

INCOMING EXCHANGE STUDENTS FACT SHEET

Spring Semester 2022

1. General Information

University Name	National Taipei University (NTPU)
Institution	Office of International Affairs (OIA)
Country	Taiwan (Republic of China, R.O.C.)
Address	151, University Rd., SanXia Dist., New Taipei City, 237303 Taiwan (R.O.C.)
Phone	+886-2-8674-1111 ext.68000
Website (NTPU)	https://new.ntpu.edu.tw/
Website (OIA)	https://new.ntpu.edu.tw/oia
Email address	oiastudent@gm.ntpu.edu.tw

2. Contact Information (OIA)

Name	Position	Phone Number and Email
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Ms. Angel Kuo	Project Manager of International Cooperation Section	+886-2-86741111 ext.68012 af9812@gm.ntpu.edu.tw
Ms. Violeta Huang	Project Manager of International Student Section (Incoming & Outgoing Coordinator)	+886-2-86741111 ext.68000 oiastudent@gm.ntpu.edu.tw
Ms. April Lin	Coordinator of International Student Section (Mainland China/Hong Kong In- coming & Outgoing Coordinator)	oiastu@gm.ntpu.edu.tw

3. Application Schedule

Time Schedule	Fall Semester	Spring Semester
Semester period	September-January	February-June
Nomination deadline	March 15 th	October 15 th
Application deadline	March 31 st	October 31 st

4. Online Application Procedure

Step1. Nomination (For Partner)	Please email your nomination list to us and we will reply to you with a web link along with your account and password. Then you could use the link to nominate your student.
Step2. Application (For Student)	After finishing the nomination process by Coordinator, students will receive an email with their account and password for application link. They should fill in the applicant information and upload all the required documents as follows: <ol style="list-style-type: none"> 1. Photocopy of the applicant's passport 2. Certificate of Enrollment in the home institution 3. English official academic transcript 4. Certificate of health in English(not necessary before visa ban lifted) 5. Statement of purpose or Study plan (at least 500 words) 6. Recommendation letters written in English 7. 2-inch bust and hatless photo 8. Authorization for emergency 9. English proficiency test certificate <p>☆Proficiency in English is expected (TOEFL(iBT) 71, IELTS 5.5, TOEIC 750) or equivalent or based on the agreement. And students who want to study in Department of Chinese Literacy should present the requirement of the Test of Chinese as a Foreign Language (TOCLF) at level 5 or of Hanyu Shuiping Kaoshi (HSK) at level 5.</p>

5. Curriculum

Course catalog	goo.gl/wxPY0j
English courses	Please refer to English Course list
Chinese courses	https://www.ntpu.edu.tw/~lc/Eng/Courses/chinese.php
Credit system	1 credit = 1 hour per week over 18 weeks
Grade system	0-100 score; GPA rule: 80-100: 4 70- 79: 3 60- 69: 2 50- 59: 1 lower than 50:0
Note	Visiting and exchange students attending NTPU from one full semester up must complete at least one course or two credits from their corresponding host department, institute or program. In case the host department, institute or program has another regulation, regulation of department, institute or program shall prevail.

6. Estimated Living Costs

On-Campus Dormitory	USD 370 - USD 450 (Per Semester)
Food/Necessities	USD 305 - USD 410 (Per Month)
Mobile Phone	USD 30 - USD 50 (Per Month)
Transportation or Other Living Expenses	USD 100- USD 170 (Per Month)



Handbook for International Degree Students 2022 Spring



國立臺北大學國際事務處
NTPU Office of International Affairs

Website: <https://new.ntpu.edu.tw/oia>

Email: oia@gm.ntpu.edu.tw

Facebook: <https://www.facebook.com/ntpu.oia>

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Chapter 1 Introduction: About National Taipei University

Welcome to National Taipei University! You are about to embark on a wonderful experience, which may be one of the most memorable experiences of your university career.

In order to enjoy your experience to the fullest, careful preparation is necessary. The staff and student assistants in the Office of International Affairs will help you with your needs for a successful study abroad at National Taipei University.

Brief History

An institution rich in history, National Taipei University (NTPU) began as the Taiwan Provincial College of Public Administration in 1949 to educate and train the country's business and legal elite.

In 2000, National Taipei University was reorganized and restructured from the Law and Business College of National Chung-Hsing University. In 2010, NTPU had finally completed the entire relocation project and moved colleges from the downtown campus in Taipei City, to the present San-Shia main campus in New Taipei City. Over the past few decades, NTPU has traditionally played a significant and pivotal role in educating and developing the mid- and high-level talents in the areas of law, business, public administration, humanities as well as social and engineering science.

Vision

Pursuing the truth and serving the people.



1.1 Resources and Services

International Affairs Services

Office of International Affairs-

International Student Affairs Section/ Overseas & Cross-Strait Students Section

These sections were established to assist international students to adapt to a new setting life in Taiwan while they study at the National Taipei University. A variety of services are provided to assist students to successfully settle into their new living environment. These include a specific orientation and welcoming ceremony for overseas freshmen, continuing assistance with visa applications, part-time job applications, and guidance with the completion of scholarship applications.

Location: Sanxia Campus Administration Building 4F

Website: <https://new.ntpu.edu.tw/oia>

Contact us: 88628674-1111 #66217~66220

Email: ocsss@gm.ntpu.edu.tw

Fax: 886-2-8671-8035

Academic Affairs Services

Office of Academic Affairs-

Registration Section

Location: Sanxia Campus Administration Building 3F

◆General Affairs of Student Status:

- ✧ Freshmen apply for the retention of the admission.
- ✧ Freshmen registration.
- ✧ To examine and to issue various official documents regarding students' status, such as student ID cards; on-leave; withdrawal; repulsion; credits; majors; minors; Chinese/English certificate of diploma; Chinese/English certificate of enrollment; and other relevant documents.

◆Transcript :

- ✧ To manage and to mail the semester transcripts for the enrolled students.
- ✧ To issue official Chinese/English transcripts for current students and alumni.
- ✧ To assist teachers/students to correct errors or to solve problems regarding grades/scores.

