

Tzu Chi University Admission Regulations for International Students

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Article 1 The Tzu Chi University Admission Regulations for International Students (hereinafter referred to as “the Regulations”) is formulated by Tzu Chi University (hereinafter referred to as “the University”) in accordance with the Ministry of Education’s “Regulations Regarding International Students Undertaking Studies in Taiwan,” the “Notes Regarding the Protection of the Rights of International Students in Junior Colleges and Institutions of Higher Education,” and the University’s academic rules and related regulations.

Article 2 An individual of foreign nationality, who has never held Republic of China (“R.O.C.”) nationality and meets the following requirements, is permitted to apply for admission in accordance with the Regulations:

1. The individual has never undertaken studies in Taiwan as an overseas Chinese student.
2. The individual has not been placed 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” for the current academic year of admission application.

An individual of foreign nationality who meets the following requirements and has resided overseas continuously for at least the last six years is also permitted to apply for admission to the University in accordance with the Regulations. However, for those intending to study in the University’s School of Medicine or the School of Post-Baccalaureate Chinese Medicine, the period of continuous overseas residence shall be at least eight years:

1. An individual who also holds R.O.C. nationality at the time of application must have never held household registration in Taiwan.
2. An individual who held R.O.C. nationality prior to application but no longer holds it at

the time of application must have had their R.O.C. nationality annulled by the Ministry of the Interior for at least eight years prior to the time of application.

3. Both of the preceding two subparagraphs must comply with the provisions of Subparagraphs 1 and 2 of the preceding Paragraph.

Foreign nationals selected and recommended by foreign governments, institutions, or schools to study in Taiwan under an education cooperation agreement who have never held household registration in Taiwan may be exempt from the restrictions in the preceding two Paragraphs upon approval by the Ministry of Education.

The 6-year and 8-year periods prescribed in Paragraph 2 shall be calculated using the starting date of the semester of intended enrollment (February 1 or August 1) as the end date of the period.

The term “overseas” as used in Paragraph 2 refers to countries or regions other than the Mainland China area, Hong Kong, and Macao; the term “reside continuously” refers to an international student staying in Taiwan for no more than 120 days in each calendar year. If the starting or ending year of the period of continuous overseas residence is not a complete calendar year, the stay in Taiwan during the calculation period of that year shall not exceed 120 days. However, this restriction does not apply to individuals who meet one of the following circumstances and provide relevant supporting documentation; their period of stay in Taiwan shall not be included in the calculation of the overseas residence period:

1. Attending an Overseas Youth Vocational Training Class organized by the Overseas Community Affairs Council or a technical training class recognized by the Ministry of Education.
2. Attending a Chinese language center at a college or university approved by the Ministry of Education to recruit international students, for a total period of less than two years.
3. Exchange students, where the total exchange period is less than two years.
4. Undertaking an internship in Taiwan with permission from the central competent authority, where the total internship period is less than two years.

An individual who holds both foreign nationality and R.O.C. nationality and had applied for the annulment of their R.O.C. nationality before the amendment to the Ministry of Education’s “Regulations Regarding International Students Undertaking Studies in Taiwan” took effect on February 1, 2011, may apply for admission in accordance with the original regulations, and is not subject to the restrictions of Paragraph 2.

A person meeting the circumstances prescribed in Article 2 of the “Nationality Act” is considered to hold R.O.C. nationality under the Regulations.

Article 3

An individual of foreign nationality who also holds permanent residency in Hong Kong or Macao, has never held household registration in Taiwan, and has resided continuously in Hong Kong, Macao, or overseas for at least six years at the time of application, is permitted to apply for admission in accordance with the Regulations. However, for those intending to study in the School of Medicine or the School of Post-Baccalaureate Chinese Medicine, the period of continuous residence shall be at least eight years.

The term “reside continuously” in the preceding paragraph refers to a stay in Taiwan not exceeding a total of 120 days in each calendar year. However, this restriction does not apply

to individuals who meet one of the circumstances listed in Subparagraphs 1 through 4 of Paragraph 5 of the preceding Article and provide relevant supporting documentation; their period of stay in Taiwan shall not be included in the calculation of the continuous residence period mentioned in the preceding Paragraph.

An individual who was formerly a citizen of Mainland China area, now holds a foreign nationality, has never held household registration in Taiwan, and has resided continuously overseas for at least 6 years at the time of application, is permitted to apply for admission in accordance with the Regulations. However, for those intending to study in the School of Medicine or the School of Post-Baccalaureate Chinese Medicine, the period of continuous residence shall be at least eight years.

The term “reside continuously” in the preceding Paragraph refers to a stay in Taiwan not exceeding a total of 120 days in each calendar year. However, this restriction does not apply to individuals who meet one of the circumstances listed in Subparagraphs 1 through 4 of Paragraph 5 of the preceding Article and provide relevant supporting documentation; their period of stay in Taiwan shall not be included in the calculation of the continuous overseas residence period.

