



**Southern Taiwan University
of Science and Technology**

**Academic Year 2024
Application and Transfer Guide
for the International Foundation
Program**

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I. Important Dates

2024 Fall Semester

| Contents | Dates |
|--------------------------------|--|
| Application Guide Announcement | January 10, 2024 |
| Application Period | January 15 to May 15, 2024 |
| Review | First Period: March 15 to March 24, 2024 |
| | Second Period: March 31 to May 26, 2024 |
| Admission Result | First Period: Before March 31, 2024 |
| | Second Period: Before June 3, 2024 |
| Acceptance Letter Mailing | From July 5, 2024 |
| Semester Begins | Mid-September 2024 |

2024 Spring Semester

| Contents | Dates |
|--------------------------------|---|
| Application Guide Announcement | July 15, 2024 |
| Application Period | July 15 to November 30, 2024 |
| Review | First Period: September 18 to September 29, 2024 |
| | Second Period: December 01 to December 15, 2024 |
| Admission Result | First Period: Before October 6, 2024 |
| | Second Period: Before December 25, 2024 |
| Acceptance Letter Mailing | From October 6, 2024 |
| Semester Begins | Mid-February 2025 |

II. Application Instructions

| | |
|---------------|---|
| Step 1 | Make sure that you are eligible to apply as an International Foundation Program student. Please refer to “ Who can Apply ”. |
| Step 2 | International students may apply for admission in our Fall and Spring semesters. Please confirm the available admission programs which you intend to apply. Please refer to “ Available Programs for 2023 Academic Year on page 6. ” |
| Step 3 | 1. Please fill out the online application form at STUST Online Application and Status Inquiry System: https://www.stust.edu.tw/en/admission 2. Remember the Account and Password you used for applying. You will need it to log in to the system to check your application result and type of scholarship later. |
| Step 4 | To complete the online procedure, please upload all the required documents to the Online Application System by the deadline. For detailed information, please refer to “ What to Submit ”. |
| Step 5 | Follow each step to fill out and click “ Submit ” to complete the whole application procedure. Applicants will receive a confirmation email once the application is done. |

III. About International Foundation Program (IFP)

- A. Duration of study: 1 year of Chinese language and 4 years of university, 5 years in total.
- B. Chinese language pre-degree studies will be guided by the International Foundation Program in terms of life, economics, study, learning effectiveness tracking and employment counseling.
- C. The Ministry of Education has approved 11 departments of the university for the IFP: Department of Mechanical Engineering, Department of Electrical Engineering, Department of Semiconductor and Optoelectronic Engineering, Department of Electronic Engineering, Department of Computer Science and Information Engineering, Department of Chemical and Materials Engineering, Department of Biotechnology and Food Technology, Department of Senior Welfare and Services, and Department of Hospitality Management, and Department of Marketing and Logistics Management, and Department of Information Management.
- D. The maximum period of Chinese language foundation program is one year. During the period, students should take at least 15 hours of Chinese language courses per week, and at least 720 hours in one year.

- E. Students should meet the Basic Level (A2) standard for listening and reading of the Test of Chinese as a Foreign Language (hereinafter referred to as TOCFL) during or after the Chinese language foundation program. Upon meeting the language proficiency, the student is allowed to continue study at the original department stated during admission.
- F. As mentioned above, students who do not meet the TOCFL A2 standard will be withdrawn and must leave Taiwan.
- G. Students should meet the TOCFL B1 standard before the second year of university.
- H. Change of department or school is **NOT** allowed during the Chinese language foundation course, but after 1 year of formal study in the bachelor's program, the student may change department or school but must be related to departments in manufacturing, construction, agriculture and long-term care.
- I. International students who have completed the required number of credits for graduation within the prescribed period of study and have excellent grades may be allowed to graduate early in accordance with Article 26, Paragraph 2 of the University Law.

