

# 東吳大學

Soochow University

## 103 學年度

# 外國學生新生及轉學生 申請入學招生簡章

2014 Academic Year Enrollment Guide  
for International Students



中華民國 103 年 2 月

東吳大學 103 學年度招生委員會印製

Printed by Soochow University As of February 2014

# Content

Important dates

I. Years of Study .....	1
II. Campuses .....	1
III. Eligibility .....	1
IV. Method of Examination, Programs, and Enrollment Quota .....	5
V. Application Procedures .....	10
VI. Acceptance .....	14
VII. Enrollment and Registration .....	14
VIII. General tuition fees, scholarships, and other information .....	15

※ Forms enclosed

Attachment 1 – List of Submitted Documents

Attachment 2 – Application Forms for International Students (Sample)

Attachment 3 – Declaration

Attachment 4: Financial Affidavit for the Benefactor of the International Applicant  
(If the certificate of deposit is not the applicant's account, please  
enclose the guarantor's financial affidavit)

Attachment 5 – Study Plan

Attachment 6 – Other Information Form

## Soochow University 2014 Academic Year

### Important Dates for Enrollment of International Students

Item	Date
Enrollment Guide Announcement	February 13, 2014 (the contents will be displayed online, paper copies will not be available)
<b>Online Application Date</b>	<b>From February 24, 2014 to April 30, 2014</b>
Online Application Website	Will be announced on February 24, 2014
Announcement of Acceptance	May 30, 2014 (announced online)
Enrollment	By July 16, 2014 (Please follow the regulations on the acceptance announcements)

- ◎ The Enrollment Guide and forms can be downloaded from the school website. For any inquiries please contact the Admissions Division.  
Website: [http://twb.idc.scu.edu.tw/scu2007/zh\\_tw/enroll\\_foreign.htm](http://twb.idc.scu.edu.tw/scu2007/zh_tw/enroll_foreign.htm)  
Campus address:  
(102) No.70, Linxi Rd., Shilin Dist., Taipei City 111, Taiwan (R.O.C.) Soochow University  
For Inquiries: Admission Division, 3rd floor, A Building, Waishuangxi Campus  
Telephone: 886-2-28819471 ext. 6062~6068  
Email: [entrance@scu.edu.tw](mailto:entrance@scu.edu.tw)
- ◎ Scholarship information and admission counseling for international students:  
Telephone: 886-2-28819471 ext. 5365  
Email: [intl@scu.edu.tw](mailto:intl@scu.edu.tw)
- ◎ Enrollment and school status information for international students:  
Email: [reg@scu.edu.tw](mailto:reg@scu.edu.tw)
- ◎ Information on learning Chinese for international students:  
Telephone: 886-2-28819471 ext. 5921-5924 (Chinese Language Center)
- ◎ Other Information:  
[The National Immigration Agency of the Ministry of Interior](#)  
[The Bureau of International Cultural and Educational Relations R.O.C](#)  
[Information for Foreigners in Taiwan](#)

# Soochow University 2014-2015 Academic Year Enrollment Guide for International Students

## I. Years of Study

Bachelor's degree: 5 years for the School of Law; 4 years for other departments. A further extension is no more than 2 years.

Master's degree: 1-4 years

Doctoral degree: 2-7 years

## II. Campuses

Departments ( including graduate and doctoral programs )	Campus	Note
School of Liberal Arts and Social Science	Waishuangshi Campus *70, Linxi Road, Shilin District, Taipei	1. The downtown campus is situated in the administrative and commercial center of the Taipei city Taipei city, while the main campus is nearby rich cultural and famous scenic sites. Both campuses are easily accessible by public transportation and have all necessary amenities.  2. In order to fully utilize these new resources, all first-year students from the Schools of Law and Business will have certain weekly classes on the Main Campus.
School of Foreign Languages and Cultures		
School of Science		
School of Law	Downtown Campus	
School of Business	*56, Gui Yang Street, Zhongzeng District, Taipei	

## III. Eligibility: According to "Soochow University Regulations Regarding International Students Undertaking Studies in Taiwan" (this Regulation), applicants who should meet both following requirements of identity and qualification:

### A. Identity:

- i. New Student: Individuals qualified as one of the identities listed below may apply to the university as a new student for the freshman year:
  1. An individual of foreign nationality who has never held nationality status from the Republic of China (note 1) and does not possess an overseas Chinese student status (note 2) at the time of their application.
  2. An individual of foreign nationality, pursuant to the following regulations and who has stayed overseas (including Mainland China, Hong Kong, Macau, and any other foreign countries) continuously for no less than 6 years (note 3), is also qualified to apply for admission under this regulation.
    - (1.) An individual who has a nationality status from the Republic of China at the time

of their birth but does not hold a household registration.

(2.) An individual who has had nationality status from the Republic of China but has no R.O.C. nationality at the time of their application shall have an annulled status regarding their R.O.C. nationality for no less than 8 years after an annulment of their R.O.C. nationality by the Ministry of the Interior.

(3.) Regarding individuals mentioned in both of the above subparagraphs they must not have studied in Taiwan under the status of an overseas Chinese nor received placement permission for an academic school year by the University Entrance Committee for Overseas Chinese Students.

※The application submitted by one who has both foreign nationality and R.O.C nationality, but who has already sent in application of his/her R.O.C. citizenship having been suspended for more than 8 years by making the due declaration to the Ministry of the Interior before February 1, 2011. Everything should be processed according to the original regulations. (i.e. not affected by the regulations of household registration)

3. An individual of foreign nationality who are Hong Kong or Macau Permanent Residents without household registration in Taiwan and has lived continuously overseas, in Hong Kong, or in Macau for over 6 years (note 3) at the time of application.

