT\$ 1000 / year	辦理退宿後退還 <i>Refund after moving out of the dorm.</i>
住宿預收水電費用 <i>Deposit for water and electricity</i>	NT\$ 2000 / year	辦理退宿，繳清水電費用(多退少補) <i>Overdeposit will be refunded before moving out of the dorm.</i>
6 個月外國新生醫療保險 (註) <i>6 months New International Students' Medical Insurance(NISMI) (Note)</i>	NT\$ 3,000 / first 6 months (first semester)	第一次抵台時自行繳納給本校 <i>Student must pay these expenses by himself/herself on the first registration date.</i>
照相 2 吋*8 張 <i>2-inch recent photos*8pcs</i>	NT\$ 500/ time	
健康檢查費 <i>Physical Examination Fee</i>	NT\$ 650/ time	
全民健康保險 <i>National Health Insurance(NHI)</i>	NT\$ 4,494 / semester (after second semester)	於每學期或學年開學前自行繳納 <i>Student must pay the insurance by himself/herself before every semester or year begins.</i>
外僑居留證 <i>Alien Resident Certificate</i>	NT\$ 1,000 / year	
工作證 <i>Working Permit</i>	NT\$ 100 / 6 months	
銀行開戶 <i>Opening an account</i>	NT\$ 500 / time	預估之個人花費 <i>Approximate personal expenses</i>
書費 <i>Book Expenses</i>	NT\$ 6,000 / year	
生活費 <i>Living Expenses</i>	NT\$ 84,000 / year	
<p>註：外國新生需於居留滿六個月後始符合健保投保資格，但為保障學生安全，未能參加健保之前六個月，須辦理外國新生醫療保險，學生需於註冊時自行負擔前六個月費用，共3,000元。</p> <p><i>Note: The newly arrived students who have not stayed more than 6 months will not be required to underwrite an NHI policy. Hence, those who cannot join NHI will join in NISMI for first 6 months is NT\$3,000.</i></p>		

是，我已清楚了解以上費用規定。 *Yes, I have understood the fees stipulation clearly.*

英文姓名 *Full Name in English* : _____ 簽名 *Signature* : _____

日期 *Date* : _____ *date* 日 / *month* 月 / *year* 年

此為 2019 年之費用基準，每年費用皆可能有所調整與變動，此表僅供參考，特殊情況不在此限
The expenses rates are based on academic year 2019. The rates are for reference only and are expected to change every year. The list is for reference only, it does not include exceptional situation.

附註
Note

明新科技大學國際產學合作專班收費概況表 (以 108 學年為例) (新台幣:元)/一學期
 MUST International Industry-University Cooperative Program Fee sum-up table (example in 2019) (NTD)/one semester

項目 學期 Item Semester	原訂學雜費 Original tuition	新南向助學金 Scholarship	實際學雜費 Tuition	住宿費(半年) Dormitory Fee(half year)	其他費用 Other fees	小計 Subtotal
第一學期(在校) Semester 1 (at school)	51,210	11,210	40,000	免費 Free	2490	42,490
第二學期(在校) Semester 2 (at school)	51,210	11,210	40,000	10,100	2490	52,590
第三學期(實習) Semester 3 (internship)	48,516	8,516	40,000	依實習機構規定 depends on internship employer	340	40,340
第四學期(實習) Semester 4 (internship)	48,516	8,516	40,000	依實習機構規定 depends on internship employer	340	40,340
第五學期(在校) Semester 5 (at school)	51,210	11,210	40,000	10,100	2490	52,590
第六學期(在校) Semester 6 (at school)	51,210	11,210	40,000	10,100	2490	52,590
第七學期(實習) Semester 7 (internship)	48,516	8,516	40,000	依實習機構規定 depends on internship employer	340	40,340
第八學期(實習) Semester 8 (internship)	48,516	8,516	40,000	依實習機構規定 depends on internship employer	340	40,340
合計 Total	398,904	78,904	320,000	30,300	11,320	361,620

1. 適用對象為工學院各系及管院工管系、資管系國際產學合作專班學生。

This is only applied to International Industry-University Cooperative Program students from all departments in College of Engineering, Department of Industrial Engineering and Department of Information Management of College of Management.

