



INTERNATIONAL STUDENTS **Freshman Brochure**

Important Information for International Students
English Version

All information in this handbook is also posted online. For detailed and updated information, please visit our website.
www.mcu.edu.tw>Divisions>International Education & Exchange Division>International Application



WELCOME TO
MING CHUAN UNIVERSITY.

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MING CHUAN UNIVERSITY INTERNATIONAL STUDENTS REGISTRATION NOTICE

Fall Semester, 2009

Please pay attention to this registration notice for Fall semester 2009.

Students shall refer to the International Student Freshman Brochure (page 12-15) for the department locations. All students are required to attend the Workshop and Registration held on September 7 on the respective campus on which your department is located.

Airport pick-up

From September 4 (Monday) to September 6 (Sunday), 2009

Please complete and fax the airport pick-up application form before August 17, 2009 to the Division of International Education and Exchange.

Fee: NT\$500

Contact: International College (Taipei), International Student Advising Office (Taoyuan)

Dormitory check-in

Students can move into the dormitory in the period from September 4 (Monday) to 14 (Monday), 2009.

Students reporting to the university after September 14 (Monday) will be automatically disqualified for dormitory placement.

Fee: Please refer to page 8. The fee should be paid on September 7.

Contact: Dorm Supervisor

English Proficiency Test for English-taught Program Students

8:30-10:30, September 7 (Monday), 2009

Jihe: Room 616, J Building

Taoyuan: Room 602, CC Building

Fee: NT\$500

Report and Workshop

All international students are required to attend the workshop.

10:30-12:30, September 7 (Monday), 2009

Jihe: Conference Room 616, J Building (10:30 Please be on time)

Taoyuan: Room 102, P Building (10:30 Please be on time)

Contact: International College (Taipei), International Student Advising Office (Taoyuan)

Registration

13:30-15:00, September 7 (Monday), 2009

Jihe: Conference Room 317, J Building

Taoyuan: Room 102, P Building

Fee: Please refer to page 12-15. The fee should be paid on September 7 (Monday).

Contact: Academic Affairs (Taipei), Academic Section (Taoyuan)

Required documents:

1. Original diploma of highest degree or graduation certificate must be in Chinese or English and have to be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
2. The Original transcript must be in Chinese or English and have to be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
3. Four photocopies of your passport.
4. Six 2-inch head & shoulder photos in color with a white background (taken within the last six months)
5. Health Certificate in English or Chinese (with hospital's official stamp and the check-up date should be after July. 1, 2009)
6. Financial statement with bank's official stamp and must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country or a copy of scholarship award notification.
7. Authorization for Emergency Medical Treatment

For those who have already sent us the original diploma and original bank statement, please note that you must still bring the rest of the items listed above.

Physical Checkup

Students who do not have a completed Health Certificate are required to attend the physical checkup. You will be reminded at the registration.

8:30, September 8 (Tuesday), 2009

Taipei: 1 Floor, Health Service Center, A Building

Taoyuan: 1 Floor, Health Service Center, Q Building

Fee: NT\$1,500

Orientation for Chinese-taught program for undergraduate students

8:30-17:00, September 11 (Friday), 2009

Taipei: San Yat Sen Auditorium

8:30-17:00, September 10 (Thursday), 2009

Taoyuan: 1 Floor, Cheng Kung Campus Gymnasium

For detailed information, please contact department secretary upon arrival.

Orientation for International College Undergraduate Students

Jihe: 10:30, September 11 (Friday), 2009, Room 616, J Building

Taoyuan: 10:30, September 10 (Thursday), 2009, Room 602, CC Building

Contact: International College

Classes Begin

September 14 (Monday), 2009



MING CHUAN UNIVERSITY INTERNATIONAL STUDENTS REGISTRATION NOTICE

Fall Semester, 2009

Other Important Information

1. For the payment, NT dollars (cash only). We will offer exchange service for US dollars to NT dollars on September 7 (Monday), 13:30-14:30. If you are paying in US dollars, the versions of the dollar bills must be issued after the year of 2000.
2. The rate of 2009 tuition and fees is based on the regulation of the Ministry of Education issued in July 2009.
3. International students should conduct registration on September 7 (Monday). Once being registered, international students should go to the campus on which your department is located.
4. Undergraduate students are required to attend the orientation and dress appropriately. (Please do not wear short pants, short skirts, slippers or flip-flops).
5. The MCU English Proficiency Test will be held on September 7 (Monday), 2009 at Ming Chuan University. English-taught program students who have neither provided a SUFFICIENT proof of their English proficiency (TOEFL 500 · IBT 61 · CBT 173 or IELTS 5.5) nor are native speakers of English are required to complete an English language assessment before the classes start. Those who fail the test must complete intensive English courses organized by the Ming Chuan University English Language Center. Students will need to pay full-time tuition during their study at the English Language Center. After the successful completion of the language courses, one can enroll as a full-time student in a regular degree program. To resubmit your TOEFL or IELTS certificates, please contact International College office or Graduate school of Management.
6. Please be reminded:
 - (1) Please attend each of your classes on time. MCU has a very strict attendance policy. In addition, cheating is strictly prohibited. Students will be expelled out of school once being proved cheating.
 - (2) MCU is a "non-smoking" and "no alcohol" campus. According to the rule No. 15 of Tobacco Hazard Control Act in Taiwan, smoking is prohibited inside the building. Smoking is only allowed in the designated outdoor areas; anyone who smokes inside the building will have to pay a fine ranging from NT\$2,000 to NT\$10,000. Smoking in the non-smoking outdoor areas will have to pay a fine ranging from NT\$10,000 to NT\$50,000.
 - (3) International Students with an Alien Residence Certificate who have resided in Taiwan for more than 4 months must enroll in the National Health Insurance (NHI) program. The NHI fees will be included in the Tuition Fee Statement from the second semester for students shall make the full payment upon registration. The National Health Insurance Program is mandatory. Any person who doesn't enroll in is subject to a fine ranging from NT\$3,000 to NT\$15,000. In addition, this person is required to pay the full premiums starting from the date she or he should have been enrolled in. No benefits will be offered before the premiums are paid in full. A notice of penalty violation will be delivered in writing and the fine must be paid on time. If the fines imposed remain unpaid, after a given period of time the case will be referred to the courts for compulsory enforcement.
 - (4) According to the regulation of MCU, students will be expelled if they fail two-third of their credits. Besides, MOE in Taiwan has proclaimed that the international students who are expelled by a university cannot use the same identity to apply for the same or any other university again.
7. The health checkup form, authorization for emergency medical treatment, and the application form for the dormitory are available on the website. You can also send an e-mail to Ms. Yvonne Lin at ihp@mail.mcu.edu.tw to request for the forms.
8. Taiwan scholarship students can apply for a direct deduction for tuition payment on the registration day. For more detailed information, please contact Ms. Daphne Chu at daphne@mail.mcu.edu.tw or 03-3507001 ext. 3703
9. Our office is closed from July 31 (Friday) to August 10 (Monday) and will be re-opening on August 11 (Tuesday).

Contact Information

Division of International Education and Exchange
Tel: +886-3-350-7001 Ext 3704, 3703, 5116
Fax: +886-3-359-3883 / +886-3-359-3891
E-mail: ihp@mail.mcu.edu.tw (Ms. Yvonne Lin/ Ms. Sonia Liu)

MING CHUAN UNIVERSITY INTERNATIONAL STUDENTS REGISTRATION NOTICE

Spring Semester, 2010

Please pay attention to this registration notice for Spring semester 2010.

Students shall refer to the International Student Freshman Brochure (page 12-15) for the department locations. All students are required to attend the Workshop and Registration held on February 22 (Monday) on the respective campus on which your department is located.

Airport pick-up

From February 20 (Saturday) to February 21 (Sunday), 2010.

Please complete and fax the airport pick-up application form before January 25 (Monday), 2010 to the Division of International Education and Exchange.

Fee: NT\$500

Contact: International College (Taipei), International Student Advising Office (Taoyuan)

Dormitory check-in

Students can only move into the dormitory in the period from February 20 (Saturday) to 22 (Monday), 2010.

Students reporting to the university after February 23 (Tuesday), 2010 will be automatically disqualified for dormitory placement.

Fee: Please refer to page 8. The fee should be paid on February 22 (Monday).

Contact: Dorm Supervisor

Report and Workshop

All international students are required to attend the workshop.

9:00-11:00, February 22 (Monday), 2010

Jihe: Room 616, J Building (9:00 Please be on time)

Taoyuan: Room 501, Q Building (9:00 Please be on time)

Contact: International College (Taipei), International Student Advising Office (Taoyuan)

Registration

11:00-12:00, February 22 (Monday), 2010

Jihe: Room 317, J Building

Taoyuan: Room 501, Q Building

Fee: Please refer to page 12-15. The fee should be paid on February 22 (Monday), cash only.

Contact: Academic Affairs (Taipei), Academic Section (Taoyuan)

Required documents:

1. Original diploma of highest degree or graduation certificate must be in Chinese or English and have to be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
2. The Original transcript must be in Chinese or English and have to be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
3. Four photocopies of your passport
4. Six 2-inch head & shoulder photos in color with a white background (taken within the last six months)
5. Health Certificate in English or Chinese (with hospital's official stamp and the check-up date should be after Dec. 1, 2009)
6. Financial statement with bank's official stamp and must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country or a copy of scholarship award notification.
7. Authorization for Emergency Medical Treatment

For those who have already sent us the verified diploma, transcripts and bank statement, please note that you must still bring the rest of the items listed above.



MING CHUAN UNIVERSITY INTERNATIONAL STUDENTS REGISTRATION NOTICE

Spring Semester, 2010

English Proficiency Test for English-taught Program Students

14:00-16:30, February 22 (Monday), 2010
Jihe Campus: Room 616, J Building
Taoyuan: Room 305, CC Building
Fee: NT\$500

Physical Checkup

Students who do not have a completed Health Certificate are required to attend the physical checkup. You will be reminded at the registration.

