

Soochow University Regulations Regarding International Students Undertaking Studies in Taiwan

Article 1 This regulation is promulgated according to MOE Regulations Regarding International Students Undertaking Studies in Taiwan.

Article 2 A person of foreign nationality who has never held Republic of China (“R.O.C.”) nationality and who meets the following requirements is permitted to apply for admission to an educational institution, in accordance with the provisions of these Regulations:

1. The person has never undertaken studies in Taiwan as an overseas Chinese student.
2. The person has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

A person of foreign nationality who meets the following requirements and who in the immediate past has resided overseas continuously for at least six years is also permitted to apply for admission to an educational institution, in accordance with these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

1. A person who at the time of their application also holds dual R.O.C. nationality shall have never had household registration in Taiwan.
2. A person who before the time of their application also held dual R.O.C. nationality but no longer does at the time of their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application.
3. A person referred to in either of the preceding two subparagraphs shall meet the requirements stipulated in Subparagraph 1 and Subparagraph 2 of the previous paragraph.

A foreign national who was selected by a foreign government, organization, or school to study in Taiwan in accordance with the Education Cooperation Framework Agreement, and who has never had household registration in Taiwan may be given exemption from the restrictions set out in the preceding two paragraphs if the competent education administrative authority gives approval.

The periods of six years stipulated in Paragraph 2 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date

of the period.

The term “overseas” used in Paragraph 2 refers to countries or regions other than the Mainland Area, Hong Kong, and Macau; the term “reside overseas continuously” means that an international student has stayed in Taiwan for no more than a total of 120 days in each calendar year. When calculating the number of consecutive years spent overseas, if the initial or final year of the period is not a complete calendar year, any time spent in Taiwan in the initial or final year must not exceed 120 days. However, time that a person has spent in Taiwan is not subject to this restriction and it is not counted when calculating how long they were in Taiwan in a particular year if the person has documentary proof that they:

1. attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education;
2. spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;
3. spent a total period of less than two years in Taiwan as an exchange student; or
4. spent a total period of less than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

A person who held both foreign and R.O.C. nationalities and applied for annulment of their R.O.C. nationality before the date of effect of the February 1, 2011 amendment to these Regulations may apply for admission as an international student in accordance with the provisions in place before the amendment and is not subject to the restrictions set out in Paragraph 2.

Article 3 An applicant of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

The term “reside overseas continuously” mentioned in the preceding paragraph means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempt, if any of the conditions prescribed in Subparagraphs 1 through 4,

Paragraph 5 of the previous Article applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

The six years calculation period as prescribed in Paragraph 1 and Paragraph 3 shall be calculated from the starting date of the semester (Feb.1st or Aug.1st) as the designated due date for the time of study.

The term overseas as prescribed in paragraph 5 in previous article shall apply to paragraphs 1 to 4.

Article 4 An international student applying to study at an educational institution in Taiwan in accordance with the provisions of the two previous articles is limited to only applying once. If a student wants to continue studying in Taiwan, their application shall be handled in the same manner as the admission procedures for domestic students. However, this requirement does not apply to an international student in either of the following circumstances:

1. If an international student is applying for admission to a master's degree or higher level program after completing the course of study at the educational institution to which they originally applied, the university to which the student is now applying shall handle the application in accordance with its regulations;

2. If an international student applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year for some reason then discontinued their studies or forfeited their student status, that student may lodge another application to come to Taiwan to study, but only one such re-application is permitted.

If an educational institution in Taiwan where an international student was studying considers that their conduct or academic performance was unsatisfactory, or if the student seriously violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue their studies or forfeited their status as a registered student, the student is not permitted to re-apply to study in Taiwan on the basis of the provisions of the previous paragraph. If an investigation verifies that an international student has violated the provisions rules, their enrollment eligibility shall revoke. If the student has already registered and begun classes, their registration as a current student shall be cancelled

Article 5 The quotas for admission allocated for international students in each department should be additional quotas but be no more than ten percent of the number of positions allocated in Soochow University for local students each year. The number should be calculated into the total number of positions at each school, yearly and reported to the authorized educational government agencies for ratification. Degree programs offered by collaborating domestic and foreign universities that have been approved on a case by case basis by the Ministry of Education are not subject to this restriction.

Our school may augment the number of places that available to international students by the number of places that were available to local students within the admission quota that was approved for the institution for the previous academic year and shall first report such an increase to the Ministry of Education for approval.

The quotas for admission prescribed in Paragraph 1, do not include international students with a non-degree status.