2. 學雜費依據教育部核定本校收費標準，每學期學費抵扣新南向助學金後每學期學費為 40,000 元；實習時為了維持學生身份需收學雜費。**新南向助學金**為鼓勵所屬國家學生至本校就學之補助，**補助金額約為新台幣 8,000~12,000 元/學期**。若學生於該學期間，因曠課而致總課堂出勤率未達 90% 以上者，將取消下個學期之新南向助學金補助繳交全額學雜費。

In accordance with the standards listed by Ministry of Education. MUST provide a New Southbound subsidy for the students from the Southbound and the final tuition fees come to NTD\$40,000 after deduction. Miscellenous fees must be paid for administrative coordination during the internship. In order to attract foreign students to further their studies in MUST, a subsidy between NTD8,000 and NTD12,000 has been set up for any perspective students from the New Southbound countries. If the student's total class attendance rate is less than 90% due to absenteeism during the normative study period, the subsidy for the next semester will be cancelled and full tuition and miscellaneous fees will be required

3. 住宿費第一學期(前半年)免宿舍費，但是要繳保證金 1,000 元，以及預收自用水電費 2000 元，爾後若住校則依規定每學期收費 10,165 元(依本校住宿管理相關辦法調整費用)，於實習期間若住宿於實習公司，則依實習公司規定繳費。

In the first semester (first 6 months), Dormitory Fee is free, but one needs to pay a refundable deposit of NTD\$1,000 and one's own electricity bill. Afterwards, Dormitory Fee will be NTD\$10,165 (adjusted according to accommodation regulations of the school) per semester. During internship, please follow employer's regulations.

4. 其他費用學生平安保險每學期 340 元(每年依決標適時調整)，網路使用費每學期 300 元(全學期均在校外實習之學生，不收取網路使用費)，如有使用下列設備，需繳各項費用：電腦設備使用費 750 元、語言設備使用費 300 元、游泳池使用清潔費 800 元。

Other fees: NTD\$340 for safety insurance (adjusted every year), NTD\$300 for network (not for internship student outside campus). If using any of the followings: NTD\$750 for usage of computer equipment, NTD\$300 for usage of language equipment, NTD\$800 for cleaning of swimming pool.

5. 外國新生醫療保險、健保費、居留證費、工作證費均為繳交政府單位之申辦規費。

The following fees (incl. foreign student's medical insurance, health insurance, residence permit and work permit) are paid to each government unit.

a. 第一學期外國新生醫療保險 3,000 元；第二學期至第八學期每學期健保費 4,494 元，依據教育部規定每位學生均須強制投保。

Foreign student's medical insurance is NTD\$3,000 in the first semester, and NTD\$4,494 during 2nd to 8th semesters each. This insurance is mandatory according to Ministry of Education regulations.

b. 申辦居留證費每年 1,000 元，工作證費每半年 100 元。

Application fee for residence permit is NTD\$1,000 per year, for work permit is NTD\$100 every 6 months.

宿舍費用 *Dormitory Fee*

For Half Year 半年

新生住宿由學校統一分配，學生無法自己挑選想住的宿舍

Freshmen can't choose the dormitory type. It will be arranged by school.

宿舍別 <i>Dorm. type</i>	男生宿舍 <i>Male</i>	女生宿舍 <i>Female</i>
宿舍費 <i>Dormitory fee</i>	NT\$10,165	NT\$10,165
包含寒暑假住宿費用 <i>including Summer and winter vacation lodging fee</i>		
保證金 <i>Refundable deposit</i>	NT\$1000	
水電費 <i>Utilities</i>	照表收費(預付預付水電費 NT\$2,000) <i>According to Amount Used (Prepaid Utilities NT\$2,000)</i>	
總計 <i>Total</i>	NT\$13,165	NT\$13,165
床墊寢具費 NT\$1,980(可自行準備) <i>Mattress and Bedding NTD\$1,980 (if needed)</i>		

設備 *Facilities* :

所有寢室均備有床位(沒有寢具：床墊、棉被與枕頭)、書桌、檯燈、椅子、衣櫥等固定設備，另外網路、自助洗衣、交誼廳、安全維護設施也一應俱全，不過衛浴設備必須共用。另外宿舍內沒有廚房

All rooms are equipped with desks, lamps, book shelves, chairs, built-in wardrobes, drawers and bunks without bedding (mattress, comforter and pillow). In addition, Internet, laundry, lounge facilities, and security facilities are also provided. Bathrooms are shared in all the dorms. There is no kitchen in the dorms.

備註 *Note* :

1. 宿舍門禁時間為晚上 23 點至隔天清晨 6 點，並於每晚 23 點進行點名，以維護學生安全

The strict curfew requires that the front gate of the dormitory be closed at 23:00 every night. After that, students are not allowed to go out except for emergency.

2. 本校無提供家庭式或男女同房式之宿舍房間

The university has no dormitory or flat for families or couples.

