

明道大學

2017年春/秋季班

外國學生入/轉學申請簡章

MingDao University

Admission/transfer Applications for International Students

Spring / Fall 2017



壹、申請資格及相關規定 **Qualifications and Related Regulations**

符合以下資格者，得依教育部外國學生來臺就學辦法申請入學。

An individual who meets the following qualification is qualified to apply for admission under “Ministry Of Education (MOE) Regulations Regarding International Students Undertaking Studies in Taiwan”.

一、具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格者。

An individual of foreign nationality, who has never held nationality status from the Republic of China (R.O.C.) and who does not possess an overseas Chinese student status at the time of their application is qualified to apply.

二、具外國國籍且符合下列規定，於申請時並已連續居留海外 6 年以上者。所定 6 年，以擬入學當學期起始日期（2 月 1 日或 8 月 1 日）為終日計算之。所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間未逾 120 日。

An individual of foreign nationality, pursuant to the following requirements and who has resided overseas continuously for no less than 6 years is qualified to apply for admission. The six year calculation period as prescribed shall be calculated to the starting date of the semester (Feb.1st or Aug. 1st). The term “overseas” as prescribed is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year.

(一)申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

An individual who has had nationality status from the R.O.C., but has never held household registration in Taiwan.

(二)申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿 8 年。

An individual who previously held nationality status from the R.O.C., but who, at the time of application, has already given up that nationality status, and the nationality shall have been annulled by the Ministry of the Interior for no less than eight years.

(三)前二款均未曾以僑生身分在臺就學，且未於 105 學年度接受海外聯合招生委員會分發。

Regarding individuals mentioned in the preceding 2 subparagraphs, they must not have studied in Taiwan under the status of an overseas Chinese student nor received placement permission for the academic year 2016-2017 by the University Entrance Committee for Overseas Chinese Students.

三、符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supportive proof:

(一)就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。

Those who attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by MOE;

(二)就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿 2 年。

Those who attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by MOE, and to which the total length of stay was less than 2 years;

(三)交換學生，其交換期間合計未滿 2 年。

Exchange students, whose length of total exchange is less than 2 years;

(四)經中央目的事業主管機關許可來臺實習，實習期間合計未滿 2 年。

An internship in Taiwan which has been approved by an authorized central government and the total length of stay is less than 2 years.

四、具外國國籍並兼具中華民國國籍，且於中華民國 100 年 2 月 1 日前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受上述(二)規定之限制。

Those with dual nationality are eligible to apply as international students if they have applied to revoke their ROC nationality before

February 1st 2011. The above-mentioned regulations do not apply to those with dual nationality who have already applied to revoke their ROC nationality before February 1st 2011. They are eligible to apply as international students.

以上所指中華民國國籍系依中華民國《國籍法》第二條：有下列各款情形之一者，屬中華民國國籍：

R.O.C nationality is defined in accordance with Article 2 of the Nationality Act. A person shall have the nationality of the R.O.C. under any of the conditions provided by the following subparagraphs:

(一) 出生時，父或母為中華民國國民。

His/her father or mother was a national of the R.O.C. when he/she was born.

(二) 出生於父或母死亡後，其父或母死亡時為中華民國國民。

He/she was born after the death of his/her father or mother, and his/her father or mother was a national of the R.O.C. at the time of death.

(三) 出生於中華民國領域內，父母均無可考，或均無國籍者。

He/she was born in the territory of the R.O.C., and his/her parents can't be ascertained or both were stateless persons.

(四) 歸化者。

He/she has undergone the naturalization process.

五、具外國國籍，兼具香港、澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿6年以上者。所稱連續居留，指每歷年在國內停留期間，合計未逾120日。

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, who has resided in Hong Kong, Macao, or another foreign country continuously for no less than 6 years, is qualified for admission. The term “reside overseas continuously” mentioned in the preceding paragraph means that an individual may had stayed in Taiwan previously for no more than a total of 120 days per calendar year.

六、曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者。所稱連續居留，指每歷年在國內停留期間，

合計未逾120日。

An applicant who was a former citizen of Mainland China and holds a foreign nationality, having no history of household registration record in Taiwan, and at the time of application, who has resided overseas continuously for no less than 6 years, is qualified for admission. The term “reside overseas continuously” means that an individual may have stayed in Taiwan for no more than a total of 120 days per calendar year。

- 七、符合教育部採認之高中、大學或獨立學院畢業者（請參考教育部國際及兩岸教育司網站）。申請學士班者須具國外高中畢業學歷、申請碩士班者須具大學畢業學歷、申請博士班者須具碩士畢業學歷。

Applicants who have graduated from a high school, college or university recognized by the Ministry of Education, R.O.C. can apply for admission (please refer to the [website of the Department of International and Cross-Strait Education, Ministry of Education](#)). International students with a high school diploma are eligible to apply for undergraduate programs; bachelor's degree holders for Master's programs; Master's degree holders for Doctoral programs.

