

# 中國科技大學國際專修部學生修業辦法

## Admission Regulations for International Students Enrolling in China University of Technology's International Foundation Program

112年04月24日行政會議訂定通過

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第一條 中國科技大學(以下簡稱本校)國際專修部依據教育部「重點產業領域擴大招收僑生港澳學生及外國學生實施計畫」招收境外學生，為規範學生入學資格、學雜費、學制銜接、華語文能力測驗(TOCFL)及獎勵機制等，特訂定「中國科技大學國際專修部學生修業辦法」(以下簡稱本辦法)。

Article 1 China University of Technology (hereinafter referred to as "the University")'s International Foundation Program admits foreign students in accordance with the Ministry of Education's "Plan for Expanding the Recruitment of overseas students in Key Industry Areas, including overseas Chinese, Hong Kong, Macau, and foreign students." To standardize admission qualifications, tuition and fees, academic system integration, Test of Chinese as a Foreign Language (TOCFL) requirements, and incentive mechanisms, the Program has formulated the "Admission Regulations for International Students Enrolling in China University of Technology's International Foundation Program" (hereinafter referred to as "these Regulations").

第二條 入學資格：

Article 2 Admission Eligibility:

- 一. 符合「外國學生來臺就學辦法」、「香港澳門居民來臺就學辦法」及「僑生回國就學及輔導辦法」所定外國學生、港澳生及僑生身份，且具學士班入學資格。
  - I. Applicants must meet the identity requirements stipulated in the "Regulations Regarding International Students Undertaking Studies in Taiwan", "Regulations for Hong Kong and Macau Residents Studying in Taiwan" and "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" and have the qualifications for admission to bachelor's programs.
- 二. 申請就讀國際專修部，每人以一次為限。但因特殊事由退學，經教育部同意時，得再申請一次。

- II. Each applicant may apply to enroll in the International Foundation Program only once. However, in cases of withdrawal due to special circumstances, a second application may be submitted with the approval of the Ministry of Education.

### 第三條 入學審查：

#### Article 3 Admission Review:

- 一、申請者通過本校招生委員會審查資格後，由國際專修部發給華語先修生條件式入學許可，並將錄取名冊函報教育部，由教育部函轉外交部領事事務局轉知各駐外館處。
- I. Applicants who pass the qualification review by the University's Admissions Committee will be issued a conditional admission permit for the Mandarin language pre-study course by the program. The list of admitted students will be reported to the Ministry of Education, which will then notify the Ministry of Foreign Affairs' Bureau of Consular Affairs to inform overseas missions.
- 二、學生所繳入學證明文件如有偽造、假借、塗改等情事，經查明，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，由本校撤銷其畢業資格並註銷其學位證書。
- II. If any submitted admission documents are found to be falsified, misrepresented, or altered, the applicant's admission shall be revoked. For students who have already registered, their student status will be terminated, and no related academic certificates will be issued. Should such violations be discovered after graduation, the University reserves the right to revoke the student's graduation status and cancel the conferral of their degree.

### 第四條 修課規範：

#### Article 4 Course Regulations:

- 一、國際專修部華語先修生(以下稱先修生)修讀華語課程期間以一年為原則(至少一學期)限修讀華語課程，學期間每週至少15小時，一年不得低於720小時。依本辦法第二條第二款重新申請入學國際專修部之學生，修讀華語課程時數須重新計算，前次修讀之時數亦不予認列。
- I. International pre-students (hereinafter referred to as "pre-students") in the International Foundation Program are required to take Mandarin courses for a period of one year (at least one semester). During each semester, they must attend classes for at least 15 hours per week, totaling no less than 720 hours per year. Students who reapply to the International Foundation Program per Article 2, paragraph 2 of these Regulations must recalculate the hours of Mandarin courses, and the hours previously taken will not be recognized.