3. 明新科技大學是禁菸禁酒的校園。根據菸害防制法規定，大專校院室內場所全面禁菸，室外場所除吸菸區外，不得吸菸。室外非吸菸區吸煙者處新台幣 10,000~50,000 元。本校吸菸區設立在特別區域，請依規定配合。

MUST is a "no smoking and no alcohol" campus. According to the Tobacco Hazard Control Act, smoking of cigarettes is completely banned both indoors and outdoors on campus except for designated smoking areas. Anyone who violates this rule will be fined with NT\$2,000~NT\$10,000. Smoking in the non-smoking area will be fined with NT\$10,000~NT\$50,000.

4. 此為 2019 年之費用基準，每年費用皆可能有所調整與變動

The following dormitory fee rates are based on academic year 2019. The rates are for reference only and are expected to change every year.

明新科技大學國際學生產學合作專班學生重要權利義務通知書

MUST International Industry-University Cooperative Program – Notice of Rights and Obligations

1. 依教育部辦法規範申請來臺就讀，以一次為限。於完成申請就學學校學程後，除申請碩士班以上學程，得逕依各校規定辦理外，如繼續在臺就學者，其入學方式應與我國內一般學生相同。
Application for studying in Taiwan is based on terms and regulations from Ministry of Education, limited to one-time only. After submitting application (except for master degrees or above), please follow regulations from each school. Also admission process should be exactly the same as local Taiwanese students.
2. 學生成績分學業、操行兩種，以一百分為滿分、六十分為及格，成績不及格或不通過之科目，不給予學分。
Grades will be measured by academic and conduct, 100 as full score and 60 below as fail. Credits will not be given for subjects failed.
3. 大學部修業年限為 6 年，若未在修業年限內完成者，以退學論。
Maximum study period is 6 years for undergraduate. Students will be drop out if not able to complete the degree within 6 years.
4. 學生需於學校規定時間內繳交學雜與其他費用，若未依規定時間繳交者，將依逾期未註冊理由，處以退學。
Tuition and other fees must be paid during the semester. Students will be drop out if not able to pay in time.
5. 因學生使用學生簽證入學，若有休學、退學或畢業發生，必需於 10 天內離境。如為畢業學生，可申請延期半年居留証效期在台灣找工作。被退學之學生，將失去申請台灣各大學學士以下級別之使用外國學生身分入學之資格。若休學後復學，需重新辦理居留簽證與換發居留證。
Due to VISA requirements, students must leave Taiwan within 10 days in the cases of approved leave, drop out or graduation. For students after graduation, one is eligible to apply 6-months residence permit extension and look for jobs. For dismissal situation, students will not be able to apply for any undergraduate (or below) degree in Taiwan as a international student. For reinstatements after approved leave, students need to re-apply and renew residence permit.
6. **新南向助學金**為鼓勵所屬國家學生至本校就學之補助，補助金額約為新台幣 8,000~12,000 元/學期。若學生於該學期間，因曠課而致總課堂出勤率未達 90% 以上者，將取消下個學期之新南向助學金補助繳交全額學雜費。
In order to attract foreign students to further their studies in MUST, a subsidy between NTD8,000 and NTD12,000 has been set up for any perspective students from the New Southbound countries.
If the student's total class attendance rate is less than 90% due to absenteeism during the normative study period, the subsidy for the next semester will be cancelled and full tuition fees and miscellaneous fees will be required.
7. 新生第一年規定必須住校，且由學校統一安排宿舍別，以確保學生安全及學習輔導與管理，若不遵從學校規定，無法註冊。
For the first year, students must live in dormitory arranged by school, to ensure safety and provide learning support. Students will be dismissed if failed to follow this regulation.
8. 請假：需提前完成學校(在校上課期間)或實習廠商(實習期間)之程序，如無特殊事由且未完成者以曠課論。
Leaves: students must complete all study or internship courses in advance, otherwise will be considered as absence.
9. 學生於考試時如有作弊行為，一經查出，除該次成績以零分計算外，並視情節輕重分別予以記過、勒令退學或開除學籍之處分。
If cheating is found during a test, the grade will be counted as 0. Also, students may get demerited or even drop out and expelled, depending on the situation.
10. 學生可向境外生輔導與服務中心申請校外工作證，無校外工作證或違反政府規定工讀時數(課程期間每週工讀時數最多為 20 小時，寒暑假工讀時數最多為每週 40 小時)經查學校或任何單位查獲者，將有罰款並有立即遣返回國之可能性。學生若有工讀事宜發生，請主動聯繫告知系所與外生輔導與服務中心，以利本校協助輔導與服務。
Students can apply work permit outside campus via Overseas Students Service Center. Without work permit or against working hours regulation (maximum 20 hours per week during semester, maximum 40 hours per week

during winter/summer vacation), students may be fined or even be expelled/deported back to one's country of origin. Please contact Overseas Students Service Center in each department to get further support, if working outside campus.

