

中華民國113年01月31日本校112學年度第1學期第5次國際暨兩岸交流委員會議修訂通過
中華民國113年02月21日本校112學年度第2學期第1次招生委員會議通過
中華民國113年04月12日本校112學年度第2學期第2次國際暨兩岸交流委員會議修訂通過
中華民國113年04月18日本校112學年度第2學期第2次招生委員會議修訂通過

吳鳳科技大學 113學年度 113學年度外國學生專班(一般專班) 申請入學招生簡章

International Student Admission Handbook
for the 2024 Academic Year, WuFeng University



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中華民國 113 年 04 月 18 日

April 18, 2024

113 學年度外國學生專班(一般專班) 申請入學招生簡章

Admissions Handbook for the 2024 Academic Year International Students Special Program
(General Specialized Classes) Application.

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考生服務電話 Examinee Service Phone : (05)226-7125 分機 21931~21933、21814、21818

相關招生資訊網站 Relevant Admissions Information Website: <http://cia.wfu.edu.tw/>

吳鳳科技大學
113學年度外國學生專班(一般專班)
申請入學重要日程表

International Student Admission Handbook
for the 2024 Academic Year, WuFeng University

Important Dates for Admission

工作項目 / Schedule of Events	日期 / Dates
公告招生簡章 Admissions handbook available	2024年4月18日 April 18, 2024
線上申請 Online application	申請截止日期：2024年7月15日 Application Deadline: July 15, 2024
申請表件送各系所書面審查並進行面試(到校或視訊) The interview (in person or by video conference) will be conducted after the application documents pass the examination by departments	2024年7月15日~2024年7月20日 July 15, 2024~ July 20, 2024
公告錄取名單 Admission results posted on WFU website	2024年8月2日 August 2, 2024
寄發錄取/不錄取通知 Sending Acceptance/ non-acceptance letter notifications	2024年8月初 Beginning of August, 2024
註冊入學 Registration	2024年9月中旬 Mid-September, 2024

I. 申請注意事項 Application Instructions

1. 申請截止日期 / Application Deadline

2024 年 9 月入學 (113 學年度第 1 學期)

Fall semester: Begins at September 2024

申請截止日期：即日起至 2024 年 7 月 15 日

Application deadline：open now until July 15, 2024

2. 線上申請/ Online Application

請至「吳鳳科技大學線上申請系統」填寫線上申請表，並列印所有相關表格，於申請截止日期內郵寄或親自送達國際暨兩岸事務中心。

線上申請網址為：

https://sais1.wfu.edu.tw/IISystem/school/foreign/foreign_admission.jspf

Complete the online application form and print all required documents.

Submit the printed forms either in person or by mailing the application package to WFU International & Cross-Strait Affairs Center before the relevant application deadline. To access the online application, please visit https://sais1.wfu.edu.tw/IISystem/school/foreign/foreign_admission.jspf



3. 申請資格/ Eligibility

(1) 具外國國籍且未曾具有中華民國國籍，於申請時亦不具僑生資格者。

An applicant of foreign nationality, who has never held a nationality from R.O.C. and who does not possess an overseas Chinese student status at the time of application, is eligible to apply for admission under this regulation.

(2) 具外國國籍且符合下列規定，於申請時已連續居留海外 6 年以上，計算至 2024 年 8 月 1 日：

An applicant of foreign nationality, who pursuant to the following requirements, has continuously resided overseas for no less than 6 years (up to August 1, 2024) is also qualified to apply for admission under this regulation.

A. 申請時兼具中華民國國籍，應自始未曾在臺設有戶籍。

An applicant holding both foreign and R.O.C. nationalities, but has never been registered as part of a household in R.O.C.

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(計算至 2024 年 8 月 1 日)已滿 8 年。

An applicant holding foreign nationality, and who once held R.O.C. nationality, but has not been registered as part of household in R.O.C. for at least 8 years (up to August 1, 2024), as determined by the Ministry of the Interior.

C. 前二款均未曾以僑生身份在臺就學，且未於當學年度接受海外聯合招生委員會分發。

If the preceding two clauses are relevant to an applicant, then that applicant must not have studied in R.O.C. as an overseas Chinese student and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

依教育部合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經主管教育行政機關核准，得不受前二項規定。

According to the Agreement on Educational Cooperation, a foreign national selected by a foreign government, organization, or school, is not subject to the limitations as prescribed in the preceding two paragraphs (however, the applicant will still need to obtain approval from relevant R.O.C. government agencies). Please note: this is applicable only to applicants who have never been registered as part of a household in R.O.C.

- (3) 具外國國籍，兼具香港或澳門永久居留資格，具未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿6年以上者。

An applicant who holds foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, has never been registered as part of household in R.O.C. and, at the time of application, has continuously resided in Hong Kong, Macau, or another foreign country (overseas) 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外國國籍具未曾在臺設有戶籍，申請時已連續居留海外6年以上者。

An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in R.O.C. and, at the time of application, has continuously resided overseas for no less than 6 years is qualified to apply for admission under these regulations.

第(2)、(3)、(4)項所指海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每歷年在國內停留期間不超過120日。

The term “overseas” as prescribed in Paragraph 2, 3, and 4 is limited to countries or regions other than Mainland China, Hong Kong and Macau. The phrase “continuously reside overseas” means that an individual may stay in R.O.C. for no more than a total of 120 days per calendar year.

但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The only exceptions to this method of calculation are as follows (Please note: these exceptions must be supported by written documentation):

- A. 就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。

Has attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technical training classes. Please note: the courses must be accredited by Ministry of Education (hereafter referred to as the “Ministry”).

- B. 就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿2年。

Has attended a Mandarin Chinese language center at a university or college in R.O.C. for no more than 2 years. Please note: the educational institution must be Ministry accredited.

- C. 交換學生，其交換期間合計未滿2年。

Exchange students who have studied in R.O.C. for no more than 2 years.

- D. 經中央目的事業主管機關許可來臺實習，實習期間合計未滿2年。

Has taken an internship lasting for no more than 2 years. Please note: the internship must be authorized by a central government agency.

- (5) 外國學生須符合教育部採認之高中、大學或獨立學院畢業者(請參考教育部國際及兩岸教育司網站 <https://english.moe.gov.tw/mp-1.html>)。外國學生具國外高中畢業資格者，得申請入學本校學士班；具學士學位者或具有與我國學制相當之同等學力資格者，得申請入學本校碩士班。

International students who have graduated from a high school, college or university recognized by the Ministry of Education of R.O.C. can apply for admission (for more

information, please visit the website of Ministry of Education of R.O.C.

(<https://english.moe.gov.tw/mp-1.html>). International students with a foreign high school diploma are eligible to apply for undergraduate programs; with a Bachelor's or a Master's degree are eligible to apply for Master Program.

(6)本專班授課以英文授課為主，申請人應具備英文能力(CFER)應達 B1(含)以上。

All the courses are taught in English. Applicants should have adequate listening, reading, speaking and writing proficiency in English at a level sufficient for academic studies. Applicants should provide a CFER(Common European Framework of Reference for Language) certificate for B1 level or above.

➤ 中華民國國籍法第二條規定如下，有下列各款情形之一者，屬中華民國國籍：

According to Article 2 of R.O.C. National Law, a person shall have the nationality of R.O.C. under any of the conditions provided by the following subparagraphs:

1. 出生時父或母為中華民國國民。

His/ Her Father or mother was a national of R.O.C. when he/she was born.

2. 出生於父或母死亡後，其父或母死亡時為中華民國國民。

He/ She was born after the death of his/her father or mother, and his/her father or mother was a national of R.O.C. at the time of death.

3. 出生於中華民國領域內，父母均無可考，或均無國籍者。

He/ She was born in the territory of R.O.C., and his/ her parents can't be ascertained or both were stateless persons.