Article 6 Soochow University that recruits and admits international students into any year of its programs by fall and spring semester. Soochow University is responsible for establishing international student recruitment guidelines and must get approval from the Admissions Committee. The guidelines should be announced before 20 days at least. The school shall set up accordingly a set of entrance procedures that outline the degree programs offered, the duration of study, quotas for admission, qualifications and requirements, reviewing or screening methods, along with other related information.

Article 7 International students that are qualified for admission with an adequate level in Chinese and English for learning must submit applications according to the regulations. Students that have passed the school's examination or qualified as a recommended student are accepted and may apply for a major. If students of the master's program or doctoral program are found to have to make up for some graduate program or master's program basic courses and credits, they must be completed in order to graduate, but the credits will not be included in the graduate credits.

Applicants whose graduation grade of an offshore school is in the same level and category as the second year of a senior high school in Taiwan, could apply for an undergraduate program with an accordance education; only if the student should follow the school regulation and take the credits within the allotted study years.

Article 8 International students applying for admission to Soochow University

shall submit their applications directly to the Admission's Office of the Academic Department during designated application periods according to the Enrollment Guide, any late applications will not be processed. Once an application is submitted, neither the submitted forms nor documents nor fees will be returned regardless of whether an applicant is admitted. Those applicants that qualify through the review or screening process will be granted admission by the school. The following application documents need to be submitted:

1. Application form (with a 2.5-inch photo include)
2. A photo copy of a valid passport.
3. 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):
 - (1) Academic credentials from Mainland China: The Regulations Governing the Accreditation of Schools in Mainland China shall apply.
 - (2) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
 - (3) Academic credentials from other areas:
 - a. Academic credentials earned at overseas Taiwan schools or Taiwan schools in Mainland China shall be regarded as the same as those at domestic schools with equivalent levels.
 - b. Academic credentials referred in the preceding 2 Items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from schools or branches established in Mainland China by foreign schools shall require public notarization in Mainland China and be verified and examined by an institute established or appointed by, or through a private agency commissioned by the Executive Yuan.
- (4) Proof of sufficient financial means to study in Taiwan or proof of scholarship money from the government, other schools, or institutes.
- (5) Study Plan or Research Plan written in Chinese or English.

(6) Ph.D. program applicants are required to hand in the copy of their M.A. thesis.

(7) Two sealed recommendation letters from 2 teachers or senior officials. (Recommendation letter should at least from a Chinese teaching teacher. Applicants should follow the regulations from each department if any.)

(8) Application fees: according to the International Student Enrollment Guide from the applicants' entrance academic year.

While reviewing the application documents without verification by overseas consulates, representative offices, agencies of the country or other bodies authorized by the Ministry of Foreign Affairs (hereinafter referred to as 'Overseas Agencies') or institutes established or appointed by the Executive Yuan, or a private agency commissioned by the Executive Yuan as prescribed in subparagraphs 3 and 5 of the preceding paragraph may request for verification. If the said documents have been verified, the school may request examination of the documents.

Article 8-1 An international student submitting forged, fabricated, or altered papers for the purpose of the their school application shall be subject to enrollment qualification cancellation; or a revocation of enrollment and denial to the request of any certificate pertaining to study, if the said student is already enrolled; or revocation of graduation qualifications and cancellation of the diploma by the student's school, if the said student has been already graduated.

Article 9 An international student who has completed a bachelor's degree or a higher degree in Taiwan and applies for a master's program shall be exempt from the rules listed in Article 7, Paragraph 1, Item 2, provided that a graduation certification and transcript for each consecutive semester issued from the schools in Taiwan shall be enclosed.

International students who have graduated from private high schools, lower grade schools for international residents in Taiwan, or from bilingual programs affiliated with senior high schools, or from a foreign curriculum department and classes at private senior high schools or below must submit credentials and transcripts for each academic semester to apply for admission under Article 7, and are exempt from the Article 4 and Paragraph 1, Subparagraph 3, of the preceding Article.

Article 10 The application information of international students will first be examined by the Office of Academic Affairs, and then sent on to each department for review. After the departments have approved with opinions endorsed, qualified students will have to pass the review of the admission

committee. They will then be sent the admission notices, which will assist with passport, entrance and exit permit, and other such applications.

The above mentioned examination or recommendation methods and admission qualifications will be set by each department, and approved by the Office of Academic Affairs for future reference. The admission qualifications must be set under the principle of having passing academic grades for all the courses of each semester from the graduated school, and each department must set a higher standard for comparison.

The school must input all information of international students' admission, transfer, suspension or change and loss of student status, and et al into the database for international student statistics management appointed by the Ministry of Education.