11. 轉系/轉校：不得於專班之間任意轉換。
Transfer: For international program students, one is not allowed to transfer between departments or other schools.
12. 欲轉換為至一般外國學生身分，將依以下說明辦理。學生：符合一般外國學生入學申請相關規定，需回國自行重新辦理簽證，並於申請成功後之下個學期起轉換身分。學校：發給入學或轉換身分通知書，並依規定重編年級與班級。
Transfer to general international student: Students must be qualified by Regulations of International Student Admission, and go back to one's country of origin to re-apply VISA, then transfer to new role from next semester. The school will issue a new admission letter or role-transfer notice, also re-arrange grade and class accordingly.
13. 辦理復學。將依以下說明辦理：學生-需於規定時間內向學校申請復學、自行重新辦理簽證。學校-依符合當學期開設所屬系所之產學專班缺額給予復學。
Handling of Reinstatement: students must submit application for reinstatement in time and re-apply VISA by oneself. Then school will arrange for reinstatement according to the vacancy from the Industry-University Collaborative Program in the department.
14. 學生於學習期間將根據教育部規範取得華語文能力證書 A2 以上。
Student must obtain TOCFL level A2 or above according to the R.O.C (Taiwan) Ministry of Education policy.
15. 華語文能力：第一學年結束前華語文能力測驗未達二級者；第三學年結束前華語文能力測驗未達四級者，需於寒假或暑假期間參加為期一個月之華語加強課程(需付費)。
Chinese Language Ability: all students have to pass TOCFL level 2 at the end of the first year, and pass TOCFL level 4 by the end of the third year. If failing to do so, students must attend one-month Chinese enhancement course during winter/summer vacation (not for free).
16. 部分實習課程為必修課程為畢業條件之一，進行該課程同時依然具本校學生身分，故須繳交足額學雜費，學生不參加該課程者，將不給予學分；若無特殊事由，學校必須協助學生完成該課程，並給予學分。
Some of the internship courses are mandatory for graduation. During internship, one shall maintain his/her student status, therefore tuition must be paid in full. Credits will not be given if students do not attend the course. In general, the school must support students to finish the course and give credits.
17. 實習課程將會由學生、學校與廠商訂定三方合約書，其中將明訂權利與義務。
A contract will be signed by student, school and employer for internship courses, all rights and obligations will be defined inside the contract.
18. 產學合作專班為三方（學生、學校、廠商）合作之專案，為達到課程學分要求，學生需配合學校與廠商所安排的實習課程內容與時間規畫。
Industry-University Collaborative Program is designed for three parties (students, school and employers). To meet the requirements to obtain full credit, students must comply with content of the internship courses and time management schedule promulgated by the University and the Employer.
19. 學校校區內一律禁菸禁酒。違規者並依政府規定，得罰鍰新台幣 2,000 元-50,000 元。
Smoking and any alcoholic beverages are strictly prohibited inside campus. One will be fined NTD\$2,000 – 50,000 if caught.
20. 宿舍禁止吸煙、飲酒、炊食、持有刀械、卡式瓦斯爐、高耗電電器用品、喧嘩、夜不歸宿...等事宜。門禁時間為晚上 23 時到隔天清晨 6 時，並於晚上 23 時由管理員點名，以維護學生安全。違反者將按照學校的規定處罰。
Smoking, consumption of alcohol, cooking, weapons, cassette gas stove, high-power consumption device, making noise, staying outside overnight, etc...are prohibited in dormitory. For security reason, the curfew is set at 23:00 every night, in which one will not be allowed to leave dormitory from 23:00 to 6:00 the next day. The dorm supervisor will take a roll call at 23:00 every night. There will be punishment if one is found to have violated this regulation.
21. 居留證每年需延長一次費用為 1,000 元，有效期限需自行注意，境外生輔導與服務中心將協辦新辦或延期。
Residence permit must be extended every year with cost NTD\$1,000. Please check the valid date yourself. Overseas Students Service Center will assist to apply or extend.
22. 本校醫護室開放時間，週一至週五 08:00-22:00，週六 18:00-22:00。
Opening hours for clinic at school, Monday to Friday: 08:00-22:00, Saturday: 18:00-22:00

