

# National Ilan University International Student Admission Regulations

Passed at the 2nd Academic Affairs Meeting in the 1st semester of the 2004 academic year on November 11, 2004

Ratified by the Ministry of Education through Tai-Wen-Zi No. 0930167831 on December 20, 2004

Subsequently ratified at the 3rd Academic Affairs Meeting in the 1st semester of the 2004 academic year on January 12, 2005

Amended at the 3rd Academic Affairs Meeting in the 2nd semester of the 2005 academic year on June 16, 2006

Ratified by the Ministry of Education through Tai-Wen-Zi No. 0950104792 on July 14, 2006

Amended at the 1st Academic Affairs Meeting in the 1st semester of the 2008 academic year on October 17, 2008

Ratified by the Ministry of Education through Tai-Wen-Zi No. 0970217706 on October 31, 2008

Amended at the 2nd Academic Affairs Meeting in the 2nd semester of the 2009 academic year on May 14, 2010

Ratified by the Ministry of Education through Tai-Wen-Zi No. 0990089929 on May 27, 2010

Amended at the 2nd Academic Affairs Meeting in the 2nd semester of the 2010 academic year on May 13, 2011

Ratified by the Ministry of Education through Tai-Wen (Er)-Zi No. 1000106550 on June 23, 2011

Amended at the 1st Academic Affairs Meeting in the 1st semester of the 2012 academic year on October 19, 2012

Ratified by the Ministry of Education through Tai-Wen (Er)-Zi No. 1010220220 on November 20, 2012

Subsequently ratified at the 3rd Academic Affairs Meeting in the 1st semester of the 2012 academic year on December 25, 2012

Amended at the 1st Academic Affairs Meeting in the 2nd semester of the 2012 academic year on March 29, 2013

Ratified at the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1020068254 on May 3, 2013

Amended at the 1st Academic Affairs Meeting in the 1st semester of the 2013 academic year on September 17, 2013

Ratified by the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1020155005 on October 18, 2013

Amended at the 1st Academic Affairs Meeting in the 1st semester of the 2014 academic year on October 8, 2014

Ratified by the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1030169377 on November 19, 2014

Amended at the 2nd International Affairs Meeting of the 2014 academic year on May 29, 2015

Ratified by the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1040086871 on June 29, 2015

Amended at the 1st International Affairs Meeting of the 2017 academic year on October 20, 2017

Ratified by the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1060171050 on November 30, 2017

Amended at the 2nd International Affairs Meeting of the 2022 academic year on February 15, 2023

Ratified by the Ministry of Education through Tai-Jiao-Wen (Wu)-Zi No. 1120034154 on April 6, 2023

1. These regulations have been formulated in accordance with Article 6 of the Regulations Regarding International Students Undertaking Studies in Taiwan, the academic regulations of National Ilan University, and other relevant laws and regulations.
2. Individuals who hold foreign nationality and have never held Republic of China (Taiwan) nationality may apply for admission to the university under the aforementioned regulations if they meet the following criteria:
  - (1) They have never studied in Taiwan as an overseas Chinese student.
  - (2) They have not been assigned for study in Taiwan in the current academic year by the

University Entrance Committee for Overseas Chinese Students under the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

Individuals who hold foreign nationality and meet the following conditions and who have resided overseas continuously for more than six years may also apply for admission if they meet the following criteria:

- (1) Applicants who also hold Republic of China (Taiwan) nationality at the time of application must have never had household registration in Taiwan.
- (2) Applicants who previously held Republic of China (Taiwan) nationality must have renounced it with the approval of the Ministry of the Interior, and said renunciation must have been effective for at least eight years at the time of application.
- (3) The aforementioned two conditions also must comply with Subparagraphs 1 and 2 of the preceding paragraph.

Foreign nationals who have been recommended for study in Taiwan by foreign governments, institutions, or schools under educational cooperation agreements and who have never had household registration in Taiwan may apply without being subject to the restrictions detailed in the preceding two paragraphs upon approval by the Ministry of Education.

The six-year and eight-year periods specified in Paragraph 2 are calculated from the first day of the semester in which the student intends to enroll (February 1 or August 1).

