



## Factsheet for Exchange Student Program

Ver: 11004

General Information and Contacts	
<b>Name of University</b>	National Taiwan Normal University <a href="http://en.ntnu.edu.tw/">http://en.ntnu.edu.tw/</a>
<b>Office Address</b>	<b>College of Management</b> 1F.,No.31,Shida Rd.,Dan'an Dist.,Taipei City 10645,Taiwan (R.O.C.) Tel: +886-2-7749-3190 Fax: +886-2-2367-2170 <a href="https://www.mgt.ntnu.edu.tw/en/">https://www.mgt.ntnu.edu.tw/en/</a>
<b>Contact Person, Title and E-mail</b>	<b>Exchange Program Coordinator</b>  <b>Ms. Chen-Yun WEN</b> Tel: +886-2-7749-3190 E-mail: <a href="mailto:wen_chen_yun@ntnu.edu.tw">wen_chen_yun@ntnu.edu.tw</a>  <b>Mr. Cheng-Yi WU</b> Tel: +886-2-7749-3295 E-mail: <a href="mailto:crucify0202@ntnu.edu.tw">crucify0202@ntnu.edu.tw</a>
<b>Exchange Website</b>	<a href="https://bds.oia.ntnu.edu.tw/bds/IE">https://bds.oia.ntnu.edu.tw/bds/IE</a>

Academic Calendar	
Fall Semester	Spring Semester
Class begins: Mid of September	Class begins: Mid of February
Class (exam.) ends: Mid of January	Class (exam.) ends: End of June

Accommodation	
<b>On-campus Dormitory</b>  <b>NTNU Campus Inn</b> (operated by School of Continuing Education[SCE], NTNU)	<i>NTNU Campus Inn</i> is one of the newest NTNU dormitories, located at Library Campus with convenient transportation, safe neighborhood, and easy access to daily necessities. It provides front desk service and security control for public area, and well-equipped in-room facilities like bathroom, beds, desks, chairs, closets, air conditioner...etc. Students will receive application information for <i>NTNU Campus Inn</i> after being admitted as exchange students, they can apply for their preferred room type by filling out the on-line application form. Please note that NTNU SCE reserves the rights to adjust the room or bed.
<b>Types and Fees</b>	<ul style="list-style-type: none"> <li>● Rent Fee: NTD30,000~NTD60,000 per semester (varies by room types)</li> <li>● Room Types: 3-bed/4-bed room</li> </ul>



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Application	
<b>Number of Exchange Students Accepted</b>	Based on agreement and balance. Subject to discussion between two institutions.
<b>Length of Study</b>	One semester (Fall and Spring, 18 weeks) or one academic year
<b>Levels</b>	Undergraduate or graduate students
<b>Application Period</b> (subject to change)	Fall Semester: March 1 ~ April 30 Spring Semester: September 1 ~ October 31
<b>Minimum GPA Requirement</b>	<b>GPA 3.0/4.3 or 75% average</b>
<b>Minimum English Requirement</b>	<b>TOEFL iBT 80 or IELTS 6.0</b> (suggested requirement)
<b>Required Documents</b>	<ul style="list-style-type: none"><li>● On-line Application Form: <a href="https://bds.oia.ntnu.edu.tw/bds/IE">https://bds.oia.ntnu.edu.tw/bds/IE</a></li><li>● Study Plan (approx. 800 to 1000 words, for undergraduate and graduate)</li><li>● Research Plan (approx. 800 to 1000 words, for graduate only)</li><li>● Letter of Recommendation</li><li>● Official Academic Transcript</li><li>● Enrollment Certificate (issued within 3 months)</li><li>● Photocopy of Applicant's Passport</li></ul> <p><b>*All the documents must be in English or in Chinese only</b></p>