The six-year and eight-year periods prescribed in Paragraphs 1 and 3 shall be calculated using the starting date of the semester of intended enrollment (February 1 or August 1) as the end date of the period.

The term “overseas” as prescribed in Paragraphs 1 through 4 shall apply mutatis mutandis to the provisions of Paragraph 5 of the preceding Article.

Article 4

International students with a high school graduation qualification may apply for admission to the University’s bachelor’s degree programs; those with a bachelor’s degree may apply for admission to the University’s master’s degree programs or post-baccalaureate bachelor’s degree programs; those with a master’s degree may apply for admission to the University’s doctoral degree programs; or they may apply to the University in accordance with the “Standards for Recognition of Equivalent Educational Levels for University Admission” stipulated by the Ministry of Education.

Article 5

International students applying to study in Taiwan in accordance with the provisions of Article 2 and Article 3 are limited to one application only. Those continuing their studies in Taiwan shall follow the same admission procedures as domestic students.

International students who meet one of the following circumstances are exempt from the restriction of the preceding Paragraph if they apply to continue their studies in Taiwan or reapply to study in Taiwan after the application mentioned in the preceding Paragraph:

1. After completing the program at the school of their initial application, they apply for a master’s degree program or higher; this shall be handled in accordance with the University’s regulations.
2. International students who applied to study in Taiwan for a bachelor’s degree program or lower and stayed in Taiwan for less than one year, but withdrew or lost their student status for some reason, may reapply to study in Taiwan, limited to one time only.
3. International students meeting the criteria of Article 2, Paragraph 1, applying for an associate degree program or lower.

4. International students meeting the criteria of Article 2, Paragraph 1, applying for a bachelor's degree program other than the School of Medicine or the School of Post-Baccalaureate Chinese Medicine of the University, limited to one time only.

International students who have been expelled or had their student status revoked by their school of enrollment due to failing conduct grades, failing to meet academic assessment standards, or serious violations of laws or school regulations may not apply for admission again under the provisions of the preceding two Paragraphs.

Article 6

The actual number of international students recruited by the University shall, in principle, be an additional 10% of the admission quota approved by the Ministry of Education for the University for the preceding academic year, and shall be incorporated into the total admission quota for the current academic year and submitted to the Ministry of Education for approval. If the number of international students who applied for recruitment exceeds the additional 10% of the admission quota approved for the preceding academic year, the University shall submit a quota increase plan (including quality control strategies and complementary measures) to the Ministry of Education for approval. However, special degree programs established in cooperation with foreign universities and specially approved by the Ministry of Education are exempt from this restriction.

If there are unfilled vacancies for domestic students within the University's total approved admission quota for the preceding academic year, these vacancies may be filled by international students, subject to approval by the Ministry of Education.

The admission quota mentioned in Paragraph 1 does not include international students without formal student status.

Article 7

The University shall establish an Admissions Committee to formulate admission guidelines and handle matters related to the admission of international students, in accordance with the principles of openness, fairness, and impartiality.

The University's admission of international students may be conducted via application for admission. The regulations governing the preliminary review or secondary review conducted by each department, graduate institute, and degree program of the University are as follows:

1. Admission for each academic system and class may be conducted via application; the criteria shall be determined by each department, graduate institute, or degree program and specified in the admission guidelines.
2. Admission examination items for each academic system and class may include written examinations, interviews, and document reviews.
3. The examination items and grading methods shall be determined by each department, graduate institute, or degree program and specified in the admission guidelines.

To review applications for admission from international students, the Office of International Affairs shall collect the application documents and conduct a qualification review. Subsequently, each department, graduate institute, or degree program shall conduct a substantive review. The review results shall be submitted to the University's Admissions Committee for resolution. After the Admissions Committee approves the admitted international students, the admission list shall be formally announced. For international students listed on the ad-

mission list, the Office of International Affairs shall send the admission notice, and transfer the files of the admitted students to the Office of Academic Affairs for registration and other related matters.

After the Ministry of Education approves the Admission Regulations, the University shall formulate its own Admission Guidelines for International Students, detailing the admission methods, qualification review procedures, recruiting departments (institutes, degree programs), language of instruction for each department (institute, degree program), language proficiency standards required for students, duration of study, admission quotas, application qualifications, standards for financial statements, standards for the collection and refund of tuition and miscellaneous fees, information on school scholarships and financial aid, and other related matters.

When handling the recruitment of international students, except for promotion, publicity, and assisting students with necessary procedures for coming to Taiwan, the University shall not delegate the work to external institutions, legal persons, groups, or individuals. The University shall also verify in a timely manner whether such external parties charge unreasonable fees to international students, establish lending relationships, or violate other relevant laws and regulations; verification with the applying international students may be conducted if necessary.