4. 歸化者

He/ She has undergone the nationalization process.

前項第一款及第二款及規定，於本法修正公布時之未成年人，亦適用之。

Preceding subparagraphs 1 and 2 shall also apply to the persons who were minors at the time of the revision and promulgation of this Act.

➤ 113 學年度申請至本校秋季班就讀之外國學生申請日期自 2024 年 7 月 15 日起，應備文件及相關規定應以中華民國教育部網站公布之最新「外國學生來臺就學辦法」之規定為準，請申請者隨時查閱教育部網站(<http://english.moe.gov.tw/content.asp?CuItem=7996>)及本校網站。

The application period for the fall semester of the 2024 academic year begins on July 15, 2024. Requirements and regulations can be found on the Ministry of Education (MOE) Website. The most up-to-date version of the MOE "Regulations Regarding International Students Undertaking Studies in R.O.C." is posted on the MOE Website at <http://english.moe.gov.tw/content.asp?CuItem=7996>. Before submitting an application, please check the MOE and WuFeng University websites for important information and updates.

➤ 申請資格係依據教育部「外國學生來臺就學辦法」之規定，辦法若經修正，將以教育部公告為準。Application eligibility is based on the MOE "Regulations Regarding International Students Undertaking Studies in R.O.C.". If the MOE regulations are revised, the latest MOE regulations shall prevail.

4. 申請程序/ Application Procedures

<p>步驟一 Step 1</p>	<p>➤ 請先確認您的身份是否符合外國學生申請資格，再確認欲申請就讀系所及入學時間之申請截止日期。</p> <p>Please first verify if you meet the eligibility criteria for foreign student applications and then confirm the application deadline for the department and the enrollment period you intend to apply for.</p>
<p>步驟二 Step 2</p>	<p>➤ <u>請至「吳鳳科技大學線上申請系統」進行線上報名</u>，填妥報名資料並確認無誤後送出，即可列印<u>入學申請表、繳交資料紀錄表、具結書、文件驗證切結書(如適用)、財力保證書(如適用)、報名信封封面</u>。</p> <p>Visit the <u>WFU online application system</u>. Create an account and enter your personal data as prompted. Fill out the online application form, ensure that all of the information is correct, then click “send” to complete the online procedures. Print out the <u>Application Form, Checklist, Declaration, Affidavit (of admissions documents to be verified (if applicable), Financial Guarantee (if applicable) and Application Cover Sheet.</u></p>
<p>步驟三 Step 3</p>	<p>➤ 請於列印之入學申請表、具結書及文件驗證切結書上簽名。</p> <p>Please Sign your name on the printed application form, declaration and affidavit (for the verification of admission documents).</p>
<p>步驟四 Step 4</p>	<p>➤ 準備申請所需文件，並檢查您欲申請之系所是否有另需繳交資料。</p> <p>Prepare all required documents. Please note: Applicants are responsible for checking whether the additional documents for individual programs are required.</p>
<p>步驟五 Step 5</p>	<p>➤ 申請文件請於截止日前以掛號郵寄或親自送至以下地址(海外地區建議使用 DHL 或 FedEx 等快遞服務)。(請將報名信封封面，黏貼於申請郵件上)</p> <p>The application package must arrive before the application deadline. It can be delivered in person or by post to the following address:</p> <p style="text-align: center;">吳鳳科技大學國際暨兩岸事務中心 62153 嘉義縣民雄鄉建國路二段 117 號 International & Cross-Strait Affairs Center, WuFeng University 117, Sec 2, Chiankuo Rd, Minhsiung, Chiayi County 62153, R.O.C.</p> <p>親自繳交受理時間：週一至週五，08:30-17:00 Office hours: Monday to Friday, 8:30-17:00</p> <p>Please note: For application packages mailed from overseas, DHL or FedEx is recommended. Please attach the Application Cover Sheet (refer to appendix 9) to the exterior of the application package or envelope.</p>
<p>步驟六 Step 6</p>	<p>➤ 當申請表件收到時，我們會以電子郵件方式通知。</p> <p>You will be notified via e-mail when your application package has been received.</p>

5. 申請應繳交資料/ Application requirements

(1) 應繳資料檢核表 (表格將於線上申請表填完後，自動帶出)

Application checklist. (Automatically generated after filling in the online application form)

(2) 入學申請表

Application form

線上填寫後須列印入學申請表，並附貼 2 吋半身脫帽近照。

After filling in the online application form, print out the form and attach a recent passport sized photo (3.5cm x 4.5cm).

(3) 護照影本或其他國籍證明文件

Copy of passport (front page) or other equivalent verification of nationality.

(4) 具結書(表格將於線上申請表填完後，自動帶出)

Declaration Form (automatically generated after filling in the online application form)

(5) 學歷證明文件 Academic Credentials.

經我國駐外使領館、代表處、辦事處、其他經外交部授權機構(以下簡稱駐外館處)、行政院設立或指定之機構或委託之民間團體驗證之外國學校最高學歷或同等學力證明文件及成績單(中、英文以外之語文，應附中文或英文譯本)

The highest-level diploma and transcript issued by an overseas academic institution. These documents must be authenticated by R.O.C. embassy, consulate, representative office, another agency authorized by the Ministry of Foreign Affairs (hereafter referred to as “Taiwan’s Overseas Representative Office”), or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan (If the original diploma is in a language other than Chinese or English, a copy of the translation in Chinese or English is required.).

A. 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

Academic credentials from Mainland China: The Regulations Governing the Accreditation of Schools in Mainland China shall apply.

B. 香港或澳門地區：應依香港澳門學歷檢附及採認辦法規定辦理。

Academic credentials from Hong Kong or Macau: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macau shall apply.

C. 其他地區學歷：

Academic credentials from other areas:

(A) 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials earned at overseas Taiwanese schools or Taiwanese schools in Mainland China shall be regarded as the same as those at domestic schools with equivalent levels.

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

Academic credentials referred to in the preceding two items shall be subject to “Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education”. However, academic credentials

earned from schools or branches established in Mainland China by foreign institutions shall require public notarization in Mainland China and be verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan.

➤ 成績單須有在校每學期課程所修讀之成績

Transcripts must show grades for every semester of study in which you were enrolled at that institution.

➤ 應屆畢業生申請者，申請時可不須繳交畢業證書，但註冊時必須繳交，否則取消錄取資格。

Recent graduates do not need to hand in their diploma with their application. The diploma must be submitted at the time of registration, however, or the admissions offer will be revoked.

➤ 駐外館處網站請至外交部網站(<http://www.taiwanembassy.org>)查詢。

For more information please visit the Ministry of Foreign Affairs website:

(<http://www.taiwanembassy.org>)

(6) 財力證明 Financial Statement

帳戶存款金額至少美金 3,000 元 (新臺幣 100,000 元)，或獎學金證明。(請選擇以下任一種方式繳交)

Financial Statement with the minimum balance of USD3,000 (NT\$100,000) or provide proof of scholarship from other organization. (Please select one of the following):

A. 最近三個月內經金融機構開具之足夠在臺就學之財力證明影本一份。

Photocopy of a financial statement that demonstrates financial sustainability for study in Taiwan (issued by a financial institution within the past three months).

B. 政府、大專校院或民間機構提供全額獎助學金之證明。

Proof of full scholarship provided by a government agency, university, college or private organization.

➤ 存款證明非申請人帳戶，需附上資助者之財力保證書及其存款證明(如附表 5)

When providing bank account statements that do not belong to the applicant, a financial guarantee letter from the sponsor and their bank account statement (as shown in Appendix 5), must be submitted.