IV. Available Degree Programs

Table 1. Degree programs in three colleges

| College | Departments/Programs | Quota | |
|------------------------|--|--|---------------------------|
| | | Chinese Overseas, Hongkong, Macau Students | International Students |
| College of Engineering | Department of Mechanical Engineering | 200 | 200 |
| | Department of Electrical Engineering | | |
| | Department of Semiconductor and Electro-Optical Engineering | | |
| | Department of Electronic Engineering | | |
| | Department of Computer Science and Information Engineering | | |
| | Department of Chemical and Materials Engineering | | |
| | Department of Biotechnology and Food Science | | |
| | College of Humanities and Social Sciences | | |
| College of Business | Department of Hospitality Management | 0 | 50 |
| | Department of Marketing and Logistics Management | | |
| | Department of Information Management | | |

V. Application Eligibility

- A. Meet the status of foreign students, Hong Kong and Macao students and overseas Chinese as stipulated in the "Regulations for Foreign Students to Study in Taiwan", "Regulations for Hong Kong and Macau Residents to Study in Taiwan" and "Regulations for Overseas Students Returning to Study in Taiwan and Guidance", and have the qualifications for admission to the bachelor's degree program.
- B. The criteria for admission qualifications for a bachelor's degree program are as follows: Applicants with a high school diploma are eligible to apply for undergraduate programs and must have the equivalent academic qualifications in the Taiwan Ministry of Education's "University Equivalency Recognition Standards" and applicants with equivalent academic qualifications must attach a certificate of study. Graduates whose graduation grade is equivalent to the second grade of Taiwan Senior High School (Form 5) or those of similar schools in Hong Kong and Macau can apply for the bachelor's degree program, but they should add a total of 12 credits of professional subjects within the prescribed study period. Holders of foreign or Hong Kong or Macau education must comply with the relevant regulations of Article 9 of the Ministry of Education's "Recognition of Equivalent Academic Abilities for Admission to Universities".
- C. Applicants who are fresh graduates are not required to submit a graduation certificate when applying. If they are admitted, they must submit the original academic certificate and transcripts of previous years at the time of school registration. Otherwise, the admission qualification will be cancelled.

VI. Required Documents

- A. Admission Application Form (to be filled out online)
- B. Photocopy of passport
- C. Original high school graduation certificate or equivalent academic qualification certificate and transcripts in the event that the documents are in languages other than Chinese and English, a Chinese or English translation should be attached and verified by Taiwan embassies, consulates, representative offices, offices or other agencies authorized by the Ministry of Foreign Affairs,
- D. Study plan (Chinese or English)
- E. Proof of sufficient financial resources to study in Taiwan from a reputable financial institution. If the document is issued by a Taiwanese agency, verification is not required. Please provide a financial proof of US\$ 4,000 or NTD 120,000, or the minimum financial proof amount stipulated by the Taiwan Economic and Cultural Office or embassy in your country.
- F. A health examination certificate issued by the hospital accredited by the Taiwan embassy within the last three months (you can apply after receiving the admission letter).

VII. Admission Criteria & Review Process

- A. Application Review: Hold a high school degree or have the equivalent academic qualifications of the Taiwan Ministry of Education's "University Equivalence Recognition Standards" and have bachelor's degree admission qualifications. Applications must have US\$ 4,000 financial proof.
- B. Online Interview: After the written information has been reviewed, the student will be contacted and an online interview will be arranged. Interviews will be conducted in English or through translation in the applicant's native language to confirm that the applicant meets the school's talent cultivation standards.
- C. Department Review: Departments will review and provide grades to applicants who passed the online interview based on their high school academic performance.

VIII. Tuition and other fees

- A. During the first year of Chinese language foundation courses:
- i. Chinese language courses (including textbooks and TOCFL test) NTD 35,000 per year.
*The course fee only includes a single TOCFL test's registration fee.
 - ii. The dormitory is charged according to the school dormitory fee: NTD 12,500 per semester for a 4-person dormitory.
 - iii. Add foreign student health insurance according to regulations: NTD 500 per month.
- B. **During the second year and third year of university:** During the second to fifth year of the university, according to the tuition and miscellaneous fees per semester of **each college:**

Table 2. Discounted tuition and fees for IFP students

| Tuition Fees/Semester | Dorm Fees/Semester | Language Lab Fees/Semester | Computer Lab/Semester | Internet Fees/One Time | Student Safety Insurance | National Health Insurance |
|-----------------------|--------------------|----------------------------|-----------------------|------------------------|--|---------------------------|
| NT\$24,000 | NT\$12,500 | NT\$500 | NT\$900 | NT\$800 | Charged according to the tender amount of the current year | NT\$4,956 |

*Students need to finished 1 Year Mandarin also obtain TOCEL A2

C. **During the fourth year and fifth year of university:**

From the 4th year (3rd year of the university), the IFP students should follow the regulations of “The STUST Scholarship Establishment Regulations for International Students”. Students who have maintained an average grade of 60 (or above) will continue to have the fixed tuition fee of NT\$ 24,000 as shown in Table 2, otherwise they fees will be charged according to Table 3.