8:30, February 23 (Tuesday), 2010
Taipei: 1 Floor, Health Service Center, A Building
Taoyuan: 1 Floor, Health Service Center, Q Building
Fee: NT\$1,500

Classes Begin

February 23 (Tuesday), 2010

Other Important Information

1. For the payment, NT dollars (cash only). You are strongly advised to convert your country's currency into NT dollars upon arrival at the airport.
2. The rate of 2009 tuition and fees is based on the regulation of the Ministry of Education issued in July 2009.
3. International students should conduct registration on February 22 (Monday). Once being registered, international students should go to the campus on which your department is located.
4. The MCU English Proficiency Test will be held on February 22 (Monday) at Ming Chuan University. English-taught program students who have neither provided a SUFFICIENT proof of their English proficiency (TOEFL 500 、IBT 61 、CBT 173 or IELTS 5.5) nor are native speakers of English are required to complete an English language assessment before the classes start. Those who fail the test must complete intensive English courses organized by the Ming Chuan University English Language Center. Students will need to pay full-time tuition during their study at the English Language Center. After the successful completion of the language courses, one can enroll as a full-time student in a regular degree program. To resubmit your TOEFL or IELTS certificates, please contact International College office or Graduate school of Management.
5. Please be reminded:
 - (1) Please attend each of your classes on time. MCU has a very strict attendance policy. In addition, cheating is strictly prohibited. Students will be expelled out of school once being proved cheating.
 - (2) MCU is a "non-smoking" and "no alcohol" campus. According to the rule No. 15 of Tobacco Hazard Control Act in Taiwan, smoking is prohibited inside the building. Smoking is only allowed in the designated outdoor areas; anyone who smokes inside the building will have to pay a fine ranging from NT\$2,000 to NT\$10,000. Smoking in the non-smoking outdoor areas will have to pay a fine ranging from NT\$10,000 to NT\$50,000.
 - (3) International Students with an Alien Residence Certificate who have resided in Taiwan for more than 4 months must enroll in the National Health Insurance (NHI) program. The NHI fees will be included in the Tuition Fee Statement from the second semester for students shall make the full payment upon registration. The National Health Insurance Program is mandatory. Any person who doesn't enroll in is subject to a fine ranging from NT\$3,000 to NT\$15,000. In addition, this person is required to pay the full premiums starting from the date she or he should have been enrolled in. No benefits will be offered before the premiums are paid in full. A notice of penalty violation will be delivered in writing and the fine must be paid on time. If the fines imposed remain unpaid, after a given period of time the case will be referred to the courts for compulsory enforcement.
 - (4) According to the regulation of MCU, students will be expelled if they fail two-third of their credits. Besides, MOE in Taiwan has proclaimed that the international students who are expelled by a university cannot use the same identity to apply for the same or any other university again.

6. The health checkup form, authorization for emergency medical treatment, and the application form for the dormitory are available on the website. You can also send an e-mail to Ms. Yvonne Lin at ihp@mail.mcu.edu.tw to request for the forms.

7. Taiwan scholarship students can apply for a direct deduction for tuition payment on the registration day. For more detailed information, please contact Ms. Daphne Chu at daphne@mail.mcu.edu.tw or 03-3507001 ext. 3703

8. The period from February 13 (Saturday) to February 21 (Sunday) is Chinese lunar new year. Therefore, our office is closed during this period of time. Our office will re-open on February 22 (Monday).

Contact Information

Division of International Education and Exchange
Tel: +886-3-350-7001 Ext 3704, 3703, 5116
Fax: +886-3-359-3883 / +886-3-359-3891
E-mail: ihp@mail.mcu.edu.tw (Ms. Yvonne Lin/ Ms. Sonia Liu)



AIRPORT PICKUP

In order to guarantee the safety of the newly arriving incoming international students, Ming Chuan University will provide an airport pick-up service from Taoyuan International Airport to Ming Chuan campuses. This airport pick-up service is only available for the newly arriving international students. Those international students who re-enter Taiwan after going abroad will not be able to apply for this service. Every user is requested to pay for the airport pick-up. Please fill in the application form and fax to us at least two weeks before your arrival if you need airport pick-up service. For students who apply for the airport pick-up service, the school personnel will drive them directly to the appropriate school dormitories. Therefore, students do not have to worry about transportation or accommodation on their arrival day. Those students who do not apply for dormitory will have to arrange his/her own accommodation.

Important Information:

(1) The newly arriving international students who want to apply for the airport pick-up service should complete the application form and fax to the International Education and Exchange Division.

(2) Each user is required to pay NT\$500 for the airport pick-up service.

(3) Any changes in arrival information must be received via E-mail at least three days in advance. If the student misses a flight and fails to notify the school promptly, and results in school personnel making a futile trip to the airport, a payment of NT\$500 will be required.

(4) School pick-up personnel will be waiting in the arrival hall holding a "Ming Chuan University" sign.

Contact Information

Division of International Education and Exchange
(For Airport pick-up & Dormitory Application Process)
Tel: +886-3-350-7001 ext. 3704, 3703
Fax: +886-3-359-3883, +886-3-359-3891
E-mail: ihp@mail.mcu.edu.tw (Ms. Yvonne Lin/ Ms. Sonia Liu)

International Student Advising Office
(Taoyuan campus airport pick-up service)
Tel: +886-3-350-7001 ext. 3611, 3311
Fax: +886-3-359-3854
E-mail: isao@mail.mcu.edu.tw (Ms. Nancy Wang)

International College
(Taipei/Jihe campus airport pick-up service)
Tel: +886-2-2882-4564 ext. 8303, 8304
Fax: +886-2-2880-9071
E-mail: nicky@mail.mcu.edu.tw (Ms. Nicky Chen)



ACCOMMODATION

MCU has more than 2,500 units on its three campuses (Taipei, Jihe and Taoyuan). All rooms are equipped with desks, book shelves, built-in wardrobes, and bunks without mattress. Internet and air-conditioner are also provided in each room. In addition, kitchen, laundry, and lounge facilities are provided on each floor.

A. Taoyuan Accommodations:

There are 1,400 dormitory units available for students on campus and 250 dormitory units available for students off campus. Normally, female international students live in an on-campus dorm. Accommodation for female students is a 4-person room (a room shared by 4 female students), wash basin and shower room are provided in every room. Male international students have the option to live in the on or off campus dormitories.

B. Taipei Accommodations:

There are about 710 units available at Taipei on-campus dorms. There are two types of rooms: 6-person rooms (no bathroom inside) and 2-person rooms (with bathroom). 2-person rooms are only applicable to graduate students.

C. Jihe Accommodations:

There are about 90 units available at Jihe campus. There are two types of rooms: 4-person rooms and 6-person rooms. Jihe dorm is only applicable to for male students.

D. Important Information:

1. Students must sign a one-year (12 month) contract. There is no refund if you move out during the year.
2. Students should prepare a bed quilt, pillows, and mattress on their own, or students may purchase a new set from the dorm, costing approximately NT\$1,250.
3. Please indicate the campus, dorm, and receiver clearly if you need to send your luggage to the dorm by post.

Dorm Fees

	Type of Room	Fee/ Per year	Remark	
Taoyuan Campus	Men	2-person Room	NT\$25,000	1. The charge for Internet connection is included, but the utility fees are NOT . 2. Accommodations for summer and winter vacations are included. 3. Dorms are located off-campus within walking distance (15-20 minutes to school). 4. NT\$12,500 per semester must be paid in advance. 5. The period is from September 4 to July 31.
		4-person Room	NT\$22,000	1. The charges for utilities (electricity) and Internet connection are included. The charge for utilities (air conditioning) is NOT included. 2. Rooms for winter and summer vacations are available for an extra fee upon application, NT\$3000 per month. 3. Dorms are located on-campus. 4. NT\$11,000 per semester must be paid in advance. 5. Eight months in an academic year, from September 1 to middle of January and February to middle of June.
	Women	4-person Room	NT\$22,000	
Taipei Campus	Man & Woman	2-person Room	NT\$36,000	1. The charges for utilities and Internet connection are included. 2. Rooms for winter and summer vacations are available for an extra fee upon application, NT\$3000-4500 per month. 3. Dorms are located on-campus. 4. The amount of NT\$11,000 (2-person room, graduate school students have the first priority) or NT\$9,600 (6-person room) per semester must be paid in advance. 5. Eight months in an academic year, from September 1 to middle of January and February to middle of June.
		6-person Room	NT\$19,200	
Ji-He Campus	Men	4-person Room	NT\$22,000	1. All figures above are based on 2009-2010 academic year (subject to change). 2. Exchange rate: US\$:NT\$=1:32 (Exchange rate as of 2009/06, subject to change) 3. Students who live in dorms are responsible for their own housekeeping.
		6-person Room	NT\$19,200	

1. All figures above are based on 2009-2010 academic year (subject to change).
2. Exchange rate: US\$:NT\$=1:32 (Exchange rate as of 2009/06, subject to change)
3. Students who live in dorms are responsible for their own housekeeping.

ACCOMMODATION

MING CHUAN ON-CAMPUS STUDENT DORMITORY POLICIES



Private Apartment or Studio

If a student prefers not to live in campus accommodations, private apartments and studios are available for rent near all three MCU campuses. An one-bedroom apartment with bathroom costs about NT \$5,000-8,000 a month. This price does not include utility payments. In general, an apartment is furnished with a bed, table and closet. Students who want to rent a private apartment or studio will be assisted upon arrival. Private apartments or studios usually require a one-year contract. It may take 15-30 minutes of walking to the school if students live in the neighboring area. Buses to Taoyuan city and Taipei city are available from 8:00 to 22:00 (Bus schedules are subject to change.).

Contact Information

Division of International Education and Exchange
(For Airport pick-up & Dormitory Application Process)
Tel: +886-3-350-7001 ext. 3704, 3703
Fax: +886-3-359-3883, +886-3-359-3891
E-mail: ihp@mail.mcu.edu.tw (Ms. Yvonne Lin/ Ms. Sonia Liu)

Dorm Supervisor's

Taoyuan Campus

Men's On-Campus Dorm
Tel: +886-3-350-7001 ext. 66621 (Mr. Han)
Add: 5 De Ming Rd., Gui-Shan, Taoyuan 333, Taiwan

Men's Off-Campus Dorm

Tel: +886-3-320-9895 (Mr. Frank Huang)
Add: 19 Ming Chen St., Gui-Shan, Taoyuan 333, Taiwan

International Dormitory (Ms. Jiang)

Tel: +886-3-350-7001 ext. 68101, 65104
Add: 5 De Ming Rd., Cui Shan, Taoyuan 333, Taiwan

Taipei Campus

Men's Dorm
Tel: +886-2-2888-2616 (Mr. Yang)
Add: 250 Zhong Shan N. Rd., Sec. 5, Taipei 111, Taiwan

Women's Dorm

Tel: +886-2-2888-2511 (Ms. Du)
Add: 250 Zhong Shan N. Rd., Sec. 5, Taipei 111, Taiwan

Jihe Campus

Tel: +886-2-2888-2165 (Mr. Huang)
Add: 130 Jihe Road, Taipei 111, Taiwan



1. Students who have been admitted to live in the dormitories must stay for a complete school year. Exceptions will only be made because of dropping out of school, serious illness, or moving (parents move to the country or city where the school is located).
2. From 11 p.m. to 6 a.m., students should not leave the building without the permission of the Dormitory Supervisor or On-Duty Military Officer.
3. Every night from 10:30 p.m. to 11:30 p.m., each student must be present in his or her own dormitory room for attendance record. If a student is absent and has not signed out, the school will notify the parents or the guardians of the student. If a student fails to check-in three times, he or she will be penalized.
4. All students need to respect the rules of the dormitory. Students who do not live in the dormitory are prohibited from entering the building. Especially, students are prohibited from entering dormitories of the opposite gender. Male students are strictly prohibited from entering female students' dormitories and vice-versa.
5. Students should take good care of their personal belongings because the school is not responsible for students' losses.
6. Students should work together to keep the dormitory clean by doing trash recycling procedure, separate the trash and dispose properly. Students should not litter in the hall, courtyard, and other public areas.
7. Students are responsible for the facilities and they will be fined if the facilities mentioned above are damaged.
8. No hangings which include paintings and posters are permitted on the walls or on the closet doors. Students are also not permitted to use adhesive tape or write on the walls of the dormitory. Please keep the wall and closet clean; rooms must stay in their original form when students check out.
9. Students have no right to sublet the room or mortgage the room.
10. No cooking, drinking, gambling, quarrelling, fighting and no pets are allowed in the dormitory. Behavior that endangers faculty, staff and students will not be permitted.
11. Smoking is strictly prohibited in the dormitory.
12. Students must not make noise inside the dormitory.
13. Students are only able to use the television from 8 a.m. to 11 p.m.
14. Guests should leave the dormitory before 11 p.m. as they are prohibited from sleeping overnight in the dormitory.
15. Students will be punished according to the dormitory policy if they break the rules. Besides the regulations above, students must also comply with the school regulations.