Curriculum Section

✧ **Location:** Sanxia Campus Administration Building 4F

◆Arrangement of Courses :

- ✧ Arrangement of course schedule.
- ✧ Course descriptions.
- ✧ Curriculum planning and to report it to the Ministry of Education.

◆Course Registration :

- ✧ To arrange the course registration schedule and requirements.
- ✧ To review the process of course registration, to check and ratify the common courses.
- ✧ Summation of the results of the course registration and problem- solving for students who do not meet the requirements.

Email: course@gm.ntpu.edu.tw

◆Examination Affairs :

- ✧ To setup the examination date.
- ✧ To regulate the examination rules.
- ✧ Copying services of the exam-sheets.

Email: course@gm.ntpu.edu.tw

◆Inter- Undergraduate and Degree- Program- Undergraduate Course Registration:

- ✧ Key-in the data after permission.

✧ Combination of both sets of data.

◆ **Inter- University Course Registration :**

✧ Apply before the deadline.

✧ Key-in the data of course registration and student status after permission.

✧ Provide the grading sheets to the Registration Section Office of other university.

Email: course@gm.ntpu.edu.tw

Student Affairs Services

Office of Student Affairs-

Health Care Center

Location: Sanxia Campus Administration Building 1F

Services:

(1) We provide health advisory and basic medical service in our Health Center with doctors from reliable hospitals. It takes no fee if you present your student ID at the time of your visit.

(2) Another choice is that you can go to En Chu Kong Hospital (located at: 339 Fuxing Rd, San-shia District, New Taipei City) or any other clinics near our school.

※ For detailed schedule, please see: <https://www.ntpu.edu.tw/admin/a8/org/a8-5/business.php>

Center for Student Counseling

Student Counseling Center is a warm, caring and professional place in NTPU, and offers all students a variety of mental health services, including individual counseling, psychological testing, thematic groups and workshops, mental health activities, and Chinese mental health books, and DVDs to borrow.

Location: Sanxia Campus Administration Building 2F

Email: counsel@mail.ntpu.edu.tw

Service Hour: 9am-5pm on Monday to Friday

Student Housing Section

✧ Student dormitory fees: <https://www.ntpu.edu.tw/admin/a8/org/a8-9/intro.php>

✧ Introduction of dormitory buildings: <https://www.ntpu.edu.tw/admin/a8/org/a8-9/intro3.php>

✧ For more details and contact information, please visit the Dorm manual website:



<https://www.ntpu.edu.tw/admin/a8/org/a8-9/intro4.php>

✧ Off campus accommodation: <https://house.nfu.edu.tw/NTPU>

1.2 Degree Programs Open to International Students

I. Degree Programs Open to International Students

Dept./ Graduate Institute/ Program	Bachelor	Master	Ph.D	Instructed in English
International College of Sustainability Innovations				
Master Program of Business Administration (MBA) in Finance		Y		Yes
International Program on Urban Governance		Y		Yes
Master Program in Smart Healthcare Management		Y		Yes
College of Business				
Dept. of Statistics	Y	Y		partly for undergraduate No for graduate
Graduate Institute of International Business		Y		Few
Graduate Institute of Information Management		Y		Few
College of Public Affairs				
Department of Public Finance		Y		partly
Graduate Institute of Urban Planning		Y	Y	few
Graduate Institute of Natural Resource Management		Y	Y	No
College of Humanities				
Department of History	Y	Y		No
Graduate Institute of Folk Arts and Cultural Heritage		Y		No
College of Electrical Engineering and Computer Science				
College of Electrical Engineering and Computer Science			Y	partly
Department of Communication Engineering		Y		
Department of Electrical Engineering		Y		partly

1.3 Campus Map

Sanxia Campus

Address: No. 151, University Rd., Sanxia Dist., New Taipei City 237303, Taiwan (R.O.C.)

Phone: +886-2-8674-1111

Website: <https://new.ntpu.edu.tw/about/map-directions>



Academic and Administration Buildings



College of Law



College of Humanities



College of Business



Administration Building



College of Public Affairs



College of Social Sciences



College of Electrical
Engineering
and Computer Sciences



Library

Chapter 2 Before Departure: Arranging Your Stay

2.1 Visa

Resident Visas (Before Arrival)