Table 3. Regular tuition and fees

| College | Tuition Fees/Semester | Dorm Fees/Semester | Language Lab Fees/Semester | Computer Lab/Semester | Student Safety Insurance | National Health Insurance |
|---|-----------------------|--------------------|----------------------------|-----------------------|--------------------------|---------------------------|
| College of Engineering | NT\$55,270 | NT\$12,500 | NT\$500 | NT\$900 | Note 2 | NT\$4,956 |
| College of Humanities and Social Sciences | NT\$47,425 | | | | | |
| College of Business | NT\$48,135 | | | | | |

Note 1: Starting from the THIRD semester of bachelor program, current enrolled undergraduate students (excluding transfer students) who have received the scholarship is required to maintain average score 60.

Note 2: In accordance with bidding with the insurance company each year. For example, this semester the premium is NT\$395.

Note 3: After 6 months upon receiving an ARC, international students are required to join the National Health Insurance (NHI). The current premium is NT\$826 per month, and students need to pay NT\$4,956 per semester.

Note 4: Students taking language related courses, NT\$500 language lab fees will be charged per semester.

Note 5: Students taking computer related courses, NT\$900 computer lab fees will be charged per semester.

Note 6: New students pay internet fees ONE TIME, NT\$400 for graduate students, NT\$800 for bachelor degree students.

Note 7: The deposit will only be returned after a student has been staying in the dorm for 1 academic year (two semesters) and has decided not to stay in the dorm anymore.

Note 8: All the above fees may increase each year.

IX. Scholarships

A. Incentive money: Students who have obtained TOCFL B1 scores before entering the second year of high school will be given a one-time NTD 5,000 to reward students for studying Chinese seriously.



X. Study period

- A. Mandarin foundation course: 1 year
- B. Bachelor's Degree: 4 years

XI. How and When to Apply

- A. Application: Please apply online and upload the required documents.
- B. Online application website: <https://www.stust.edu.tw/en/admission>
- C. Application period:
 - 1. Fall Semester: January 15 to May 15, 2024
 - 2. Spring Semester: July 15 to November 30, 2024
- D. Application fee: **None**

Note: Applications after the deadline will not be accepted and applications will be rejected if any of the required documents are not submitted or the form is unreadable.

XII. Important notes for applicants

1. Fresh graduate applicants are not required to submit a graduation certificate when applying. **If admitted, all the original authenticated academic certificate and transcripts of records for the entire high school studies must be submitted at the time of school registration, otherwise the admission qualification will be cancelled.**
2. The applicant has never applied in Taiwan as an overseas student.
3. Foreign students applying to study in Taiwan are limited to submitting one application. After completing a program at the school to which you are applying, you may apply for a master's program or higher, following the school's regulations. If you wish to continue your studies in Taiwan, the entrance examination requirements will be the same as those for local students. Foreign students applying to study in Taiwan at or below the bachelor's level, staying in Taiwan for less than one year, dropping out of school, or losing their student status for any reason may reapply to study in Taiwan, with the limitation of one reapplication.
4. According to the regulations of the Ministry of Education, foreign students who have been expelled by domestic colleges and universities for their conduct, failed academic performance, or who have been sentenced for committing a criminal case are not allowed to apply for admission through this channel. Those who violate this regulation and are verified to be true will have their admission qualification revoked.
5. International students in Taiwan will lose their international student status and must withdraw from school if they are allowed to establish household registration, naturalize, or return to Republic of Taiwan nationality during their enrollment period.