- 八、符合教育部採認之國外大學或獨立學院肄業學生（請參考教育部國際及兩岸教育司網站）持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單：

(一)修業累計滿二個學期者，得轉入二年級上學期；修業累計滿三個學期者，得轉入二年級下學期。

(二)修業累計滿四個學期者，得轉入三年級上學期；修業累計滿五個學期者，得轉入三年級下學期。

Applicants holding Certification of Study, Certificate of Transfer or Certification of leave of Absence from Study at college or university which is recognized by the Ministry of Education, R.O.C. can apply for transfer (please refer to the [website of the Department of International and Cross-Strait Education, Ministry of Education](#)).

(一)Accumulated over more than two semesters, students may transfer to the second grade.

(二)Accumulated over more than four semesters, students may transfer to the third grade.

貳、申請注意事項 **Application Procedure**

一、請確認您符合外國學生申請資格。

Please make sure you are eligible to apply as an international student.

二、備齊申請文件。

Prepare all documents required for application.

三、申請截止日前繳交申請表件。

Submit application documents before deadline.

參、招生名額 **Admission Quota**

依據教育部「外國學生來臺就學辦法」，招收外國學生其名額以該校當學年度招生名額外加10%為限。

According to “Ministry of Education’s Regulations Regarding International Students Undertaking Studies in Taiwan”, the quotas for admission allocated for international students at universities should be no more than ten percent of the number of positions allocated for these schools for local students at these schools each year.

肆、申請期間 **Application Period**

【春季班】 **Spring semester**

時間：2016年9月1日至2016年12月31日止(台灣時間)

Application starts from September 1, 2016 to December 31, 2016.

(GMT+8)

【秋季班】 **Fall semester**

申請時間：2017年2月1日至2017年7月31日止(台灣時間)

Application starts from February 1, 2017 to July 31, 2017.

(GMT+8)

伍、申請文件 **Required Documents**

申請表件請依照下列順序擺放，無須另行裝訂。

The application documents should be placed in the envelope in the following order. There is no need to bind or staple them together.

一、【申請表單】 **Application form**

請列印並貼妥2吋半身脫帽近照

Print it out. Please attach a recent 2-inch photo with hats removed.

二、【**國籍證明文件**】

Verification of nationality (e.g. A photocopy of your passport).

如無護照影本可以以國籍證明代替

If you don't have a photocopy of a valid passport, please prepare a certificate of nationality.

三、【**最高學歷證明文件影本**】

One photocopy of the certificate or diploma of the applicant's highest degree.

中、英文以外之語文，應加附經公證之中文或英文譯本

A notarized copy of the translation in Chinese or English is necessary if the original document is in a language other than Chinese or English.

四、【**應屆畢業生請繳交由其學校出具之「預計畢業證明書」正本**】

Graduating students must submit an original copy of the Certificate of Expected Graduation issued by the school.

中、英文以外之語文，應加附經公證之中文或英文譯本

A notarized copy of the translation in Chinese or English is necessary if the original document is in a language other than Chinese or English.

五、【**歷年成績單影本**】

One photocopy of the transcript for all academic years issued by the academic institution.

中、英文以外之語文，應加附經公證之中文或英文譯本

A notarized copy of the translation in Chinese or English is necessary if the original transcript is in a language other than Chinese or English.

六、【**讀書計畫**】 Study plan

讀書計畫中，請簡要說明包括選擇本校、系所、學程的動機；研究生可陳述未來可能的貢獻及研究興趣。

Please write a brief essay. In the study plan, applicants are encouraged to give their motivation for choosing MingDao University, department and program. For graduate students, potential contribution and research interests may also be included.

七、【**最近三個月內由金融機構開立足夠在臺就學之財力證明書**】

A financial statement issued within 3 months from a financial institution, which declares that the applicant can afford to study in Taiwan.

中、英文以外之語文，應加附經公證之中文或英文譯本

A notarized copy of the translation in Chinese or English is necessary if the original document is in a language other than Chinese or English.

八、【兩封推薦信】 Two recommendation letters

建議推薦者為能評量申請者學術能力及研究潛力的師長為優先。

Preferably referees are faculty members who can evaluate your academic qualifications and research potential.