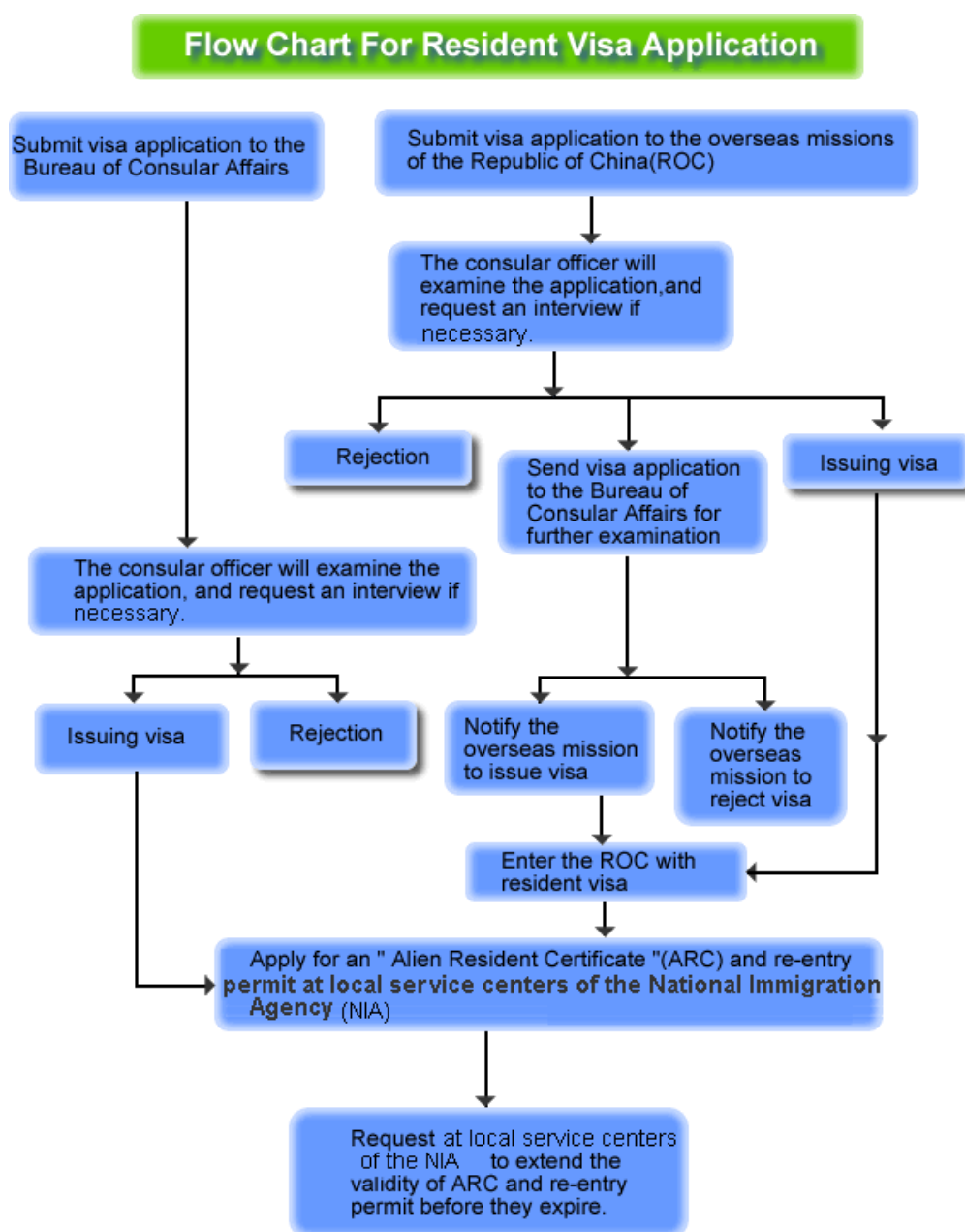
This type of visa is for foreign nationals who hold ordinary passports or other legal travel documents issued by other countries and intend to stay in the Taiwan for **more than six months** for the purpose of staying with their family, pursuing studies, undertaking employment, investment, missionary work, official duties, or international exchange programs.

✧ On-line Application Forms:

https://visawebapp.boca.gov.tw/BOCA_EVISA/

✧ For more details, please visit the Bureau of Consular Affairs, Ministry of Foreign Affairs website: <https://www.boca.gov.tw/cp-166-283-c4da3-2.html>

Process for Applying a Resident Visa



2.2 Alien Resident Certificate

Transfer Resident Visa to ARC (After Arrival)

Foreign nationals who have entered Taiwan on resident visas are required to apply for an Alien Resident Certificate (ARC) and a Re-entry Permit at the **local service centers of the National Immigration Agency within 15 days**, starting from the next day of their arrival. The length of stay is the same as the period stipulated in the ARC.

Foreign nationals who have entered the ROC on visitor visas but is later granted with resident visas should also apply for ARCs within 15 days after the issuance of their resident visas.

A foreign national who enters Taiwan with a resident visa or obtains a resident visa in Taiwan shall apply for an ARC within 15 days or the **over-due penalty will range from NT\$ 2,000 to 10,000**.

Required Documents

1. Application Form: <https://www.immigration.gov.tw/media/61106/application-form.pdf>
2. 2-inch photos
3. Passport & Resident Visa (original & photocopy)
4. Enrolment Certificate or Student ID with registration stamp
5. Application Fees:
 - (1) One-year term: NT\$1,000.
 - (2) Two-year term: NT\$2,000.
 - (3) Three-year term: NT\$3,000.

Note: If your residence address gets changed in between your stay in Taiwan, you need to notify it to the ARC office and change the information in ARC. No fee is required for that.

Application Procedure

Please create an account in the **Online Application System** (<https://reurl.cc/R6KzdZ>) and upload required documents to apply for your ARC.

National Immigration Agency (NIA) Service Center

New Taipei City Service Center (The nearest from NTPU Sanxia Campus)

Address: 135, Min-An Street, Jung-He District, New Taipei City

Tel: 02-8228-2090

Fax: 02-8228-2687

Other Service Centers: <https://reurl.cc/0DV1vY>

For more details, please visit the National Immigration Agency website: www.immigration.gov.tw/mp.asp?mp=2

2.3 Insurance

NTPU Student Safety Insurance

1. **NTPU international students are obliged to carry NTPU Student Safety Insurance.**
2. Fee: **NT\$375**
3. With Student Safety Insurance, students are entitled to health care services.
4. Coverage: Death, disability or hospitalization due to diseases or accidents during the policy term.
5. Medical claims:
 - * Hospitalization claim
 - * Outpatients Department claims for injuries from accidents
 - * Claim for fracture without hospitalization
 - * Claim for first-time cancer patient
 - * Claim for serious illness and/or injuries
6. Application for claims: Please contact the **Health Care Section**
7. Validity: **The right to file for a claim will cease when it is not exercised within 2 years from accidents.** Please make your application as soon as possible.

National Health Insurance

1. Students are obliged to carry National Health Insurance (NHI) after holding ARCs for over 6 months. Fee: about NT\$1,377 per month. Students should pay 60% of the total, about **NT\$826** and the government would pay 40% of the total, about NT\$551.
2. Applying for insurance: Foreign students applying for insurance for the first time should submit a copy of their ARC to the Secretary of Respective Department.
3. **Withdrawing from insurance or transferring health insurance:**
 - (1) At the time of student's leaving of the country immediately
 - (2) When students who graduate, withdraw, or take a leave of absence but will not be leaving Taiwan immediately. These students may apply for transferring their insurance coverage to health facilities in their counties (village, city, and region) of residence.
4. **Termination of coverage:**
 - (1) Students who will be out of the country for over six months may request that the OIC stop coverage (payments will not be made during this period), and may begin coverage again when they return.
 - (2) Students who will be out of the country for less than six months may not stop insurance coverage, and will continue to pay insurance fees.
5. **Healthcare procedures:** After foreign students receive their NHI card, present the card and ARC to the hospital or clinic. Students are responsible for registration fees and a portion of healthcare costs.
6. **Replace or reissue of NHI card:**

Reason: change in ID information, card damaged, lost, or change picture
Location: Bureau of National Health Insurance/ Post Office
Fee: NT\$200 and application fee.
For more detailed information: <http://www.nhi.gov.tw/english/>

Overseas Insurance

National Taipei University requires students to purchase overseas or travel accident insurance including health or medical insurance (which covers at least NT\$ 2 million for the full period during your stay in Taiwan) at your home country before you come to Taiwan. It is one of the necessary documents that you need to hand in while registering to NTPU.