MING CHUAN OFF-CAMPUS STUDENT DORMITORY POLICIES

Tuition, Tuition Waiver and NHI Insurance of the First Semester Per Student

1. Students who have been admitted to live in the dormitories must stay for a complete school years. Exceptions will only be made because of dropping out of school, serious illness, or moving (parents move to the country or city where the school is located).
2. From 11 p.m. to 6 a.m., students should not leave the dormitory without the permission of the Dormitory Supervisor or On-Duty Military Instructor.
3. Every night from 10:30 p.m. to 11:30 p.m., each student must be present in his or her own dormitory room for attendance record. If a student is absent and has not signed out, the school will notify the parents or the guardians of the student. If a student fails to check-in three times, he or she will be penalized.
4. All students need to respect the rules of the dormitory. Student who do not live in the dormitory are prohibited from entering the building. Especially, students are prohibited from entering dormitories of the opposite gender. Male students are strictly prohibited from entering female students' dormitories and vice-versa.
5. Students should take good care of their personal belongings because the school is not responsible for student's losses.
6. Students should work together to keep the dormitory clean by doing trash recycling procedure, separate the trash and dispose properly. Students should not litter in the hall, courtyard, and other public areas.
7. Students are responsible for the facilities and they will be fined if the facilities mentioned above are damaged.
8. No hangings which include paintings and posters are permitted on the walls or on the closet doors. Students are also not permitted to use adhesive tape or write on the walls of the dormitory. Please keep the wall and closet clean; rooms must stay in their original form when students check out.
9. Students have no right to sublet or mortgage the room
10. No cooking, drinking, gambling, arguing, and fighting inside the dormitory. Behavior that endangers the faculty, staff and students will not be permitted.
11. No pets are allowed in the dormitory.
12. Smoking is strictly prohibited inside the dormitory.
13. Students must not make noise inside the dormitory.
14. Students are only able to use the television from 8 a.m. to 11 p.m.
15. Guests should leave the dormitory before 11 p.m. as they are prohibited from sleeping overnight in the dormitory.
16. Utilities including water and electricity need to be paid every month.
17. Students will be punished according to the dormitory policy if they break the rules. Besides the regulations above, students must also comply with the school regulations.



Undergraduate Programs				Unit: NT Dollars		
School/ College	Programs	Chinese-taught	English-taught	Tuition and Fees	Health Insurance	Total
Management	Finance	✓		48,351	3,954	52,305
	International Business	✓				
	Business Administration	✓				
	Accounting	✓				
	Risk Management and Insurance	✓				
	Applied Statistics & Information Science	✓				
	Economics	✓				
Tourism	Tourism	✓		48,351	3,954	52,305
	Leisure and Recreation Administration	✓				
	Hospitality Management	✓				
Design	Commercial Design	✓		48,351	3,954	52,305
	Product Design	✓				
	Digital Media Design	✓				
	Architecture	✓				
	Urban Planning and Disaster Management	✓				
Communication	Radio and TV	✓		55,533	3,954	59,487
	Journalism	✓				
	Advertising	✓				
	Information and Communication	✓				
Information Technology	Computer and Communication Engineering	✓		55,533	3,954	59,487
	Information and Telecommunication Engineering	✓				
	Information Management	✓				
	Computer Science and Information Engineering	✓				
	Electronic Engineering	✓				
Health	Biotechnology	✓		55,533	3,954	59,487
	Healthcare Information and Management	✓				
	Biomedical Engineering	✓				
Law	Law	✓		47,438	3,954	51,392
	Science and Technology Law	✓				
	Financial Law	✓				
Applied Languages	Applied Chinese	✓		47,438	3,954	51,392
	Applied English	✓	✓			
	Applied Japanese	✓				
Social Sciences	Educational Psychology and Counseling	✓		47,438	3,954	51,392
	Public Affairs	✓				
	Security Management	✓				

Tuition, Tuition Waiver and NHI Insurance of the First Semester Per Student

Tuition, Tuition Waiver and NHI Insurance of the First Semester Per Student

International	International Business and Management Program		✓	48,351 [29,419]	3,954	52,305
	International Trade and Management Program		✓			
	Travel and Tourism Program		✓			
	Teaching Chinese as a Second Language		✓	[28,603]	3,954	32,557
	Journalism and Mass Communication Program		✓	55,533 [35,633]	3,954	59,487
Applied Computing Program		✓				
Taipei Campus	Taoyuan Campus	Jihe Campus				

Remarks:

- All figures above are based on 2009-2010 academic year (subject to change).
- US\$:NT\$=1:32 (Exchange Rate as of 2009/06, subject to change).
- Tuition and fees include: tuition, administrative fee, APCU fund, language lab fee, computer lab fee and student insurance.
- Meals, transportation, books, dorm fee and other living expenses are not included in the above estimation.
- Figures shown in the bracket [] reflect a 50% discount for International College program.
- Tuition waiver is not available for Taiwan scholarship students.

Estimated expenses per semester		Unit: NT Dollars
Books	NT\$8,000~12,000 / Per semester	
NHI	NT\$3,954 / Per semester	
Housing	NT\$9,600~18,000 / school dorm per semester NT\$36,000~48,000 / private studio, six months	
Food	NT\$36,000 / Six months	
Tuition and fees	NT\$29,000-56,000 / Per semester	
Fee of student association	NT\$5,000 / Per semester	
Total	NT\$90,000~160,000 / Per semester	



Graduate Programs							Unit: NT Dollars
School/ College	Programs	Chinese-taught	English-taught	Tuition and Fees	Health Insurance	Total	
Management	Finance	✓		47,601	3,954	51,555	
	International Business	✓					
	Management	✓	✓				
	Accounting	✓					
	Risk Management and Insurance	✓					
	Economics	✓					
Tourism	Applied Statistics and Information Science	✓					
	Tourism	✓		47,601	3,954	51,555	
Design	Design Management	✓		54,783	3,954	58,737	
	Creative Design	✓					
	Media Space Design	✓					
Communication	Communications Management	✓		54,783	3,954	58,737	
Information Technology	Computer Science and Information Engineering	✓		54,783	3,954	58,737	
	Computer and Communication Engineering	✓					
	Information Management	✓					
Law	Law	✓		46,688	3,954	50,642	
Applied Languages	Applied Chinese	✓		46,688	3,954	50,642	
	Applied English	✓	✓				
	Applied Japanese	✓					
International	International Affairs		✓	47,601	3,954	51,555	
Social Sciences	Education	✓		46,688	3,954	50,642	
	National Development & Cross-strait Relations	✓					
	Public Affairs	✓					

P.h D Programs							Unit: NT Dollars
School/ College	Programs	Chinese-taught	English-taught	Tuition and Fees	Health Insurance	Total	
Management	Management	✓		47,601	3,954	51,555	
Applied Languages	Applied Chinese	✓		46,688	3,954	49,946	
Taipei Campus	Taoyuan Campus	Jihe Campus					

Remarks:

- All figures above are based on 2009-2010 academic year (subject to change).
- US\$:NT\$=1:32 (Exchange Rate as of 2009/06, subject to change)
- Tuition and fees include: tuition, administrative fee, APCU fund, computer lab fee and student insurance.
- Meals, transportation, books, dorm fee and other living expenses are not included in the above estimation.

Tuition, Tuition Waiver and NHI Insurance of the First Semester Per Student

English Proficiency Test for English-taught Program Students

Estimated expenses per semester		Unit: NT Dollars
Books	NT\$8,000~12,000 / Per semester	
NHI	NT\$3,954 / Per semester	
Housing	NT\$9,600~18,000 / school dorm per semester NT\$36,000~48,000 / private studio, six months	
Food	NT\$36,000 / Six months	
Tuition and fees	NT\$48,000-56,000 / Per semester	
Total	NT\$104,000~160,000 / Per semester	

All English-taught Program students must have sufficient English ability. Students are not required to take the MCU English Proficiency Test if they meet one of the following conditions:

1. English native speakers.
2. Certificate from internationally recognized English proficiency test (TOEFL 500 › IBT 61 › CBT 173, IELTS 5.5, etc.).
3. Have graduated from high school/ university where English is the language of instruction.

Students who fail to meet any of the above conditions must take the MCU English Proficiency Test. This test includes three parts: listening test (approximately 30 minutes) and reading / writing test (approximately 50 minutes) Please bring your passport, pen, pencil and eraser to the exam. Detailed information will be provided after your arrival. A fee of NT\$500 will be required. Those who fail the test must complete intensive English courses organized by the Ming Chuan University English Language Center. Students will need to pay full-time tuition during study at the English Language Center. After successful completion of those language courses, one can enroll full time in the regular classes as an official student of a MCU Program.