4. An individual that was once residents of Mainland China who is of foreign nationality without household registration in Taiwan and has lived continuously overseas for over 6 years (note 3) at the time of registration.

ii. Transfer Student: Individuals possessing one of the identities listed below may apply to transfer into the sophomore or junior year of the undergraduate programs in the university:

1. International student applicants that are from Hong Kong, Macao, or overseas must meet the requirements of the previous identity categories and the following degree/diploma standards.
2. International students that have studied in the universities of Taiwan must meet the requirements of the previous identity categories and the following degree/diploma standards, but are not exempt from the limitations of having “lived overseas for more than 6 consecutive years by the time of application”.

**B. Degree/Diploma:** the applicant should meet one of the following criteria (Note 4):

i. New Student

The applicant must have graduated from a high school, college or university that is certified by the Ministry of Education. (Please refer to the website of the Ministry of Education’s [Bureau of International Cultural and Educational Relations](#).) or academic qualifications otherwise deemed to be equivalent in accordance with the pertinent regulations of the educational system of the R.O.C.:

(1) Applicants for a Bachelor’s degree must hold a foreign certificate of high school graduation.

(2) Applicants for a Master’s degree must hold a foreign Bachelor’s degree or above.

(3) Applicants for a Doctoral degree must hold a foreign Master’s degree or above.

ii. Transfer Student

1. The individuals that have completed studies spanning two or more semesters from a national or public university in Taiwan or a foreign university recognized by the Ministry of Education may apply for the sophomore year in the undergraduate programs of the university. The individuals that have completed studies spanning more than four semesters may apply for the junior year in the undergraduate programs of the university.
2. Individuals that have graduated from a national or public university in Taiwan, or graduated from institutes of higher education in Hong Kong, Macau, or overseas that are recognized by the Ministry of Education.
3. Individuals with a degree/diploma from institutes of higher education in Hong Kong, Macau, or overseas should also meet the fifth and sixth items of article eight in the “Standards for Recognition of Equivalent Educational Level As Qualified for Entering University”.

<p><b>【Note 1】</b></p>	<p>Article 2 of Nationality Act of R.O.C.: Those who meet one of the following regulations should possess nationality of the Republic of China:          Biological father or mother has nationality of R.O.C. at the time of birth.          If born after the death of biological father or mother, by the time of his/her death, he or she is citizen of R.O.C.          Was born in the territories of R.O.C., when biological father and mother were either unidentifiable or stateless.          Has been naturalized.</p>
<p><b>【Note 2】</b></p>	<p>Overseas Chinese Students should apply to the University Entrance Committee for Overseas Chinese Student. According to Article 2 of Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan, “The Overseas Chinese Students mentioned in the paragraph refers to overseas Chinese students who were born overseas and have resided continuously from birth to date, or have resided overseas continuously for the most recent 6 years, and possess permanent or long term residence permit. The recognition of overseas student’s status is notarized by the office handling overseas Chinese affairs.</p>
<p><b>【Note 3】</b></p>	<p>The term "continuously" means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year. Should the calculation of continuous years living overseas start in an incomplete calendar year, the stay of each year in Taiwan must be below 120 days in order to be included. Individuals under one of the situations below and with related documents of proof may be excluded, the time resided in Taiwan will not be included in the count of overseas residence:</p> <ol style="list-style-type: none"> <li>1. Having studied at training sessions at Overseas Affairs affiliated institutes or professional training courses notarized by the Ministry of Education.</li> <li>2. Having studied at Ministry of Education approved Chinese Language Centers in colleges or universities for less than 2 years in total.</li> </ol>

	<p>3. Having been an exchange student for less than 2 years in total.</p> <p>4. Having had internships at Taiwan sanctioned central industry competent authorities for less than 2 years in total.</p> <p>The “six years” calculation means starting from the enrolled semester date as in August, 1, 2014 to be the final date, and to push back six years (i.e. from August 8, 2008 to July 31, 2014).</p> <p>The term “overseas” explicitly means areas and countries outside of Mainland China, Hong Kong, and Macau.</p>
<p>【Note 4】</p>	<p>Please refer to the Soochow University student enrollment related regulations attachments:</p> <p>Article 4: International students applying for schools in Taiwan shall be limited to one application only. Upon completion of the course of study, at a school in Taiwan, to which an international student has applied, the student's admission to another school's academic level shall be handled in a manner identical to the admission procedures for local students. An exception is that an application for a master's degree or higher levels of graduate studies can be processed under the procedures of each individual school.</p> <p>Article 7: International students that fulfill the enrollment qualities and are competent to learn in both Chinese and English can apply. With the approval of the school, the individual may enroll in the designated department. In the case of the enrollment of M.A. and Ph.D. program students, some credit requirements from undergraduate or graduate courses may have to be fulfilled in order to graduate, but the credits won't be included in the M.A. and Ph.D. programs. Individuals that graduated with lesser years of study than Taiwan's educational system can still apply for the entrance exams of the bachelor's degree program; <b>but each department should make amends to increase the credits needed for graduation to at least 12 credits.</b></p>

## IV. Method of Examination, Programs and Enrollment Quota

Method of examination is through document review. For other special regulations of specific departments please see Note for more information.