九、【系所規定文件】 Program-specific requirements

申請者請上網查詢各系所另要求繳交的文件，並依規定繳交。

Please find the additional requirements and instructions of the program you are applying and submit (if any) the required documents.

陸、繳交申請文件 Submission of Applications

一、將申請表件填寫完成後郵寄或親送本校國際事務處。

After completing the application form, the required application documents must either be mailed or delivered in person to Office of International Affairs, MingDao University.

二、申請表件【春季班】請於 2016 年 12 月 31 日前，【秋季班】請於 2017 年 7 月 31 日前寄至：

The application documents must be mailed to the address below by December 31, 2016 & July 31 .2017

收件人(Recipient)：明道大學國際事務處

Office of International Affairs, MingDao University

地址(Address)：台灣彰化縣埤頭鄉文化路 369 號

369 Wen-Hua Rd. Pitou, Changhua 52345, Taiwan, R.O.C

電話(TEL)：+886-4-8876660 ext. 2001、2005

三、所繳之申請表件恕不退還，請自行保留備份。

All application documents will not be returned. Please make extra copies for yourself if needed.

柒、甄選方式 **Selection Method**

甄選方式以資料審查為主，筆試、口試或面試視各系所而定，如需面試或筆試，各系所將另行通知申請者。

Selection method is mainly based on application material review. Written test, oral test or interview is dependent upon to the program.

Departments/Institutes will contact applicants if an interview or a written exam is required.

捌、未依相關規定完成之申請者其申請將視同無效，本校不予受理，其責任概由申請者自行負責。

If applicants fail to comply with each relevant application requirement or regulation, their application will be considered invalid, and they are solely responsible for it.

玖、放榜 **Admission Notice**

一、2017 年1月31日放榜

Announced by January 31, 2017 & August 31, 2017

二、公告錄取榜單於本校國際處網頁

Admitted list posted on website of Office of International Affairs, MingDao University.

三、電子郵件寄發錄取、備取或不錄取通知

Sending e-mails to notify admission status.

拾、招生系所 Academic Program

2017春季班招收外國學位生系所

Programs open to international students in Spring Semester, 2017.

學院 College	系所 Department /Institute	學位/Degree		
		學士 Bachelor	碩士 Master	博士 Ph.D.
人文學院 College of Humanities	國學研究所 Graduate Institute of Chinese Studies		√	√
	課程與教學研究所 Graduate Institute of Curriculum & Instruction		√	
	中國文學系 Department of Chinese Literature	√		
	應用英語系 Department of English Studies	√		
	應用日語系 Department of Japanese Studies	√		
管理學院 College of Management	企業高階理碩士班 EBMA Program, College of Management		√	
	企業管理學系 Department of Business Administration	√	√	
	國際行銷與物流學系 Department of Marketing & Logistics	√		
	財務金學系 Department of Fashion Imaging	√		
設計學院 College of Design	設計學院碩士班 College of Design		√	
	數位設計學系 Department of Digital Design	√		
	景觀與環境設計學系 Department of Landscape Architecture & Environmental Planning	√		
	時尚造形學系 Department of Fashion Imaging	√		
應用科學學院 College of Applied Sciences	材料與能源工程學系 Department of Materials & Energy Engineering	√	√	
	資訊傳播學系 Department of Information Communication	√	√	
	精緻農業學系 Department of Post-Modern Agriculture	√	√	
餐旅觀光學院 College of Hospitality & Tourism Management	餐旅管理學系 Department of Hospitality Management	√	√	
	休閒保健學系 Department of Recreation & Holistic Wellness	√	√	

明道大學入/轉學申請表

MingDao University Application for Admission/Transfer

此處貼最近相片
Attach recent bust
photograph here
(about 1" x 2")

申請人須以中文正楷詳細逐項填寫一式一份。

To the Applicant:

Read carefully and complete in PRINT. Please type or print in Chinese.

