



National Taipei University of Education

2023-2024 GUIDELINES FOR EXCHANGE STUDENTS

A. GENERAL INFORMATION		
Name of Institution	National Taipei University of Education 	
Country	Taiwan (Republic of China)	
In-Charge Unit (for student exchange)	Name of Unit:	Division of International Affairs
	Address:	A709, 7F, Administration Building No. 134, Sec. 2, Heping E. Rd., Da-an District, Taipei City, 10671, Taiwan(R.O.C)
	Director:	Dr. Lin, Tiffany Ying-Yu
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	Fax:	+886-(0)2-2378-5354
	Email:	intldir@tea.ntue.edu.tw
Relevant Website	Institution:	http://www.ntue.edu.tw
	Student Exchange:	https://orad.ntue.edu.tw/en/4/Ex_students_Income 
Contact Information	Ms. Amy Lin 林瑜芳 Telephone: +886-(0)2-6639-6688 #82218 E-mail: amylin8221@mail.ntue.edu.tw	
General background	With more than 120 years' history of excellence, NTUE is proud to be one of the most prestigious academic institutes in Taiwan. Our school plays an important role in the development of primary education and teacher training programs, and is highly regarded as an essential figure of educational	

	services. We are very proud of the programs we offered in training thousands of professional primary school teachers in Taiwan.	
Type of Institution	<input checked="" type="checkbox"/> Public <input type="checkbox"/> Private <input checked="" type="checkbox"/> Teacher Training Institution <input type="checkbox"/> Comprehensive University <input type="checkbox"/> Liberal Arts College <input type="checkbox"/> Others, please specify:	
Location and Campus Map	NTUE is located in the Taipei City, the biggest city and the capital of Taiwan. The university is literally in the heart of Taipei's cultural and financial district, and is near to National Dr. Sun Yat-Sen Memorial Hall, Chiang Kai-Shek Memorial Hall, and Taipei 101. For location and campus maps, please refer to the following websites: Location: https://www.ntue.edu.tw/Home?Sn=V15jqBN3LIHDvJbiBHKVuQ%3d%3d&Transportation Campus map: https://www.ntue.edu.tw/Home?Sn=q4EI%2f5M6gD3o3KJpr%2fCDEA%3d%3d&Campus%20Map	
Student Enrollment	Total Number of students	Around 6,000
	Number of international/exchange students	40-50/per year
Staff Strength	Total No. of Academic/Teaching staff : 205 Total No. of Administrative staff : 196 PhD-degree holder : 158 MA-degree holder : 28 BA-degree holder : 19	

B. ACADEMIC INFORMATION			
Academic Calendar		2023 Fall	2024 Spring
	Arrival Dates	Early September	Mid-February
	Teaching period starts	Mid-September	Mid-February
	Teaching period ends	Mid-January	Late June
	Holidays	Mid-Autumn Festival: Late September National Day: 10 October New Year's Day: 1 January	228 Memorial Day: 28 February Children's Day & Tomb Sweeping Day: Early April Dragon Boat Festival: Late June
	Examination period	Early November Late December	Early April Late May
Language of Instruction	1. Chinese: 90% 2. English: 10% 2 English master programs are available (1) Master of Arts in Critical and Curatorial Studies of Contemporary Art https://ccscantue.weebly.com/		

	(2) International Master's Program of Learning and Instruction https://laintue.weebly.com/	
Exchange Duration	1 semester or 2 semesters Fall Semester: September to January Spring Semester: February to June	
Study Load for exchange students per Semester	Minimum study load	2 credits / per course
	No. of credits per course	2 or 3 credits/per course
	For each credit, number of contact hours in a week	1 hour/per week
	No. of teaching week in a semester	18 weeks
	For each course, total number of contact hours in a semester	36 hours
Grading System	Course Grade	Interpretation
	90-100	Distinction
	80-89	Excellent
	70-79	Good
	60-69	Satisfactory
	Below 60	Fail
Course Information	1. Course Catalog: https://nsa.ntue.edu.tw/Eng [Searching Route: Guest Login → Language: English → Digital Service → Open class list search] 2. English Taught Courses List: https://orad.ntue.edu.tw/p/412-1011-3151.php?Lang=en	
Courses Restrictions / Requirements	Exchange students must apply for courses according to the regulations and requirements of their departments as well as their home institution. Students are required to know intermediate Chinese for attending non-English-taught professional courses.	
Registration Period:	Within two weeks after the new semester starts	