### i. New Student

#### School of Liberal Arts and Social Science

Departments	Bachelor	Master	Doctor	Note
Chinese Literature	9	3	2	
History	5	2		
Philosophy	5	5		The Department of Philosophy includes the one and only “Chinese Philosophy Center for Resources in Foreign Languages” in Taiwan, providing a rich resource for research and also formidable library resources for “Epistemology”. We welcome all interested individuals to our department!
Political Science	5	3	1	
Sociology	5	2		
Social Work	3	4		
Music	15	2		Apart from application materials for document review, music major applicants must also submit audio files such as tapes or CDs. For details, please refer to the website of Department of Music.
Human Right (MA)		5		

#### School of Foreign Languages and Cultures

Departments	Bachelor	Master	Doctor	Note
English Language and Literature	3	2		
Japanese Language and Culture	2	8	2	Research proposal for an M.A. or a Ph.D. degree should be written in Japanese. (around 3000 words for the M.A., and 5000 for the Ph. D.)
German Language and Culture	1	0		

#### School of Science

Departments	Bachelor	Master	Doctor	Note
Mathematics	5	6		<ol style="list-style-type: none"> <li>The graduate program has two programs: one is Mathematics and another is Mathematical Decision Science and Big Data Analysis, the quota from two programs can be kept for use.</li> <li>Applicants applying for the graduate program should also pick one of the three programs when signing up.</li> <li>For course introductions, please refer to the departmental website (<a href="http://www.math.scu.edu.tw/">http://www.math.scu.edu.tw/</a>).</li> </ol>
Physics	5			



Departments	Bachelor	Master	Doctor	Note
Chemistry	2	1		
Microbiology		1	1	Sufficient English language in the four skills is required.
Psychology	5	5		

### School of Laws

Departments	Bachelor	Master	Doctor	Note
Law	2	2	1	<ol style="list-style-type: none"> <li>The highest academic degree of an applicant for an M.A. or a Ph.D. program should be in law or law-related subjects.</li> <li>Our M.A. program offers Public Law, Criminal Law, Civil-Commercial Law, International Law, and Law of Finance and Economics. And the Ph.D. program offers Public Law, Criminal Law, Civil-Commercial Law, International Law, and Fundamental Law. Please make a clear note of your <b>field</b> in your application form.</li> <li>Sufficient English language proficiency is required for International Law, and Chinese proficiency is required for the other fields.</li> <li>Applicants for the Ph.D. program are required to submit their original Bachelor and M.A. study transcripts.</li> </ol>

### School of Business

Departments	Bachelor	Master	Doctor	Note
Economics	10	3	1	
Accounting	5	3		
Business Administration (the M.A. program includes the Global Business Program)	15	15		<ol style="list-style-type: none"> <li>Global Business Program as one of the Business Administration Graduate Programs, provides independent courses taught in English. For more information, please refer to the Department's <a href="#">website</a>.</li> <li>Global Business Program applicants only: <b>Applicants of the Global Business Program should pick the "Graduate Program of the Department of Business Administration (Global Business Program)".</b> Neither of the two recommendation letters should be written by a Chinese language instructor.</li> </ol>
International Business	5	2		<ol style="list-style-type: none"> <li>The enrolment quota of 1 student is allocated to each of the following modules: International Trade and Finance, and International Business. Quota can be used interchangeably among the different modules.</li> <li>In order to make students more competitive, all students are required to pass one of the following English benchmark tests for graduation: GEPT (High-Intermediate Stage1); TOEIC 650; TOEFL (P-P 500, CBT 173, iBT 61); or IELTS 5.0. (Undergraduates are required to pass the Soochow English Proficiency Test for graduation.)</li> </ol>

Departments	Bachelor	Master	Doctor	Note
Financial Engineering and Actuarial Mathematics	4	2		
Computer Science and Information Management	4	2		

ii. Transfer Student

**School of Liberal Arts and Social Sciences**

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of Chinese Literature	9	4	
Department of History	2	5	
Department of Philosophy	5	5	The Department of Philosophy includes the one and only “Chinese Philosophy Center for Resources in Foreign Languages” in Taiwan, providing a rich resource for research and also formidable library resources for “Epistemology”. We welcome all interested individuals to our department!
Department of Political Science	5	4	
Department of Sociology	4	4	
Department of Social Work	3	0	Our department offers a two-year case internship course package. Students accepted in our department should take courses according to the aforementioned course package, and may have delay graduation by 1 or 2 years without protest.
Department of Music	9	0	Applicants not only have to turn in all required written materials for the recommendation-and-selection entrance process, but also have to turn in an audio file (video compact disc) of your music major. The audio file has no limited format. Applicants majoring in music composition should go to the departmental website announcements 【 <a href="http://www.scu.edu.tw/music/">http://www.scu.edu.tw/music/</a> , and then click on courses for the undergraduate program to the “the range for the skills test of the final exam” 】 (students of the percussion group may choose their own music, but has to include at least one synthetic percussion score and one movement from a xylophone concerto or solo).

## School of Foreign Languages and Culture

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of English Language and Literature	3	2	
Department of Japanese Language and Culture	1	1	
Department of German Language and Culture	1	1	

## School of Science

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of Mathematics	4	5	For course introductions, please refer to the departmental website ( <a href="http://www.math.scu.edu.tw/">http://www.math.scu.edu.tw/</a> ).
Department of Physics	5	5	
Department of Chemistry	1	1	Our department courses are held in Chinese, students must have adequate listening, speaking, reading, and writing Chinese language skills.
Department of Microbiology	0	0	
Department of Psychology	4	5	

