

### Contact Information

Name of Institution	國立臺北科技大學 National Taipei University of Technology
Coordinating Office	Office of International Affairs (OIA)
Mailing address	1, Sec. 3, Zhongxiao E. Rd. Taipei 10608, Taiwan
Program Coordinator (In/Outbound)	Mr. Lio Lin <a href="mailto:liolin@ntut.edu.tw">liolin@ntut.edu.tw</a> +886-2-27712171 Ext.6505
Website	<a href="http://wwwoia-en.ntut.edu.tw/files/11-1106-8468.php">http://wwwoia-en.ntut.edu.tw/files/11-1106-8468.php</a>

### General Information

Academic calendar	<b>Fall Semester:</b> September - January <b>Spring Semester:</b> February – June
Length of Study	<input checked="" type="checkbox"/> One semester <input checked="" type="checkbox"/> One year
List of Departments/Faculties	<b>Undergraduate Programs:</b> <a href="http://www-en.ntut.edu.tw/files/13-1128-37043.php">http://www-en.ntut.edu.tw/files/13-1128-37043.php</a> <b>Graduate Programs:</b> <a href="http://www-en.ntut.edu.tw/files/13-1128-37044.php">http://www-en.ntut.edu.tw/files/13-1128-37044.php</a>
Courses offered in English	<a href="http://aps.ntut.edu.tw/course/en/course.jsp">http://aps.ntut.edu.tw/course/en/course.jsp</a>
Student workload	There is no minimum credit requirement for incoming exchange students, depending on approval by the sending institution.
Are students allowed to take courses cross department/faculties?	Yes, subject to approval by the departments/faculties involved. It is the student's responsibility to make sure that this does not result in timetable clashes.
Level of courses	Exchange students normally take courses according to their academic level at their home institution. Advanced bachelor students may be eligible to take master's courses if they meet the perspective academic requirements.

Accommodation	<ul style="list-style-type: none"> <li>The housing options for exchange students include on-campus dormitories and off-campus housing. For more detail, please refer to: <a href="http://www.woia-en.ntut.edu.tw/files/11-1106-8518-1.php">http://www.woia-en.ntut.edu.tw/files/11-1106-8518-1.php</a></li> <li>On-campus residence is <b>NOT</b> guaranteed.</li> <li>On-campus residence is <b>NOT</b> available over semester break or irregular visiting period.</li> <li>Responsible contact person: Ms. <b>Jessica Huang</b> <a href="mailto:jessica135246@mail.ntut.edu.tw">jessica135246@mail.ntut.edu.tw</a> +886-2-27712171 Ext.1282</li> </ul>
Activities or services available to exchange students	<ul style="list-style-type: none"> <li>Access to campus facilities including library, gym, etc.</li> <li><b>Student Buddy Program</b> Each exchange student will be assigned a “Student Buddy”, a current enrolled domestic student, who will help in administrative matter before arrival and ease the transition to the new environment.</li> <li><b>Taipei Tech Student Exchange</b> The Facebook group created to provide a platform for sharing information about student exchange, bringing up questions, knowing more local friends and advertising relevant events.</li> </ul>
Estimated expenses in local currency	<p>(The estimated costs are for reference only. Actual expenses may vary from person to person.)</p> <ul style="list-style-type: none"> <li>Tuition fee: NT\$50,000 - 63,000. <b>(Wavier for exchange student from partner university)</b></li> <li>Student status fee: NT\$400.</li> <li>Cost of meal: NT\$80 - 200 per meal.</li> <li>Average costs of living per month: \$10,000 – 15,000.</li> </ul> <p>It is not possible to transfer payments in advance. Students must make sure they have sufficient financial means for meeting the costs above and living expenses once they are in Taipei Tech.</p>

## Application

Nomination & Application Period	<p><b>Fall Semester:</b> Nomination period: April 01<sup>st</sup> - April 15<sup>th</sup> Application period: April 01<sup>st</sup> - April 30<sup>th</sup></p> <p><b>Spring Semester:</b> Nomination period: November 01<sup>st</sup> - November 15<sup>th</sup> Application period: November 01<sup>st</sup> - November 30<sup>th</sup> (of previous year)</p>
Language Requirement	Taipei Tech does not request an official language proficiency score, but students should be able to take courses in either English or Chinese (Mandarin).