C. APPLICATION

Academic Requirement	Applications will only be considered through the nomination submitted by partner institutions. Once you are nominated to NTUE, we will create an account for you on the online application system. The system will send you a default password to access the website. Please log in, change your password freely, and complete your application online before the deadline. Online application system: http://exchange.ntue.edu.tw/login.php?lang=en-us
Chinese Proficiency Requirement	1. Except for Chinese native speakers or students majoring in Chinese, Proof of TOCFL Level 3 (formerly Basic) or equivalent level such as HSK5 , 中国語檢定試験 3級 is required at the time of Exchange Application submission for applicants of the Department of Language and Creative Writing. 2. Optional for other departments' applicants and Chinese native

	<p>speakers. But obtaining intermediate Chinese proficiency is highly encouraged before arrival since most of the courses are taught in Chinese at NTUE.</p> <p>3. Should his or her instructor find it necessary, an exchange student is suggested to take free Mandarin courses (15 hours a week) at the Chinese Language Education Center to improve his / her Chinese proficiency at NTUE. The Mandarin courses are 0 credits, but students can receive a transcript and certificate of completion if they score over 70 and have at least 3/4 attendance of the whole session that could be accepted depending on the home institution.</p>
<p>Required Documents (in Chinese or English only)</p>	<ol style="list-style-type: none"> 1. Online Application Form (<i>Applicants of the Department of Language and Creative Writing should fill in the form in Chinese. 語創系申請者，請以中文填寫國際交換學生申請表</i>) 2. Photocopy of Passport (<i>Mainland China students can be exempt from this document 大陸地區學生免繳</i>) 3. Official Transcripts in English or Chinese 4. Certificate of Enrollment 5. Letter of Recommendation (<i>In English 英文推薦信</i>) 6. Passport Photo(jpg): <ol style="list-style-type: none"> 1) <i>Thin half-length color photo with a glossy finish taken with a white background within the last one year that should be 4.5cm X 3.5cm with an image of the head that should not be shorter than 3.2cm or longer than 3.6cm from the top of the head to the chin, without wearing a hat or a pair of color glasses, with clear facial features not covered and identifiable, and should not be modified or composed.</i> 2) <i>Students staying in Taiwan for 2 semesters need to bring a hard copy of photo for ARC application.</i> 7. Certificate of Health: Choose one depending on the exchange duration. Required items must be included. <ol style="list-style-type: none"> 1) <u>Health Certificate for Short-Term Students</u>- <i>For foreign students who intend to stay in Taiwan for more than three months, but less than 6 months or Chinese students who intend to stay in Taiwan for more than two months, but less than 6 months.</i> 2) <u>Health Certificate for Residence Application</u>- <i>For foreign students who intend to stay in Taiwan for more than 6 months.</i> 8. Financial Statement: balance over US\$ 5000 for 1 year officially issued by a bank (personal account and parents' account with proof of