備註：根據台灣政府之規定，印尼申請者在申請簽證時需提供美金 5,000 元之財力證明或提供政府、高等教育機構或民間組織獎學金文件，倘若有變動時請依台灣政府之規定辦理。

Remarks: According to the government of R.O.C, Indonesian applicants are required to provide financial proof of USD5,000 or provide government/higher education institution/civil organization scholarship documents when applying for a visa. If there is any change, please follow the regulations of the government of R.O.C.

(7) 系所規定應繳交資料 (請參考 II. 招生系所規定事項)。

Applicants are required to submit the specified documents as determined by the department (please refer to Section II for department-specific requirements).

(8) 如曾為雙重國籍者須檢附由內政部發給的「喪失國籍許可證明書」影本或其他證明文件。

An applicant who formerly held R.O.C. citizenship must attach a photocopy of the “Forfeited

Nationality Permit Certificate” or other official certificates issued by the Ministry of the Interior.

(9)申請就讀時，應提供基本語文能力證明；錄取英文能力以 (CEFR) 成績 B1(含) 級以上。

Applicants should provide a certificate of language proficiency in English when applying for admission. For admission to an English-taught program, a CEFR (Common European Framework of Reference for Language) certificate for Level B1 is required.

備註 Notes:

- 如在申請截止日期前無法完成驗證手續，請繳交「文件驗證切結書」(如附表 4)，若經錄取，須於報到註冊時繳交經我國駐外館處、行政院設立或指定之機構或委託之民間團體驗證之畢業證書及成績單正本，未能如期繳交者，將取消其錄取資格。

If the verification process is not completed before the application deadline, a signed Affidavit (of Admissions Document to be Verified) (see Appendix 4) must be submitted with the application. At the time of registration, students must provide the original academic degree and transcript verified by a Taiwan overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. If the related certificates cannot be submitted on time, the admissions offer will be revoked.

- 所有申請文件概不退還，請自行保留備份。

Application documents will not be returned for any reason. If required, please make copies for your own records.

6.申請注意事項/ Application Remarks

(1)申請人不曾以僑生身份在中華民國就讀。

Applicant has never studied in (R.O.C.) as an Overseas Chinese student.

(2)依教育部規定，外國學生經入學學校以操行、學業成績不及格或因犯刑事案件確定致遭退學者，不得再依「外國學生來臺就學辦法」向本校申請入學。若違反此規定並經查證屬實者，撤銷其入學資格。

In accordance with Ministry of Education (MOE) regulations, international students who are expelled from a university or college due to behavioral issues, poor academic performance or a conviction under the criminal code may not be eligible to reapply for admission under the "Regulations for International Students Studying in R.O.C." If it is found that this regulation has been violated and the allegations are substantiated, the individual's student status at WuFeng University (WFU) will be revoked immediately

(3)已報名或錄取之學生，如經發現申請資格不符規定或所繳交之證件有經變造、偽造、假借、冒用等不實情事者，未入學者即取消錄取資料；已入學者開除學籍，亦不發給任何學歷證明；如將來在本校畢業後始發現者，除勒令繳銷學位證書外，並公告取消其畢業資格。

Applicants who have applied or been admitted, and are found to have provided false information, or submitted documents that have been altered, forged, borrowed, or used fraudulently, will face the following consequences: Those who have not yet enrolled will have their admissions revoked, and their application records canceled. Those who have already enrolled will be expelled from the university, and no academic credentials will be issued. If such fraudulent activity is discovered after graduation, their graduation certificate and their graduation status will be publicly revoked.

7.入學審查程序/ Application Review

(1) 本校收件後，將詳細核對申請人之資格及各項表件是否符合及齊備，不合申請規定者應

於申請期限內補正，否則不予受理。

When the applicant's documents are received by WuFeng University, International and Cross-Strait Affairs Center, their qualifications and documents will be reviewed to ensure that all required documents are present and valid. If any documents are missing or do not meet the requirements, corrections must be made by the application deadline; Otherwise the application will not be accepted.

- (2) 本校國際暨兩岸事務中心將合格之申請表件彙整分送各系初審，由本校國際暨兩岸事務中心彙整提請本校國際暨兩岸交流委員會進行複審，並由吳鳳科技大學國際暨兩岸交流委員會決定複審錄取名單。

Eligible applicants' documents are distributed to each department for preliminary review. The International and Cross-Strait Affairs Center of our university will compile them and submit into the International and Cross-Strait Exchange Committee for a review, and the final admission list will be determined during the committee meeting.

- (3) 經複審錄取者，由本校國際暨兩岸事務中心發送註冊通知及相關入學注意事項

Applicant who have been admitted after a second review will receive registration notifications and related admission instructions from WuFeng University, International and Cross-Strait Affairs Center.

- (4) 初審或複審未獲錄取者，除由本校國際暨兩岸事務中心另函通知外，各項申請表件均不予退回。

Applicants who are not admitted in the initial or re-evaluation process, except as notified separately by WuFeng University, International and Cross-Strait Affairs Center, will not have their application documents returned.

- (5) 已報名或錄取之學生，如經發現申請資格不符教育部「外國學生來臺就學辦法」規定或所繳交方式有不實、偽造、假借、塗改、學歷資格不具合法有效之情事，即取消其申請、入學資格、開除學籍或撤銷其本校畢業資格與學位證書，且不發給任何學歷(力)證明。

When an international student, who has either applied for admission to WFU or has already received an admission offer, violates any regulations set forth by the Ministry of Education (MOE) or the International Students Undertaking Studies in (R.O.C.) program, or if any of the documents or qualifications they have submitted are found to be fraudulent, forged, fabricated, altered, or invalid, their admission offer or enrollment will be immediately revoked. For students who are already enrolled, this may result in the revocation of their enrollment, cancellation of graduation qualifications, and the withdrawal of their WFU diploma. No academic certificates will be issued.

8. 修業期限/ Program Duration

學士班：4 年至 6 年 Bachelor program: 4-6 years

9. 招生名額 / Admission Quota

學位 Degree	學士班 Bachelor program
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招收對象 Target Student	新生 Recent 12th Grade Graduate
招生名額 Admission Quota	40

10. 申請費用/ Application Fee

申請費：免收

Application fee: None

11. 放榜/ Result Announcement

項目/ Items	秋季班/ Fall Semester
公告錄取名單 Result of Admission Posted on the WFU website	2024 年 8 月 2 日 August 2, 2024
寄發錄取/不錄取通知 Acceptance/ Non-acceptance Letters Sent to Applicants	2024 年 8 月初 Beginning of August, 2024
【註】錄取名單公告於本校國際暨兩岸事務中心網頁，入學通知單則以 DHL 或 FedEx 等快遞郵件寄發。 Result of admission will be posted on the WFU website. Acceptance letters will be delivered via DHL or FedEx.	

12. 報到及註冊入學/ Registration

- (1) 錄取生應依錄取通知之規定，在指定期限內辦理「網路報到」手續(網址將載明於錄取通知單上)。

Admitted applicants are required to follow the regulations specified in the admission notice and completed the online New Student Confirmation Form to the International & Cross-strait Affairs Center prior to the appropriate deadline. The URL for the online confirmation form will be noted in the acceptance letter.

- (2) 已完成「網路報到」之新生應依錄取通知之規定辦理報到及註冊手續，並繳驗護照、經我國駐外館處、行政院設立或指定之機構或委託之民間團體驗證之畢業證書、成績單及健康檢查正本(檢驗後歸還)，始得註冊入學。

Admitted applicants after completed the online New Student Confirmation Form, should follow the regulations stated in the acceptance letter to complete the registration procedures. At that time, applicants must submit their passport, diploma, transcripts and health certificate (originals) officially verified by a (R.O.C.) overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. (Please note: photocopied documents will not be accepted; all original documents will be returned after inspection).