Application Procedure	<ul style="list-style-type: none"> <li>• The institutional coordinator will nominate the student/s for semester exchange via the online system.</li> <li>• As soon as the system received the nomination, it will automatically e-mail the online application link to the nominee/s.</li> <li>• The nominee/s will complete the online application (filling information and upload required documents).</li> <li>• The online system will notify the applicant/s the result via email and request the applicant/s to confirm whether accept the offer or not.</li> <li>• If the application is successful, the online system will issue the acceptance letter file stating the student's name and duration of the stay. Please print it out to apply for appropriate visa if necessary.</li> <li>• Please make sure to obtain an appropriate entry VISA before departure.</li> </ul>
Required documents check list	<ul style="list-style-type: none"> <li>• Official nomination from home university</li> <li>• Official transcript of academic records issued by home university</li> <li>• One recommendation letter</li> <li>• Statement of Purpose (please indicate why you choose to participate in the student exchange program)</li> <li>• One passport-size photo (electronic file, JPEG)</li> <li>• One photocopy of passport (electronic file, JPEG)</li> <li>• Physical Examination Form (will proceed AFTER arrival)</li> </ul>

### Before/After Arrival

Visa	<p>Depends on nationality, some exchange students are required to obtain a student visa.</p> <p><a href="http://wwwwoia-en.ntut.edu.tw/files/11-1106-8523.php">http://wwwwoia-en.ntut.edu.tw/files/11-1106-8523.php</a></p>
Insurance	<p>It is mandatory for exchange students to hold a medical insurance of their own which covers medical fees during their stay at Taipei Tech.</p>
Airport pick-up	<p>Airport pick-up service is <b>NOT</b> available.</p> <p>It is extremely convenient to travel from TPE airport to Taipei Tech campus. There is bus available to take passenger from airport directly to the campus front door. For further detail, please refer to:</p> <p><a href="http://wwwwoia-en.ntut.edu.tw/files/11-1106-8529.php">http://wwwwoia-en.ntut.edu.tw/files/11-1106-8529.php</a></p>
Campus Map	<p><a href="http://wwwwoia-en.ntut.edu.tw/ezfiles/106/1106/img/2044/map_big.jpg">http://wwwwoia-en.ntut.edu.tw/ezfiles/106/1106/img/2044/map_big.jpg</a></p>

Student Buddy Program	<p>We provide a Student Buddy Program in which every exchange student will be paired with 1 Taipei Tech current student. Student buddies aim to assist new incoming students to settle in Taiwan sooner.</p> <p>Incoming exchange students are not required to apply for student buddies as the OIA will assign buddies once an application for exchange has been accepted. The applicant's contact information will be forwarded to the corresponding student buddy to facilitate communication.</p>
Study Abroad Fair (IMPORTANT)	<ul style="list-style-type: none"> <li>• There will be an important event, the <b><u>STUDY ABROAD FAIR</u></b> (<u>mandatory for everyone</u>).</li> <li>• The purpose of the event is to bring incoming exchange students and domestic students together, allow each other know better about the home university, and encourage domestic students to join student exchange program and study abroad in the near future.</li> <li>• Please kindly <b><u>prepare any material (brochure/ printout/ artifact) that can help you introduce your home country, culture, and home university.</u></b></li> <li>• The event display will go on "by university", which means if there are more than one student come from the same university, they will present together.</li> <li>• The following link has photos of the event from last semester: <a href="https://goo.gl/llzc7h">https://goo.gl/llzc7h</a></li> </ul>
Orientation	Introduction of academic calendar, course selection, campus environment, available resources and Office of International Affairs

### Chinese Intensive Language Program

Course Period	One Month	One Semester
Course Fee	NT\$15,000	NT\$18,000
Levels	Beginners, Intermediate and Advanced	
Number of lessons	5 lessons per week	2 lessons per week
Size of class	3 – 6	4 – 8
Extracurricular activity	Cross-Cultural Workshop, Cultural Tour	
Application form	<a href="http://cltc.ntut.edu.tw/files/87-1143-1267.php">http://cltc.ntut.edu.tw/files/87-1143-1267.php</a>	<a href="http://cltc.ntut.edu.tw/files/87-1143-1267.php">http://cltc.ntut.edu.tw/files/87-1143-1267.php</a>
Application period	Now	Now

\*Information provided in this document is subject to change due to the university's circumstance.