

# **Tzu Chi University Regulations Governing Off-Campus Part-Time Work for Overseas Chinese and International Students**

Reviewed and Adopted by the 63rd Administrative Meeting on 10-01-2003  
Reviewed and Adopted by the 206th Administrative Meeting on 09-11-2024

- Article 1. The Regulations are established in accordance with the Employment Service Act and the Regulations on the Permission and Administration of the Employment of Foreign Workers of the Ministry of Labor.
- Article 2. Overseas Chinese and international students enrolled in the University who hold an Alien Resident Certificate or an Alien Permanent Resident Certificate and intend to work part-time off-campus shall be processed in accordance with the Regulations.
- Article 3. The guidance unit for off-campus part-time work of Overseas Chinese and international students at the University is the Life Guidance Division of the Office of Student Affairs. Overseas student advisors may conduct unscheduled visits to students working off-campus.
- Article 4. The principle of off-campus part-time work for Overseas Chinese and international students is that it shall not affect their academic studies. Only those from financially disadvantaged families or those who must live independently in Taiwan may apply.
- Article 5. Overseas Chinese and international students applying for off-campus part-time work shall meet the following conditions:
1. Obtained a work permit issued by the Ministry of Labor.
  2. Obtained written consent from parents.
  3. Maintained a passing academic grade average.
  4. Work must be undertaken during spare time.
  5. Work hours shall not exceed twenty hours per week, except during winter and summer vacations.
  6. Shall not work in special business establishments that hinder normal physical and mental development, such as bars, cafés, barbershops, massage parlors, gambling video game arcades, and dance halls or cabarets with hostesses.
- Article 6. Overseas Chinese and international students intending to work off-campus who meet the provisions of the preceding article shall complete the "Tzu Chi University Overseas Chinese and International Student Off-Campus Work Registration Form" and apply to the Life Guidance Division for an Off-Campus Work Permit.
- Article 7. The Off-Campus Work Permit of an Overseas Chinese or international student approved for off-campus work shall be revoked immediately in any of the following circumstances:
1. False information is found in the "Overseas Chinese and International Student Off-Campus Work Registration Form."
  2. Suspension of studies, withdrawal from school, or graduation.
  3. Expiration of the Alien Resident Certificate.
  4. Expiration of the work permit issued by the Ministry of Labor.

5. Improper conduct off-campus, or engaging in gambling, fighting, or other behaviors that damage the University's reputation.
6. Violation of school regulations resulting in a demerit.

Article 8. Those who work off-campus without obtaining approval in accordance with regulations, and are caught by police authorities and reported to the University, shall receive a demerit in accordance with Article 9, Subparagraph 10, of the Student Reward and Disciplinary Regulations. In addition, they shall be deemed illegal foreign workers and may be fined or ordered to leave the country in accordance with the Statute Governing Issuance of R.O.C. Visas in Foreign Passports and the Regulations Governing the Entry, Exit, Residence, and Stay of Foreign Nationals.

Article 9. The Regulations shall be implemented after review and announcement by the administrative meeting, and the same shall apply to its amendments.