## School of Law

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of Law	2	2	

## School of Business

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of Economics	9	10	

Department	Admission Quota (Transfer Students of the Undergraduate Programs)		Explanation
	Sophomore	Junior	
Department of Accounting	2	0	1. Limited to applicants majoring in accounting. 2. Credit transfer will be according to the university regulations.
Department of Business Administration	14	14	
Department of International Business	5	3	In order to boost our international competitive capabilities, students must pass English proficiency tests to graduate. English proficiency graduation standards: the first stage of the GEPT High-Intermediate level exam, TOEIC score of 650, pbt-TOEFL score of 500, cbt-TOEFL score of 173, ibt-TOEFL score of 61, IELTS score of 5.0, or pass the Soochow University English Proficiency Test.
Department of Financial Engineering and Actuarial Mathematics	4	0	
Department of Computer Science and Information Management	4	0	

## V. Application Procedures

### A. Application Method and Dates: After finishing the forms online, please apply by mail.

1. Dates: **Applications must be submitted between Feb. 24, 2014 and April 30, 2014, as indicated by postal date stamp. Late applications will not be processed.**
2. Application method: Please follow the procedure below.
  - (1) **Please finish filling out the application form (attachment 2) online and print out the paper copy to mail with other designated documents.**
  - (2) After completing payment please have all application material ready, and send it Admissions Division by post, when the documents are reviewed and payment is done, a notification will be sent by e-mail (which is not an admission notice)

#### Mailing Address:

The Admissions Division, Office of Academic Affairs, Soochow University 70, Linxi Rd., Shilin District Taipei, Taiwan 11102

- ※ Applicants wishing to submit an application in person should seal the documents in the specified envelope for mail-in applications and bring it to the Admissions Division at the Main Campus in Shilin during working hours (Monday to Friday, 8:30 a.m. to 12:00 a.m. and 1:30 p.m. to 4:00 p.m.) within the application period. Late applications will not be processed.

### B. Application Fees and Methods of Payment:

1. Application fees: **The duration for application fee payment is from February 24, 2014 to April 30, 2014.** Application fees are not refundable. The fees are not refundable even under situations like cancellation of the application, disqualification, or application errors. Those who do not pay the application fees will not have their applications processed.

Application Category \ Payment Method	Local Payment	Foreign Payment
	Bachelor, M.A.	NTD 1,500
Ph.D.	NTD 2,500	US\$ 90

2. Methods of Payment: A copy of bank money transfer or wire transfer record should be attached with the application, and the remitter's name (account name) must be identical to that of the applicant. (Please do not send the fee by mail)

Payment by money (or wire) transfer through banks in Taiwan to the NT-dollar account of Soochow University	
Beneficiary's Bank	Taipei Fubon Commercial Bank, Shilin Branch 台北富邦銀行士林分行
Beneficiary	私立東吳大學
Account Number	300221611776

Payment by money (or wire) transfer from a foreign bank to the US-Dollar account of Soochow University	
Beneficiary's Bank:	Taipei Fubon Commercial Bank, Shilin Branch, No. 288 Chung Cheng Road, Shilin, Taipei, Taiwan.
Swift Code:	TPBKWTWP300
Account Number:	300170015219
Beneficiary:	Soochow University

### C. Application Materials to be Submitted:

Please submit the following documents (in chronological order):

**Application materials must be submitted between February 24, 2014 and April 30, 2014, as indicated by postal date stamp. Late applications will not be processed.**

Items		Note
1	A list of submitted documents	Applicants are to make a ✓ for each included application material on the list (see <a href="#">attachment 1</a> )
2	1 copy of the application form (please fill out online and print out the paper copy)	Please provide a 2-inch photo. (see <a href="#">attachment 2</a> )
3	1 photo copy each for a valid passport	1 photo copy of a valid passport (if an ARC is in possession, please include a photo copy)
4	Payment Documentary Proof	1 photo copy of bank or wire transfer receipt (please state the applicant's name and the applying department plus year)
5	Declaration	Please fill out the attached form. (refer to <a href="#">attachment 3</a> )
6	Financial documents	Please provide proof of sufficient financial means to study in Taiwan issued by a financial institute (if the certificate of deposit is not the applicant's account, please turn in the form from the enrollment guide <a href="#">attachment 4</a> ) or proof of scholarship money from the government, other schools, or institutes. (please see note 3) All documents are to be sent to the school in a sealed envelope.
7	<b>【New Student】</b> 1 printed copy of the certificate or diploma of the highest degree (authentication stickers must be provided)	(1) Certificates or diplomas should be authenticated by a representative office of the R.O.C. (please see note 1 and note 2 for more information) (2) If the original documents are not in Chinese or English, an English or Chinese translation should be provided. (3) Please print out as A4. (4) <b>A printed copy of the graduation certificate should be turned in, but once officially enrolled, the original copy must be handed in for examination at registration. If the certificate can't be handed in on time or any documents are found to be invalid, the student will be disqualified for enrollment without protest.</b>
	<b>【Transfer Student】</b> 1. 1 printed copy of documentary proof for degrees obtained abroad (authentication stickers must be provided) 2. 1 printed copy of student identity card for degrees obtained in Taiwan (must have registration stamp)	
8	<b>【New Student】</b> 1 original copy of the transcripts from the highest degree (authentication stickers must be provided)	(1) Foreign transcript should be authenticated by a representative office of the R.O.C. (please see note 1 and note 2 for more information) (2) If the original documents are not in Chinese or English, an English or Chinese translation should be provided. (3) Please print out as A4.
	<b>【Transfer Student】</b> 1 original copy of the transcripts from the previous university in Taiwan or from abroad	
9	2 copies of the applicant's study plan or research plan	Please fill out the attached forms <a href="#">attachment 5</a> in English or Chinese (M.A or Ph.D. program applicants of the Japanese Language and Culture Department are to write in Japanese)