- (3) 考生錄取後未能依規定時間註冊入學者，須於上課開始日前，申請保留入學資格，經學校核准後，始可於次學年度申請辦理入學。

Admitted applicants who are unable to register by the registration deadline must apply for an admissions status extension before the first day of class. With an approved extension, the applicant is allowed to enroll the following academic year.

- (4) 經錄取學生註冊入學後，其學分抵免係依本校「吳鳳科技大學學生抵免科目學分實施要點」辦理。

Transfer credits from other colleges/ universities shall be handled according to the WFU credit

transfer regulations.

13. 獎學金/ Scholarship Information

(1) 台灣獎學金/ Taiwan Scholarship

外國學生得於入境前向中華民國(臺灣)駐外單位或代表處申請政府核發之「台灣獎學金」，有關獎學金訊息請參考外交部臺灣獎助學金入口網，<https://tafs.mofa.gov.tw/>。

Foreign students intending to study in Taiwan may apply for the "Taiwan Scholarship" through Taiwan's overseas missions or representative offices before their arrival. For detailed information about this scholarship, please visit the Ministry of Foreign Affairs Taiwan Scholarship website at <https://tafs.mofa.gov.tw/>.

(A). 申請條件/適用對象：符合外交部規範之條件者。

(A). Requirement / Suitable : Eligibility for this scholarship is determined based on criteria set by the Ministry of Foreign Affairs.

(B). 內容：

- (1). 受獎學生於先修華語期間，每月領取獎學金新臺幣二萬五千元。
- (2). 受獎學生於學位學程期間，每月領取獎學金新臺幣三萬元。
- (3). 受獎學生須自付在臺所有費用，本部不再提供其他津貼補助。
- (4). 外交部提供每位受獎生來臺及返國最直接航程單程經濟艙機票各乙張。

(B). Contents:

- (1). The scholarship recipients will receive a monthly scholarship of NT\$25,000 during the period of taking Chinese language courses.
- (2). Throughout their degree program, The awarded students will receive a monthly scholarship of NT\$30,000.
- (3). Scholarship recipients are responsible for covering all expenses incurred during their stay in Taiwan, and the department will not provide additional allowances or subsidies.
- (4). The Ministry of Foreign Affairs will provide each scholarship recipient with one-way economy class airfare for the most direct flight to Taiwan, as well as for their return flight to their home country.

(2) 本校獎學金/ WuFeng University Scholarship

獎學金內容 Scholarship description	獲得獎學金語言條件 Language requirements for obtaining the scholarship		
	雅思 IELTS	TOEFL IBT	TOEFL 紙本
第 1 年學雜費全免 Full tuition and miscellaneous fees for the first year.	4.0 分以上 scores of 4.0 and above	57 分以上 scores of 57 and above	460 分以上 scores of 460 and above
1~2 年學雜費全免 Full tuition and miscellaneous fees waived for years 1 to 2.	5.5 分以上 scores of 5.5 and above	87 分以上 scores of 87 and above	527 分以上 scores of 527 and above

1~3 年學雜費全免 Full tuition and miscellaneous fees waived for years 1 to 3.	6.5 分以上 scores of 6.5 and above	110 分以上 scores of 110 and above	560 分以上 scores of 560 and above
1~4 年學雜費全免 Full tuition and miscellaneous fees waived for years 1 to 4.	7.5 分以上 scores of 7.5 and above	127 分以上 scores of 127 and above	630 分以上 scores of 630 and above

註：

1.獎學金為入學申請時之語言條件。

1.Scholarships are subject to language requirements at the time of admission application.

2.入學後第 1 年第 2 學期起，前學期操行成績高於 80 分且學業平均成績高於 80 分，方符合領取獎學金資格。

2.From the second semester of the first year of enrollment, students are eligible for scholarship consideration if their previous semester's conduct score is above 80 points and their academic average score is above 80 points.

3.學生需繳交英文相關證明文件，不同英語成績將以國際標準公式換算。

3.Students are required to submit proof of English proficiency, and different English scores will be converted using an international standard formula.

4.本校獎助學金設立依教育部相關法令規定進行修正及辦理。

4.WuFeng University reserves the right to modify or change the contents of the admission Handbook, and Shall be revised and handled in accordance with the relevant laws and regulations of the Ministry of Education.

備註 Note:

- 該學期不符領取資格者，該學期之獎助學金不再補發。兩學期未符合領取資格者，取消後續獎助學金。
Those who do not meet the qualifications for the scholarship, it will not be reissued for that semester.
Those who fail to meet the qualifications for up to two semesters will not be offered subsequent scholarships.
- 早鳥優惠截止日期：秋季班每年 6 月 15 日之前。
Early bird deadline: Fall semester by June 15th.

14.學雜費收、退費標準/ Tuition and Fees Information and Refund Standard

(1)本校學雜費收費標準如下表，請參考。(每一學年分二學期)

Tuition and fees are subject to annual change (Please note: there are two semesters in each academic year).

所有金額以新台幣計算

All rates shown are in NTD\$(New Taiwan Dollars).

班別 Program	費用 Rates	學費 Tuition	雜費 Miscellaneous Fees	合計 Total
電機工程系外國學生專班 Electrical Engineering Department International Student Program		39,780	16,250	56,030

備註/Notes:

雜費已含電腦實習費 850、學生平安保險費 570、網路使用費 200、清潔費 280。

The miscellaneous fees already include Computer appliance NT\$850, Insurance NT\$570, Internet NT\$200, Cleaning service NT\$280.

(2)本校學雜費退費標準如下表，請參考。

Tuition and fees refund standard is as shown below:

學生休、退學時間 Time of Suspension or Withdrawal of Study	學費、雜費退費比例 Refund Percentage	備註 Notes
一、 註冊日（包括當日）前申請休退學者 Before registration day	免繳費，已收費者，全額退費 Full refund of tuition and fees	
二、 於註冊日之次日起至上課（開學）日之前一日申請休、退學者 Between the day after the registration day and the day just before the start of the semester.	學費退還三分之二，雜費全部退還 2/3 refund of tuition and full refund of miscellaneous fees	其採學分學雜費核算者，退還學分費全部。 If the student's tuition and fees are calculated per-credit hours, the fees per credit hours would be refunded fully.
三、 於上課（開學）日（包括當日）之後而未逾學期三分之一申請休、退學者 Between the first day of a semester and 1/3 of a semester	學費、雜費退還三分之二 2/3 refund of tuition and fees	其採學分學雜費核算者，退還學分費三分之二 If the student's tuition and fees are calculated per credit hours, 2/3 of the fees per credit hours would be refunded.
四、 於上課（開學）日（包括當日）之後逾學期三分之一，而未逾學期三分之二申請休、退學者 Between 1/3 of a semester and 2/3 of a semester	學費、雜費退還三分之一 1/3 refund of tuition and fees	其採學分學雜費或核算者，退還學分費三分之一 If the student's tuition and fees are calculated per credit hours, 1/3 of the fees per credit hours would be refunded.
五、 於上課（開學）日（包括當日）之後逾學期三分之二申請休、退學者 After 2/3 of a semester	所繳學費、雜費，不予退還 Tuition and fees are non-refundable	

15.保險費/ Insurance

全民健保 National Health Insurance	NT\$826/ per month (一個月)
外籍學生健康保險 Foreign Student Health Insurance	NT\$3,000/ 1 st semester (入學後第一學期)

(1)學生於註冊時，應檢附於國外投保自入境當日起至少六個月，並經駐外館處認證且得於臺灣使用之健康保險。

Until they are eligible to enroll in the National Health Insurance Program, international students should purchase their own health insurance (for the first six months of their stay in Taiwan).