申請學生身分別 Student Status for Application

外國學生申請入學 Foreign student for Admission

外國學生申請轉學 Foreign student for Transfer

僑生 Overseas Chinese student

申請人資料 Personal Data

姓名 (中文) _____ (外文) _____
Full name (In Chinese) _____ (In Own Language) _____
(last) (middle) (first)

住 址 _____
Home Address _____

現 在 通 訊 處 _____ 電 話 _____
Mailing Address _____ Telephone _____

電子郵件信箱 _____ 行動電話 _____
E-mail _____ Mobile _____

出 生 地 點 _____ 出 生 日 期 _____
Place of Birth _____ Date of Birth _____

國 籍 _____ 姓 別 _____ 婚 姻 狀 況 _____ 子 女 _____
Nationality _____ Sex _____ Marital Status _____ Children _____

監護人姓名 Name of legal guardian _____ 國籍/Nationality _____

監護人地址 Address of legal guardian _____

台灣聯絡人 Contact Person in Taiwan _____ 電話 Telephone _____

地 址 _____ 手 機 Cell phone _____
Home Address _____

申請人學歷 Educational Background

	中等學校 Secondary school	學院或大學 College or university	研究所 Graduate school
學校名稱 Name of school			
學校所在地 City and country			
學位 Degree conferred			
學生證號碼 Student identification no.			
修業起迄年月 Duration (from/to)			
主修科目 Major			
副修科目 Minor			

入/轉學申請 Apply for Admission/Transfer

擬申請入學之系(所)

Which department or graduate institute do you expect to apply? _____
系(所)/Department/Graduate Institute

擬攻讀何種學位/What degree do you plan to apply for? 學士/Bachelor 碩士/Master 博士/Ph. D

擬轉學就讀之學系 Which program do you intend to transfer?

_____年級/Grade: Second Third
系(所)/Department

以中文或英文略述留學志願及計畫/ Attach a statement about 300 words in Chinese or in English stating your reasons for and your plan to study in the Republic of China. Please print out.

健康情形/ Health condition

如有疾病請敘明之/ If you have health problem, please describe it. _____

在本校求學期間費用來源(請提供證明)/ Financial Support: What will be your major source of financial support during your studies at MDU (please attach documentary evidence of financial support.)

個人儲蓄/ Personal savings 父母供給/ Parental support 其他/ Other source: _____

著作/Publications: _____ 出版日期/Date: _____

中文程度 Proficiency in Chinese language

	優/ Excellent	良/ Good	可/ Fair	差/ Poor
聽 / Listening				
說 / Speaking				
讀 / Reading				
寫 / Writing				

具結書 Declaration

- 本人保證不具中華民國國籍法第二條所稱中華民國國籍且未具僑生身分。 I guarantee that I do not hold overseas Chinese status or ROC citizenship as defined in Article 2 of the Nationality Act.
- 本人保證自內政部許可喪失中華民國國籍之日起至開學日止，喪失中華民國國籍已滿八年；如有不實，願依相關辦法撤銷。入學資格或開除學籍。 I certify that I have lost my nationality of the Republic of China for more than eight years between the time period of the day of annulment of my nationality of the Republic of China consented by the Ministry of Interior of the Republic of China and the first day of a new semester of the Chinese Culture University. Otherwise, I shall abide by the regulation that I shall be disqualified for admission. I have never app
- 本人在台並未以僑生身分申請其他大學校院。 I have not previously applied for any academic schools in the ROC as an overseas Chinese student.
- 本人所提供之最高學歷畢業證書在畢業學校所在地國家均為合法有效取得畢業資格，且所持有之證件相當於中華民國國內各級合法學校授予之相當學位。 The certificate of the highest education from home country provided by me is legally acquired and effective, and the graduation certificates of all levels are equivalent to the education of respective levels in the Republic of China.
- 本人在台未曾完成申請就學學程或遭退學。 I have never completed or been expelled from any academic programs in the ROC.
- 上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事屬實者，本人願依貴校相關規定辦理，絕無異議。 I agree to authorize MingDao University to verify any information provided above. I am willing to follow the rules and regulations of MingDao University without any objections should the information provided be found untruthful.

申請文件檢查 Check List

- 申請表（並附 2 吋照片一張） An application form with one recent two-inch passport photos.
- 經官方驗證之學歷證明文件（中文或英文翻譯本） One photocopy of the notarized English or Chinese translations of the original diploma.
- 經官方驗證之成績單中文或英文譯本 One notarized English or Chinese translations of the original transcript of academic records.
- 護照或身分證影本 A copy of passport or ID.
- 留學計畫書（以中文或英文撰寫） A study proposal, written in Chinese or English.
- 自傳（以中文或英文撰寫） An autobiography, written in Chinese or English.
- 兩封推薦書 Two recommendation letters in a sealed envelope.
- 英語或中文能力證明（二擇一） Proof of Language Proficiency (choose either of the two).
- 其他各系所特別要求之文件（若無則免） Other material required by particular department.

申請人簽名/ Signature of applicant : _____ 日期/Date : _____