When the University handles matters related to the recruitment of international students either on its own or by delegating to external institutions, legal persons, groups, or individuals—through multimedia announcements, setting up recruitment websites, participating in education fairs at home or abroad, conducting on-site promotion at home or abroad, or holding physical and online recruitment briefings—it shall not provide information inconsistent with the admission regulations, admission guidelines, or relevant regulations. The University shall not delegate the issuance of admission notices to any external institution, legal person, group, or individual.

Article 8

International students applying for admission to the University (including transfer students) shall submit the following documents to the University within the designated period. Those who pass the review or selection process shall be issued an admission notice:

I. Admission application form.

II. Proof of academic credentials:

- (1) Academic credentials from the Mainland area: Shall be handled in accordance with the “Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.”
- (2) Academic credentials from Hong Kong or Macao: Shall be handled in accordance with the “Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.”
- (3) Academic credentials from other regions:
 1. Academic credentials from overseas Taiwan schools and schools for businesspeople from Taiwan in the Mainland China area shall be equivalent to those from schools of the same level in Taiwan.
 2. Academic credentials from foreign regions other than those mentioned in the

preceding two items shall be handled in accordance with the “Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education.” However, academic credentials from foreign schools established in or with branches in Mainland China shall be notarized by a notary public in the Mainland area and verified by an institution established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

III. Proof of financial capacity: A financial statement issued by a bank in the name of the applicant or their parents must be submitted, showing a balance of at least USD 3,300 or TWD 100,000; or proof of a full scholarship provided by the government, the University, or a private institution.

IV. Proof of language proficiency: Submit language proficiency documents based on the language of instruction of the department (graduate institute, degree program). The language of instruction of the recruiting department (graduate institute, degree program) shall be separately announced in the admission guidelines.

(1) Taught in Chinese:

1. Submit proof of Chinese proficiency equivalent to Level A2 (inclusive) or above of the Test of Chinese as a Foreign Language (TOCFL).
2. Provide relevant proof if the previous degree was taught in Chinese or if the applicant majored in Chinese for their previous degree.

(2) Taught in English (including programs with sufficient courses taught in English to meet graduation requirements):

1. Submit proof of English proficiency equivalent to CEFR Level B1 (inclusive) or above.
2. Applicants from countries where the official language and common language is English are exempt; those who obtained their previous degree in an English-speaking country or whose previous degree was taught entirely in English shall provide relevant proof.

V. Other documents required by the University’s admission guidelines.

When reviewing applications for admission from international students, if the University has doubts regarding documents mentioned in Subparagraphs 2 through 4 of the preceding Paragraph that have not been verified by an R.O.C. overseas mission, or by an institution established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, the University may request verification; if the documents have already been verified, the University may request assistance in confirmation.

The admission notice mentioned in Paragraph 1 shall specify the international student’s name, the department (graduate institute, degree program) of study, degree level, language of instruction, academic year of admission, semester start date, standards for the collection and refund of tuition and miscellaneous fees, scholarships, and other relevant information that should be communicated to the international student in both Chinese and English versions, to confirm that the international student understands the relevant rights and obligations of studying in Taiwan; a version in the international student’s native language may

also be provided.

If an international student's admission documents are found to be forged, borrowed, or altered, their admission qualifications shall be revoked. If the student has already registered, their student status shall be canceled, and no academic credentials shall be issued. If the violation is discovered after graduation, the university shall revoke the graduation qualification and annul the degree certificate.

Article 9 International students who have completed a bachelor's degree or higher in Taiwan and are applying for a master's degree program or higher may submit graduation certificates and transcripts for all years from R.O.C. institutions and apply for admission in accordance with the provisions of the preceding Article. They are exempt from submitting the proof of foreign academic credentials required in Subparagraph 2 of Paragraph 1 of the preceding Article.

International students meeting the criteria of Article 2, Paragraph 1, who have completed an associate degree program or lower in Taiwan, may present their academic credential documents and transcripts for all years to apply for a bachelor's degree program or lower in accordance with the provisions of the preceding Article; they are exempt from submitting the proof of foreign academic credentials required in Subparagraph 2 of Paragraph 1 of the preceding Article.

Article 10 The University shall immediately register admissions, enrollments, transfers, suspensions, withdrawals, expulsions, changes or losses of student status, and the departures of international students in the International Student Data Management Information System designated by the Ministry of Education.

Article 11 International students may not apply for admission to bachelor's programs in continuing education, in-service master's programs, or other classes taught exclusively at night, on weekends, or on holidays offered by the University. However, this restriction does not apply to international students who already hold legal residency status in Taiwan or to those enrolled in a curriculum specially approved by the Ministry of Education.