Overseas insurance should be certified by a Taiwan overseas representative office in the student's home country or the nearest Taiwan overseas representative office.

(2) 國際學生在臺取得居留證後並連續居住滿六個月，始可加入全民健保。

International students can join the National Health Insurance after they have obtained a residence permit in Taiwan and have lived continuously for six months.

(3) 國際學生於入臺前若未投保健康保險，可洽本校國際暨兩岸事務中心協助在臺投保健康保險。

Please check with the International & Cross-Strait Affairs Center for information regarding medical insurance (Foreign Student Health Insurance).

16.其他費用/ Other Fees

(1)收費標準/ Rates:

※下表各項費用如有調整，以實際公告金額為主。

※The above-mentioned rates are flexible, please refer to the formal notice for the actual amount.

項目 Fees	說明 Description	收費標準			
		四人房 Quadruple Room	三人房 Triple Room	雙人房 Double Room	單人房 Single Room
宿舍費 Dormitory Accommodation	一學期(4個月)/ Per semester (4 months)	NT\$12,000	NT\$16,000	NT\$24,000	NT\$48,000
	寒暑假以月租計 Summer & winter vacations per month	NT\$3,250	NT\$4,250	NT\$6,250	NT\$12,250
宿舍網路費 Dorm Internet	一學期(4個月)/ Per semester (4 months)	NT\$1,000			
	寒暑假以月租計 Summer & winter vacations per month	NT\$250			
學生團體保險費 Student Insurance	學期/ Per-semester	NT\$570 個別繳費 Pay respectively			
清潔費 Cleaning Service	學期/ Per-semester	NT\$280 個別繳費 Pay respectively			
電腦實習費 Computer Appliance	學期/ Per-semester	NT\$850 個別繳費 Pay respectively			
停車費(機車) Motorcycle Parking	學年/ Per-academic year	NT\$200 個別申請並繳費 Apply and pay respectively			

(2) 除了學雜費及宿舍費用外，生活費每個月約新臺幣 4,000 元~7,000 元；書籍費依照所修習課程而有不同，書籍費每學期約 3,000 元~6,000 元。

In addition to tuition and fees, a general living expenses estimated to be around NT\$4,000 to NT\$7,000 per month. Book expenses vary from course to course. The cost for books is expected to be around NT\$3,000 to NT\$6,000 per semester

* 吳鳳科技大學保留修改本簡章提及收費條件之權利。收費標準若有調整將公告於本校網站。

* WuFeng University reserves the right to change or modify any of the above-mentioned terms and conditions. Rates subject to change or modification will be available on university's website.

17.其他注意事項/ Other Remarks

(1)現代奴隸的定義是強迫、威脅或是欺騙等手段剝削受害者及其自由。

我了解我是出於自願並有意就讀吳鳳科技大學，而非遭到剝削。

The definition of modern slavery involves exploiting victims and their freedom through means such as coercion, threats, or deception.

I understand that I am here voluntarily and with the intention to study at WuFeng University, and not as a victim of exploitation..

(2)報名時繳交之「畢業證書」，除海外臺灣學校所發外，其他應依教育部「國外學歷查證認定作業要點」之規定辦理。

The graduation certificate or diploma submitted during registration should be issued by schools outside of Taiwan, and for others, it should be processed in accordance with the rules by the Ministry of Education.

(3)入學許可並不保證簽證之取得，簽證須由我國外交部領事事務局或駐外館處核發。

Admission approval or an acceptance letter does not guarantee the issuance of a visa. Visas must be obtained through the approval of the Ministry of Foreign Affairs or Taiwan's overseas representative office.

(4)依行政院衛福部疾病管制署規定，來臺研習六個月以上之外籍學生及僑生，於申請居留簽證或居留證時，須繳交近3個月內由衛生福利部指定外籍人士體檢國內醫院或國外醫院出具之健康檢查合格證明(居留或定居健康檢查項目表)，國外健檢證明須經中華民國駐外館處驗證。詳細資料請參閱外交部領事事務局網站(<http://www.boca.gov.tw>)

According to regulations stipulated by the Center for Disease Control (CDC) (Department of Health, Executive Yuan), students with a foreign nationality and oversea Taiwanese students that will be studying in Taiwan for 6 months or more are required to submit the "Health Certificate for Residence Application" that is issued within 3 months by one of the local hospitals designated by the Centers for Disease Control of Ministry of Health and Welfare of Taiwan (R.O.C.) or a foreign hospital. Health certificates issued by foreign hospitals must be authenticated by a Taiwan (R.O.C.) overseas mission. For details, please refer to the Bureau of Consular Affairs (Ministry of Foreign Affairs) website: <http://www.boca.gov.tw>.

(5)依菸害防制法規定，大專校院校內全面禁止吸菸。

According to the regulations of Tobacco Hazards Prevention Act, all areas of the campus are non-smoking.

(6)本申請入學係依據本校學則及「吳鳳科技大學外國學生申請入學規定」辦理。

International student admissions are based on "*WFU Study Regulations* and the *WFU Regulations Governing International Student Admissions*".

(7)「吳鳳科技大學外國學生申請入學規定」係依據教育部「外國學生來臺就學辦法」所訂定，辦法若經修正，將以教育部公告為準。

The *WFU Regulations Governing International Student Admissions* is established in accordance with Ministry of Education (MOE) "Regulations Regarding International Students Undertaking Studies in Taiwan". If MOE regulations are revised, the latest MOE regulations shall prevail.

(8)本簡章若有未盡事宜，依相關法令規定及本校審查會議決議辦理。

Any application matters not stipulated here shall be handled in accordance with WFU regulations and Admissions Committee.

(9)本校依據「個人資料保護法」之規定，得於業務內收集、處理並使用於法定範圍內之個人項目，以利招生及註冊等程序進行。

In accordance with the "Personal Data Protection Act," our institution is permitted to gather, handle and process student's information within the legal framework for the purposes of enrollment and registration procedures.

18.聯絡資訊/ Contact Information

外國學生申請入學窗口：

International student admissions and affairs:

International & Cross-Strait Affairs Center, WuFeng University

E-mail: iac@wfu.edu.tw

TEL: +886-5-2267125 ext. 21931~21933、21814、21818

FAX: +886-5-2261213

II. 招生系所規定事項/ Admissions Criteria

語言能力證明繳交說明

Instruction for Submitting Language Proficiency Certificate :

類別 Category	說明 Details
英文能力證明 English Proficiency Certificate	1. 須達到 CEFR B1 (含) 以上的程度。 2. 英文為申請者母語或國家之官方語言者無需繳交語言能力證明。 1. Language proficiency must be above CEFR B1(Waystage). 2. Applicants whose native language or official language is English are not required to submit a English proficiency certificate.

授課方式 Teaching Methods :

授課方式 Teaching Methods
該系所/學程採全英文授課 The courses are taught in English.

1. 本專班目前有安全工程學院電機工程系，計 1 個學士班，開放招收外國學生專班。
Department of Electrical Engineering offers one undergraduate programs that accept international student applications.
2. 有關課程相關問題，請逕洽本校國際暨兩岸事務中心，電話號碼：+886-5-2269954。
Regarding course requirements, please contact the International & Cross-strait Affairs Center (+886-5-2269954).
3. 招生系所/ Academic Program

系所 Department		學位/ Program
		學士班 Bachelor
電機工程系	Dept. of Electrical Engineering	●

●表示招收新生。

● Open for recent 12th grade graduates.