Items		Note
10	2 sealed recommendation letters	The sealed recommendation letters must be from 2 teachers or senior officials (This does not apply to applicants applying for Economics Department and Global Business Program, which needs at least 1 recommendation letter from a Chinese teaching teacher)
11	2 copies of their master's degree thesis or published works	Ph.D. program applicants are required to hand in the original copy and an additional copy of their M.A. thesis, while the rest of the applicants are not required.
12	Other documents required by the department	Please refer to item IV of this guide.
13	Other Information Form	Please follow the form provided by the enrollment guide (please refer to <a href="#">attachment 6</a> )

**【Once an application is submitted, neither the submitted documents nor fees will be returned regardless of whether an applicant is admitted. Please double check all materials before mailing.】**

**【Note 1】**: “Notarized by an overseas representative office of R.O.C.” means that the applicant’s certificate or diploma of their highest degree and transcripts must be the authenticated academic credentials notarized by an overseas representative office of the R.O.C., the issuing college, or any other institutes (languages other than Chinese and English must include the Chinese or English translation). The following regulations must be followed:

1. Mainland China certificates/diplomas: must be according to the regulations in Mainland China
2. Hong Kong or Macau certificates/diplomas: must be according to the regulations in Hong Kong or Macau.
3. Certificates/diplomas from other countries:
  - (1) Overseas Chinese Taipei Schools or Chinese International Schools in Mainland China have the same system of academic degree as our country.
  - (2) Schools of countries not mentioned above should be handled according to the regulations for colleges to acknowledge foreign academic degrees. Foreign schools with campuses in Mainland China should be according to regulations of the Mainland China notary office, and to be notarized by institutes appointed by the government.

When there are difficulties notarizing the documents, the school may request for assistance. (article 8 of the enrollment regulations)

**【Note 2】** : International students that have completed an academic degree of Bachelor or above and applying for M.A. programs or above may provide the graduation certificate and transcripts of the school in Taiwan and proceed with the application. International Students that graduated from Schools for International Residents in Taiwan, the bilingual division in Taiwan high schools, or the international classes in private high schools may present the certificates and transcripts from the above mentioned schools and apply for the bachelor’s degree program of Soochow University. (according to article 9 of the enrollment regulations)

**【Note 3】** : Please choose one of the following methods to provide financial documents indicating sufficient financial means to study in Taiwan.

1. A copy of financial documents from the most recent 3 months notarized by an overseas representative office of R.O.C.
2. A copy of financial documents from the most recent 3 months issued by financial institutes of R.O.C.
3. If the certificate of deposit is not under the applicant's name, please enclose the guarantor's financial affidavit (see Attachment 5). In addition, if the certificate of deposit is not issued by financial institutes of the R.O.C., it also needs to be notarized by an overseas representative office of the R.O.C.
4. Full scholarship certificates.

**D. Please also note:**

1. Any international student enrollment related regulations will be handled according to article 13 of the enrollment regulations of this University:
  - (1) International students are allowed during the time of study at this University to keep a household register, to have a household registry certificate, to obtain permanent residence in Taiwan; or is naturalized as an R.O.C. citizen; or has restored his/her R.O.C. citizenship, and those who have been deprived of their international student status will be expelled.
  - (2) No international students may apply for a degree at Soochow University if he/she has earlier been suspended from another institute due to behavior issues, poor academic performance or criminal conviction under the enrollment regulations.
2. **If the applicants would like to apply for more than one department (program), in which case separate application forms and application fees are required.**
3. The applicant must be fluent in Chinese and have a passion for learning about the Chinese culture. Individuals that are officially enrolled could attend the Chinese language summer courses offered by the university (payment is required), for more information please refer to the Chinese Language Learning Center website (<http://www.scu.edu.tw/mandarin/>).
4. **Once the application documents have been mailed, the department, grade year, or class listed in the application may not be changed. Once an application is submitted, neither the submitted documents nor fees will be returned regardless of whether an applicant is admitted.**
5. Students from Vietnam applying for a visa to study in Taiwan will also need to provide a foreign language proficiency certificate. For more information, please refer to this [website](#).
6. Undergraduate students of the university not only have to acquire the credits needed for graduation set by his/her department within a designate year limit, there are also other graduation standards like foreign language proficiency, computer skills, and other activities to complete in order to graduate. In case of students unable to pass certain standards, the university provides mitigation methods to help raise capability and quality.
7. Credit transfer for officially enrolled international students will be verified by the departments and the registration division of the Office of Student Affairs. **If the credit transfer turns out to be insufficient, which leads to a delay of graduation, the student must follow the regulations without protest.** Students are welcome to contact the departmental TAs or the university registration division for any questions about credit transfer.



## VI. Acceptance

### A. Admission:

The school's admission committee will release the results for each department; not all places need to be filled. When the number of qualified candidates seeking admission is insufficient according to the standard of a department or program, the number of accepted students can be less than the intended recruitment number. If the number of qualified candidates exceeds the designated recruitment number, a waiting list of additional candidates will be prepared. No additional candidates will be named in the opposite case. Only when the number of qualified candidates seeking admission is insufficient will additional candidates be invited to register. Registration of additional candidates will be conducted by order of score obtained in the application process.

### B. Announcement of Acceptance:

The list of Accepted Candidates will be announced on the school's website **by May 30, 2014**. Applicants can also make enquiries via the following channels:

1. By telephone at (886) 2-2881-9471 ext. 6068
2. By Internet at: <http://www.scu.edu.tw> (clicks on "Enrollment Information" and follow the links).

C. In addition to the announcement above, notices of acceptance and enrollment questionnaire will also be sent to the admitted candidates by registered express mail.

## VII. Enrollment and Registration

A. Students who are admitted should follow the guidelines on the notice of acceptance and return the enrollment questionnaire by post before **July 16, 2014**. Failure to reply by this date will be taken as abandonment of the offer. No later dispute of this ruling will be entertained.