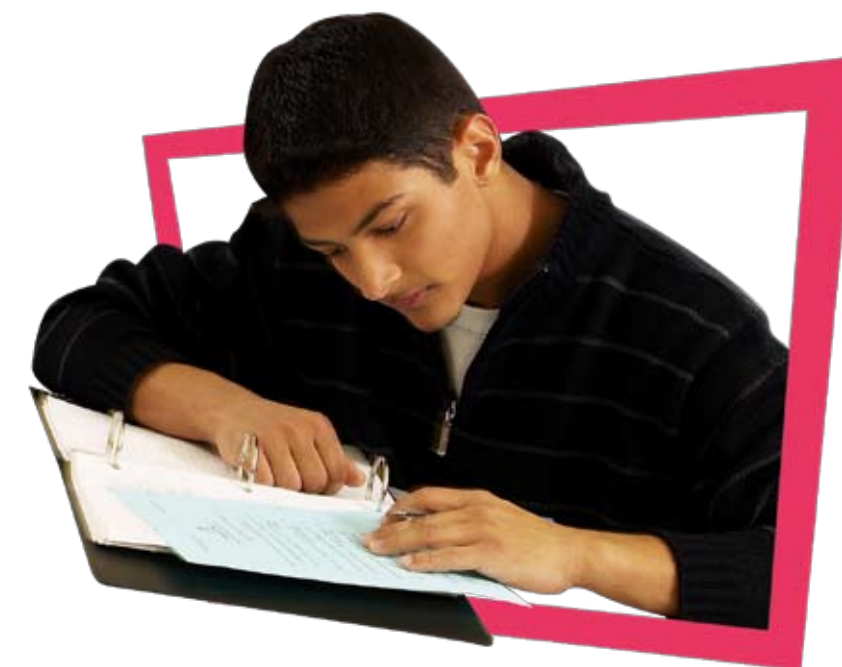
Contact Information

International College (Taoyuan Campus)

Tel: +886-3-350-7001 ext. 3195
 Fax: +886-3-359-3883 / +886-3-359-3891
 E-mail: anitaliu@mail.mcu.edu.tw (Ms. Anita Liu)

International College (Taipei campus)

Tel: +886-2-2882-4564 ext. 8303, 8304
 Fax :+886-2-2880-9071
 E-mail: nicky@mail.mcu.edu.tw (Ms. Nicky Chen)



VISA Information

Entering Taiwan on a VISITOR VISA

Students must apply for a VISA in order to enter Taiwan. Ming Chuan University's Admission Letter is one of the documents required when you apply for a VISA. Please apply for the visa at the ROC (Taiwan) missions (Embassies or Representative Offices) in your country. There are two types of visas, VISITOR VISA and RESIDENT VISA. Please apply for the visa for the purpose of pursuing studies in Ming Chuan University. If you receive a VISITOR VISA, you must change your visa to a RESIDENT VISA at the MINISTRY OF FOREIGN AFFAIRS-BUREAU OF CONSULAR AFFAIRS when you arrive in Taiwan.

If you are holding a RESIDENT VISA (or those who obtained Resident Visa in Taiwan by visa change), you are required to apply for the ALIEN RESIDENT CERTIFICATE (ARC) and RE-ENTRY PERMIT at the local office of Ministry of Interior National Immigration Agency within 15 days of your arrival. Please be reminded that visa issuance or denial is decided by the ROC (Taiwan) missions (Embassies or Representative Offices) in your country.

PS. Foreign-passport holders who enters Taiwan (R.O.C) on visa-exemption or landing visas are not Allowed to study in Taiwan.

Requirements:

1. Passport (original and one photocopy) valid for at least six months
2. Completed application form.
3. Ming Chuan University's Admission Letter (original and one photocopy)
4. Original diploma of highest degree or graduation certificate (in Chinese or English, must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
5. Original transcript with official stamp must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country.
6. Financial statement with official stamp must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in your country. Must apply for a bank card that could allow you to withdraw money from your account in Taiwan.
7. Two 2-inch head & shoulder photos in color with a white background (taken within the last six months)
8. Application fee (Please confirm with the ROC (Taiwan) missions (Embassies or Representative Offices) in your country).
9. Other supporting documents which may also be requested by the ROC (Taiwan) mission (Embassies or Representative Offices) in your country.

For further information please contact the ROC (Taiwan) missions (Embassies or Representative Offices) in your country, address and phone numbers please refer to page 35-44. Additional information can be found at the Bureau of Consular Affairs, Ministry of Foreign Affairs ROC (Taiwan) website: <http://www.boca.gov.tw/>→click on English→ROC(Taiwan) Embassies



If you are holding a VISITOR VISA (within valid date), you must change your visa to a RESIDENT VISA at the MINISTRY OF FOREIGN AFFAIRS-BUREAU OF CONSULAR AFFAIRS after you arrive at Taiwan.

Requirements of applying for a RESIDENT VISA :

1. Passport (original and one copy) valid for at least six months
2. Completed application Form
3. Ming Chuan University's Admission Letter (original and one copy)
4. Original diploma of highest degree or graduation certificate (in Chinese or English, must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in our country.
5. Original transcript with official stamp must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) at your country.
6. Financial statement with official stamp must be verified by ROC (Taiwan) missions (Embassies or Representative Offices) in our country.
7. Original student ID and one photocopy (please note: student ID can only be issued after the completion of registration, include tuition payment.
8. Two 2-inch head & shoulder photos in color with white background (taken within the last six months)
9. Application fee: NT\$ 3,000. U.S. passport application fee: NT\$ 3,600.
10. Other supporting documents which may be requested by Ministry of Foreign Affairs-Bureau of Consular Affairs (In Taiwan)

Ministry of Foreign Affairs-Bureau of Consular Affairs (IN Taiwan)

Office Hour: 08:30~17:00, Monday to Friday
3Fl., No. 2-2, Sec 1, Chi-Nan Rd., Taipei, Taiwan
Tel: +886-2-2343-2888
Website: <http://www.boca.gov.tw/mp?mp=2>



Entering Taiwan on a RESIDENT VISA



Entering Taiwan on a RESIDENT VISA

(or those who obtained a Resident Visa in Taiwan by visa change):

If you are holding a RESIDENT VISA (or those who obtained Resident Visa in Taiwan by visa change), you are required to apply for an ALIEN RESIDENT CERTIFICATE (ARC) and RE-ENTRY PERMIT at the local office of Ministry of Interior National Immigration Agency within 15 days of your arrival.

Requirements of applying for an Alien Resident Certificate (ARC) and Re-Entry Permit:

1. Completed application form
2. Passport valid for at least 6 months (original and one photocopy)
3. One 4.5 by 3.5 inch head & shoulder photo in color with a white background (taken within the last six months)
4. Original student ID and one photocopy (please note: student ID can only be issued after the completion of registration (and tuition payment))
5. Certificate of enrollment (before the semester officially begins, if you need to apply for a certificate of enrollment, tuition receipt can be served as a certificate of enrollment)
6. Residence Certificate in Taiwan (Housing contract in Taiwan)
7. Application fee: NT\$1,000 (Need to be extended each year.)
8. Other supporting documents (may also be requested by the local office of Ministry of Interior National Immigration Agency)

Contact Information

Taoyuan County Immigration Office

Office Hours: Monday ~ Friday 08:00-17:00
 1 FL., No. 106, Sianfu Rd., Taoyuan City, Taoyuan County, Taiwan, 330
 Tel : +886-3-331-4830, +886-3-331-0409, +886-3-331-1098, +886-3-331-8243
 Website : http://www.immigration.gov.tw/immig_eng/aspcode/main4.asp

Taipei City Immigration Office (National Immigration Agency)

Office Hours: Monday ~ Friday 08:00-17:00
 1FL., No.15, Guangjhou St., Taipei, Taiwan 100
 Tel : +886-2-2388-9393, +886-2-2389-9983
 Website : http://www.immigration.gov.tw/immig_eng/aspcode/main4.asp

Ming Chuan University

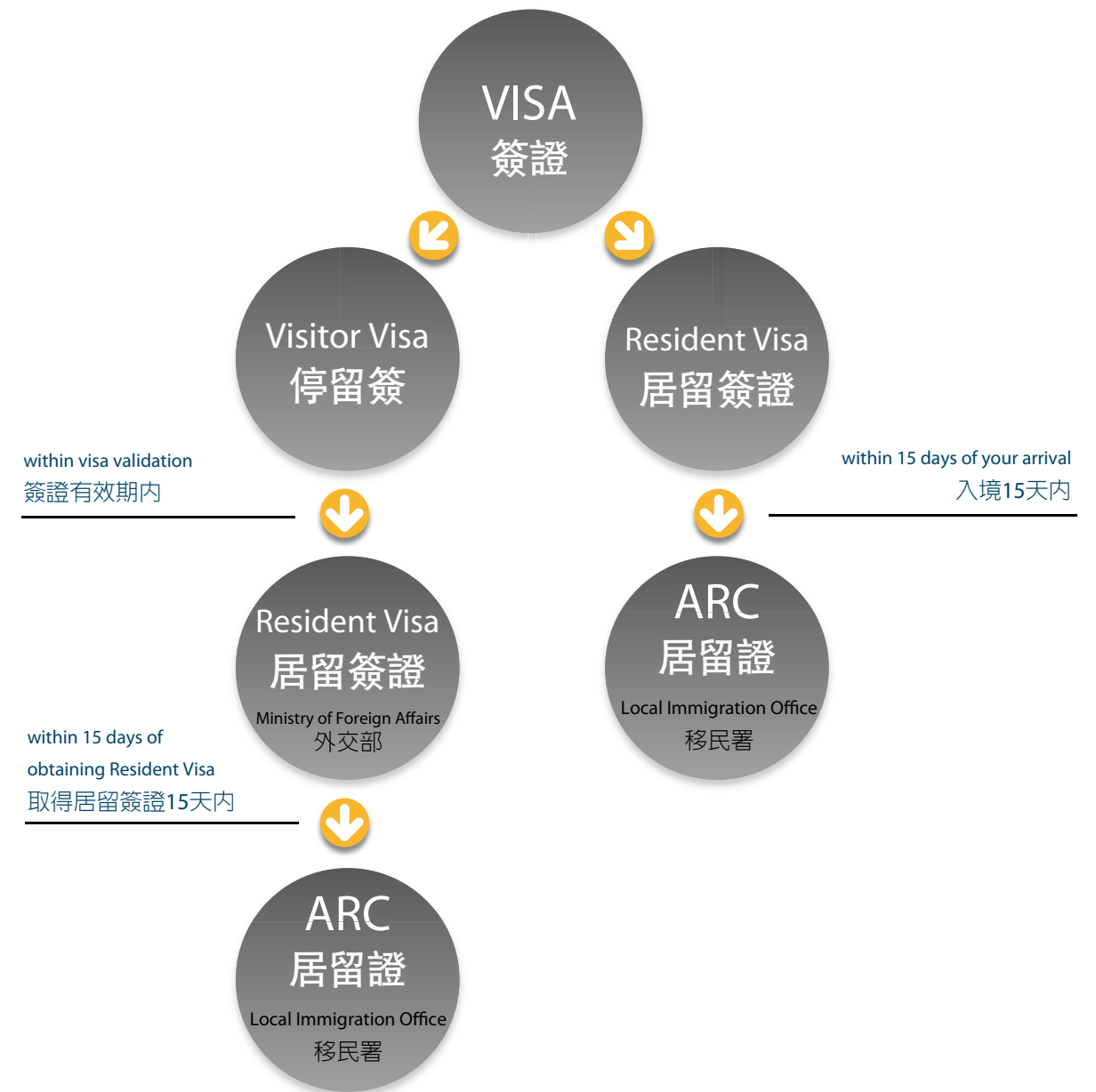
International Student Advising Office (Taoyuan Campus)
 Tel: +886-3-350-7001 ext. 3611, 3311
 Fax: +886-3-359-3854
 Email: isao@mail.mcu.edu.tw (Ms. Nancy Wang)

International College (Taipei/Jihe Campus)

Tel:+886-2-2882-4564 ext. 8303, 8304
 Fax:+886-2-2880-9071
 E-mail: nicky@mail.mcu.edu.tw (Ms. Nicky Chen)



Stay Legally; This Is How!!