	<p>kinship are both doable)</p> <p>9. Certificate/Proof of Language Proficiency</p> <p>(1) Certificate/Proof of Chinese Proficiency</p> <p>a. <i>Certificate of TOCFL 3 or <u>equivalent level</u> such as <u>HSK5</u>, <u>中國語檢定試驗 3級</u> is required for applicant of Department of Language and Creative Writing if not major in Chinese.</i></p> <p>b. <i>Applicant of Department of Language and Creative Writing Students should provide certificate or related proof such as transcript if major in Chinese.</i></p> <p>c. <i>Optional for other departments applicant and Chinese native speaker.</i></p> <p>(2) Certificate/Proof of English Proficiency</p> <p><i>Optional, but student intends to apply for Dept. Children English Education is strongly suggested to have B2 level of English Proficiency.</i></p> <p>10.* 大陸地區人民入出臺灣地區申請書(大陸地區護照需要) 回覆word檔，毋須簽名，個人資料欄位請詳填。</p> <p>*Entry Permit Application to Taiwan for Mainland China Passport Holders</p> <p>11.* 身分證正反面彩色清晰掃描jpg檔(大陸地區護照需要)</p> <p>* Scanned copy of ID card for China passport holders only.</p> <p><u>持大陸地區護照者(不包括香港、澳門地區)須另提供第10、11項文件</u> <u>Applicants holding passport issued from Mainland China should additionally offer item 10 and 11.</u></p>	
Nomination Deadline	1 st (Fall) Semester	30th April 2023
	2 nd (Spring) Semester	30th November 2023
Application Deadline	1 st (Fall) Semester	30th May 2023
	2 nd (Spring) Semester	30th December 2023
Application Procedures	Please submit the completed and typed Application with all required documents in PDF (if without special notes which should be scanned and colored copy of original one) to the online portal before the deadline.	

D. ACCOMMODATION

Academic Requirement	Application will only be considered through the nomination submitted by partner institutions.
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Type of accommodation	Shared room among 6 persons.
Estimated Accommodation Fee per semester	NT\$ 9,050 (excluding internet fee NT\$ 600) *Additional fee is applicable for the summer / winter break Please pay the accommodation fee by cash upon arrival.
Meals	Estimated cost: 200-250 NT per day
Facilities	Inside bedroom: computer ports, telephone, wardrobe, desk, air-condition Shared Facilities: reading room, refrigerator, laundry room, bathroom/toilet *Mattress, blanket, duvet and pillow are not provided in the dormitory. *No kitchen or cooking area in the dormitory. For detailed information: https://orad.ntue.edu.tw/p/412-1011-3151.php?Lang=en

E. MISCELLANEOUS

ESTIMATED Living Expenses (Reference only)	Accommodation : 9,050 NT (for 1 semester) Bedding Set : 1,500 ~ 2,500 NT(including mattress, blanket, duvet and pillow) Books : 3,000 NT (for 1 semester) Meal : 8,000 NT (per month) Local Transportation : 2,000 NT (per month)
Visa Application Procedures and Application Fee	We will send the document “Letter of Admission” for applying student visa. All international students are required to apply for the student visa prior to their arrival in Taiwan. 1. Please refer to the website of Taipei Missions Abroad in your country. 中文版(Chinese): https://www.taiwanembassy.org/portalOfDiplomaticMission_tc.html#ALL English: https://www.taiwanembassy.org/portalOfDiplomaticMission_en.html#ALL 2. Visa application form 中文版(Chinese): https://www.boca.gov.tw/mp-1.html English: https://www.boca.gov.tw/mp-2.html 3. Students with People’s Republic of China nationality should pay application fee NT\$ 600 and commission fee NT\$ 15-20 for Taiwan(R.O.C) Exit & Entry Permit.

	持中華人民共和國護照之大陸地區學生需於抵台後於國際事務組繳交大陸地區人民在臺灣地區入出許可證申請費用新臺幣 600 元和手續費 15-20 元。
Alien Residence Certificates (ARC) Application Fee	For students who intend to stay in Taiwan for more than 6 months, and for those who enter Taiwan on a Resident Visa or get a Resident Visa after having arrived in Taiwan must apply for an Alien Resident Certificate and Re-entry Permit at National Immigration Agency (<u>No. 15, Guangzhou St., Zhongzheng District, Taipei City 100-66</u>) which must apply within 15 days from the next day of arrival or apply within 15 days from the Resident Visa issuance date. The duration of stay is noted on the Alien Resident Certificate.
Insurance	All international students are required to have medical and accident insurance in home country to cover the medical expenses during the entire stay in Taiwan. Please offer the copy of insurance proof after receiving the Letter of Acceptance from NTUE through email: amylin8221@mail.ntue.edu.tw . If you didn't have an insurance in home country, you can choose to join Taiwan's medical insurance for six month, which costs NT\$3,000.
Pick-up service	Free pick-up service is available on specified date(s).