2.4 Dormitory Information

1. Students have to pay for the accommodation (NT\$11,000-17,000 per semester).
2. You will receive your room key and dorm card at the check-in time. Both should be returned at the end of your stay.
3. You will need to prepare a single small mattress, comforters, sheets and a pillow for yourself. Some stores can be easily located near the dormitory; however, it would be closed before 10pm every day; hence, if you want to buy these items here, you will need to arrive earlier during the daytime.
4. Students are not required to pay water bill. However, all students must pay for the electricity bill (depending on you and your roommates' consumption), and dormitory network fee (about NT\$500 per semester).
5. Wireless service is basically available in every building at both Taipei and San-Shia campus (with the exception of the dormitory).
6. Students are required to pay for the accommodation during winter or summer vacation.
7. If you need to stay at dorm during winter or summer vacation, please apply in advance and you have to live in Glorious Morn Building during this period. (All students will live in the same building during this period, you may need to move and if you cannot accept that, please do not apply)
8. At the end of your stay, please make sure your room has been cleaned up before you move out and your key and dorm card returned to the dorm counselors.

Introduction of Dormitory and Estimated Lodging Fees

<http://www.ntpu.edu.tw/admin/a8/org/a8-9/intro.php>

Introduction of Dormitory Buildings

<https://www.ntpu.edu.tw/admin/a8/org/a8-9/intro3.php>

Facilities

Dorm settings are clean and quiet. Students will be staying at four-person rooms which offer each student with a single bed, a closet, a desk and a chair, a shoe rack, plug-in internet access, shared air conditioners, a shower room, a refrigerator. Also, there is a small balcony outside the room. Public facilities include kitchens and laundry rooms. Self-service laundry is available on each floor in the dorm, NT\$10 for washer and NT\$10 for dryer, and the spin-drier is for free.

Rules

1. No alcohol and smoking is allowed.
2. Please do NOT put your personal belongings in the public area or outside your room.
3. Please separate trash into different kinds of recycling categories (Tissue is not included).
4. Do NOT bring your bicycle into the dormitory buildings.
5. Please keep your voice down after 10 pm.
6. Do NOT use the laundry room after 11 pm.
7. Please keep the public property clean and use it properly.

Off Campus Accommodation: <https://house.nfu.edu.tw/NTPU>

For more details and contact information, please visit the Dorm manual website:

<https://www.ntpu.edu.tw/admin/a8/org/a8-9/intro4.php>

2.5 Life Information

Climate

Taiwan enjoys warm weather all year round. Weather conditions fluctuate during spring and winter, while in summer and autumns, the weather is relatively stable. The annual average temperature is at 22 degrees Celsius, a comfortable condition, with the lowest temperatures on the lowlands generally ranging from 12 to 17 degrees Celsius (54-63 Fahrenheit). Therefore, with the exception of a few mountainous areas where some traces of snow can be found during winter, no snow can be seen in Taiwan. During the raining season (March to May), continuously drizzling rain will sometimes fall on Taiwan. When visiting Taiwan during this period, remember to carry an umbrella at all time. Although it might seem romantic to have a stroll in the rain, it is no fun to travel when you're soaking wet. During the summer time (June to August), typhoons sometimes approach or hit the country.

Voltage

Electricity in Taiwan is 110 volts, alternating at 60 cycles per second. If you come to Taiwan with a device that does not accept 110 volts at 60 Hertz, you will need a voltage converter.

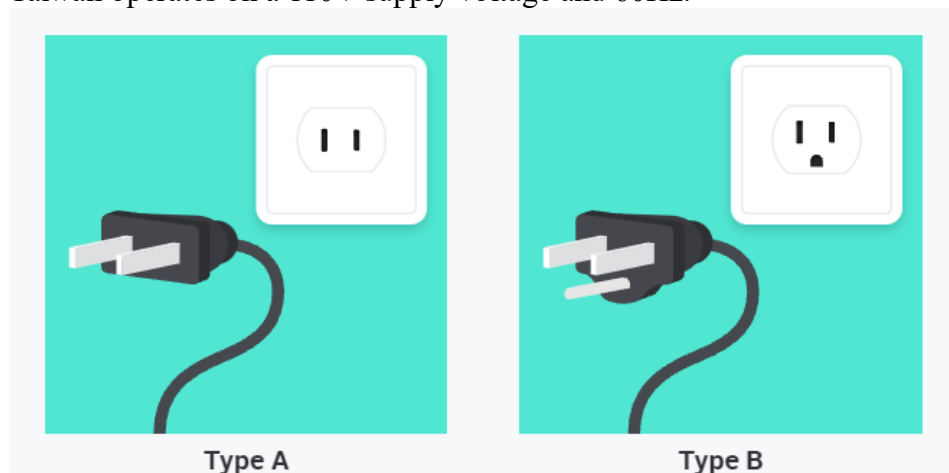
There are three main types of voltage converter. Resistor-network converters will usually be advertised as supporting something like 50-1600 watts. They are light-weight and support high-wattage electrical appliances like hair dryers and irons. However, they can only be used for short periods of time and are not ideal for digital devices.

Transformers will have a much lower maximum Watt rating, usually 50 or 100. Transformers can often be used continuously and provide better electricity for low wattage appliances like battery chargers, radios, laptop computers, cameras, mp3 players and camcorders. However, they are heavy because they contain large iron rods and lots of copper wire.