The term “overseas” in Article 2 refers to countries or regions outside Mainland China, Hong Kong, and Macau. “Have resided overseas continuously” means that during each calendar year, the international student has not stayed in Taiwan for more than 120 days. If the start or end year of the period of continuous residence overseas does not complete a calendar year, overseas status shall be determined on the basis of whether the student stayed in Taiwan for no more than 120 days during the relevant period of that year. However, the following exceptions apply, provided that the student has the necessary supporting documentation; in such cases, the period of stay in Taiwan shall not be included in the calculation of the continuous overseas residence period:

- (1) Participation in overseas youth technical training programs organized by the Overseas Community Affairs Council or technical training programs recognized by the Ministry of Education.
- (2) Attendance at Mandarin language centers of universities in Taiwan, which are approved by the Ministry of Education to enroll international students, for a total period of not more than two years.
- (3) Exchange students whose total period of exchange does not exceed two years.
- (4) Internships in Taiwan approved by the central competent authority, with a total period of no more than two years.

Foreign nationals who also hold Republic of China (Taiwan) nationality and who

applied for renunciation of Republic of China (Taiwan) nationality before the amendment of the Regulations Regarding International Students Undertaking Studies in Taiwan on February 1, 2011, may apply for admission under the original regulations and are not subject to the restrictions detailed in Paragraph 2.

3. Individuals who hold foreign nationality, possess permanent residency in Hong Kong or Macau, and have never had household registration in Taiwan may apply for admission to the university if they have resided continuously in Hong Kong, Macau, or elsewhere overseas for at least six years at the time of application.

The term “have resided continuously” in the preceding paragraph refers to a condition where the applicant has not stayed in Taiwan for more than 120 days in any given calendar year. However, exceptions apply if the applicant meets any of the conditions listed in Article 2, Paragraph 5, Subparagraphs 1 to 4, and if they provide the necessary supporting documentation; in such a case, the period of stay in Taiwan shall not be included in the calculation of the continuous overseas residence period. Individuals who were formerly residents of Mainland China, who now hold foreign nationality, and who have never had household registration in Taiwan may apply for admission if they have resided continuously overseas for at least six years at the time of application.

The continuous residence criterion specified in the preceding paragraph also means that during each calendar year, the applicant has not stayed in Taiwan for more than 120 days. Exceptions apply if the applicant meets any of the conditions listed in Article 2, Paragraph 5, Subparagraphs 1 to 4, and if they provide the necessary supporting documentation; in such a case, the period of stay in Taiwan shall not be included in the calculation of the continuous overseas residence period.

The six-year period specified in Paragraphs 1 and 3 is calculated from the first day of the semester in which the student intends to enroll (February 1 or August 1).

The term “overseas,” as used in Paragraphs 1 to 4, follows the definition provided in Article 2, Paragraph 5.

4. Each international student applying to study in Taiwan under the regulations detailed in Articles 2 and 3 is limited to a single application. If they wish to continue their studies in Taiwan subsequently, they must apply through the same process as Taiwanese students. However, the following exceptions apply:

- (1) Students who have completed a program at the university and wish to apply for a master’s or other higher education program may do so in accordance with the university’s regulations.

- (2) Students who apply for undergraduate or lower programs in Taiwan, who stay for less than one year, or who are forced to withdraw or lose their student status may reapply for study in Taiwan and are limited to one reapplication.

International students who have obtained a bachelor’s degree or higher from the university and have been approved for internship in Taiwan by the Ministry of Education may have their international student status extended for up to one year after

graduation.

If an international student establishes initial household registration, transfers household registration, naturalizes, or regains Republic of China (Taiwan) nationality during their period of study in Taiwan, they shall lose their international student status and must withdraw from the university. This rule does not apply to students who have been admitted through the same process as Taiwanese students or those who have applied for naturalization under Article 4, Paragraph 1, Subparagraphs 1 to 3 of the Nationality Act.

International students who are expelled or lose their student status because of poor conduct, unsatisfactory academic performance, or serious violation of a law or university regulation are not permitted to reapply for admission under these regulations.

International students enrolled at other universities in Taiwan who wish to transfer to National Ilan University must apply through the university's international student application procedure. However, a student expelled from their previous institution because of poor conduct or a criminal conviction is not allowed to transfer to this university.

5. To manage the admission process for international students, the university has established an International Student Admission Committee. This committee is responsible for reviewing the admission guidelines and overseeing the admission procedures. The committee members include the university president, the vice president for academic affairs, the dean of international affairs, the dean of academic affairs, the dean of student affairs, the dean of research and development, the dean of each college, and the head of each department. The university president serves as the chairperson of the committee.
6. The admission standards for international students require that such a student has a passing grade in each subject for every semester at their previous school as a minimum requirement.

National Ilan University offers courses taught entirely in English and those not taught entirely in English. The language of instruction for each department and program is specified in the admission guidelines.