B. Upon registration, the admitted student should provide passport, original degree/diploma certificate (If a degree certificate is not duly authenticated by an overseas representative office of R.O.C. at the time of application, this authentication will be required.), health and accident insurances for at least 6 months, and other related documents at the indicated dates and locations below. Failure to meet these requirements will result in withdrawal of the qualification.

Program	Time of Inspection	Location
Bachelor	upon registration	freshman registration site
Transfer Student	at the beginning of the semester	the registration office
M.A. & Ph.D.	at the beginning of the semester	the registration office

C. If vacancies remain after all qualified candidates have registered, the University will inform the additional qualifiers of the department concerned. These persons may proceed to register in order of priority until the class starts according to the school calendar of the 2014-2015 Academic Year.

D. Admitted students and transfer students should follow the relevant regulations of Soochow

University with the respect to the transfer of or exemption from the required academic credits after registration.

## VIII. General tuition fees, scholarships, and other information

### A. General tuition fees:

Fees for the 2014 Academic Year will be announced once school budgets are finalized. The pertinent information for the 2012 Academic Year is provided below for reference: (Please see the website of the [Accounting Office](#) for more information):

School / Department	Tuition (including faculty funds) (within permitted length of degree program)	Tuition (not including faculty funds) (10 credits or more per semester beyond permitted length of degree program)	Credit Fees:(per credit) (9 credits or fewer per semester beyond permitted length of degree program)
Arts and Social Sciences; Foreign Languages and Culture	48,370	47,590	1,390(bachelor degree) 1,410 (master/doctoral degree)
Business (not including Computer Science And Information Management)	49,110	48,330	1,390(bachelor degree) 1,410 (master/doctoral degree)
Sciences (including Computer Science And Information Management)	55,990	55,170	1,390(bachelor degree) 1,410 (master/doctoral degree)
Music	56,460 (not including coaching fee )	55,640	1,390(bachelor degree) 1,410 (master/doctoral degree)

✘The above does not include fees for student insurance, computer and language instruction labs, and faculty funds.

### B. Scholarships:

1. The Ministry of Foreign Affairs provides “Ministry of Foreign Affairs Taiwan Scholarship”

Applicants are residents of countries with diplomatic relations to Taiwan, and the plan would be to Chinese study for 1 year, undergraduate program for 4 years, masters program for 2 years, and Ph.D. program for 4 years. The scholarship amount would be NTD25,000 - 30,000 per month. The overseas offices will announce the enrollment guide in February, and the application period will be from February to April. Simultaneously, application for college entrance permissions will be sent out to colleges/universities in Taiwan. For more information, please refer to the MOFA scholarship website.

2. Scholarship for international students provided by the school and the Ministry of Education

The applications of the scholarship for international students provided by the school and MOE are held once a semester. Please refer to the Office of International and

Cross-Strait Academic Exchanges [website](#) for the application criteria or ask the office directly. The number of recipients and monetary amount are to be decided by the International Exchange Committee of SCU.

Telephone: 886-2-28819471 Ext: 5365

- C. For information on foreign student matters, scholarships, and accommodation, please contact the Office of International and Cross-Strait Academic Exchanges [website](#).

Telephone: 886-2-28819471 Ext: 5365

D. Other information:

1. Students who are registered or who retain student status even if temporarily suspended cannot reapply for the same department and year at Soochow University. No student may seek to derive illicit benefit from his or her admission status. The University may bar offenders from attending examinations, revoke their admission status and/or dismiss them from the school. No dispute of such a ruling will be entertained.
2. In the event that it is discovered with respect that an admitted international student's entry qualifications are the product of cheating or fraud, or that submitted documents have been forged, altered, borrowed, amended, used illicitly or otherwise do not have legal standing, the student may be dismissed or see his/her admission status revoked, and no certificate of study will be issued. Should such a violation be discovered after completion of a student's studies, the University may revoke any certificates issued and publicly announce the cancellation of the violator's graduate status, and all legal responsibilities incurred shall rebound to the charge of the violating party.
3. If an applicant considers that he/she has been victim of any injustice in the application process and that his/her personal rights and interests have been violated, he/she may file a complaint according to the regulations set out in this guide. If the problem cannot be summarily resolved, the applicant may submit in writing a further complaint with the relevant documentation attached to the Enrollment Committee within 20 days after the release of the admission rosters. No late submissions will be entertained.
4. Specific details concerning such matters as retaining admission status, withdrawal, permitted length of degree programs, graduation and credit requirements, and credit transfers or exemptions may be found on the University [website](#).
5. Foreign students may not apply to attend continuing education or in-service BA programs, in-service (work-study) MA programs or any other programs offered only at night or on holidays. This restriction does not apply to persons who hold a Permanent Alien Residence Certificate, or have the right of permanent residence, or who are in programs specially authorized by the Ministry of Education.
6. International students should obey the R.O.C. laws as well as the regulations of the University; violators of the Employment Service act will be dealt with according to the regulations of the University.
7. Any matters not addressed in this Guide may be resolved by the Ministry of Education Regulations and the decisions of the University's Enrollment Committee.
8. In accordance with Article 14 of the Acquired Immunity-Deficiency Syndrome Act of the R.O.C., any foreign student who tests positive in an AIDS test will be reported by the medical authority to the Ministry of Foreign Affairs or the Ministry of the Interior, who may revoke or cancel the student's visa and/or residence permit and order his/her

expulsion from the national territory.