Some companies sell combination converters that include both a resistor network and a transformer in the same package. This kind of converter will usually come with a switch that switches between the two modes. If you absolutely need both types of converter, then this is the type to buy.

Taiwan Plug Adapters and Outlet Shapes

For Taiwan, there are two associated plug types, types A and B. Plug type A is the plug which has two flat parallel pins and plug type B is the plug which has two flat parallel pins and a grounding pin. Taiwan operates on a 110V supply voltage and 60Hz.



Outlets in Taiwan generally accept this type of plug [ⓐ] Flat blade plug.
If your appliance has a different shape of plug, you may need a plug adapter.

Time Zone

UTC +8:00

Estimated Living Fee (It all depends on the student's life style)

1. Food: approximately NT\$300 a day, NT\$9000 per month.
2. Transportation: School bus NT\$45 for one way, common bus NT\$12 (for students), MRT NT\$20-40 for one way, about NT\$2000-3000 per month.
3. Leisure: (student tickets) a movie about NT\$200-400, art exhibitions about NT\$150-300, musicals, performances or concerts about NT\$500-4000 a month about NT\$2000 - 10,000.
4. Total: about NT\$15000-20000 per month.
5. Telecom Charges: NT\$700-1300 per month.

Chapter 3 Campus Life: Getting Started at NTPU

3.1 Traffic Information

1. From Taiwan Taoyuan International Airport to Sanxia Campus

NTPU Map & Directions: <https://new.ntpu.edu.tw/about/map-directions>

(1) Take motor coach to Sanxia En Chu Kong Hospital (恩主公醫院)

Bus Station: Taoyuan International Airport CitiAir Bus(大有客運) No.1968

Take CitiAir Bus(大有客運) No.1968 (<http://www.airbus.com.tw/WebMaster/?section=62>)

and get off at Sanxia En Chu Kong Hospital.

Price: NT\$75/Time: about 30 minutes, buses come every 30 minutes

(2) Walk along Fuxing Rd. for about 15 minutes, turn left at Guoxing Rd and walk about 5 minutes to get to the dorm.



2. Transportation from Sanxia Campus to Taipei Campus

Take Bus 943

3. Transportation from Sanxia Campus to Taipei Downtown

Take Bus

Take Bus 939 at the front gate of the school and get off at Songshou Rd. intersection.

Take bus and transfer to MRT

- (1) Take Bus 916 or 922 at the front gate of the school and get off at MRT BL02 Yongning station.
- (2) Take Bus 932 at the front gate of the school and get off at MRT BL06 Fuzhong station or MRT BL07 Banqiao station.
- (3) Take Bus 921 at the front gate of the school and get off at MRT O02 Jingan station.
- (4) Take MRT to BL18 Taipei City Hall station.
- (5) Take MRT to BL12 Taipei Main station.
- (6) Take MRT to G07 Gongguan station.

4. Transportation from Taipei Campus to Sanxia Campus

- (1) Take MRT to BL02 Yongning station and take Bus 916 or 922.

Take MRT to Yongning station. Get out of the MRT from Exit 1, turn left and walk to the bus stop. Take bus 916 or 922 and get off at National Taipei University Front Gate.

- (2) Take MRT to BL06 Fuzhong station and take Bus 932.

Take MRT to Fuzhong station. Get out of the MRT from Exit 1 and go straight, walk to the bus stop for Bus 932. Take bus 932 and get off at National Taipei University Front Gate.


➤ For more details, please visit: <http://oia.ntpu.edu.tw/article/detail/webSN/312/sn/67>

5. Taipei Metro Route Map



6. Taipei Metro Easy Card



- (1) Student ID cards can be used as an EasyCard for you to take bus or MRT.
- (2) You can top up the card and use the card to pay for the MRT and buses in Taipei.
- (3) Metro discount: 20% discount on each trip.
- (4) Transfer discount: Passengers who are using a Student EasyCard to transfer from metro to bus or vice versa within one hour will receive a NT\$ 6 discount.
- (5) You can top up the card or use it in shops with this sign  like 7-Eleven or Family-Mart.

*If you lose your student ID card, please follow the steps below:

1. Fill out the following form: <https://www.ntpu.edu.tw/admin/a7/20210524102957.pdf>
2. Go to Cashier Section (Sanxia Campus Administration Building 1F) to pay the fee and a new one will be issued to you shortly.

7. YouBike (U-BIKE)

U-bike is a public bike system of Taipei City, you may rent one bike in a place and return it in another. There are two bike stations in Sanxia Campus, one is at the main gate (Xueqin Rd. / Daxue Rd. intersection), the other one is behind the Computer Center. You can use your student ID card (EasyCard) to rent throughout Taipei and New Taipei City.

In New Taipei City and Taipei City: NT\$5 within 30 minutes, NT \$10 per 30 min within the first 4 hours. Please register as a member before renting.

For more information: <https://www.youbike.com.tw/intro.html>.



3.2 Registration

1. Register before February 16, 2022

◎Arrive at Taiwan and Report to Admission and General Affairs Section, Office of Academic Affairs (Administrative building 3rd floor) in NTPU/ Or online email documents required for the enrollment to Admission and General Affairs Section, Office of Academic Affairs.

◎Submit Required Documents to International Students Section, Office of International Affairs (Administrative building 4th floor).

■ Basic Information Form

■ Acceptance letter or letter of admission (original & copy)

■ Passport (photo page and visa page) (original & copy)

■ Resident certificate (original & copy)

■ 2-inch photo (x1)

■ Payment:

* National Health Insurance Card Holder: NT\$4,956 (NT\$826 per month x 6 months, it is included in the school fees)

* Cathay Health Insurance Card Holder: Insurance fee (6 months) NT\$500 per month (NT\$500x6=NT\$3,000).

◎After completing the report procedure, International Degree Students are allowed to register and select courses.