Article 12 International students enrolling in the University shall register for the current semester if not more than one-third of the first semester of that academic year has passed at the time of registration; if more than one-third of the first semester has passed, they shall register for the second semester or the next academic year. However, this restriction does not apply if otherwise stipulated by the Ministry of Education.

Article 13 International students who have graduated from the University's undergraduate program or higher and have been granted permission for an internship in Taiwan by the Ministry of Education through the University's recommendation may have their international student status extended for up to one year after graduation.

If an international student is permitted to establish initial household registration, register a household move-in, or naturalize or restore Republic of China ("R.O.C.") nationality during their period of study in Taiwan, they shall lose their international student status and be withdrawn from the University. However, this restriction does not apply to those who meet one of the following circumstances:

1. The admission method is the same as that for domestic students.

2. Applying for naturalization to acquire R.O.C. nationality under Subparagraphs 1 through 3 of Paragraph 1 of Article 4 of the Nationality Act.
3. Meeting the provisions of Paragraph 1 of Article 2 and applying for naturalization to acquire R.O.C. nationality under Articles 3 through 7 of the Nationality Act.

The University's undergraduate programs may recruit international transfer students who are already studying in Taiwan by applying the provisions of Articles 7 and 8 of the Regulations, *mutatis mutandis*. Students may also be admitted through the University's own transfer examination or the "Joint Transfer Examination for Private Medical Colleges and Universities." Those who meet the qualifications may apply to transfer into the second year of a bachelor's program or a related third-year program at the University. However, international students who have been expelled from their previous school for failing conduct grades or a confirmed criminal sentence may not transfer to the University.

Master's and doctoral programs do not recruit international transfer students.

Article 14 Provided that normal teaching is not affected, the University may sign academic cooperation agreements with foreign schools to recruit international exchange students; the University may also apply the admission regulations for international students *mutatis mutandis* to accept foreign nationals as visiting students.

Article 15 If the University needs to establish a special class for international students due to international academic cooperation projects or other special needs, it shall do so in accordance with the relevant provisions of the Ministry of Education's "Standards for Student Admission Quotas and Resources at Institutions of Higher Education" and submit the plan to the Ministry of Education for approval.

Article 16 The University shall allocate its own funds to establish international student scholarships and financial aid to encourage international students to study in Taiwan.

Article 17 The University's Office of International Affairs is responsible for handling international student applications, counseling, and liaison matters. It shall strengthen the arrangement of host families and assist international students in learning the local language and culture, thereby enhancing their understanding of Taiwan.

The University shall regularly hold counseling activities for international students or activities that promote campus internationalization and facilitate exchange and interaction between domestic and international students, each academic year.

Article 18 Fees payable by international students shall be handled in accordance with the following regulations:

1. Students who are recipients of the Ministry of Foreign Affairs Taiwan Scholarship recommended by overseas missions, and those with permanent resident status in Taiwan, shall pay fees in accordance with the tuition and fee standards established by the University for domestic students.
2. Students admitted under education cooperation agreements shall pay fees in accordance with the provisions of the agreement.
3. Fees payable by international students other than those mentioned in the preceding two Subparagraphs shall be based on the fee standards drafted by the University, which shall not be lower than the fee standards of private schools at the same level.

- Article 19 At the time of registration, new international students shall submit proof of medical and injury insurance valid for at least six months from the date of entry; current students shall submit proof of National Health Insurance or other relevant insurance documents.
If the insurance proof mentioned in the preceding Paragraph is issued abroad, it shall be verified by an overseas mission.
- Article 20 If an international student is verified to have violated the provisions of the Employment Service Act, the University shall immediately handle the matter in accordance with regulations.
- Article 21 During their stay in Taiwan, international students must abide by the laws of the Republic of China and strictly observe all University regulations.
- Article 22 In the event of an international student's suspension, withdrawal, or change or loss of student status, the University shall notify the Bureau of Consular Affairs of the Ministry of Foreign Affairs and the Service Station of the National Immigration Agency of the Ministry of the Interior located in the University's jurisdiction, and send a copy to the Ministry of Education.
- Article 23 Any matters not covered by the Regulations shall be handled in accordance with the "Regulations Regarding International Students Undertaking Studies in Taiwan" promulgated by the Ministry of Education, the "Notes Regarding the Protection of the Rights of International Students in Junior Colleges and Institutions of Higher Education," and the University's Academic Regulations and related regulations.
- Article 24 Each department, graduate institute, and degree program may formulate admission guidelines for international students based on the Regulations, which shall be passed by the affairs meeting of the department (graduate institute, degree program) and the college affairs meeting, and submitted to the University Admissions Committee for reference.
- Article 25 The Regulations shall be implemented following approval by the Admissions Committee meeting and ratification by the Ministry of Education; the same applies to any amendments.