NOTE : Students staying in Taiwan less than 180 days only need to extend your visa before expiration of your stay duration at the local Immigration office.

備註：學生在台停留不超過180天，只需在停留期限內至移民署延簽即可。

Rights and Responsibilities for International Students (Foreigners) Joining the National Health Insurance (NHI) Program of the R.O.C.



Freshman Physical Exam Instructions

NHI Enrollment & Withdrawal

Since July 17, 1999, foreigners with an Alien Resident Certificate (ARC) who have resided in Taiwan for more than four months are required to enroll in the National Health Insurance (NHI) program instantly.

Foreigners, who lost their residence status because they no longer hold a valid ARC or because they are not returning to Taiwan, will also lose their right to participate in the NHI program. They must withdraw their subscription to the NHI program through their group insurance applicant (their employer or local administration office) and then return their NHI card to their applicant and pay any premiums due in full before leaving Taiwan. When traveling overseas for a short period of time, either on business or vacation, and then returning to Taiwan with a valid ARC, foreigners must remain enrolled in the NHI program.

Insurance Premium Payment

Newly admitted students and transfer students with an ARC who have resided in Taiwan for more than four months must enroll in the NHI program. Students will have to pay the insurance fee during the registration in each semester. The insurance fee for students enrolled in NHI is NT\$3,954 per Semester/ NT\$659 per Month (Insurance Premium Payment is subject to change)

NHI Medical Services

In cases of illness, injury, and childbirth, the beneficiaries can receive medical services; including medication, outpatient and inpatient services from NHI contracted healthcare providers.

The beneficiaries must pay co-payments for receiving medical services and follow medical regulations.

Medical Expenses Reimbursement

In cases where beneficiaries receive medical services overseas, such as unexpected medical needs or childbirth, they are entitled to claim reimbursement. They should make their claim within six months after the unexpected occurrence with receipts, including detailed service items and documents of diagnosis.

Penalty for Violations

The National Health Insurance Program is mandatory; any person who is qualified for this Program must enroll in the National Health Insurance Program. Any person who doesn't enroll is subject to a fine of NT\$3,000 to NT\$15,000. In addition, this person is required to pay the full premiums starting from the date he or she should have been enrolled. No benefits will be offered before the premiums are paid in full. A notice of penalty violation will be delivered in writing and the fine must be paid on time. If the fines imposed remain unpaid, after a given period of time the case will be referred to the courts for compulsory enforcement.

Relevant Websites

Bureau of National Health insurance: <http://www.nhi.gov.tw/>

Contact Information

International Student Advising Office

Tel: +886-3-350-7001 ext. 3611, 3311

Fax: +886-3-359-3854

E-mail: isao@mail.mcu.edu.tw (Ms Nancy Wang)

International College (Taipei campus)

Tel: +886-2-2882-4564 ext. 8303, 8304

Fax :+886-2-2880-9071

E-mail: nicky@mail.mcu.edu.tw (Ms. Nicky Chen)



According to the freshman physical exam instructions of School Hygiene Regulation of Ministry of Education of Taiwan, college freshmen have to submit their health exam reports. Hence, all international students must submit the report before or as the semester begins or attend the physical exam at school after arriving in Taiwan.

Complete the physical exam in the residential country

If you are required to take the physical exam by the Taiwan (ROC) Mission Embassy when you apply for the VISA, please bring a photocopy of your health report with a "the same as original" stamp from the hospital. You can download the physical exam form from International Education & Exchange Division website as needed. Please note that the health report MUST be stamped by the hospital.

Complete the physical exam in Taiwan

If your health report which you take in your residential country does not meet the regulations of Ming Chuan University, you will be required to attend the freshmen physical exam by the school. The check-up fee is NT\$1,500. The school physical exam notice is as below:

1. Please fill out the physical exam form with your personal information and your passport-sized photo.
2. Do not stay late and drink any alcohol beverage the day before the physical exam.
3. You can have meals during the physical exam day.
4. Please inform the check-up staff in advance if you are pregnant, in the period, suffering diabetes, or taking chronic medication.
5. Please wear casual clothes without metal buttons or necklaces in order to do chest x-ray.
6. The hospital will do fecal gathering on the check-up day.

Website

Centers for Disease Control, R.O.C. (Taiwan)

<http://www.cdc.gov.tw/mp.asp?mp=5>→Click on Health Topics→Alien Workers Health

Contact Information

Health Center (Taoyuan Campus)

Tel : +886-3-350-7001 ext. 3172

Fax : +886-3-359-3881

Email: health@mail.mcu.edu.tw

(Ms. Cheng Yu-Ling)

Health Center (Taipei Campus)

Tel : +886-2-2882-4564 ext. 2224

Email: health@mail.mcu.edu.tw

(Ms. Monica Tsai)



Authorization for Emergency Medical Treatment

Authorization for Emergency Medical Treatment needs to be completed by the parents or guardians.
Please print or type in capital letters. The details of the agreement are listed below:

A. In case of medical emergency of the student and need for emergency treatment, Ming Chuan University will try to notify parents, guardians or persons listed on the agreement as an emergency contact.

B. In case of a medical emergency concerning the student, at a time when the parents (guardians) or listed emergency contacts, for any reason, cannot be reached, the school and its employees have the full power to act on parents (guardians) or the student's behalf for the following treatments:

1. Administer first aid;
2. Authorize a medical doctor to examine or treat student;
3. Arrange for the transportation of student, whether by ambulance or otherwise, to a proper facility where emergency medical treatment is normally administered, including but not limited to, an emergency room of a hospital, a doctor's office, or a medical clinic;
4. Sign releases as may be required in order to obtain any medical or surgical treatment as is required in the judgment of medical authorities at the facility

C. Contact Information

International Student Advising Office

Tel: +886-3-350-7001 ext. 3611, 3311

Fax: +886-3-359-3854

E-mail: isao@mail.mcu.edu.tw (Ms. Nancy Wang)

International College (Taipei campus)

Tel: +886-2-2882-4564 ext. 8303, 8304

Fax :+886-2-2880-9071

E-mail: nicky@mail.mcu.edu.tw (Ms. Nicky Chen)



Transportation

A. Transportation information from Taoyuan Airport to Ming Chuan University

International flights arrive at Taoyuan Airport, which is about 30 minutes from the airport to Taoyuan campus (which costs about NT\$800 by taxi) and 60 minutes from the airport to Taipei campus (which costs about NT\$1200 by taxi).
<http://www.taoyuanairport.gov.tw/chinese/>→click on transportation

B. Transportation information from Taoyuan Campus to Taoyuan City (downtown)

The Taoyuan campus is about 20 minutes from the railway station of Taoyuan City. Public bus No.7 route runs from Taoyuan campus to Taoyuan railway station and back. It costs NT\$20 one way. If you are pressed for time, a taxi from the Taoyuan Station to the Taoyuan campus costs NT\$150. Taoyuan city (the nearest city from Taoyuan campus) is a business area. There are lots of restaurants, markets, and department stores there.
<http://www.mcu.edu.tw>→click on English→Traffic Map Information→School Bus Schedule (Student)

C. Transportation information around Taipei Campus

The Taipei campus is a 5-minute walk from the Shihlin or Chientan Mass Rapid Transit stations (MRT) of Taipei. Moreover, this campus is located on a main road, Zhong-Shan North Road, which is served by numerous bus lines. There're several bus stops in front of Ming Chuan Taipei Campus' main gate.
<http://www.trtc.com.tw/e/>→click on Company Information→Network and System

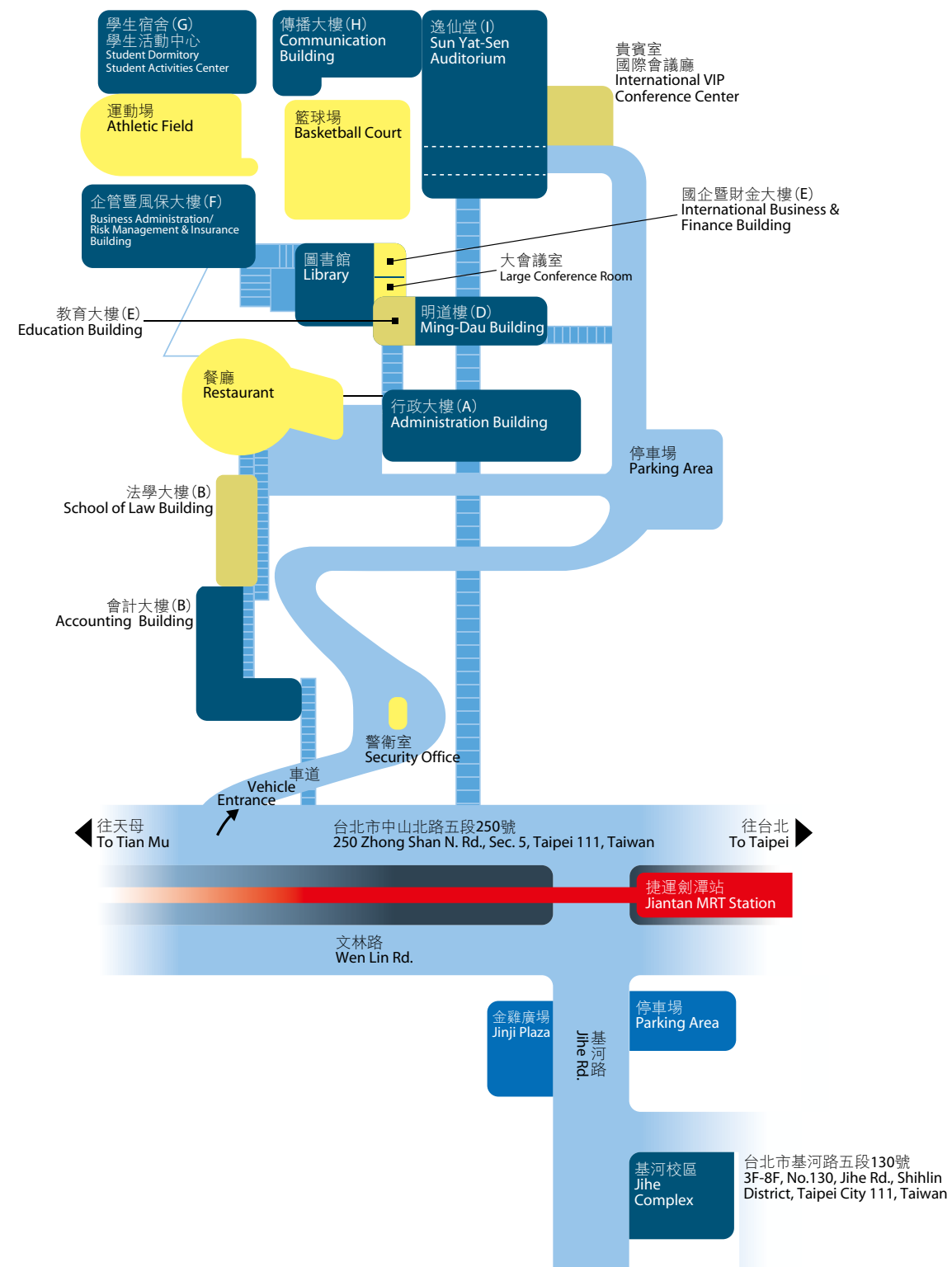
D. Transportation between Taoyuan Campus and Taipei Campus