2. Print the Receipt to Pay the Registration Fee

◎Website: http://cof.ntpu.edu.tw/connect/land_bank.html

◎Use your student ID number and password:_____ (yyyymmdd)

or go to Registration Section, Office of Academic Affairs (Administrative building 3rd floor), they could help you to print out the receipt

3. Course-Selecting

◎Website: https://ohs02.ntpu.edu.tw/student_new_eng.htm

◎Use your student ID number and password:_____ (yyyymmdd)

4. Complete Body Check and Submit Body Check Form

◎At Certified Public/Private Hospitals

Please bring the Student Health Examination Form to certified public/private hospitals for health examination. After the examination, bring or mail a copy of your results with hospital official seal to School Health Center. (Please keep a copy for yourself).

3.3 Course Selection

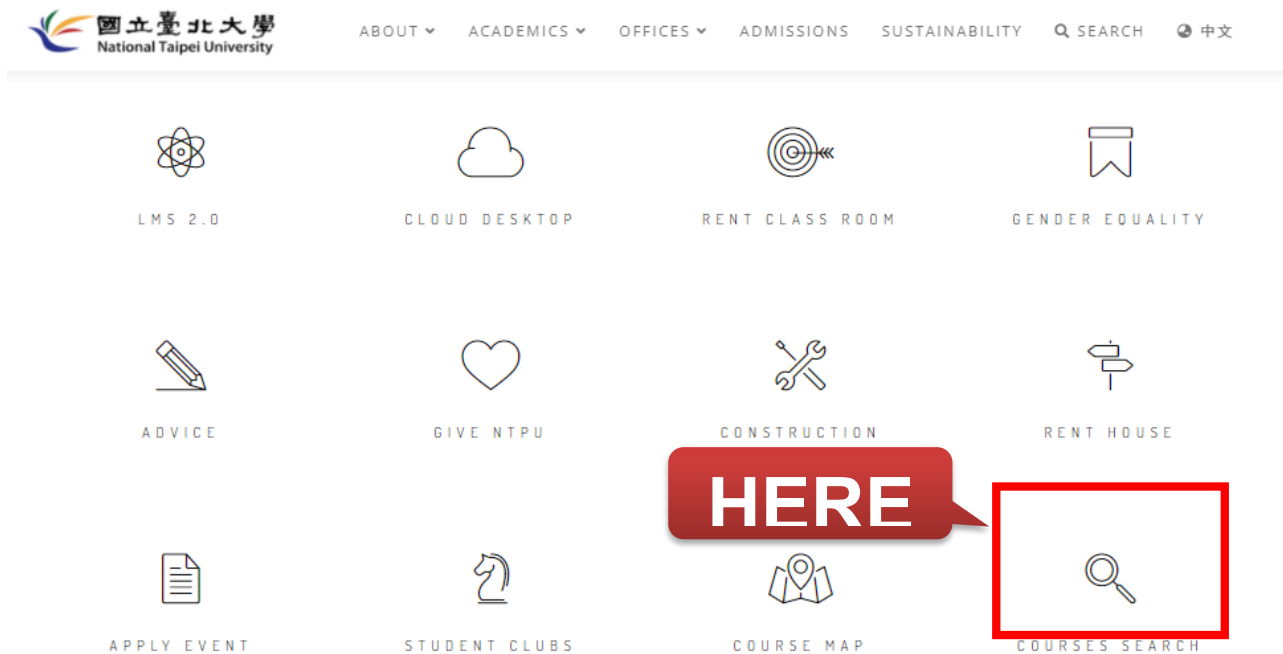
1. Regulations

Students are able to choose courses from different departments under the approval of the course instructors.

2. Course Query System

Website: https://sea.cc.ntpu.edu.tw/pls/dev_stud/course_query_all.chi_main

(1) First, please enter NTPU's website and click the button as shown in the following picture.




- (2) And then you will go to the page of the Course Query System, please make sure you are using the English version, so that you can start searching for course information.



- (3) For the school year and semester, please choose “110” and ”1”. As for the language selection, please choose “English” so that you can see courses offered in English.**

Please choose English so that you can see courses offered in English.

 **國立臺北大學**
National Taipei University

Curriculum	Keyword	Courses Offered in Other Language	Required or Optional Course List	General Course/Other	Physical Education	Academic Programs	Degree Programs	Teacher Education	Summer Course	Modular Program	Home
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Courses Offered in English or Other Language

School Year/Semester : /

Language :

Class Session : to

School year 110: 2021.9~2022.6

Semester1: Fall semester

Semester2: Spring semester

*Students can distinguish it from the first code of the serial number; U is for courses of Bachelor program in day school, M is for courses of Master program in day division, N is for courses of the Bachelor Program of Extension Education and P is for Master on-the-job training program. Day division takes course in Sanxia campus, Extension education takes course in Taipei campus.

3. Course Selection System

The staff from your department will introduce the classes and assist you to set password for system. You can register for courses through “Student Information System” (學生資訊系統). Website: https://cof.ntpu.edu.tw/student_new.htm

◎How to sign in the Student Information System?

1. ID (first column): Student ID number
2. Default password (second column): yyyymmdd (date of birth)
3. You can change your password after your first login.



Course Enrollment

(1) Minimum Course Credit Requirement

Freshman、Sophomore & Junior : 16 credits.

Senior students: 9 credits

Postpone-graduates: Need to take at least 1 course

Graduate Students: Need to take at least 1 course.

Note: Students who haven't finished their thesis but have met the graduation threshold or have completed the graduation credits, are still required to enroll in the “Thesis (Project)” course.

(2) Maximum Course Credit Restrict

General Students: 25 credits.

Minor: 28 credits

Double Major: 31 credits

Graduate Students: No maximum course restriction. (Charging on the basis of the credits chosen each semester.)

Chinese Courses

Chinese courses are provided to all students from NTPU's partner schools. International Degree students have to take the placement test at the beginning of the class.

Each course is 2 hours per week.