23. 有任何的申訴、問題或需要協助，可透過校內業管負責單位協助或外生輔導與服務中心(03-559-3142#2318)轉介。或透過教育部境外學生諮詢平台 (www.nisa.moe.gov.tw, 0800-789-007) 反應。
If there are any claims, questions or support needed, please contact Overseas Students Service Center (03-559-3142#2318) via each administrative unit, or the website from Ministry of Education (www.nisa.moe.gov.tw, 0800-789-007)
24. 國際教育與交流中心與境外生輔導與服務中心不定期會舉辦旅遊或活動，各項最新相關資訊會在外國學生 **Facebook 社團 M-I-S-C** 中公告。
*International Education & Exchange Center and Overseas Students Service Center will host travels or activities from time to time. All the latest information will be posted on **Facebook M-I-S-C group**.*
25. 以上為重點式條列，若有遺漏，將依相關法規之權利義務辦理。另若翻譯有所不同，將以中文版為主。
All aforementioned regulations are simplified versions. If anything is not mentioned, please refer to relevant law of rights and obligations. Additionally, in case if the English translation is different, the Chinese version shall serve as the basis.
- 是，我已清楚了解以上規定 *Yes, I have read and understood all the regulations above.*

英文姓名 *English Name* : _____

生日 *Date of Birth* : _____

簽名 *Signature* : _____

日期 *Date* : _____ (日 *dd* / 月 *mm* / 年 *yyyy*)

明新學校財團法人明新科技大學國際學生緊急醫療授權書

Authorization for International Students Emergency Medical Treatment of Minghsin University of Science and Technology

學生姓名 <i>Student Name</i>		生日 <i>Date of Birth</i>	
-----------------------------	--	----------------------------	--

本人(學生之父母、監護人或法定代理人) _____，已瞭解如本人之子女(被監護人或被代理人，以下簡稱子女) 遭遇緊急危險時，明新學校財團法人明新科技大學將會試圖緊急通知本人或本人於本授權書中所指定下列緊急聯絡人。

I (the parent, guardian, or legal representative of the student) _____ have understood that if my offspring (person under guardianship, or the surrogated, hereinafter referred to as the "Offspring") encounters immediate dangers, Minghsin University of Science and Technology will try to notify me or the following emergency contacts prescribed by me in the Authorization immediately.

本人子女如需接受緊急醫療，基於任何原因致使本人或本人所指定之緊急聯絡人無法接獲通知時，本人謹在此全權授予明新學校財團法人明新科技大學及其受雇人，代表本人及本人子女為下列行為：

If my Offspring requires emergency medical treatment and if the emergency contact designated by me or I are unable to receive the notice due to any causes, I hereby fully authorize Minghsin University of Science and Technology and its employee to carry out the following acts on behalf of my Offspring and I:

1. 提供第一時間之救助。
To provide first-aid.
2. 授權醫生對本人子女進行檢查及醫療行為。
To authorize doctors to conduct inspections and medical treatment on my Offspring.
3. 安排本人子女之運送(不論利用救護車或其他交通工具)前往適宜施行緊急醫療之場所，包括醫院之急診室、醫生之診療室或診所，但不以上述場所為限。
To arrange the transport (whether using ambulance or other vehicles) for my Offspring to appropriate venue for emergency medical treatment, including the emergency clinic of hospitals, consulting room or clinic of doctors, not limited to the abovementioned venue.
4. 於醫療機構中為獲得相關醫療或手術，得簽署任何經醫療機關判斷後，所要求出具之相關文件。
Regarding the relevant medical treatment or surgeries received in the medical institutions, to sign the related documents required after being determined by any medical institutions.

本人在此同意負擔所有因治療意外或傷病所生之相關費用。本人亦同意於尋求或提供上述醫療行為之過程中，不論明新學校財團法人明新科技大學或其受雇人皆無須負擔任何不逆料之事故，所可能引起之事實或法律上之責任。

I hereby agree to be borne all expenses related to treating accidents and injuries. I also agree that, in the course of seeking or providing the above medical conducts, Minghsin University of Science and Technology nor its employees shall be responsible for potential factual or legal responsibilities arising from unexpected accidents.

如無法連絡本人時，本人所指定本人子女之緊急連絡人如下：

Where I am out of contact, the emergency contacts designated by me are as follow:

序號 <i>No.</i>	姓名 <i>Name</i>	關係 <i>Relationship</i>	行動電話 <i>Mobile Phone</i>	宅(公)電話 <i>Home (Office) No.</i>
1.				
2.				