6. According to the regulations of the Ministry of Education, when foreign students register, new students must provide proof of medical and injury insurance that has been obtained abroad for a minimum of six months from the date of entry. Otherwise, the school will require students to purchase short-term insurance in accordance with the Ministry of Education's regulations.
7. Please provide the correct email and contact number in the admission application form. The school will contact the applicant as needed. Failure to respond within the specified deadline will be considered a waiver of rights.
8. Application documents will not be returned, so please keep a backup copy for your records.
9. Tuition and miscellaneous fee collection, refund standards, and arrears processing mechanisms are governed by the "Tuition and Miscellaneous Fees Charge Standards" and "Tuition and Miscellaneous Fees Refund Standard Table for Colleges and Above" announced by the Accounting Office of Southern Taiwan University of Science and Technology.
10. The total number of credits required to graduate from each department (program) is determined by the curriculum of that department
11. When applying for admissions, our school shall collect and retain personal data from applicants in accordance with the provisions of the Personal Data Protection Act. This data will be processed and used solely for the purpose of admissions affairs. The school is committed to fulfilling its obligations and responsibilities as a responsible custodian by safeguarding the personal information of students and using it exclusively for enrollment-related purposes. By submitting an application for admission to our school, applicants grant our school authorization to utilize the personal and pertinent academic data acquired through the student's registration for admission-related procedures, including the registration of new students or the establishment of enrollment materials.

Remarks:

1. For any matters mentioned in this brochure, please follow the relevant laws and regulations and the resolutions of the Admissions Committee of the University.
2. When the Chinese version of this application and transfer guide differs from the English translation, the Chinese version will prevail.
3. For Admission, please contact the International Foundation Program:
ifp@stust.edu.tw or call +886-6-2533131, Ext. 1601.

Attachment A:

The STUST Scholarship Establishment Regulations for International Students

Approved at STUST's Administrative Meeting on November 21, 2005
Revised and Approved at STUST's Administrative Meeting on November 28, 2011
Revised and approved at STUST's Administrative Meeting on February 17, 2016
Revised and approved at STUST's Administrative Meeting on February 12, 2018
Revised and approved at STUST's Administrative Meeting on December 17, 2018
Revised and approved at STUST's Administrative Meeting on June 29, 2020
Revised and approved at STUST's Administrative Meeting on November 29, 2021

Article 1

The STUST Scholarship Establishment Regulations for International Students (hereinafter referred to as "the STUST SERIS") are established to encourage outstanding international students to study at Southern Taiwan University of Science and Technology (STUST).

Article 2

The STUST SERIS are formulated based on the Ministry of Education's Regulations Regarding International Students Undertaking Studies in Taiwan.

Article 3

The Scholarship Review Committee is set up to initiate and review the criteria for awarding this scholarship, finalize the number of recipients, and deal with other relevant issues. Members consists of Executive Vice President, Dean of Academic Affairs, Dean of Student Affairs, Dean of International Affairs, and Deans from all the colleges. Executive Vice President serves as the Chairperson, and Dean of International Affairs as the Executive Secretary.

Article 4

Types of Scholarship for different programs of study

1. Undergraduate
 - (1) Full tuition fee waiver.
 - (2) Half tuition fee waiver.
2. Master: Full tuition waiver.
3. Ph.D. :
 - (1) Full tuition waiver, a full grant for on-campus housing, and a stipend of 10,000 TWD per month.
 - (2) Full tuition waiver and a full grant for on-campus housing.
 - (3) If you go abroad for some reason during the semester with a duration of more than 16 days (inclusive), your monthly scholarship of NT\$10,000 will be suspended. Those who go abroad on official leave or business trips are not restricted.

Article 5

Applicants should apply through the Online Application and Status Inquiry System. The procedures are as follows:

1. Upload the following application documents:
 - (1) Photocopies of original graduation diploma and official transcript
 - (2) Two reference letters
 - (3) Study plan or research proposal

- (4) Autobiography
 - (5) Certificate of Language Proficiency: English-taught programs require an English-language certificate such as TOEFL iBT or IELTS; Chinese-taught programs require a TOCFL certificate (Test of Chinese as a Foreign Language) or an HSK certificate (Chinese Proficiency Test).
 - (6) United Examination Certificate (UEC), SPM or STPM (only required for Malaysian students)
2. The application deadline for the spring semester is November 30, and the results will be published on the online application system on December 25. The application deadline for the fall semester is May 15, and the results will be published on the online application system on June 10.

Article 6

New students who receive this award are required to register at the Office of International Affairs and attend the orientation BEFORE the semester starts. If recipients fail to register or attend the orientation before the semester starts, their award will be cancelled with no deferrals. If recipients are not able to attend the orientation due to VISA issues, they are required to register within 2 weeks after the semester starts, or the award will be cancelled.