Chinese 1 (Beginner)

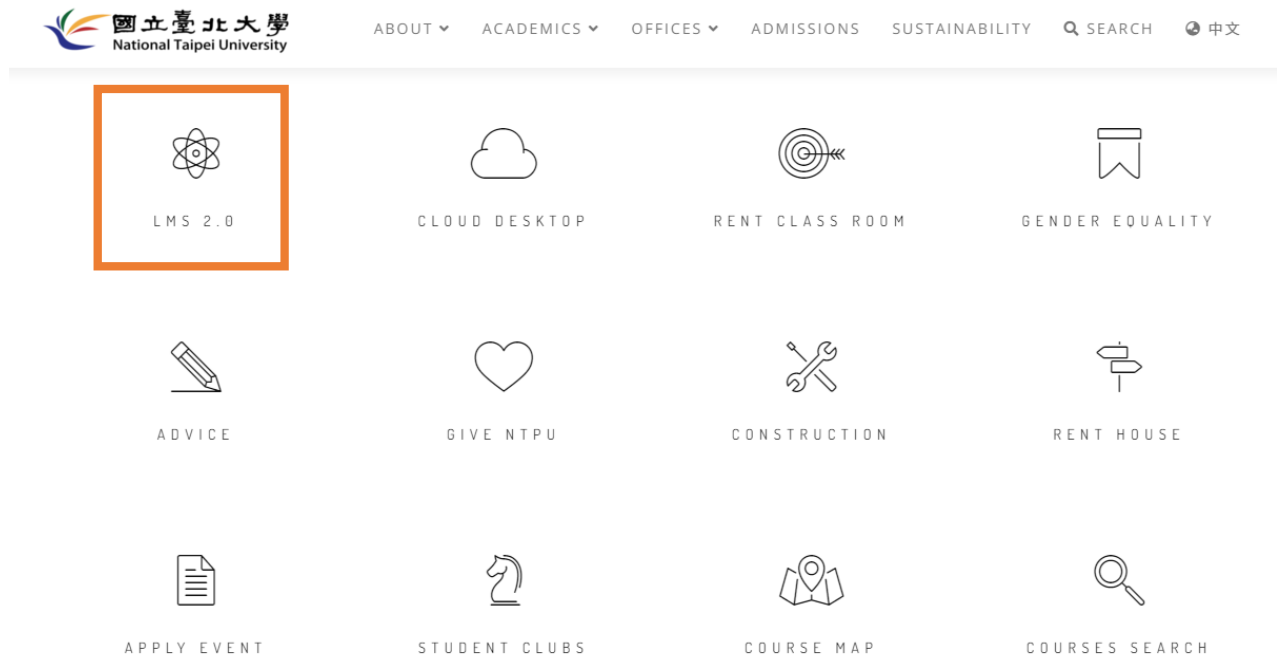
Chinese 2 (Advanced)

4. E-Learning System

Website : http://lms.ntpu.edu.tw/login_page.php?ssl=0&from=%2Fhome.php

After finishing your course selection, you can enter this e-learning system to view your courses' announcements, teaching materials, homework, etc.

(1) First, please enter NTPU's website and click the button shown in the following picture.



(2) Then, choose "login" in the right corner.



(3) Sign in ID and password as same as your account in Student Information System.

國立臺北大學
數位學苑 2.0

Account

Password

☐ Stay signed in

[Forget password](#)

3.4 Other Services

1. Library



Website: <http://www.lib.ntpu.edu.tw/Eng/>

Rules

1. Please go to the library counter to check your personal information to activate your library account so that you can start using the library resources (including books, spaces, and databases).
2. For borrowing books, please bring your student ID card.
3. Loan Periods & Due Dates:
 - (1) Undergraduate students: 30 books/ 30 days
 - (2) Graduates students: 40 books/ 60 days
4. While borrowing a book which has been reserved by others, the loan period is limited to 14 days.
5. Please return books within the due date; otherwise, your right of borrowing books will be temporarily suspended. You can choose to convert the number of days for suspension into a fine (NT\$ 5 per day).
6. Library account login information:
 - (1) Student ID number.
 - (2) Password (default): Birthday (MMDD) Birthday (yyyymmdd)

Mobile Library APP

The NTPU Library app provides quick and easy access to the library resources and activities held by the library. You can quickly check the items that you currently have on loan and find out when they are due back. It also provides ISBN scanning operation to reduce our search effort on Library's collection, and immediately renew or reserve books. If you forget to bring your student ID card, you can use the "Mobile Cards" function to show the barcode to check out books or to enter the library.

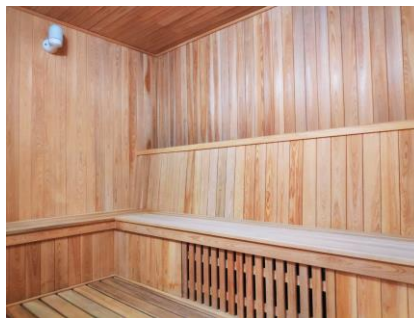
2. Gym

Location: 1. Sanxia Campus Gymnasium & Student Activity Center 2F
2. Sanxia Campus Shining Moon Building (Dormitory) B1



3. Swimming Pool

Location: Sanxia Campus Gymnasium & Student Activity Center B1



4. Badminton Hall

Location: Sanxia Campus Gymnasium & Student Activity Center 1F
Gymnasium & Student Activity Center Website: <https://www.tusc.tw/>



5. Muslim Prayer Room

Location: Sanxia Campus Social Science Building 5F

- Open hours: 9am-12pm and 1:30pm-5pm, Monday to Friday)
- To request access to the Muslim Prayer room, please visit Claire, Coordinator of International College of Sustainability Innovations, at Room 419 of Social Science Building.



5. Bike Buying Information

- (1) You can buy a new bike from Carrefour or a new or second-hand one from the owner who provides service at Shining Moon Building (Dormitory) 1F.
- (2) After buying a bike, please remember to buy a lock to ensure the safety of your bike when it is parked in the designated area.
- (3) Please go to Sanxia Campus Administration Building 1F Security Room to apply for a bike sticker and stick it on your bike.
- (4) The university authority reserves the right to move or throw bikes away if students do not put bikes at the designated bike parking lots or do not put stickers on their bikes.