另為確保本人子女在外就學期間之任何醫療行為安全，提供以下資訊：

Furthermore, the following information is provided to ensure the security of any medical conducts for my Offspring during the studying period abroad :

提問內容 Question	是否有此問題Do you have this problem (Y/N)	有(請詳述問題)Details	
本人子女有無長期疾病 <i>Whether my Offspring has long-term disease</i>	<input type="checkbox"/> 有(Yes, it is) <input type="checkbox"/> 無(No)		
有無固定使用之藥物 <i>Whether my Offspring has a stationary used drug</i>	<input type="checkbox"/> 有(Yes, it is) <input type="checkbox"/> 無(No)		
有無過敏之藥物 <i>Whether my Offspring has medicine that he/she is allergic to</i>	<input type="checkbox"/> 有(Yes, it is) <input type="checkbox"/> 無(No)		
自述 <i>Self-description</i>			
立書人姓名(請以正楷簽名) <i>Name of the Party toe the Contract(Please sign in block letters)</i>			
與學生之關係(稱謂) <i>Relationship with the Student (Title)</i>		國籍 <i>Nationality</i>	
居住國之國民(居民)身分證字號 <i>National (Residential) ID at the Residing Country</i>		指紋畫押 <i>Fingerprint</i>	
聯絡資料 <i>Contact Info</i>	行動電話 <i>Mobile Phone</i>		
	住宅電話 <i>Home No.</i>		
	居住處地址 <i>Address of the Residence</i>		
	電子郵件信箱 <i>E-mail</i>		
<p>◇ 本資訊將由明新學校財團法人明新科技大學持有並加以保密，然必要時得提供於相關醫療機構使用。 <i>The information will be held and kept secret by the Minghsin University of Science and Technology, and will be provided to relevant medical institution for usage when necessary.</i></p> <p>◇ 本表尊重個人自由意志填寫，並屬實填寫。 <i>The form is filled according to one's free will on the basis of truth.</i></p> <p>◇ 請於填妥後親簽，送交國際處境外生輔導與服務中心業務承辦人收存。 <i>Please sign after completing the form and deliver to the organizing officer at the Overseas Students Service Center, Office of International and Cross-Strait Affairs.</i></p>			

以上內容若有翻譯上不符合，皆以中文版為準，中文為本國通用語言，故本校僅接受中文版為正式緊急醫療同意書，其他國家語言版本僅供參考之用。

Shall there be any discrepancy between the Chinese version and translated versions, the Chinese version shall prevail. Chinese is the common language of Taiwan; therefore, the University only accepts the Chinese version of the Authorization as the official Authorization for Emergency Medical Treatment, Authorizations in other languages are for reference only.

明新學校財團法人明新科技大學

Minghsin University of Science and Technology

地址：30401 新竹縣新豐鄉新興路 1 號

Address: No.1, Xinxing Rd., Xinfeng Township, Hsinchu County 30401

TEL/FAX：：+886-3-5593142 / +886-3-5595142

立 書 日

(Date of Signing)：_____年(Year) ____月(Mouth) ____日(Day)

109 學年度第 1 學期明新科技大學 國際產學專班學生入學管道

Year 2020 Semester I MUST International Industry-University Cooperative Program applicants

學生姓名 *Name* :

中文 *Chinese*

英文 *English*

入學管道 *Apply from* :

- 自行申請(明新)
Self-apply (MUST)
- 代辦 *Agency* _____
- 學校 *School* _____
- 政府 *Government* _____

華語課程培訓時刻表 :

Chinese course schedule :

培訓期間 *Course duration* :

____/____/____ 至 to ____/____/____

培訓總時數 *Course total hours* :

每週 _____ 天

(*days in a week*)

每天 _____ 小時

(*hours in a day*)

總時數 *Total* _____ 小時 *hours*

辦理項目 *Checklist* :

此項目總額不得超出 1500 美金

- 翻譯文件 *translated docs*
- 體檢表 *physical exam form*
- 財力證明 *proof of financial statement*
- 手續費 *Service charge*
- 機票費 *Air fare*
- 簽證費 *VISA fee*

_____ (USD/ _____)

此項目總額不得超出 500 美金

- 華語課程 *Chinese courses*
- 住宿費 *Dormitory Fee*

_____ (USD/ _____)

上述項目以外之費用

- 其他費用 *Other fees*

_____ (USD/ _____)

入學前收取總費用 *Total before enrollment* :

_____ (USD/ _____)

日期 *Date* _____ (日 *dd* / 月 *mm* / 年 *yyyy*)

貸款金額 *Loan amount* :

_____ (USD/ _____)

後續還款對象及計畫

Plan of loan payment

➤ 誰還款 *Who will pay*

➤ 還款給誰 *Pay to whom*

➤ 怎麼還 *How to pay*

家長英文姓名 *English Name of Parent* :

簽名 *Signature* : _____

學生英文姓名 *English Name* :

簽名 *Signature* : 指紋畫押 *Fingerprint* :