- (1) For courses where English is the only language of instruction: Applicants whose native language is not English must have achieved a language proficiency level of CEFR B1 or above or an equivalent English proficiency test score.
- (2) For courses where English is not the only language of instruction: Applicants whose native language is not Chinese must have achieved a language proficiency level of TOCFL A2 or above or an equivalent Chinese proficiency test score.

The advanced language proficiency required of applicants is determined by each department (and program) during the secondary review.

After admission, international students must take a Chinese language proficiency test administered by the university's Languages Education Center and enroll in the

necessary Chinese language courses in accordance with the university's Guidelines for Foreign and Overseas Chinese Students Enrolled in Chinese Language Courses.

7. The university manages all aspects of international student admissions, including promotion, assistance with necessary procedures for coming to Taiwan, handling of application submissions, and issuance of admission notifications. These tasks are not outsourced to external agencies, corporations, organizations, or individuals. Promotion and advertising are conducted through the university's website, global social media advertisements, and local study abroad publications and websites. An international student applying for admission to the university must submit the documents specified below within the corresponding specified deadlines via the university's International Students Admissions Application System. Each application shall undergo an initial review by the Office of International Affairs followed by a secondary review by the respective departments (and programs). An application that passes the departmental review is forwarded to the International Students Admission Committee for further review. Successful candidates shall be issued an admission permit.

- (1) Admission application form

- (2) Academic credentials:

- I. Academic credentials from Mainland China: Must be processed according to the Regulations Governing the Accreditation of Schools in Mainland China.

- II. Academic credentials from Hong Kong or Macau: Must be processed according to the Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao.

- III. Academic credentials from other regions:

- (i) Academic credentials from overseas Taiwanese schools and schools for Taiwanese businesspeople in Mainland China are considered equivalent to those from schools of the same level based in Taiwan.

- (ii) Academic credentials from overseas regions other than those mentioned in Items 1 and 2 must be processed in accordance with the Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education. However, credentials from overseas schools with campuses or branches in Mainland China must be notarized by a notary public in Mainland China and verified by an institution established or designated by the Executive Yuan or a private organization commissioned by the Executive Yuan.

- (3) Study plan in Chinese or English

- (4) Proof of sufficient financial means for studying in Taiwan (at least USD3,000) or proof of a full scholarship provided by the Taiwanese government, the university, or a private institution: If the financial proof is not from the applicant's account, a financial guarantee from the sponsor stating their relationship with the applicant must be provided.

(5) Other documents required by specific departments (and programs):

When reviewing international student applications, the university may require verification of documents described in Subparagraph 2, Items 2 to 5, that have not been verified by a Taiwanese overseas representative office, an institution established or designated by the Executive Yuan, or a private organization commissioned by the Executive Yuan. If the documents have already been verified, the university may request assistance in confirming their authenticity.

When registering, new international students must provide proof of medical and injury insurance valid for at least six months from the date of entry. Current students must provide proof of enrollment in Taiwan's National Health Insurance system.

If the insurance proof described in the preceding paragraph was issued abroad, it must be verified by a Taiwanese overseas representative office.

The admission permit mentioned in Paragraph 1 must include the international student's name, the name of the study program, the degree type, the language of instruction, the academic year and semester start date, the tuition and related refund policy, scholarship details, and other relevant information. This information should be provided in both Chinese and English to ensure that the student understands their rights and obligations while studying in Taiwan. This information may also be provided in the student's native language.

8. If any admission documents submitted by an international student are found to have been forged, falsified, or altered in any way, the university shall revoke the student's admission qualification. If the student has already registered and enrolled, their enrollment shall be canceled, and no related academic certificates shall be issued. If the fraud is discovered after the student has graduated, the university shall revoke the student's graduation qualification and nullify their degree certificate.
9. International students who have completed a bachelor's degree or higher in Taiwan and wish to continue their studies by applying for a master's or higher degree program may submit their graduation certificates and academic transcripts from Taiwanese institutions. They are not subject to the restriction described in Article 7, Paragraph 1, Subparagraph 2. International students who have graduated from foreign national schools, bilingual departments (classes) affiliated with Taiwanese senior high schools, or private senior high schools offering foreign curricula in Taiwan may use their graduation certificates and academic transcripts to apply for admission under the provisions of Article 7. They are not subject to the restrictions described in Article 4, Paragraph 1 and Article 7, Paragraph 1, Subparagraph 2.
10. The number of international students actually admitted to the university shall, in principle, be based on the admission quota approved by the Ministry of Education for the previous academic year plus an additional 10%. This number should be included in the total admission quota for the current academic year and reported to the Ministry of Education for approval. If the university wishes to admit a number of international students that exceeds the previous year's approved quota plus the additional 10%, it must submit an expansion

plan, including quality control strategies and supporting measures, for approval by the Ministry of Education. However, this restriction does not apply to degree programs jointly established with foreign universities and specially approved by the Ministry of Education.