6. Student Clubs

Website: https://www.ntpu.edu.tw/admin/a8/org/a8-2/club_more.php



International Student Groups

Overseas Chinese & Foreign Students Association (OCFSA):

<https://www.facebook.com/groups/367422413333364>

NTPU OCFSA is a students' organization that unites people from different countries, and organizes lots of fun activities for the overseas Chinese & foreign students to join.

International Student Club (ISC):

<https://www.facebook.com/groups/154399071842777>

NTPU ISC is a students' organization of international students and their schoolmates.

3.5 Surrounding Area

Sanxia Campus

★ Buy Your Daily Supplies

1. Carrefour:

Leave from NTPU's main gate and go straight about 15 minutes, you will see Starbucks, and turn right, you will see the entrance of Carrefour.

2. “全聯” Supermarket (Pxmart):

- (1) Leave from NTPU's side entrance and go straight about 5 minutes; then, you can see it on your right side.
- (2) Leave from NTPU's main gate and go straight about 12 minutes; then, you will see it on your left side.



★Vegetarian Restaurant near NTPU: <https://goo.gl/maps/C6Dausrd9BGtp8ZV8>

3.6 Bank and Post Office

Currency Exchange

If you want to exchange currency, you need to bring the required certificates to banks.

1. Required Certificates: **Passport**
2. **Commission charge** and the USD/NT, EUR/NT, or JPY/NT exchange rates will be a little bit different from different banks.

Bank/Post Office Account

1. Students should have applied for a ARC Number first.
2. After having the ARC Number, students can choose any bank/post office to open an account.
 - (1) Required certificates: ARC card and secondary certificates (e.g. health insurance card, passport, driver's license or student's ID card, etc.).
 - (2) Foreigners (individual): Foreign passport bearing legal entry visa (or stamp).
3. Minimum deposit for opening a new account: **No less than NT\$1,000**
4. **At the end of duration, before you leave Taiwan, you should close the bank account.**
5. There is a post office at the basement of Administration Building at Sanxia Campus.



3.7 Mobile Phone

How to Get Mobile Phone Numbers?

1. Location



(1) Taiwan Taoyuan International Airport

There are three telecommunications companies: Chunghwa Telecom, Taiwan mobile, Fareastone, on the first floor in Terminal 1 and Terminal 2.




(2) Taipei Songshan Airport

There is only one telecommunications company, Chunghwa Telecom.

(3) Telecom Service Center near Taipei Campus

 Taiwan Mobile 台灣大哥大 Taiwan Mobile	No. 311, Longjiang Rd., Zhongshan Dist., Taipei City	Business hours: Mon-Sun. 12:00~20:00
 Fareastone FET 遠傳	No. 423, Jinzhou St., Zhongshan Dist., Taipei City	Business hours: Mon-Sun. 12:00~21:00

(3) Telecom Service Center near Sanxia Campus

 Chunghwa Telecom 中華電信 Chunghwa Telecom	No 68, Daxue Rd.	Business hours: Mon-Sun. 11:30~19:30
 T Star T STAR 台灣之星	No 162, Daxue Rd.	Business hours: Mon-Sun. 11:30~20:30
 Fareastone FET 遠傳	No 160, Daxue Rd.	Business hours: Mon-Sun. 11:30~21:00

2. Required Documents for Application

If you are a student from **China**, please bring your **Exit & Entry Permit**.

If you are not a student from China, please bring your **passport**.

How to Get SIM Cards?

It can be purchased at the airport or a local convenience store, such as 7-11 and Family Mart.

Appendix

Academic Calendar 2022 Spring Semester

National Taipei University Academic Calendar 2022 Spring Semester

Note: : School day : Exam : Holiday and weekend : Adjusted holiday : Adjusted workday
M: Month, W: Week, SV: Summer Vacation, WV: Winter Vacation

M	Sun	Mon	Tue	Web	Thu	Fri	Sat	W	Event
2			1	2	3	4	5	WV	2/1 Start of 2022 Spring Semester 2/1-3 Chinese New Year holidays 2/21 Classes begin 2/22-3/4 Course Add/Drop Period 2/28 Peace Memorial Day (No class day)
	6	7	8	9	10	11	12	WV	
	13	14	15	16	17	18	19	WV	
	20	21	22	23	24	25	26	1	
	27	28						2	
3			1	2	3	4	5	2	3/8-14 Confirmation for course selection (Refer to school web page)
	6	7	8	9	10	11	12	3	
	13	14	15	16	17	18	19	4	
	20	21	22	23	24	25	26	5	
	27	28	29	30	31			6	
4						1	2	6	4/1-6 Make-up holiday for NTPU Anniversary & Sports Day, Children's Day and Tomb-Sweeping Festival (No class day)
	3	4	5	6	7	8	9	7	4/11-15 Midterm Exam week
	10	11	12	13	14	15	16	8	4/18-4/29 Application for course-withdrawal
	17	18	19	20	21	22	23	9	
	24	25	26	27	28	29	30	10	

M	Sun	Mon	Tue	Web	Thu	Fri	Sat	W	Event
5	1	2	3	4	5	6	7	11	5/9-13 Change of Major online application
	8	9	10	11	12	13	14	12	
	15	16	17	18	19	20	21	13	
	22	23	24	25	26	27	28	14	
	29	30	31					15	
6				1	2	3	4	15	6/3 Dragon Boat Festival (No class day)
									6/6-10 Final exam week
	5	6	7	8	9	10	11	16	6/18 Graduation Ceremony
									6/27 Summer vacation begins
	12	13	14	15	16	17	18	17	6/30 Deadline of dissertation defense application for Master & PhD program
	19	20	21	22	23	24	25	18	
	26	27	28	29	30			SV	
7						1	2	SV	7/12 Final course grades due from faculty
	3	4	5	6	7	8	9	SV	7/31 End of dissertation defense for Master & PhD program; End of 2022 Spring Semester
	10	11	12	13	14	15	16	SV	
	17	18	19	20	21	22	23	SV	
	24	25	26	27	28	29	30	SV	
	31							SV	