Taoyuan campus has school bus routes to Taipei campus and Taipei train station. Therefore, the transportation to and from campus is very convenient. The cost for a one-way bus ticket is NT\$60.
<http://www.mcu.edu.tw>→click on English→Traffic Map Information→School Bus Schedule (Student)



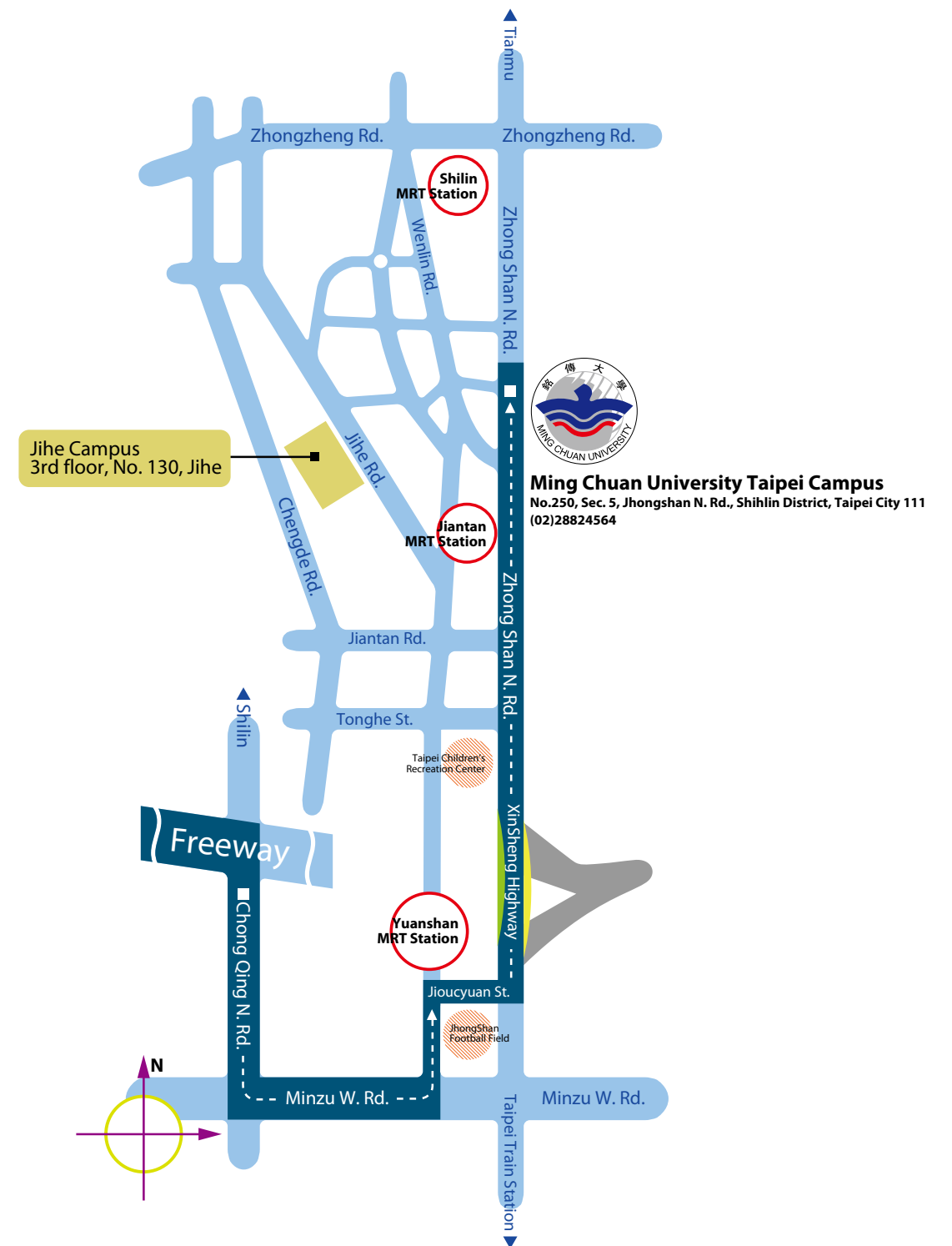
Campus Map

Ming Chuan University Taipei Campus Map



Ming Chuan University Taoyuan Campus Map

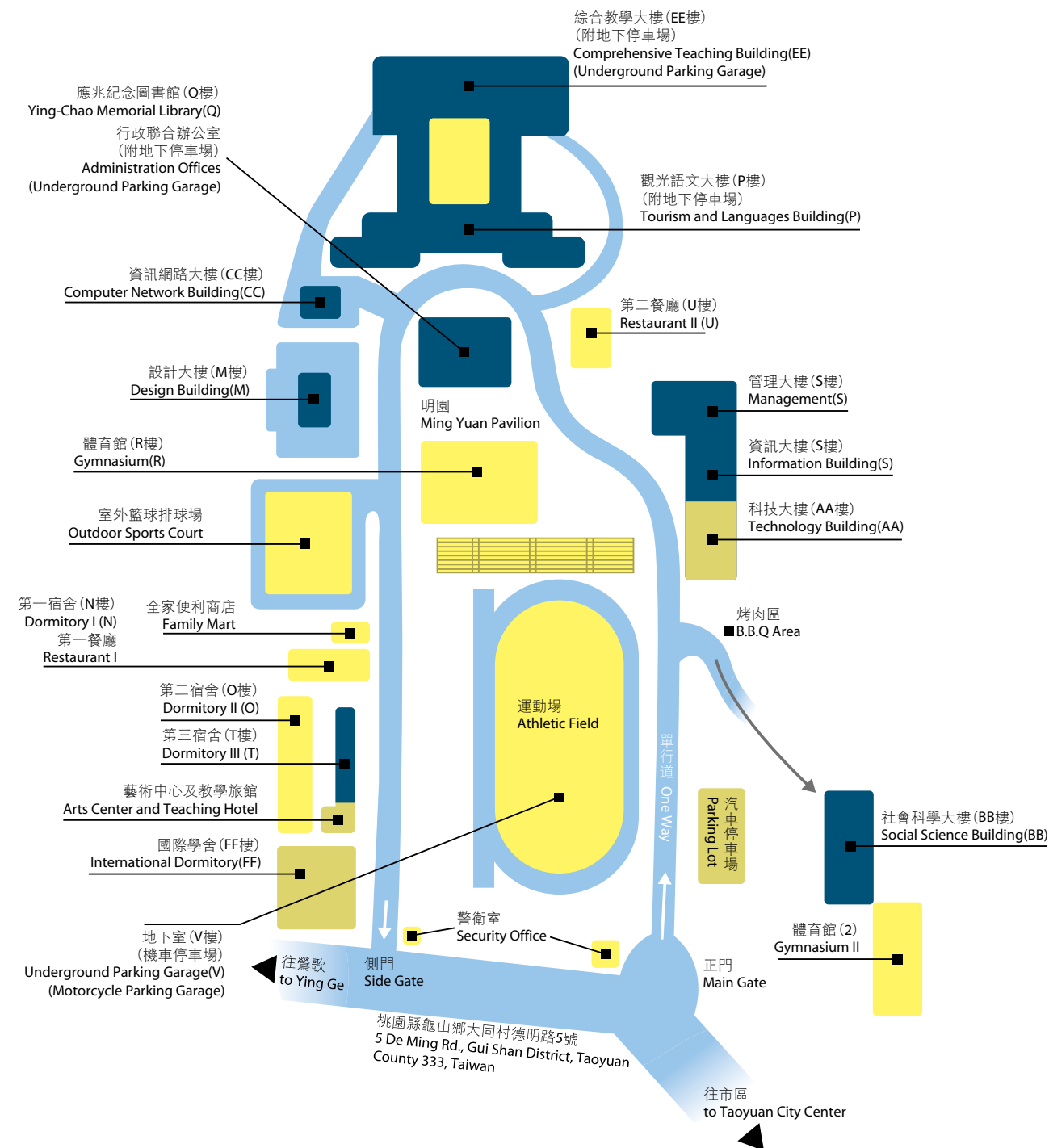
Take MRT to Jiantan MRT Station and then take Jihe Road. Around 10 minutes later you will find Jihe campus on your left.
Address of Jihe campus: 3rd floor, No. 130, Jihe Rd., Shilin District, Taipei City



Campus Map

Scholarships

Ming Chuan University Taoyuan Campus Map



When being accepted by MCU, international students are eligible to apply for the following financial benefits during their academic years.