4. 系所規定繳交資料說明如下：

Additional required documents for individual programs are listed below:

Website: <https://cia.wfu.edu.tw/>

Phone No.: +886-5-2267125 ext. 21931~21934、21814~218154

E-mail: iac@wfu.edu.tw

系所(學制) / Dept.(Program)	應繳交資料/ Required Documents
電機工程系外國學生專班 Electrical Engineering Department International Student Program	<ol style="list-style-type: none">1. 自傳及讀書計畫 Autobiography and study plan2. 任何已發表之文獻、專書論文及專利等 Publications including research papers, books, patents, etc.3. 英語語言能力證明，其中英語語言能力證明為必須繳交的文件 (英語能力應達 CEFER B1(含)以上的程度) Applicant should provide English Language Proficiency Certificate, minimum proficiency level of CEFR B1 (inclusive) or above.4. 其他有助於審查之資料 Any supplementary materials helpful for review.

III. 附件資料 Appendix

附表 Appendix 1

吳鳳科技大學 113 學年度外國學生專班(一般專班) 申請入學申請表 2024 Application Form



※請務必先到網址完成填寫報名表

※Please go to the website to complete the registration form first

https://sais1.wfu.edu.tw/IISystem/school/foreign/foreign_admission.jspf

※Please read carefully and fill out the application form clearly in print.

申請人請詳細閱讀，並以正楷填寫清楚。

I. Personal Information 個人資料

Applicant's Name 申請人姓名	Chinese (If applicable) 中文				In this space, attach your most recent photograph. 在此黏貼最近相片 (1"x2")
	English				
	(Surname)		(Given Name)		
※Please fill in your Chinese name if available. 如有中文名字請填入 ※Please fill in your English name as appeared in the passport 依護照姓名填寫					
Date of Birth 出生日期	Month 月 / Date 日 / Year 年	Birth Country 出生國家		Gender 性別	<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女
Nationality 國籍		E-mail 電子郵件			
Mailing Address 通訊地址		Permanent Address 永久地址			
Telephone 電話	+()		Cell phone 行動電話		
Applicant's Father 申請人父親	Name 姓名		Nationality 國籍		
Applicant's Mother 申請人母親	Name 姓名		Nationality 國籍		
Contact Person 聯絡人	Name 姓名		Relationship 與申請人關係		
	E-mail 電子郵件		Telephone 電話		

II. Educational Background 教育背景

Academic Credentials 學歷證明	Name of School 學校名稱	City and Country 學校所在地	Major 主修學門	Minor 副修學門	Academic Credentials 學歷證明	Date Certificate Granted 取得日期
Secondary School 中等學校						
University/College 大學 / 學院						

III. Chinese Proficiency 華語語言能力

Have you learned Chinese? 是否學過華語?	<input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否	If yes, how many years have you formally studied Chinese? 曾學習華語幾年?	
		If yes, where did you study Chinese? (high school, college, language institute)? 學習華語環境(高中、大學、語文機構)	
Have you taken any Chinese proficiency test? 您是否參加過華語語文能力測驗?	<input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否	If yes, what is the name of the test? 何種測驗?	
		Score 分數	
Self- evaluation of Chinese Proficiency 華語語言能力自我評估			
Listening 聽	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Speaking 說	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Reading 讀	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Writing 寫	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差

IV. English Proficiency 英文語言能力

Have you taken any English proficiency test? 您是否參加過英文語文能力測驗?	<input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否	If yes, what is the name of the test? 何種測驗	
		Score 分數	
Self- evaluation of English I Proficiency 英文語言能力自我評估			
Listening 聽	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Speaking 說	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Reading 讀	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差
Writing 寫	<input type="checkbox"/> Excellent 優	<input type="checkbox"/> Good 佳	<input type="checkbox"/> Average 尚可 <input type="checkbox"/> Poor 差

V. Work Experience & Trainings 工作經驗及訓練

Do you have any work experience or other trainings? 是否有工作的經驗？	<input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否	If yes, what's the name of the institution? 若是，請問服務機關為？	
		Work or training duration : 工作年資	

VI. Additional Information 其他資料

Publication (If necessary, attach a list of publication) 著作(如有必要，請附一覽表)	
Health Condition (Please specify if you have any illnesses or physical and mental disabilities). 健康情形 (如有疾病或身心障礙情形，請敘明之) <input type="checkbox"/> good 佳 <input type="checkbox"/> average 尚可 <input type="checkbox"/> poor 差	

VII. Contact in Taiwan 在臺連絡人

Name 姓名		Telephone 電話	
E-Mail 電子郵件		Cell phone 手機	
Address 通訊地址			
在臺連絡人： Contact Person's Signature		日期： Date	

以上資料確由本人填寫，並經詳細檢檢查，保證誠實且正確無誤。

I certify that all information submitted in the admission process is filled out by me, thoroughly reviewed and is guaranteed to be honest and accurate.

申請人(具結人)簽章 Applicant's signature _____

申請(具結)日期 Application Date _____

吳鳳科技大學外國學生繳交資料紀錄表 Application Checklist

申請系所 Department : _____

修讀學位 Program : 學士 Bachelor

中文姓名 Full name in Chinese : _____

英文姓名 Full name in English : _____

聯絡電話 Telephone : _____ E-mail : _____

應繳交資料(提出申請表時請自行勾選下列已繳交項目) :

Required documents for application (Please place a check mark in the space provided)

繳交註記 Check Mark	項目 Items	數量 Quantity
	1. 繳交資料紀錄表 Application Checklist	1
	2. 入學申請表 Completed application form	1
	3. 護照影印本或其他國籍證明文件 Copy of passport (front page) or other equivalent verification of nationality.	1
	4. 具結書 Declaration letter	1
	5. 推薦書二封 (申請碩士班生繳交) Two letters of recommendation (Required only for Master's Program Applicants)	2
	6. 畢業證書影本一份 (附經公證之中文或英文譯本) One photocopy of diploma (notarized copy of the translation in English or Chinese is necessary if the original diploma is not in English or Chinese.)	1
	7. 成績單影本一份 (附經公證之中文或英文譯本) One photocopy of transcript (notarized copy of the translation in English or Chinese is necessary if the original diploma is not in English or Chinese.)	1
	8. 財力證明書 Financial Statement	1
	9. 英語能力證明 : (英語能力 CEFR 須達到 B1(含)以上程度 English Language Proficiency Certificate (English Language proficiency must be above TOCFL B1 (Waystage))	1
	10. 各系所規定應繳交資料(請註明) Additional documents required by individual program. (please specify) (1) _____ (2) _____ (3) _____ (4) _____	

※ 所有申請文件一律不退還，請自行保留備份。

※ All application documents above will not be returned. If required, please make copies for your records.

吳鳳科技大學外國學生具結書 Declaration Letter

1. 本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定。

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

2. 本人保證符合以下其中之一：

I hereby attest that I fulfill **one** of the following conditions:

- 具外國國籍且未曾具有中華民國國籍，於申請時亦不具僑生資格。

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

- 具外國國籍及兼具中華民國國籍者，自始未曾在臺設有戶籍，並於申請時已連續居留海外6年以上者，且未曾以僑生身份在臺就學，具未於當年度接受海外聯合招生委員會分發。

At the time of application, I am holding both foreign and (R.O.C.) nationalities but have never been registered as part of a household in Taiwan. Moreover, I have been living abroad continuously for more than 6 years, have never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

- 具外國國籍，具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8年，並於申請時已連續居留海外6年以上者，且未曾以僑生身份在臺就學，具未於當年度接受海外聯合招生委員會分發。

I am holding foreign nationality and once had (R.O.C.) nationality but have not been registered as part of household in Taiwan, as determined by the Ministry of Interior, for at least 8 years. I have been continuously living abroad for more than 6 years. Moreover, I have never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

- 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6年以上者。

Applicants with foreign nationality, permanent residence status in Hong Kong or Macao, who have never had a household registration in (R.O.C.), and who have resided in Hong Kong, Macao or overseas for more than 6 consecutive years at the time of application.