Article 11 International students may not apply for Extension Programs at universities/colleges designed for returning education students, part-time, in-service courses of Master programs, or other programs, which are restricted to night classes and classes during holidays. International students who have obtained legal resident status in Taiwan, or are enrolled in a program ratified by MOE, are exempted from this Article.

Article 12 International students that have been admitted should register to enroll in the current semester, when one third of the first semester has not passed. If one third of the first semester has passed, then the student must register in the second semester or the next school year. Exceptions under the regulation of the Ministry of Education are excluded.

Article 13 The retaining of admission, school transfer, department transfer, suspension, expulsion, and other enrollment status, academic, examination affairs of international students should be conducted according to the related regulations of our school.

After graduation, international students may apply for internship opportunities in Taiwan through the school, which will send the application on to the Ministry of Education for permission. The international student status may be prolonged for one more year at most prior to graduation.

An international student who has been permitted to undertake initial household registration, resident registration, naturalization, or restoration of R.O.C. nationality procedures during the course of their studies in Taiwan will forfeit their international student status and shall be dismissed by their educational institution. However, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this

requirement.

International students expelled due to a failed conduct score, a failed academic score, or criminal activities will not be allowed to apply for the school again. If this violation occurs and was proven to be true, the admission qualification will be revoked or the student status will be cancelled.

The enrollment of international transfer students of the school is dictated by article 6, article 7 and 8, and to be conducted according to the enrollment guidelines. International students expelled due to a failed conduct score, a failed academic score, or criminal activities will not be allowed to apply to transfer.

Article 14 Soochow University may sign education cooperation agreements with foreign schools and recruit international exchange students. Universities/colleges may apply this regulation to accept international students as non-degree seeking students with the condition that it will not compromise normal teaching routines.

The above mentioned international students have applied to be non-degree seeking students, and after passing the examinations of the chosen courses, credit certifications will be provided.

The international students of this category are not allowed to use the non-degree seeking status as means to apply for a residence visa.

Article 15 When establishing special international student programs under international academic cooperation programs or special circumstances, Soochow University shall comply with the Respective Total Quantity Development scale among the schools above Junior Colleges, and follow the regulations governing resource conditions, which will be subject to approval from the Ministry.

Article 16 In order to promote globalization as well as to advertise to international students, our school has set up a "Soochow University International Student Scholarship". Qualified students will be able to apply according to the regulations. The recipients and monetary amount will be decided by the international affairs committee of the school.

Article 17 The enrollment affairs of international students are handled by the student admission division under the Office of Academic Affairs. The promotional works are handled by the Office of International and Cross-Strait Academic Exchanges.

Once the international students have been accepted, the academic guidance will be handled by the respective departments. The livelihood guidance, communication, and et al will be handled by the Office of International and Cross-Strait Academic Exchanges.

The school will occasionally hold international student related activities and promotions to help advance the globalization of the campus, and to assist students of Taiwan to interact with international students.

Article 18 International students must abide by the R.O.C. laws, and also to follow the regulations of the school.

Students found to have violated the Employment Service Act and proven guilty will be dealt with according to regulations.

Article 19 At the time of registration new international students shall present proof of a medical and injury insurance policy which is valid for at least 4 months from the date the student enters Taiwan. Current student shall present written proof that they have joined Taiwan's the National Health Insurance Plan.

The abovementioned written proof of insurance issued in a foreign country shall be verified by Overseas Agencies.

Article 20 If international students discontinue their schooling or because of any other reason that causes them to change or lose their student status at the school, the school must notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the Service Center of National Immigration Agency, the Ministry of the Interior, and send copies of these notifications to the Ministry of Education.

Article 21 An individual who would like to apply for learning Mandarin in Taiwan, could apply for admission to the Chinese Learning Center in Soochow University. After the admission, one could apply for the student visa from an institution abroad on behalf of the Notice of Acceptance from Soochow University.

The mentioned regulations about application procedures, scholarship or subsidy, student management or counseling, the hours of absences over a quarter of the total number of classes and the promulgation of one's loss of the student status, are conform to Article 8, Paragraph 1, Item 1, Item 2, Item 4, Article 10, Paragraph 3, Article 17, Article 19 and Article 20 of this regulation.

Article 22 Any deficiencies in the regulations will be handled according to the regulations of the Ministry of Education.

Article 23 The regulations have been put into effect after being passed by the Academic Affairs Meeting and approved by the Ministry of Education, every August to October or December to next February before the Enrollment Guide is released, and announced by the President of Soochow University, any alterations also apply accordingly.