MCU Chinese-taught degree programs

Year	Category	South-East Asia Student Scholarship (Undergraduate program students only)	Scholarship for the Best Student in Class	International Student Scholarship
		Year One	Semester 1 Semester 2	USD 750
Year Two	Semester 1	USD 750	USD 625	USD 400~1,100
	Semester 2			
Year Three	Semester 1	USD 750	USD 625	USD 400~1,100
	Semester 2			
Year Four	Semester 1	USD 750	USD 625	USD 200~550
	Semester 2			

MCU English-taught degree programs

Year	Category	Tuition Waiver (IC Undergraduate program students only)	Scholarship for the Best Student in Class	International Student Scholarship
		Year One	Semester 1 Semester 2	USD 1,100 (50% off)
Year Two	Semester 1	USD 915 (40% off)	USD 625	USD 400~1,100
	Semester 2			
Year Three	Semester 1	USD 685 (30% off)	USD 625	USD 400~1,100
	Semester 2			
Year Four	Semester 1	USD 460 (20% off)	USD 625	USD 200~550
	Semester 2			

NOTE: US\$: NT\$=1: 32 (Exchange rate as of 2009/06, subject to change)

MCU South-East Asia Student Scholarship:

- Students who meet the conditions below will be eligible to apply for MCU Scholarship for South-East Asia Students.
- (1) Once accepted by MCU, students in Semester 1 of Year One will be immediately awarded the scholarship.
 - (2) Further on, obtain the academic grade averaged over 60 and conduct grade averaged over 75 in the previous semester.
 - (3) The scholarship is only applicable to undergraduate students.
 - (4) Application deadline: Two weeks after the semester begins.
 - (5) Contact information: Ms. Daphne Chu, Tel: 03-3507001 ext 3703.

Scholarships for the Best Student in Class:

- (1) Students who achieve the best academic performances in each class and conduct grade over 86 will be awarded this scholarship.
- (2) MCU Scholarship for the Best Student in Class is applicable to both undergraduate and graduate students. For graduate school student, the award is NT 5,000 per semester.
- (3) Students will be granted automatically when they achieve the academic performances. No additional application is needed.
- (4) Contact information: Mr. Lee in student affairs, Tel: 02-28824564 ext 2503.

International Student Scholarship:

- International students who meet the conditions below will be eligible to apply for a MCU Scholarship for International Students. The amount awarded to an individual student is subject to change based on total number of applicants.
- (1) Undergraduate: obtain academic grade average over 70, conduct grade over 84 in the previous semester.
 - (2) Graduate: obtain academic grade average over 80, conduct grade over 84 in the previous semester.
 - (3) **Undergraduate:** take at least 9 credits in each semester.
Graduate: take at least 4 credits in each semester.
 - (4) Anyone who already has a "Special Scholarship" from the Taiwan (R.O.C.) Government can't apply for this scholarship.
 - (5) International Students Scholarship is available to both undergraduate and graduate students.

Scholarships

MCU Calendar

(6) Scholarship Awards

The individual qualified applicants will be awarded per semester with the amount of adding up the following items:

1. Half of the total amount of the scholarship per semester will be equally divided by the number of qualified applicants and then awarded to the individual applicants.
2. In order to encourage outstanding students, the other half of the total amount of the scholarship will be distributed by weights allocation, to qualified applicants based on the academic grades ranged from the highest to the lowest.
3. Regarding Article 5. (1.2), the amount of scholarship awarded is based on the applicant's academic grades ranged from the highest to the lowest. In case of identical academic grade, the applicants will be prioritized by conduct grades and following that the number of credits earned.

(7) Application deadline: Four weeks after the semester begins.

(8) Contact information: Ms. Daphne Chu, Tel: 03-3507001 ext 3703.

Tuition Waiver for the International College (IC) Undergraduate Programs:

Foreign students who meet the conditions below will be eligible to apply for a tuition waiver for their respective academic years.

- (1) Once accepted in the International College program, and having passed English Proficiency Test, students will be immediately eligible for a 50% tuition waiver for the first academic year (includes 2 semesters).
- (2) Obtain academic grade average over 60, with passing grades in more than half of total courses taken, and conduct grade over 75 in both the first and second semesters respectively of the first academic year: the student will have a 40%-off tuition waiver for the second year.
- (3) Obtain academic grade average over 70, with passing grades in more than half of total courses taken, and conduct grade over 75 in both the first and second semesters of the second academic year: the student will have a 30%-off tuition waiver for the third academic year.
- (4) A 20%-off tuition waiver for the fourth academic year will be awarded to students who meet the conditions of (3), based on third-year performance.
- (5) Tuition waiver is not available for Taiwan scholarship students.
- (6) Contact information: Ms. Anita Liu, Tel: 03-3507001 ext. 3195.



Ming Chuan University 2009-10 (Fall Semester)

Year	Month	Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Notes		
Fall 2009	Aug								1	2009 Academic Year Begins; (7/31) Summer Holiday		
			2	3	4	5	6	7	8	(3-5) Yearly Holiday; (6) Graduation Makeup Holiday;(7) Summer Holiday		
			9	10	11	12	13	14	15	(10) Freshman Welcome Meeting Makeup Holiday;(14) Summer Holiday		
			16	17	18	19	20	21	22	(19)Registration for Work-experience Completion Program Students; (21) Summer Holiday; (22-23) Freshman Welcome Meeting		
			23	24	25	26	27	28	29	(25) Transfer Student Registration		
			30	31						(26) Waiting Transfer Student Registration (28) Summer Holiday		
	Sept					1	2	3	4	5	(2) New Faculty/Staff Orientation; Class Advisors Workshop	
											(7) Returning Student Registration and Course Selection; Extended Graduation Student Registration, and Course Selection for Work-experience Graduate Program	
			6	7	8	9	10	11	12		(8) Extended Graduation Student Registration and Course Selection; Transfer Student Course Selection; Foreign Student Class Advisors Workshop; (9) University-wide Faculty Meeting; Class Advisor Meeting	
											(10) Processing Required Class Section Changes; Taipei Medical Check-up; Taoyuan Freshmen Orientation	
											(11) Taipei Freshmen Orientation; Taoyuan Medical Check-up	
		1	13	14	15	16	17	18	19		(14) Fall Semester Begins; Freshman Online Course Selection	
		2	20	21	22	23	24	25	26		(14-23) Online Course Add/Drop	
		3	27	28	29	30						
		Oct	4	4	5	6	7	8	9	10		(3) Mid-Autumn Festival (holiday)
			5	11	12	13	14	15	16	17		(10) National Day (holiday)
			6	18	19	20	21	22	23	24		(19) IEET Accreditation Visit (Tentative)
			7	25	26	27	28	29	30	31		(23) Class Advisor Counseling Workshop I
			8	1	2	3	4	5	6	7		(23-11/5) Online Application for Referred Entrance to Graduate Programs (Tentative)
			9	8	9	10	11	12	13	14		
			10	15	16	17	18	19	20	21		(16-20) Midterm Exams
	Nov	11	22	23	24	25	26	27	28		(27) Campus Cleaning Competition	
			29	30							(30) Application Deadline for International Student Second Semester Admission; (4) Class Advisor Counseling Workshop II	
		12			1	2	3	4	5		(12) Exam for Referred Entrance to Graduate Programs (Tentative)	
		13	6	7	8	9	10	11	12			
		14	13	14	15	16	17	18	19			
		15	20	21	22	23	24	25	26		(22) Announcement of Referred Entrance Graduate Students (Tentative)	
	Dec	16	27	28	29	30	31				(23) Literary and Arts Awards Ceremony	
											The 27th Overseas Chinese Class Achievement Presentation & Graduation Ceremony	
									1	2	(1) New Year (holiday)	
		17	3	4	5	6	7	8	9			
2010	Jan	18	10	11	12	13	14	15	16	(11-15) Final Exams		
			17	18	19	20	21	22	23			
			24	25	26	27	28	29	30	(29-30) Achievement Exams		
			31									

Ming Chuan University 2009-10 (Spring Semester) Calendar

Year	Month	Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Note
Spring 2010	Feb			1	2	3	4	5	6	Spring Semester Begins; (2-3) Makeup Exams (3) Returning Student Registration and Course Selection; Extended Graduation Student Registration, and Course Selection for Work-experience Graduate Program; (4) Extended Graduation Student Registration and Course Selection; (5) Processing Required Class Section Changes
			7	8	9	10	11	12	13	(8-19) Winter Administrative Break; (13) Chinese New Year's Eve (14) Chinese New Year
			14	15	16	17	18	19	20	
		1	21	22	23	24	25	26	27	(22) Class Advisor Meeting; (23) Spring Semester Begins (23-3/3) Online Course Add/Drop; (25-3/4) Online Application for Work-experience Master's Students (Tentative)
			28							(28) Peace Memorial (holiday)
		2		1	2	3	4	5	6	(4-11) Graduate Program Online Application (Tentative) (1) Overseas Chinese Class 29th Opening Ceremony
	Mar	3	7	8	9	10	11	12	13	(12) Anniversary Academic Conference
		4	14	15	16	17	18	19	20	(15-25) Transfer Student Application; (15-22) Student Athletes Apply (Tentative); (19) Class Advisor Counseling Workshop I (20) Ming Chuan University 53rd Anniversary
		5	21	22	23	24	25	26	27	(27) Work-experience Master's Students 1st Round Exam (Tentative)
		6	28	29	30	31				
							1	2	3	(2,6) Anniversary Makeup Holiday
		7	4	5	6	7	8	9	10	(5) Tomb Sweeping Festival (holiday) (7-14) Transfer Student Application
	Apr	8	11	12	13	14	15	16	17	(13) Graduate School 1st Round Entrance Exam (Tentative) (13-19) Work-experience Completion Program Application (Tentative) (14-22) Matsu Executive Master's Programs Application (Tentative) (17) Student Athletes Exam
		9	18	19	20	21	22	23	24	(24-25) Work-experience Master's Students 2nd Round Exam (Tentative)
		10	25	26	27	28	29	30		(26-30) Midterm Exams
									1	
	May	11	2	3	4	5	6	7	8	(5-18) Doctoral Program Online Application (Tentative) (7) Campus Cleaning Competition (8) Graduate Program 2nd Round Exam (Tentative)
		12	9	10	11	12	13	14	15	(14) Class Advisor Counseling Workshop II (15) Matsu Executive Master's Programs 1st Round Entrance Exam (Tentative) (22) Work-experience Completion Program 1st Round Entrance Exam (Tentative)
		13	16	17	18	19	20	21	22	
		14	23	24	25	26	27	28	29	(24-28) Graduating Students Exams
		15	30	31						(31) Application Deadline for International Student First Semester Admission
					1	2	3	4	5	
	Jun	16	6	7	8	9	10	11	12	(7-22) Transfer Students Apply; (9-10) Makeup Graduation Exams (12) Taoyuan Graduation Ceremony; (13) Taipei Graduation Ceremony
		17	13	14	15	16	17	18	19	(16) Dragon Boat Festival (holiday) (19-20) Doctoral Program Entrance Exam
		18	20	21	22	23	24	25	26	(21-25) Final Exams
			27	28	29	30				(2) Summer Holiday
	Jul						1	2	3	
			4	5	6	7	8	9	10	(9) Summer Holiday
			11	12	13	14	15	16	17	(13-14) Final Makeup Exams (Tentative); (16) Summer Holiday
			18	19	20	21	22	23	24	(21-22) Transfer Student Exam (Tentative); (23) Summer Holiday
			25	26	27	28	29	30	31	(30) Summer Holiday; (8/2) Graduation Makeup Holiday (8/3-8/5) Yearly Holiday; (8/9) Freshmen Welcome Meeting Makeup Holiday

General Information

Area: 36,000 square kilometers
 Population: 23 million
 Capital: Taipei City
 People: Chinese
 Language: Mandarin/Taiwanese/Hakka
 Religion: Buddhism/Taoism/Christianity/Islam/Catholicism

Taiwan's total land area is only about 3,6000 square kilometers; it is shaped like a tobacco leaf that is narrow at both ends. It lies off the southeastern coast of mainland Asia, across the Taiwan Strait from Mainland China--a solitary island on the western edge of the Pacific Ocean. To the north lies Japan and Okinawa, to the south is the Philippines. Many airlines fly to Taiwan, helping make it the perfect travel destination.