- 二. 先修生學業成績考評，包含平時成績、期中成績與期末成績；成績評量標準、方式由授課教師依課程實際需要而實施採行，並公布於課程內容。
- II. The academic performance evaluation of pre-students includes regular assessments, mid-term evaluations, and final evaluations. The criteria and methods for assessment shall be implemented by the teaching faculty according to the actual needs of the courses and published within the course content.
- 三. 先修生各項成績經授課教師評定後送交國際專修部，不得更改。但如屬授課教師之失誤有遺漏或核算錯誤者，由授課教師將「更正學生學期成績申請表」暨相關資料備妥，以書面送交國際專修部更改成績，最遲應於成績送達二週內提出。
- III. The assessment results of pre-students, once determined by the instructor and submitted to the International Foundation Program, may not be altered. However, if there are omissions or calculation errors due to the fault of the teaching faculty, the instructor shall prepare the "Application for Correction of Student Semester Grades" and relevant materials, submit them in writing to the International Foundation Program for grade adjustment, and submit within two weeks of receiving the grades.
- 四. 先修生於考試時有作弊行為者，經查證屬實，視情節輕重依據本校「學生獎懲辦法」予以處分。
- IV. Pre-students found cheating during exams, upon verification, shall be subject to disciplinary actions based on the severity of the offense according to the "Student Rewards and Punishments Regulations" of the University.
- 五. 先修生因故缺席，得參照本校「學生請假規則」至國際專修部請假，未經核准請假或請假未核准而缺席者視為曠課。先修生缺(曠)課時數達15小時(含以上)由國際專修部約談學生並進行列管輔導，累計至30小時記小過1次，累計45小時記大過1次，每累計15小時再記大過1次，累計滿三次大過，依據本校「學生獎懲辦法」予以退學處分。
- V. In case of absence due to reasons, pre-students may refer to the University's "Student Leave Regulations" to apply for leave from the International Foundation Program. Absences without approved leave or absences despite unapproved leave shall be considered truancy. Pre-students who accumulate 15 hours or more of truancy will be counseled by the International Foundation Program and subjected to a disciplinary record. Accumulating 30 hours of truancy will result in a minor offense, accumulating 45 hours will result in a major offense, and each subsequent accumulation of 15 hours will result in an additional major offense. After accumulating three major offenses, the student will be expelled according to the "Student Rewards and Punishments Regulations" of the University.

- 六. 先修生於國際專修部修讀華語課程期間或期滿後，應達華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級A2標準(含以上)，得接續修讀所錄取之學系一年級；未達標準者，採退學處分。
- VI. Pre-students who have completed or reached the end of the Mandarin course in the International Foundation Program must achieve a listening and reading test score of A2 or above on the Test of Chinese as a Foreign Language (TOCFL) to be eligible to continue studying in the first year of the enrolled department. Those who fail to meet the standard will be subject to expulsion.
- 七. 先修生於國際專修部修讀華語課程期間或期滿後，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級A2檢測後，必須轉入錄取之學系就讀，無法配合者需辦理退學，不得續留國際專修部。
- VII. Pre-students who have completed or reached the end of the Mandarin course in the International Foundation Program must pass the listening and reading test of the TOCFL at the basic level of A2. After passing the test, they must transfer to the enrolled department for further study. Those who cannot comply must withdraw from the University and cannot remain in the International Foundation Program.
- 八. 先修生於國際專修部修讀華語課程期間不得申請轉系或轉學、亦不得休學；但於正式修讀學士班專業課程一年後，得符合教育部規定之製造業、營造業、農業及長期照顧、服務業及電子商務業等相關系所申請轉系或轉學。
- VIII. Pre-students enrolled in the International Foundation Program may not apply for transfer or leave of absence during the Mandarin course period or after completion. However, after one year of formal study in the bachelor's degree program, they may apply for transfer or leave of absence to relevant departments in accordance with the regulations of the Ministry of Education for industries such as manufacturing, construction, agriculture, long-term care, service, and e-commerce.
- 九. 先修生於國際專修部修讀華語課程修業期滿並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級A2標準(含以上)，由國際專修部發給結業證書。
- IX. Pre-students who have completed the Mandarin course in the International Foundation Program and passed the listening and reading test of the TOCFL at the basic level of A2 or above will be issued a certificate of completion by the International Foundation Program.
- 十. 先修生於國際專修部修讀華語課程不得採認畢業學分，學生考取華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級A2標準(含以上)轉入正式修讀學士班後，須依循本校「學則」完成各學系之畢業條件，始得畢業。
- X. Credits for pre-students who have completed the Mandarin course in the International Foundation Program may not count the credits needed for their graduation. After

passing the listening and reading test of the TOCFL at the basic level of A2 or above and transferring to the formal bachelor's degree program, students must meet the graduation requirements of each department according to the University's regulations before they can graduate.

#### 第五條 住宿規範：

##### Article 5 Accommodation Regulations:

- 一、先修生於國際專修部修讀華語課程期間，須居住校內學生宿舍。
  - I. During the period of studying Mandarin courses at the International Foundation Program, pre-students must reside in the on-campus student dormitories.
- 二、先修生於國際專修部修讀華語課程期間，應遵守本校「學生宿舍管理辦法」及「宿舍生活公約」規定。先修生違反宿舍規定者，經查證屬實，視情節輕重依據本校「學生獎懲辦法」予以處分。
  - II. Pre-students studying Mandarin courses at the International Foundation Program must abide by the regulations of the University's "Student Dormitory Management Regulations" and "Dormitory Regulations." Pre-students found violating dormitory regulations, upon verification, shall be subject to disciplinary actions based on the severity of the offense according to the "Student Rewards and Punishments Regulations" of the University.