If the total number of domestic students admitted in the previous academic year fell short of the approved quota, the university may use the international student quota to make up the shortfall, subject to approval by the Ministry of Education.

The admission quotas mentioned in Paragraphs 1 and 2 of Article 10 do not include international students who do not hold formal student status.

11. Departments (and programs) that accept international students must establish and report to the university their methods and standards for reviewing or screening international student applications.

The Office of International Affairs is responsible for processing international student applications, including conducting an initial review to ensure the completeness of each student's application documents. Each application that passes the initial review is forwarded to the relevant department for further review. Departments must follow their established admission standards to determine the list of accepted students within the specified quotas. The Office of International Affairs then compiles and submits this list to the International Students Admission Committee for approval, after which admission notifications are issued.

The university must promptly record international student admissions, transfers, leaves of absence, withdrawals, or changes in student status in the international student data management information system designated by the Ministry of Education.

12. Departments (and programs) within the university may enter into educational cooperation agreements with foreign schools to admit foreign exchange students provided that these agreements do not adversely affect teaching conditions. Additionally, the university may admit foreign individuals as visiting students under these regulations.
13. The university may establish special programs for international students as part of international academic cooperation projects or to meet other specific needs. These programs must comply with the provisions of the Regulations Governing the Development Scale and Resource Conditions of Post-secondary Institutions and must be reported to the Ministry of Education for approval.
14. When international students register for admission, if they do so within the first third of the first semester of the academic year, they shall be enrolled for that semester. If they register after the first third of the first semester, they shall be enrolled for the second semester or the next academic year unless otherwise specified by the Ministry of Education.
15. International students are not permitted to apply for part-time bachelor's programs, on-the-job master's programs, or other programs that offer courses exclusively during evenings or on holidays at colleges and universities in Taiwan. However, this restriction does not apply to international students who already have legal residency status in Taiwan or those enrolled in programs specifically approved by the Ministry of Education.
16. The tuition and fees for international students are determined based on the following

regulations:

(1) International students who have been recommended for study in Taiwan by Taiwan's overseas representative offices and are recipients of the Ministry of Foreign Affairs Taiwan Scholarship, as well as those with permanent residency in Taiwan, shall be charged according to the tuition standards set for Taiwanese students.

(2) Students admitted under educational cooperation agreements shall be charged according to the terms of the agreement.

(3) For all other international students, the university shall set the tuition standards, which must not be lower than those of private universities of the same level.

To encourage international students to study in Taiwan, the university may allocate funds to establish scholarships and financial aid for international students.

For students who were admitted before February 1, 2011, the tuition fees for their current level of education shall continue to be charged according to the standards in place at the time of their admission.

17. If visiting international students apply for admission to the university and obtain formal student status, the courses and credits that they have already completed and obtained may be recognized and transferred subject to the approval of the department heads.
18. If an international student takes a leave of absence, withdraws, changes their student status, or loses their student status, the university must notify the Bureau of Consular Affairs of the Ministry of Foreign Affairs and the local service station of the National Immigration Agency of the Ministry of the Interior. In addition, the university must inform the Ministry of Education.
19. The Office of International Affairs is primarily responsible for handling applications for international student admissions. However, for students admitted under the provisions of Article 15, the Continuing and Extension Education Division of the Office of Academic Affairs shall handle the application process jointly with the Office of International Affairs.  
After admission, the Office of International Affairs is responsible for assisting international students with their daily life and academic matters. These responsibilities include arranging host families and providing guidance in learning the Chinese language and learning about Chinese culture to enhance students' understanding of Taiwan. In addition, the Office of International Affairs is tasked with organizing activities during each academic year to support international students, promote campus internationalization, and facilitate interaction and exchange between Taiwanese and international students.
20. If an international student is found to be in violation of the Employment Service Act, the university shall take immediate action in accordance with the relevant regulations.
21. Any matters not covered by these regulations shall be handled in accordance with the Ministry of Education's Regulations Regarding International Students Undertaking Studies in Taiwan, the university's academic regulations, and other relevant laws and regulations.
22. These regulations shall be implemented after being approved at the International Affairs



Meeting and subsequently ratified by the Ministry of Education.