Article 7

Starting from the FIFTH semester after admission, current enrolled undergraduate students (excluding transfer students) who have received the scholarship are required to submit transcripts from the previous semester to the Office of International Affairs before 5 pm on the Friday of the second week of each semester for renewal verification. The review criteria for renewal are as follows:

1. Undergraduate International Business and Finance Programs

(1) Half tuition fee waiver:

- i. Students should maintain the average passing standard in the previous semester.
- ii. Students who fail to maintain the above academic criteria will be disqualified from receiving the scholarship. Once their academic performance meets the above criteria in the subsequent semester, they may apply to have the scholarship reinstated.
- iii. Fixed tuition fees of 24,000 TWD.

(2) Full tuition fee waiver:

- i. Students should maintain a minimum GPA of 3.2 (78 out of 100) or higher or meet the half tuition fees waiver criteria and in the previous semester, and represent the school in international competitions and receive an award.
- ii. Students who failed to get the full tuition fee waiver will be considered for the half tuition fee waiver. When students qualify again, the full tuition waiver will be resumed.

2. Undergraduate Chinese-taught Programs

(1) Half tuition fee waiver: Fixed tuition fees of 24,000 TWD.

(2) Full tuition waiver: Undergraduate students who are eligible for full tuition fee waiver must maintain a minimum semester average score of 78 (inclusive), or a GPA 3.2 (inclusive).

Article 8

Starting from the THIRD semester after admission, current enrolled master and Ph.D. students who have received the scholarship are required to submit transcripts from the previous semester

to the Office of International Affairs before 5 pm on the Friday of the second week of each semester for renewal verification. The review criteria for renewal are as follows:

1. Ph.D. students must maintain a minimum semester average score of 80, or a GPA of 3.38 on a 4.30 scale, pass the evaluation of their supervising advisor, and select an advisor prior to the completion of the first semester in the program. Entitlement to the stipend of NT\$10,000 monthly will be cancelled if recipients fail to meet the listed requirements. Students that fail to meet requirements can apply for special considerations for other extenuating circumstances. If successful, the students will receive the stipend as per usual if the application is granted by the President.
2. Master's students must maintain a minimum semester average score of 80, or GPA 3.38 on a 4.30 scale.

The award will be cancelled if recipients fail to complete registration and tuition and other fees payment before 5 pm on the Friday of the second week of each semester or if their academic performance falls below the requirements as listed in their scholarship offer. The scholarship can be reinstated through application if the recipients meet the required academic performance later.

Article 9

Starting from the THIRD semester after admission, current enrolled transfer students from other institutions who have received the scholarship are required to submit transcripts from the previous semester to the Office of International Affairs before 5 pm on the Friday of the second week of each semester for renewal verification. The review criteria for renewal are as follows:

1. Half tuition fee waiver: Fixed tuition fees of 24,000TWD.
2. Full tuition waiver: Undergraduate students who are eligible for full tuition fee waiver must maintain a minimum semester average score of 78(inclusive), or a GPA 3.2(inclusive).
3. Students who apply for sophomore-level transfer will receive a scholarship for three years and junior-level transfer will receive a scholarship for two years.

Article 10

The maximum length for a recipient to receive this scholarship after enrollment is the first four years for an undergraduate students, the first two years for master's students and the first three years for Ph.D. students. If students have special reasons, their application needs to be approved by the President. The number of scholarship recipients will be based on STUST's budget for the current academic year. If the recipients graduate early, their scholarship will be terminated immediately.

Article 11

Those recipients who have received a Taiwan Scholarship, foreign governmental scholarships (such as Mekong 1000 Project Scholarship, Elite Study in Taiwan Scholarship, etc.) or other scholarships will not be eligible to receive this award. If it is discovered that any students are receiving scholarships in addition to this award, they will have to choose one.

Article 12

The award will be terminated immediately when recipients:

1. Provide fake application materials, for which the recipients are demanded to return the award given and then would be expelled.
2. Transfer to other schools/universities or fail to complete the registration process.

3. Apply for suspension, withdrawal, or dismissal from STUST.
4. Defer tuition payment and other fees from the previous semester.
5. To be cited with minor demerits and above.
6. Damage the university reputation.

Article 13

These Regulations were officially approved at the STUST's Administrative Meeting and are made public by the President, any amendments will undergo the same process.