政府單位

The Government Offices

單位名稱 Office name	
中華民國駐外辦事處 <i>Information of ROC(Taiwan)'s embassies or representative offices</i>	中華民國外交部網站中提供更多的駐外辦事處資訊 <i>For more information, please visit the website of Ministry of Foreign Affairs, ROC (Taiwan).</i> 網址： http://www.taiwanembassy.org/dept.asp?mp=2&codemeta=locationIDE <i>Website</i> ： http://www.taiwanembassy.org/dept.asp?mp=1&codemeta=locationIDE
外交部 領事事務局 <i>Bureau of Consular Affairs, Ministry of Foreign Affairs</i>	申請換發居留簽證之單位 <i>Resident Visa application</i> <i>TEL</i> ：+886-2-2343-2885 or 2895 網址： http://www.boca.gov.tw <i>Website</i> ： http://www.boca.gov.tw/mp.asp?mp=2
內政部 入出國及移民署 <i>National Immigration Agency</i>	申請換發外僑居留證之單位 <i>ARC application</i> <i>TEL</i> ：+886-2-2388-9393 ext.2637 網址： http://www.immigration.gov.tw <i>Website</i> ： http://www.immigration.gov.tw/
教育部 國際暨兩岸教育司 <i>Department of International and Cross-strait Education of the Ministry of Education</i>	綜理臺灣之國際教育相關事宜 <i>Coordination of international and cross-strait related issues</i> <i>TEL</i> ：+886-2-7736-5606 網址： http://depart.moe.edu.tw/ed2500/Default.aspx <i>Website</i> ： http://depart.moe.edu.tw/ed2500/Default.aspx
外國人在臺生活資訊 服務網 <i>Information for Foreigners</i>	提供在臺外國人所須知之各項資訊 <i>Provides all kinds of information that a foreigner needs to know about Taiwan.</i> <i>TEL</i> ：+886-0800-024-111 網址： http://iff.immigration.gov.tw <i>Website</i> ： http://iff.immigration.gov.tw

保險

Insurance

外國新生醫療保險 *New International Students' Medical Insurance*

說明 *Instruction*

外國新生抵台第一學期必須投保外國新生醫療保險，一期為六個月，新台幣費用為 3000 元，投保生效日以校定時間為主。

New international students will be requested to purchase the international student insurance policy that costs NT\$3,000(US\$100) for first semester, when arriving in Taiwan. The valid day of the insurance will begin when international students arrive in Taiwan and clear their expenses.

費用：NT\$3,000 元/第一學期

Payment : NT\$ 3,000 for first semester

全民健康保險 *National Health Insurance (NHI)*

說明 *Instruction*

外國學生來台就學者，自居留滿六個月時，依法得參加全民健康保險，並繳交健保費用（新台幣 4,494 元/學期），並於開學時繳交費用。

According to National Health Law, Article 10, Item 2, and Article 11, Item 1 of Taiwan, international students staying in Taiwan for at least 6 months (after the first semester) and holding Alien Residence Certificates (ARC) are eligible for and shall enroll in the National Health Insurance (NHI) Program. Students will have to pay the insurance premium during the registration each semester. The insurance fee for students enrolled in NHI is NT\$4,494 (US\$150) / semester (the premium rate is subjected to change).

費用：NT\$4,494 元/學期

Payment : NT\$4,494 (US\$150) / semester

詳細規定請瀏覽『中央健康保險局北區分局』

For more information, please visit the Bureau of NATIONAL HEALTH INSURANCE

網址：<http://www.nhi.gov.tw/>

Website : <http://www.nhi.gov.tw/english/index.asp>

外僑居留證

Alien Resident Certificate (ARC)

說明 *Instruction*

外僑居留證是外國學生在台灣之身分證，證明外國學生居留在台灣的效期與身分證明文件

The ARC serves as the ID card which prove international students' resident status in Taiwan.

費用 NT1,000 元整/年

Payment NT\$ 1,000 (US\$34) /year

注意事項 *Note*

未在 ARC 居留期限內辦理延簽者，移民署將有權利廢除當事人居留權利，並勒令強制出

For international students who did not apply for ARC extension, their residence will be ceased by the authorized agency, and they may be expelled from Taiwan.

詳細規定請瀏覽『內政部入出國及移民署』

For more information, please visit the National Immigration Agency

網址：<http://www.immigration.gov.tw/>

Website : http://www.immigration.gov.tw/immig_eng/aspcode/main4.asp

工作許可證 Work Permit

說明 *Instruction*

外國學生如欲在臺灣工作，依規定必須先申請並取得工作許可證

International students wishing to work in Taiwan are required to apply for and obtain the work permit before starting working.