Taiwan lies on the western edge of the Pacific "rim of fire," and continuous tectonic movements have created majestic peaks, rolling hills and plains, basins, coastlines, and other wonders. Taiwan sees climates of many types: tropical, sub-tropical, and temperate, providing clear differentiation between the different seasons. There are about 18,400 species of wildlife on the island, with more than 20% belonging to rare or endangered species; among these are the land-locked salmon, Taiwan mountain goat, Formosan rock monkey, Formosan black bear, blue magpie, Mikado pheasant, Hsuehshan grass lizard, and many more.

The government has established 6 national parks and 12 national scenic areas to preserve Taiwan's best natural ecological environment and cultural sites. Take in the splendor and sheer heights of the cliffs at Taroko Gorge; take a ride on the Alishan train--one of only three mountain railways in the world--and experience the breathtaking sunset and sea of clouds; hike up to the summit of Northeast Asia's highest peak, Jade Mountain. You can also soak up the sun in Kending, Asia's version of Hawaii; stand at the edge of Sun Moon Lake; traipse through the East Rift Valley; or visit the offshore islands of Kinmen and Penghu. It's fun in capital letters as well as an awesome journey of natural discovery!



The cultural aspects are also not to be missed. The blending of Hakka, Taiwanese, and mainland Chinese cultures has produced a rich plethora of cultural and social color. Whether it is religion, architecture, language, living habits, or food, it's just one big exciting melting pot! Food is the best representative of this cultural mixing and matching. Aside from cuisines from different parts of the mainland such as Zhejiang, Hunan, Guangdong, Yunnan, Shanghai, Beijing, Sichuan, and others, there is also the local Taiwanese cuisine, as well as the local delicacies of each area.

Travel Information

Time: GMT/UTC plus eight hours
 Electricity: 110V, 60 Hz
 Currency: The Republic of China's unit of currency is the New Taiwan Dollar (NT\$), which has five denominations in paper money and five in coins. Paper money comes in NT\$2000, NT\$1000, NT\$500, NT\$200, and NT\$100 denominations. Coins come in NT\$50, NT\$20, NT\$10, NT\$5 and NT\$1 denominations.
 Bus: In Taipei city, the standard fare is NT\$15, and in Taoyuan City, the standard fare is NT\$20, more if you need to cover several zones.
 MRT (Mass Rapid Transit): Fares range from NT\$20 to NT\$60. Students can get discount when taking public transportation using EasyCard which is bought with student ID cards in Taipei City.
 Taxi: The basic fare is NT\$70, NT\$5 for additional 500 meters.

Temperature

Don't worry too much about getting burnt by the dazzling sun; the island of Taiwan is located in the subtropical climate zone, and the sun is not as stinging hot as it seems from its brightness. Furthermore, the island is surrounded by oceans; and the ocean breezes, which are the reason for Taiwan's humid weather, will surely make you completely forget the dry cold back home. If you

Introduction to Taiwan

are from a low-latitude country, you will certainly revel in the nice warmth of Taiwan's sun. Because of the coolness that hangs in the air, it is a welcoming change from the simmering heat of your native country. You can do some hiking in the mountains, surrounding yourself with the beautiful trees of the forest while inhaling some of that pure and fresh air that blows on the island of Taiwan.

Taiwan enjoys warm weather all year round. The strongest fluctuations in weather conditions are during spring and winter, while during summer and autumn the weather is relatively stable. Taiwan is extremely suitable for traveling, as the annual average temperature is a comfortable 22 degrees Celsius with lowest temperatures ranging from 12 to 17 degrees Celsius (54-63 Fahrenheit). Therefore, with the exception of a few mountain areas where some traces of snow can be found during winter, no snow can be seen throughout Taiwan. When summer is about to dismiss spring (March to May), continuously drizzling rain will sometimes fall on Taiwan. When visiting Taiwan during this period, remember to carry an umbrella at all times; because although it might seem romantic to have a stroll in the rain, it is no fun to travel when you're soaking wet. During the summer (June to August) typhoons sometimes reach the island.

During this period we suggest you keep an eye on weather reports, because during typhoon weather the roaring waves at the coast are not to be regarded as one of Taiwan's tourist scenes. During autumn (September to October) you can wholeheartedly enjoy the cool and soothing weather, while Taiwan's relatively warm and short winter (November to February) is the time for you to admire the beautifully colored maple trees in mountain areas. The cold fronts that reach Taiwan sporadically are greatly favored by the island's hot spring lovers.

Exchange Rate

USD\$:NTD\$=1:32 (Exchange rate as of 2009/06, subject to change)

Information

Welcome to Taiwan <http://www.taiwan.net.tw/lan/cht/index/index.asp>

Taipei travel net <http://www.taipeitravel.net/tw/>

Central Weather Bureau <http://www.cwb.gov.tw/index-f.htm>

Taipei Rapid Transit Corporation <http://www.trtc.com.tw/e/index.asp>



Items to Note before Departure

Important Documents

1. Passport, visa, flight ticket
2. Original diploma and transcripts of highest degree or graduation certificate (verified by your country's ROC (Taiwan) missions (Embassies or Representative Offices))
3. Offer Letter/Admission Letter
4. Original bank statement (with banks official stamp, must verified by ROC (Taiwan) missions (Embassies or Representative Offices)) at your country.
5. Flight information, accommodation information and contact phone numbers
6. Information about schools attended and relatives' contact details
7. 15 copies of 2-inch head & shoulder photos in color with a white background (taken within the last six months)
8. Other related documents

Money

1. Some foreign currency (US Dollars)
2. Sufficient NT dollars for tuition fees and at least 2 months living expenses.
2. Traveler's checks
3. Credit card(s)
4. The university will help each student to open a bank account which will be valid about one month after the school starts. To open an account, the student must prepare passport and Alien Resident Certificate (ARC).

Clothing

1. Winter clothes (It can be cold and damp.)
2. Summer clothes (It can be hot and humid.)
3. Personal toiletries
4. A formal outfit (not required)
5. Traditional attire from your country (Optional)

Books

1. Electronic or printed dictionary
2. Stationery items
3. Reference books

Other

1. Necessary medicines

More Information

1. There are many convenience stores in Taiwan, so it is easy to buy daily items.
2. The weather in Taiwan is a little hot on average, but it can be cold and damp in the winter. We suggest you to prepare coats and sweaters.



Information for 120 Embassies Abroad

Central/South America

Oficina Comercial Y Cultural de Taipei en la Republica Argentina

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E-mail:taipei@elsitio.net

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Tel:002-501-2278744 Fax:002-501-2233082
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Commercial Office Of Taiwan In Bolivia

Calacoto, Calle 12, NO.7978 La paz, Republica de Bolivia
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E-mail:taiwan@accelerate.com
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Escritorio Economico e Cultural de Taipei no Brasil

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Escritorio Economico e Cultural de Taipei, no Brasil em Sao Paulo

AV. PAULISTA, 1294-21º AND. CONJUNTO 21A, BELA VISTA, SAO PAULO/SP, BRASIL 01310-100
Tel:(002-55-11) 3285-6988 Fax:(002-55-11) 32879057
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Oficina Economica y Cultural de Taipei, Santiago, Republica de Ch

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E-mail:sinoemb3@intercom.com.sv
Mail:Apartado postal (06) 956, San Salvador, El Salvador, C.A.

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16, Rue Leon Nau, Petion-Ville, Haiti
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E-mail:hti@ms90.url.com.tw
Mail:P. O. Box 655, Port-au-Prince, Haiti (通信請用郵政信箱)

Embassy of the Republic of China (Taiwan), Tegucigalpa, Republic of Honduras

Colonia Lomas de Guijarro Calle Eucaliptos No. 3750 Tegucigalpa, M. D. C. Honduras, C.A.
Tel:(002-504) 2395837 Fax:(002-504) 2325103
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Mail:Apartado Postal 3433, Tegucigalpa, M. D. C. Honduras, C.A

Consulado General de la Republica de China

Casa No. 16, 21 y 23 Avenida, 25 Calle, Col. Pedregal, San Pedro Sula, Honduras
Tel:(002-504) 556-8490 556-5875 Fax:(002-504) 556-5802
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Taipei Economic and Cultural Representative Office in Mexico

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Planes de Altamira, Lotes #19 y 20, de la Panaderia Sampson 50 metro, al lago Managua, Nicaragua
Tel:(002-505) 2771333 Fax:(002-505) 2674025
E-mail:nic@mofa.gov.tw
Mail:Apartado Postal 4653, Managua 5, Nicaragua

Embassy of the Republic of China (Taiwan), Panama City, Republic of Panama

Edificio Torre Hong Kong Bank Piso 10 Ave. Samuel Lewis Panama, Republica de Panama
Tel:(002-507) 2233424 Fax:(002-507) 2698757
E-mail:emdchina@cableonda.net
Mail:Apartado 0816-00541, Panama, Rep. de panama

Consulate-General of the Republic of China (Taiwan), Colon, Republic of Panama

Calle 8, Ave. Roosevelt, Casa #10-084 Colon, Republic of Panama
Tel:(002-507) 441-3403 Fax:(002-507) 441-3784
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Embassy of the Republic of China (Taiwan), Asuncion, Republic of Paraguay

Mariscal Lopez 1133, Asuncion, Paraguay
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No. 1349 Avda. Mcal. Estigarribia (Ave. Lago de la Republica) Ciudad del Este, Paraguay
Tel:(002-595-61)502706 (總領事專線) / 500150(總機) / 500329(總機) Fax:(002-595-61) 510-931
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E-mail:rocemb@caribsurf.com
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E-mail:rocemsvg@caribsurf.com
Mail:P. O. Box 878, St.Vincent & the Grenadines, West Indies (通信請用郵件信箱)

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Avenida Francisco de Miranda Torre Delta, Piso 4. Altamira Caracas, Venezuela
Tel:(002-58-212) 265-2184 Fax:(002-58-212) 264-1163
E-mail:oeetop@cantv.net, 經濟組:diecotaw@cantv.net 新聞組:cisvzla@cantv.net
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