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Major & Course	
<b>Complete Course Information</b>	<a href="http://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdlCtrl?language=english">http://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdlCtrl?language=english</a>
<b>Courses Conducted in English</b>	<a href="http://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdlEngTauhtGridCtrl">http://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdlEngTauhtGridCtrl</a>
<b>Global Culture Programs (GCP)</b>	The “Global Culture Programs (GCP)” is a series of culture-related courses that are exclusively taught in English (e.g. “Literature and Arts”, “Introduction to Chinese Traditional Culture”, “Readings in Chinese and Western Art”...etc). The GCP courses are to be supplemented by credit-bearing Chinese language courses, which provides student with a set of balanced curricula of both culture and language. GCP course list can be found at the link mentioned above.
<b>Course Registration Period</b>	Will notify students before they arrive.
<b>Chinese Language Program</b>	Non-Chinese-speaking exchange students are eligible to take a tuition-waived Chinese training program (up to 6 hours per week) at Mandarin Training Center (MTC). This Chinese training program does not provide academic transcript with credit(s) for attendees, but will provide a <i>Record of Study</i> to prove attendee’s study hours, grades, and course(s) they have taken.

Required Course Load	
<b>Minimum Number of Courses</b>	Exchange students are required to enroll in at least one course provided by the <b>Host Department</b> and one course of <b>GCP (Global Culture Programs)</b> .
<b>Maximum Credit Load</b>	Undergraduate: maximum 27 credits in one semester Postgraduate: maximum 18 credits in one semester
<ul style="list-style-type: none"> <li>* One semester consists of 18 weeks.</li> <li>* 2 ECTS = 1 credit</li> </ul>	

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Others									
<b>Insurance Requirement</b>	<ul style="list-style-type: none"> <li>● <b>Purchase Insurance at Home Country</b> <ol style="list-style-type: none"> <li>(1) All exchange students are required to purchase both overseas <b>Accidental Insurance</b> &amp; overseas <b>Medical Insurance</b> at home country.</li> <li>(2) Each kind of insurance shall worth a minimum of <b>NT\$1,000,000</b> (approx. US\$35,000) valid for the entire exchange period.</li> </ol> </li> <li>● <b>National Health Insurance (NHI)</b> (1 Academic Year students only) National Health Insurance is required by Taiwanese government from the 7<sup>th</sup> month after arrival. It is strongly recommended that students purchase adequate health insurance from home country before joining NHI.</li> </ul>								
<b>Vaccination/Medical Check</b>	Inbound students should present the health certificate. The form can be downloaded via <a href="http://www.cdc.gov.tw/downloadfile.aspx?fid=076EEF993D0E32FD">http://www.cdc.gov.tw/downloadfile.aspx?fid=076EEF993D0E32FD</a>								
<b>VISA Application</b>	<ul style="list-style-type: none"> <li>● Students who study <b>LESS</b> than 6 months → <b>VISITOR VISA</b>: an extension can be claimed 15 days before expiry.</li> <li>● Students who study <b>MORE</b> than 6 months → <b>RESIDENT VISA</b>: required to apply for <b>Alien Resident Certificate (ARC)</b> within 15 days after arrival.</li> </ul> <p><b>Republic of Indonesia Passport Holders Only</b> For Indonesian citizens who plan to study or exchange at universities in Taiwan for more than 6 months, they are required to submit following language proficiency certificate(s) while applying for visa to Taiwan. <u>Chinese-taught Program</u>: TOCFL A2 or above <u>English-taught Program</u>: TOEFL iBT 26, TOEFL ITP 385, TOEIC 375, IELTS 3.0 (Please check the announcement in Indonesian at website below: <a href="https://www.roc-taiwan.org/id_en/post/2379.html">https://www.roc-taiwan.org/id_en/post/2379.html</a>)</p>								
<b>Living Cost in Taipei City</b> (The actual living cost depends on individual needs)	<table> <tbody> <tr> <td>Housing (off campus)</td> <td>NT\$8,000~12,000/month</td> </tr> <tr> <td>Living (meals, transportation...etc)</td> <td>NT\$6,000~10,000/month</td> </tr> <tr> <td colspan="2">+-----</td> </tr> <tr> <td>Total</td> <td>NT\$14,000-22,000/month</td> </tr> </tbody> </table>	Housing (off campus)	NT\$8,000~12,000/month	Living (meals, transportation...etc)	NT\$6,000~10,000/month	+-----		Total	NT\$14,000-22,000/month
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### Application Flowchart