#### 第六條 工作許可：

##### Article 6 Work Permit:

- 一、先修生於國際專修部修讀華語課程期間得比照一般學位生向勞動部申請工作許可。
  - I. Pre-students studying Mandarin courses at the International Foundation Program may apply for a work permit to the Ministry of Labor just as regular degree-seeking students.
- 二、先修生取得工作許可後，應符合勞動部就業服務法第50條規定「學期期間每週工讀時數最長20小時；寒暑假期間不受限制」。
  - II. After obtaining a work permit, pre-students must comply with Article 50 of the Employment Service Act of the Ministry of Labor, which stipulates that “with the exception of the winter and summer vacations, their sum of working hours shall not exceed 20 hours per week”.

#### 第七條 學雜費收費標準：

##### Article 7 Tuition and Miscellaneous Fees:

- 一、先修生於國際專修部修讀華語課程期間，依招生簡章公告第一學年(兩學期)每

學期繳交學雜費，另收取電腦及網路通訊使用費、各項代辦費用；進入錄取之學系就讀後依所屬學系學雜費規定收取。

- I. During the Chinese language program at the International Foundation Program, foundation students are required to pay tuition and miscellaneous fees for each semester of the first academic year (two semesters) as announced in the admission guidelines. Additional fees for computer and internet services, as well as various administrative service fees, will also be collected. Upon enrollment in the admitted department, students will be charged tuition and miscellaneous fees in accordance with the regulations of their respective department.
- 二、先修生於國際專修部修讀華語課程期間退學及退費標準依據一般學位生規定時程辦理；惟必須無任何欠費方得註冊，進入錄取之學系就讀時亦同，未依規定完成學雜費繳費者予以退學處分。
- II. The withdrawal and refund standards for pre-students studying Mandarin courses at the International Foundation Program shall be handled in accordance with the schedule for regular degree-seeking students. However, registration is only permitted when all fees are paid, and the same applies when entering the enrolled department. Failure to pay tuition and miscellaneous fees as required will result in expulsion.

#### 第八條 醫療保險與全民健康保險：

##### Article 8 Medical Insurance and National Health Insurance:

- 一、先修生註冊時，新生應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，前項保險證明如為國外所核發者，應經駐外館處驗證。未檢附者，為保障自身在校在臺安全，須強制參加本校提供之「境外學生醫療保險」。
- I. When registering, new pre-students must provide proof of medical and accident insurance coverage valid for at least six months from the date of entry into Taiwan. If the insurance certificate is issued by a foreign country, it must be verified by the overseas mission. Failure to provide such proof will result in compulsory enrollment in the "Overseas Student Medical Insurance" provided by the University to ensure personal safety while studying in Taiwan.
- 二、持有居留證明文件在臺居留滿六個月之先修生，依據「全民健康保險法」規定，全民健康保險為強制性，符合資格者皆須參加。
- II. Pre-students who hold residence permits and have resided in Taiwan for six months or more are subject to the compulsory National Health Insurance according to the National Health Insurance Act, and those eligible must enroll.

#### 第九條 獎勵機制：

##### Article 9 Reward Mechanism:

一、先修生於國際專修部修讀華語課程期間，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級A2標準(含以上)，依據本校「國際專修部華語測驗獎助學金實施要點」規定辦理。

I. Pre-students who achieve a Level A2 or above in the Listening and Reading sections of the TOCFL during their Mandarin studies at the International Foundation Program will be eligible for scholarships in accordance with the university's "Implementation Guidelines for the International Foundation Program Mandarin Proficiency Test Scholarship."

二、先修生進入錄取之學系就讀第一年起依據「境外學生獎助學金作業要點」規定辦理。

II. Pre-students entering the enrolled department for the first year will be handled according to the "Scholarships for Overseas Students Directives" from then on.

第十條 先修生如退學或變更、喪失學生身分等情事，國際專修部應同時於全國大專校院境外生資料管理資訊系統通報。

Article 10 In the event of pre-students withdrawing from school or changing their student status, the International Foundation Program shall report to the Network for International Student Advisors immediately.

第十一條 先修生之申請入學、平時生活、課業輔導等事務由國際專修部與相關單位負責辦理。

Article 11 The application for admission, daily life, academic counseling, and other matters of pre-students shall be handled by the International Foundation Program and relevant units.

第十二條 本辦法如有未盡事宜，依本校其他相關法規辦理。

Article 12 Any matters not covered in these regulations shall be handled in accordance with other relevant regulations of the University.

第十三條 本辦法經行政會議通過，自發布日施行。

Article 13 These regulations shall be effective from the date of issuance upon approval by the Administrative Meeting.