9. Appendices to this Guide are as follows:

Attachment 1: List of Submitted Documents

Attachment 2: Application Form for International Students (Sample)

Attachment 3: Declaration

Attachment 4: Financial Affidavit for the Benefactor of the International Applicant  
(If the certificate of deposit is not the applicant's account, please enclose the guarantor's financial affidavit)

Attachment 5: Study Plan

Attachment 6: Other Information Form

## 資料檢核表 List of Submitted Documents

◎請申請人務必繳交此份紀錄表，並就已繳交之資料，在左方檢核欄內打✓

Applicants must check the items that you have submitted on the left and hand this document in.

檢核 Check	份數 Copies	繳交資料項目 Application Materials
	1	入學申請表附表2 (請附貼2吋半身脫帽照片1張) Completed Application form Attachment 2 (Please attach one 2-inch passport photo)
	1	護照影本 (如有外僑居留證或其他合法居留身分證明文件者，請併附影本1份；已申請喪失中華民國國籍者，請附相關證明文件) A photocopy of your valid passport (Individuals possessing ARC or other legal resident's certificates, please provide a copy of ARC if there's any; if you have applied for expatriation, please provide related proof document)
	1	匯款收據影本或轉帳記錄 (請註明申請人姓名及申請系所組別及年級) A copy of application fees receipt or transfer record (please state the name of the applicant and the applying department and year.)
	1	同意具結書附表3 (請依簡章所附表格填寫) Declaration Attachment 3 (Please fill out the form of Attachment)
	1	財力證明 (存款證明非申請者本人者請繳交簡章所附表格附表4) Financial affidavit (if the certificate of deposit is not the applicant's account, please enclose the form of Attachment 4)
	1	最高學歷證明文件影本 (含中文或英文譯本)，國外學歷需經原校所在地之我國駐外館處驗證蓋章。(新生及轉學生應繳文件請詳見第9頁) One photocopy of the certificate or diploma of the highest degree obtained abroad, notarized by an overseas representative office of the R.O.C. (With Chinese or English translation) For the necessary document required of new students and transfer students, please refer to page 9
	1	最高學歷歷年成績單正本 (含中文或英文譯本)，國外學歷需經原校所在地之我國駐外館處驗證蓋章。(新生及轉學生應繳文件請詳見第9頁) One original transcript of the highest degree obtained in foreign countries, notarized by an overseas representative office of the R.O.C. (With Chinese or English translation) For the necessary document required of new students and transfer students, please refers to page 9.
	2	讀書計畫或攻讀學位研究計畫書附表5 (請依簡章所附表格填寫) Study Plan Attachment 5 (Please fill out Attachment)
	2	兩位教師彌封推薦函 (除企管系碩士班國際商管學程外，均需包括至少一封教授中國語文教師推薦函) Sealed Letters of Recommendation from 2 teachers (including one from a Chinese language teacher. But those applicants for Global Business Program of the Business Administration M.A. program are not within the constraints.)
	2	出版著作或已發表之論文 (除申請修讀博士學位者務必繳交碩士論文正本及影本各一份外，其餘學系考生得自由繳交) Publications (Doctoral degree applicants should submit 1 progenitor and 1 copy, other applicants are optional)
	1	其他系所指定繳交資料 (請參見本簡章第四項學系分則說明) Other assigned documents from the Department. (Please refer to the fourth section on enrollment quota for each department and program for more information.)
	1	學習資訊表附表6 Other Information Form Attachment 6

※上述寄繳之資料請依序排列，並請自行備份留存，本校審核後，不論錄取與否，均留校存查，不予退還。  
All documents should be submitted chronologically with your application, and shall remain with the university, which will not be returned regardless of admission status. Please keep your own personal copy for future reference.

# 東吳大學

## 外國學生入學申請表

SOOCHOW UNIVERSITY

Application Form for International Students

70, Linxi Road, Shilin District

Taipei, Taiwan 111, R.O.C.

Tel: +886-2-28819471 ext. 6062-6068, Fax: +886-2-28838409

E-mail: entrance@scu.edu.tw

最近二吋半身  
脫帽相片  
2-inch  
passport photo

擬申請就讀之系（組）及學位 The Department / Graduate Institute and Degree you apply for :

系(組)Department /Graduate Institute	音樂學系（中提琴）新生/Department of Music (Viola) (Freshmen)
------------------------------------	---

### 個人資料 Personal Information

中文姓名 Applicant's Name (Chinese)	謝小強	英文姓名 Applicant's Name (English)	Hsieh, Shao Chen
性別 Sex	男 Male	出生日期 Date of Birth	1980/01/01
國籍 Nationality	Singapore-SG-新加坡	護照號碼 Passport No.	A123456789
是否領有居留證 Do you possess an Alien Resident Certificate?		是 Yes 居留證號碼 ARC No.AD12345678	
通訊地址 Postal Address (after 2014/5/30)	70 Linhsi Road, Shihlin, Taipei, Taiwan 111, R.O.C		電子郵件 E-mail <a href="mailto:12345@scu.edu.tw">12345@scu.edu.tw</a>
電話 Telephone	886-2-28819471		行動電話 Cell phone 0910001110
聯絡人電話 Contact Telephone	1234567890		
聯絡人姓名 Contact Person	Hsieh, Ta Chen		與申請人關係 Relationship Family
申請人父親或母親是否(曾)具中華民國國籍? Applicant's father or mother was a citizen of the Republic of China.?		否 No	

### 教育背景 Educational Background

學校名稱 Name of School	學校所在地 City and Country	主修學門 Major	副修學門 Minor	學位/文憑 Degree/ Diploma	修業時間 School Period (mm/yyyy~mm/yyyy)
Hwa Chong Institution	Singapore	Music	Chinese	High School	09/2000~06/2003

## 同意具結書 Declaration

一、本人申請身份勾選如下，並保證符合貴校「外國學生招生規定」之規定。

The applicant's identity status will be indicated below, and will be according to the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

除下列第一項資格外，其餘身分保證於註冊時繳交中華民國入出國及移民署之入出國時間證明備查（連續居留海外六年以上，每曆年在臺灣地區停留期間不得逾 120 日，具相關證明文件者除外）。

Excluding the first item, the rest must present the Certificate of Entry and Exit Dates issued by the National Immigration Agency of the R.O.C. (**individuals that have lived abroad for more than 6 years can only temporarily reside in Taiwan for no more than 120 days**, but individuals holding the necessary documents are excluded).