費用：NT\$100 元整/六個月

Payment : NT\$ 100 (US\$3.4) for six months

注意事項 *Note*

1. 工作許可期間最長時間為 6 個月，除寒暑假外，每星期最長時數為 20 小時。

The period of validity of a work permit is six months at most. The maximum working hours are 20 hours per week, except during summer and winter vacation.

2. 無校外工作證經查學校或任何單位查獲者，立即遣返回國。

Students found working outside the campus without the work permit can result in expel out of Taiwan.

詳細規定請瀏覽『行政院勞工委員會職業訓練局』

For more information, please visit the Bureau of Employment and Vocational Training

網址：<http://www.evta.gov.tw/home/index.asp>

Website :http://www.evta.gov.tw/eng/home/index.asp

停留簽證轉換至居留簽證

The VISITOR VISA change to the RESIDENT VISA in Taiwan

註：若您已持有居留簽證，則無需辦理轉換簽證作業

Note : If you get the RESIDENT VISA before coming to Taiwan, you need not change your own VISA.

說明 *Instruction*

持簽證目的為就學等停留簽證來台者，在停留期限屆滿前，至外交部領事事務局申請改發居留簽證

Foreign nationals, who have entered ROC with Visitor visas for the purpose of pursuing studies, must make for the necessary visa change into a RESIDENT VISA at the Bureau of Consular Affairs, Ministry of Foreign Affairs before the visitor expiration date.

注意事項 *Note*

使用免簽證或落地簽證方式入境，或以非就學簽證目的持有停留簽證來台者，不得已就學為由要求轉換居留簽證或申請延長停留期限

Foreigners who come to ROC with a VISA upon Arrival, with a VISA exemption, or with a VISA other than Student Status Visa can not ask for visa extension for purpose of pursuing education.

詳細規定請瀏覽『外交部領事事務局』網址：<http://www.boca.gov.tw>

For more information, please visit the Bureau of Consular Affairs, Ministry of Foreign Affairs Website :

<http://www.boca.gov.tw/mp.asp>

考生申訴方式

Candidate for an examinee declaration of appeal information

1. 應於本次招生放榜查詢之日起，三日內以書面「明新科技大學國際學生產學合作專班申訴書」提出，逾期不予受理。
From the date of results of an exam of enrollment within the written letter of " MUST International Industry-University Cooperative Program Appeal Form " must be submit within the time limited and it will not accepted in after three-day.
2. 申訴者應為考生本人，申訴事項以書面檢附相關證明文件提出，並應於申訴書中載明姓名、報名系所、護照號碼、電話/行動電話、電子郵件、地址、申訴事由、建議事項。
The complainant must be by the candidate himself who is should be submitted in writing with relevant supporting documents, and the name, department, passport number, TEL/cellphone number, email address, address, reason for appeal and suggestions.
3. 考生申訴案，如有下列情形者不予受理：
The appeal of candidate will not be accepted as the belowed :
 - a. 招生有關法令或招生簡章已有明確規範者。
Enrollment related laws or enrollment guidelines have been clearly defined.
 - b. 逾申訴期限者。
The candidate has behind time limit of declaration for appeal.
4. 申訴以 1 次為限，申訴處理結果由國際教育與交流中心回覆申訴人。
The result of the appeal will be hosted by the International Education and Exchange Center o that is one time of limited.

明新科技大學國際學生產學合作專班申訴書
MUST International Industry-University Cooperative Program
Appeal Form

姓名 <i>Full Name (in Print)</i>	中文姓名 <i>Chinese name</i>		
	英文姓名 <i>English name</i>		
系所 <i>Department</i>		護照號碼 <i>Passport No.</i>	
電話/行動電話 <i>TEL/Cellphone</i>		電子郵件 <i>E-mail address</i>	
地址 <i>Address</i>			
申訴事由 <i>Reason for appeal</i>			
建議事項 <i>Suggestions</i>			
申請人簽名 <i>Signature</i>			
日期 <i>Date</i>			

date 日/month 月/year 年

From:

中文姓名 *Name in Chinese (If applicable)* : _____

英文姓名 *Name in English* : _____

地址 *Address* : _____

國家別 *Country* : _____

連絡電話 *Phone number* : _____

To:

30401 新竹縣新豐鄉新興路一號

明新科技大學國際教育與交流中心

International Education and Exchange Center

Minghsin University of Science and Technology

No.1, Xinxing Rd., Xinfeng, Hsinchu 30401, Taiwan (R.O.C)

請填寫以下空格並將本表貼於報名信封上，以限時掛號郵寄。

Please fill in the blanks below, attach this form on the envelope, and send by registered mail.