- 曾為大陸地區人民具外國國籍具未曾在臺設有戶籍，申請時已連續居留海外6年以上者。

Applicants who were originally citizens of mainland China but now hold foreign nationality, have never been registered as residents in (R.O.C.), and have lived abroad for a continuous period exceeding 6 years at the time of their application.

3. 本人所提供之最高學歷證明(申請大學部者提出高中畢業證書、申請碩士班者提出大學畢業證書)，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 diploma granted by the educational institution I last attended is valid and has been awarded legally in the country where I graduated. The certificate is comparable to that which is awarded by certified schools in Taiwan.

4. 本人所提供之所有相關資料(包括學歷、護照及其他相關文件之正本及影本)均為合法有效之文件，如有不符規定或變造之情事，經查屬實及取消入學資格，且不發給任何有關之學分證明。

All of the documents provided (including diploma, passport and other relevant documents, original or copy) are valid. Should any documents be found to be invalid or false, my admission to WFU will be revoked, and no proof of attendance will be issued.

5. 本人取得入學許可後，在辦理報到時，須繳交我國駐外館處、行政院設立或指定之機構或委託之民間團體驗證之畢業證書及成績單(認證章)正本，始得註冊入學，屆時若未如期繳交，即由貴校取消入學資格，絕無異議。

At the time of registration, admitted applicants must provide the original academic degree diploma and transcripts verified by a R.O.C. overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. If the related certificates cannot be submitted on time, the admissions offer will be revoked.

6. 本人不曾在台以外國學生身份完成高中學校學程，亦未曾遭中華民國國內大專院校退學。

I hereby certify that I did not complete a high school program in Taiwan under international student status, and I have never been expelled from any university or college in Taiwan.

7. 本人瞭解「外國學生經入學學校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學者，不得再依吳鳳科技大學外國學生申請入學規定申請入學」。

I understand that foreign students who have been expelled from a university or a college in Taiwan are not eligible to apply for admission. Violation of this policy will result in the immediate cancellation of my admission or revocation of my status as a registered student.

8. 簡章中文版與英譯版語意有所差異時，以中文版為主。

If there should be any discrepancy or contradiction between the Chinese and translated English versions, the Chinese version shall prevail.

上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事，於入學後經查證屬實者，本人願意接受貴校註銷學籍處分，絕無異議。

I hereby authorize WuFeng University to verify any of the above-mentioned information. If any documents is found to be false after admission, I willingly accept the consequences of having my enrollment at your university revoked, and I have no objections.

申請人(具結人)簽章

Applicant's Signature

申請(具結)日期

Application Date

吳鳳科技大學文件驗證切結書 Affidavit (of admissions documents to be verified)

考生 _____ 申請貴校 _____ 外國學生申請入學，保證
(請填寫姓名) (請填寫申請系所)

於報到註冊時補交下列文件：

I, _____, applying for the _____ at
(Full Name) (Department Name)

WuFeng University, hereby promise that I will submit the following verified documents at the time of registration.

Please confirm the following items and place a check mark (v) next to those documents to be submitted.

繳交註記 Check (v)	項目 Items
	經駐外單位驗證之國外最高學歷證件正本一份 One original highest educational diploma authorized by the Taiwan Overseas Representative Office.
	經駐外單位驗證之最高成績證明正本一份 One original highest educational transcript authorized by the Taiwan Overseas Representative Office.

若在報到時無法繳交經駐外單位驗證之學歷證明及成績單正本；本人願放棄錄取資格，絕無異議。
(※中英文以外之語文，應附經驗證之中文或英文譯本)

Furthermore, at the time of registration I will present my original diploma and transcript to WuFeng University. I understand that if I cannot submit the copies of the verified documents or the original diploma or transcript at the time of registration, my qualification for enrollment will be revoked.

(Note: if the original documents are not in English or Chinese, an English or Chinese copy notarized by a Taiwan overseas representative office is also required.)

切結人簽章

Applicant's Signature _____

切結日期

Application Date _____

財力保證書

Financial Guarantee

本人 _____ 與被保證人 _____ 關係是 _____
(請填寫姓名) (請填寫被保證人姓名) (請填寫關係)

提出最近三個月內經金融機構開具之足夠在臺就學之財力證明影本一份，財力證明應有至少 6 個月之經常性財力 3,000 美金或 100,000 新臺幣以上(根據台灣政府駐印尼代表處之規定，印尼申請者提供美金 5,000 元之財力證明)且願擔保被保證人在吳鳳科技大學就學及生活所需一切費用支出。

此致

吳鳳學校財團法人吳鳳科技大學

I, _____, and the applicant, _____
(Full Name) (Applicant's Name)

Our relationship is _____,
(relationship between applicant and guarantor)

hereby present the photocopy of a financial statement that demonstrates financial sustainability for studying in Taiwan of which should be at least USD3,000 or NT\$100,000(issued by a financial institution within the past three months, and according to the government of R.O.C, Indonesian applicants are required to provide financial proof of USD5,000) to sustain at least 6 months of studying, and guarantee that the applicant's total living and tuition expenses while attending WuFeng University will be paid in full.

保證人(Guarantor):

護照(居留證)號碼 (Passport (ARC) No.):

聯絡電話 (TEL):

電子郵件 (E-mail):

具結日期 (Date): 年(Y) 月(M) 日(D)

自傳 Autobiography

申請人 Applicant:

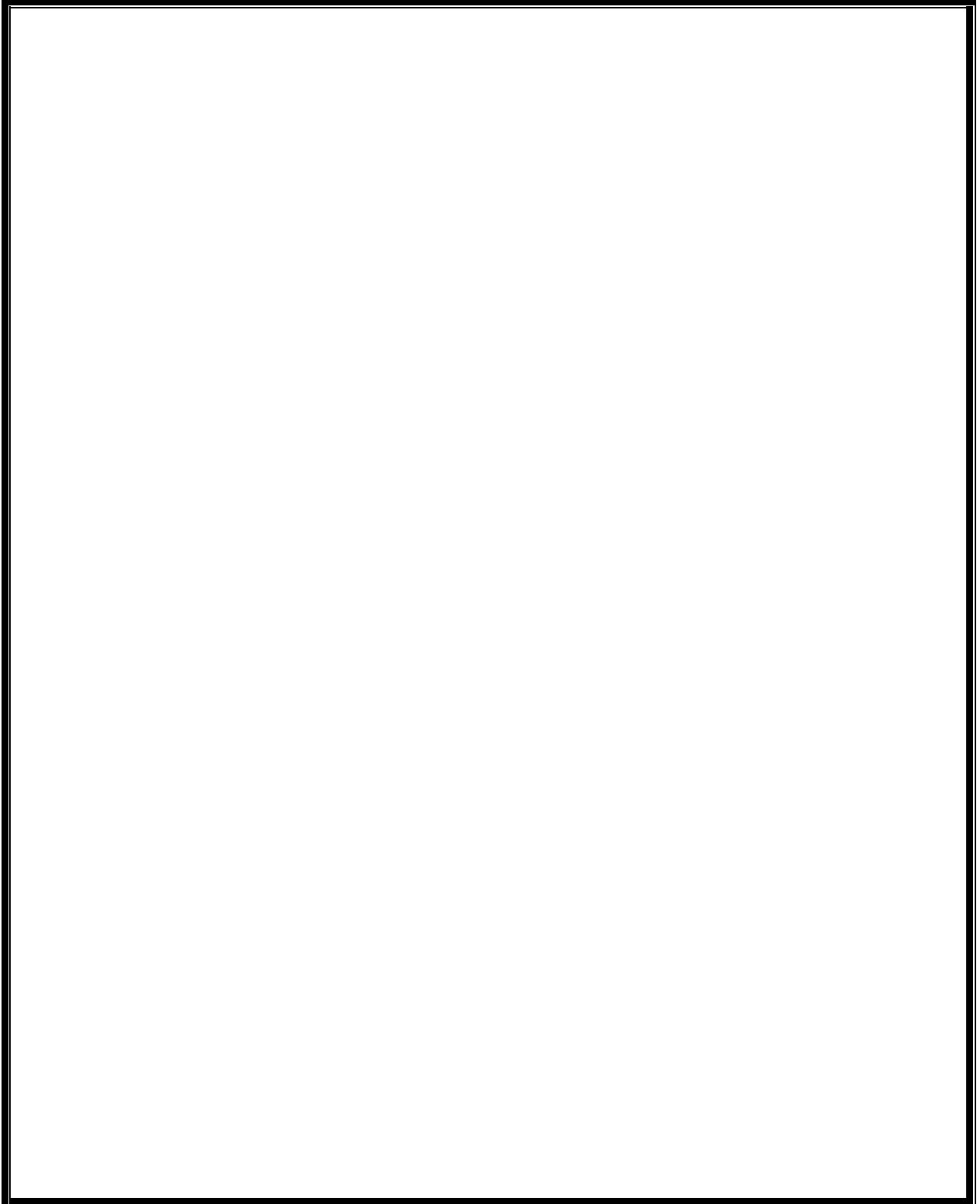
請以中文或英文撰寫約 500 字，敘述個人背景、求學動機、求學期間之讀書計畫等，以及完成學業後之規劃。