從未具有中華民國國籍，於申請時並不具僑生資格。

Never have been a citizen of the R.O.C., and didn't hold an Overseas Student Status during time of application.

兼具有中華民國國籍且自始未曾在台設籍。

Also citizen of the R.O.C., and has never applied for household registration in Taiwan

曾兼具有中華民國國籍，且經內政部許可喪失放棄國籍至今已達 8 年。（需提供放棄國籍證明文件）

Had once held R.O.C. citizenship, but have forfeited it with the approval of the Ministry of Interior for over 8 years. (must provide necessary documents)

兼具香港或澳門永久居留資格，且未曾在臺設有戶籍。

Also a Permanent Resident of Hong Kong or Macau, and has never applied for household registration in Taiwan

曾為大陸地區人民且未曾在臺設有戶籍。

Had once held citizenship of Mainland China, and has never applied for household registration in Taiwan.

二、本人所提供之學歷證明文件(申請大學部者提出相當中華民國高中畢業之證書、申請轉學生者提出國/內外學歷證明、申請碩士班者提出大學畢業證書、申請博士班者提出碩士畢業證書)在畢業學校所在國家均為合法有效取得畢業資格，且所持之證件相當於中華民國國內各級合法學校。本人保證於註冊時繳交經 貴國駐外單位驗證之學歷證件(畢業證書)。

The diploma (Applicants of undergraduate programs must provide graduation certificates from high schools in R.O.C., applicants of transfer students must provide domestic or foreign diploma official transcripts, applicants of master's programs must provide certificates of bachelor's degree and applicants of doctoral programs must provide certificates of master's degree) I present is valid and officially issued by an accredited educational institute in my home country or in the foreign state. I also attest that, once I have been accepted by this University, I should present **the authenticated academic credentials notarized by an overseas representative office of the R.O.C.**

三、本人在華未曾因操行、學業成績不及格或犯刑事案件經判刑確定致遭退學。

I have never been expelled or dismissed due to behavior issues, poor academic performance or criminal conviction from any academic institute in the ROC.

四、本人未曾以僑生身分在臺就學，且未於當學年度接受海外聯合招生委員會分發。

I have never studied in a status as an Overseas Chinese Student in Taiwan; and this year I have not been assigned a position as an Overseas Chinese Student by the University Entrance Committee for Overseas Chinese Students.

五、上述所陳之任一事項同意授權 貴校查證及，如有不實或違反中華民國教育部外國學生來臺就學辦法之事項等情事屬實者，本人願依 貴校相關規定處理，絕無異議。並同意 貴校得於法令規定許可範圍內蒐集、處理、國際傳遞及利用本人個人資料。

I agree to authorize Soochow University to verify any information provided above. I fully understand that the false statement, wrong information and fake documents in the application or violation of the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan may lead to the expulsion from Soochow University and/or deportation from Taiwan. I also agree to authorize Soochow University under a permitted extent to search, handle, undergo international transmission, and use my personal information.

申請人簽名 **Signature** : \_\_\_\_\_ (中文) / \_\_\_\_\_ (English) 2014/\_\_\_/\_\_\_

# 東吳大學

## 申請入學資助者財力保證書

### Financial Affidavit for International Applicants

【存款證明非申請人帳戶者，請附上本項資助者財力保證書】

If the certificate of deposit is not the applicant's account, please enclose the guarantor's financial affidavit

本人願擔保申請人在東吳大學就學及生活所需一切費用支出。

I hereby guarantee that the applicant's total living and tuition expenses while attending Soochow University will be paid in full.

此 致

Submitted to

東吳大學招生委員會

Soochow University Admissions Committee

保證人 Guarantor :

(簽章 Signature)

關係 Relationship :

護照號碼 Passport No. :

(或身份證字號 ID No.)

聯絡電話 Phone :

電子郵件 Email :

具結日期 Date :

年 Y/

月 M/

日 D







## 學習資訊表 Other Information Form

## 中文語文能力 Chinese Language Skills

學習中文幾年? How many years have you studied Chinese?					
學習中文環境? Where did you study Chinese (high school, college, language institute)?					
您是否參加過任何中文語文能力 測驗? Have you taken any Chinese language proficiency tests?		何種測驗 If yes, what is the test?		分數 Score	
自我評估 Please evaluate your Chinese language skills.					
聽 Listening	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor	
說 Speaking	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor	
讀 Reading	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor	
寫 Writing	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor	

## 其他 others

健康情形 Health Condition	<input type="checkbox"/> 優 Excellent <input type="checkbox"/> 尚可 OK	<input type="checkbox"/> 佳 Good <input type="checkbox"/> 差 Poor	如有疾病請敘明 Please indicate the previous disease, if any _____
課外活動 Extracurricular Activities			
著作 Publications			
工作經歷 Work Experience			

您是如何得知本校外國學生招生訊息?

How did you learn about SCU international admission? (Multiple selections accepted)

--