

# **Rules Governing Foreign Students Studying in Tainan National University of the Arts**

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## **Article 1**

Rules Governing Foreign Students Studying in Tainan National University of the Arts (the "Rules") are drawn up in accordance with Article 5 of MOE Regulations Regarding International Students Undertaking Studies in Taiwan.

## **Article 2**

Foreign students mentioned herein refer to persons non- R.O.C. nationality as stipulated in Article 2 of the Nationality Act and not possessing overseas Chinese student status. Persons determined by the Ministry of the Interior to have lost their R.O.C. nationality for less than eight years may not apply for admission pursuant to the Rules.

Persons recommended to study in Taiwan by the government, institutions, schools, or cultural/educational organizations of their home countries shall not be bound by the above rule.

The eight years as mentioned in paragraph one shall be calculated starting on the day new students are required to register.

## **Article 3**

Foreign students admitted to the School shall not exceed 10% on top of the students the School is to admit in the current academic year. The School shall submit to the MOE information on foreign students admitted, by November 30 of each year.

The above student numbers exclude foreign students without official student status.

## **Article 4**

Foreign students shall apply to the School's Registration for admission (limited to one department) between January 1 and March 31 of each year, with the following documents ready: (Persons meeting the admission criteria shall be issued an admission permit)

1. Two completed admission application forms
2. Proof of highest education received from a foreign school and a transcript authenticated by an overseas R.O.C. embassy, consulate, representative office, liaison office or other institution authorized by the Ministry of Foreign Affairs (overseas office). If in a language other than Chinese or English, a Chinese or English translation shall be attached.
3. A health certificate (including a test for HIV)
4. A financial statement authenticated by an overseas office (proving sufficient funds for studying in Taiwan)
5. A study plan in English or Chinese

Except for documents issued by an overseas Taiwanese school, the proof of highest education received from a foreign school as indicated in point 2 of paragraph 1 shall be handled as per Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. Foreign students having obtained a bachelor's degree or higher from a Taiwanese college or university may apply for admission to a master's program or higher with diplomas and transcripts from other Taiwanese colleges or universities attached. Point 2 of paragraph 1 above shall not apply to them.

When registering, a foreign student shall present proof of relevant insurance such as medical and injury insurance or national health insurance. The insurance shall cover the period in which s/he studies in Taiwan. Students not insured may have the School take out insurance for them and pay the premium when they register.

## **Article 5**

The qualifications of a foreign student applying for admission shall be reviewed by the relevant department (institute) before they are examined by the Meeting for Reviewing Applications for Admission by Foreign Students (the "Meeting"). When reviewing the qualifications of an applicant, the relevant department (institute) may test the applicant on the professional subjects or the Chinese language.

The Meeting is formed by the Dean of Academic Affairs and the heads of various departments (institutes) and is chaired by the Dean. After the review, the relevant department (institute) shall submit a list of applicants passing the review to Academic Affairs, which shall compile all lists received into a book and forward it to the president, by May 30 of each year. After being examined by the president, applicants on the book approved by the president shall be individually notified to enroll.

**Article 6**

After a foreign student completes the program s/he enrolled in, unless s/he continues to study for a master's degree or higher, in which case s/he shall follow the Rules, if s/he continues to study the next program, his/her admission shall be the same as that of a Taiwanese student.

A foreign student expelled by another college or university shall not apply for admission pursuant to the Rules.

**Article 7**

The registration and course selection procedures for foreign students are the same as those for Taiwanese students. The same applies for their tuition and fees or credit charges. In addition, MOE Guidelines on Scholarships to Foreign Students may be followed to apply for scholarships.

**Article 8**

If more than 1/3 of the first semester has elapsed when a foreign student arrives at the School, s/he shall not be permitted to enroll in the current academic year. However, students admitted to a master's or doctoral program may enroll in the second semester with the consent of the heads of relevant institutes.

The School shall provide the MOE with information on foreign students enrolled in the School by November 30 of each year. The said information shall include the students' names, nationalities, the years they are placed, the departments or institutes they enroll in, and the scholarships (if applicable) they are awarded.

**Article 9**

Foreign students are not permitted to apply for admission to extension education provided by Taiwanese colleges and universities such as refresher bachelor's programs, master's programs for working individuals, and courses taught only in the evenings and on weekends. This rule does not apply to foreign students holding an alien resident certificate or a permanent resident certificate, or those enrolled in a special international program approved by the MOE.

**Article 10**

The Registration Section of Academic Affairs is responsible for handling applications for admission by foreign students.

Student Affairs and the department/institute to which a foreign student belongs are responsible for assisting him/her with difficulties encountered in his/her daily life and studies. In addition, events shall be held irregularly in each academic year to provide guidance to foreign students.

If a foreign student suspends his/her studies, is expelled by the School, or has changed or lost his/her student status, the School shall notify the Bureau of Consular Affairs, the service station of the National Immigration Agency in a place in which the School is located, and the MOE.

**Article 11**

Matters not dealt with herein shall be governed by MOE Regulations Regarding International Students Undertaking Studies in Taiwan.

**Article 12**

The Rules shall take effect after they are approved at an academic affairs meeting, with a copy sent to the MOE for reference. The same applies when they are revised.