In the following space, please write a statement of about 500 words either in Chinese or in English stating your background, motivations, study plan, and career plan after completion of your studies.

讀書計畫

Study Plan

申請人 Applicant:



外國學生申請入學推薦書

International Student Admissions Recommendation Form

致推薦人 To the referee:

被推薦人目前申請就讀吳鳳科技大學，感謝您撥冗填寫本推薦書，請詳實填寫，以利審核工作進行。若有需要，可自行增加版面，謝謝您的配合。

The applicant is currently applying for admission to WuFeng University, and I sincerely appreciate your time in completing this letter of recommendation. Please provide detailed information to facilitate the evaluation process. If necessary, feel free to expand additional content. Your cooperation is greatly appreciated.

被推薦人姓名/ Name of Applicant:

1. 您是何時認識被推薦人？您如何認識被推薦人？
How long have you known the applicant? How do you know him/her?

2. 請您敘述被推薦人的優缺點。
What are the applicant's strengths and weaknesses?

3. 其他推薦事項。
Other recommendations:

推薦人簽名 Referee's Signature:

職稱 Position:

服務單位 Institution:

電話 Telephone:

電郵 E-mail:

日期 Date:

地址 Add:

■ 如果我們有其他的問題，是否能與您聯絡？

May we contact you if we have additional question? 是 Yes 否 No

■ 請將此表格放入信封中，並請於彌封處簽章。

Please enclose this form in an envelope and sign your name over the flap of the sealed envelope.

吳鳳科技大學外國學生重要權利義務通知書 *WFU International Student – 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 university. 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 dropped out if they're 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費與其他費用，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 dropped out if they're not able to pay in regulation 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證效期在臺灣找工作。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 an international student. If reinstatements after approved leave, students need to re-apply and renew residence permit.
6. 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.
7. 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.
8. 學生可向國際暨兩岸事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，在學期間每週工讀時數最多為 20 小時，大三或是大四的其中一年工讀加實習時數每週至多 40 小時，寒暑假不受時數限制，經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國際暨兩岸事務中心，以利本校協助輔導與服務。
Students can apply work permit outside campus via International & Cross-Strait Affairs 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 International & Cross-Strait Affairs Center or each department to get further support, if working outside campus.

9.轉系規定：學生可在修習系所修課一學期後，方可申請轉系。

According to the regulations of the Ministry of Education for department's transfer: Students can transfer their department to any other department after the first academic semester.

10.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缺額給予復學。

Handling of Reinstatement: students must submit application for reinstatement in time and re-apply VISA by oneself. Then university will arrange for reinstatement according to the vacancy from each department.

11.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 university must support students to finish the course and give credits.

12.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, university and employer for internship courses, all rights and obligations will be defined inside the contract.

13.學校校區(含宿舍內外)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 NT\$2,000 – 50,000 if caught.

14.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.

15.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，國際暨兩岸事務中心將協辦新辦或延期。

Resident Certificate must be extended every year and costs NT\$1,000 for each extension. Please be aware of the date of expiry. International & Cross-Strait Affairs Center will assist with certificate application or extension.

16.本校身健中心開放時間，週一至週五 08:10-21:40，週六 12:30~21:00，週日 8:20~16:50。

Opening hours for Physical and Mental Health Center at university, Monday to Friday: 08:10-21:40, Saturday: 12:30-21:00, Sunday: 08:20-16:50.

17.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國際暨兩岸事務中心(05-226-7125#21814)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 International & Cross-Strait Affairs Center (05-226-7125#21814) via each administrative unit, or the website from Ministry of Education (www.nisa.moe.gov.tw, 0800-789-007)

18.國際暨兩岸事務中心不定期會舉辦活動，各項最新相關資訊會在外國學生 LINE 群組公告。

All activities are held by the International & Cross-Strait Affairs Center and the latest information will be posted in the Line group.

19.如擬辦理休退學，需繳回本校提供之入學獎學金全額。

If you are considering deferring or withdrawing from your studies, you need to reimburse the full enrollment scholarship provided by the university.

20.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 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.

●申請系所 *Depts. to Apply* :

_____ 系 Department of _____

簽名(英文) *English Name Signature* : _____

生日 *Date of Birth* : _____ 日期 *Date* : ____ / ____ / ____

自願申請入學聲明書

Declaration of Voluntary Enrollment Application

現代奴隸的定義是透過強迫、威脅或是欺騙等手段剝削受害者及其人身自由。

Modern slavery describes situations where coercion, threats or deception are used to exploit victims and undermine their freedom.

我了解我是出於自願並決定就讀吳鳳科技大學，而非遭到剝削，並且沒有遭受到以下任何一項對待。

*I understand that I want to attend WuFeng University as a student under my own will, to my best understanding, and **NOT** being exploited or treated as follows:*

- 人身拘禁 *Physical confinement*
- 沒收身分與旅遊文件 *Confiscation of identity and Travel documents*
- 欺騙性勞力剝削 *Deceptive recruiting for labor or services*
- 人口販賣 *Trafficking in persons*
- 奴隸 *Slavery*
- 奴役 *Servitude*
- 強迫勞動 *Forced labor*
- 強迫婚姻 *Forced marriages*
- 債務奴役 *Debt bondage*

立聲明書人 *Full Name* :

(請務必親自簽名 *Please sign personally*)

居地身分證號或護照號碼 *National ID or passport No.* :

國別或地區別 *Nationality* :

住址 *residence address* :

聯絡電話 *Tel* :

日期 *Date* : ____/____/____

FROM

(Full Name in Chinese) _____

(Full Name in English) _____

(Address) _____

外國學生申請入學報名信封 Application

TO：吳鳳科技大學國際暨兩岸事務中心 收

62153 嘉義縣民雄鄉建國路二段 117 號 中華民國，臺灣

**International & Cross-Strait Affairs Center WuFeng University
117, Sec 2, Chiankuo Rd, Minhsiung, Chiayi County 62153
R.O.C.**

請將本表貼於報名信封袋上，以掛號郵寄。（海外地區建議使用 DHL 或 FedEx 等快遞服務）

Please attach this application cover sheet to the outside of the application package envelope, and send by registered mail or courier.

(DHL or FedEx is recommended for application packages mailed from overseas.)