

**College of International Affairs(CIA), National Chengchi University**  
**Application Guideline for Exchange Program**  
**(2020 Spring Semester)**

**CIA Office Contact:**

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**PART I: APPLICATION PROCEDURE**

**1. Eligibility**

Students currently enroll in CIA's partner institutions and have good command of English or Chinese.

**2. Period of Study**

One semester or one academic year

**3. Application Deadline (by post or in person)**

**October 15**

(In case of late or non-delivery, please email the scan copies of application before posting.)

**4. Class Begins/Ends**

2020 Spring Semester: February 17, 2020 / June 19, 2020

**5. Available Area of Study/Courses**

Courses in CIA

Courses in CHA	
Dept./Program	Degree
Department of Diplomacy	Undergraduate and Postgraduate
Graduate Institute of East Asian Studies	Postgraduate
Graduate Institute of Russian Studies	
Master's Program in Japanese Studies	
International Master's Program in International Studies (IMPIS) (*English-Taught Program)	
* IMPIS offers all English-taught courses.	

- \* All departments/programs in CIA (except IMPIS) offer limited English-toughed courses.
- \* Students of Chinese nationality cannot choose Graduate Institute of East Asian Studies.
- \* For more information, please refer to: <http://www.ocia.nccu.edu.tw>

### Courses from OIC

Office of International Cooperation (OIC) offers English-taught courses for NCCU exchange students. (OIC course list: [http://nccuoic.nccu.edu.tw/eng\\_credit\\_course/](http://nccuoic.nccu.edu.tw/eng_credit_course/))

### Courses from Other Colleges

Exchange students can choose courses offered by other college under teacher's consent. (Overall course list: <http://moltke.cc.nccu.edu.tw/qrycourse/qryEngSub.jsp>)

## **6. Application Required Documents**

- a. NCCU Incoming Exchange Students Application Form
- b. One certificate of nomination from home institution
- c. One home institution certificate of enrollment in English
- d. One original official transcript in English from home institution (inclusive of the grading/credit system explanation)
- e. One photocopy of passport
- f. One 2-inch photo
- g. One curriculum vitae
- h. Statement of purpose written in Chinese or English
- i. Certificate of Chinese or English Language Proficiency (optional)

## **7. Application Submissions:**

By post or in person, to the following address:

Office of College of International Affairs  
Room 271102, 11F North Wing of General Building  
National Chengchi University  
64, Sec.2 ZhiNan Rd., Wenshan District,  
Taipei City 11605  
Taiwan (R.O.C)

## **8. Notification of Results:**

Notification of admission approval will be emailed to home institutions in November 2019

## **PART II: POST-ADMISSION & PRE-ARRIVAL**

### **1. Arrival Time:**

Students are recommended to arrive Taiwan 7-10 days before the course starts. There will be an OIC orientation held one week before the course starts.

### **2. Estimated Expenses**

For a one-semester exchange postgraduate student

- a. Tuition (paid to home institution)
- b. Medical insurance (paid to your insurance company)
- c. Taiwanese visitor visa
- d. On-campus health check-up: NT\$ 600
- e. NCCU safety insurance: NT\$126
- f. On-campus dormitory: NT\$23,000 + NT\$1,000 deposit
- g. Food: NT\$10,000 per month
- h. Public Transport: NT\$3,000 per month
- i. Textbooks: NT\$5,000-NT\$8,000 per semester

### **3. Student Housing**

Please fill in your preference in application form. Due to limited space in dorms and I-House, NCCU will conduct first-come-first-serve method to arrange housing for applicants.

Besides the dorm fee, student will also need to pay NT\$1,000 dorm deposit separately, which will be returned after checking out if the room is clean and undamaged.

#### On-campus Dormitory

- a. 4-person room for undergraduate; around NT\$11,000 per semester  
(Male: [Zihcian Dorm 5](#) /Female: [Zihcian Dorm 9](#))
- b. 2-person room for master's students ([Zihcian Dorm 10](#)); NT\$23,000 per semester

#### Off-campus International House (I-House)

limited single suites and double suites are available.

Double Suites: NT\$38,250 per semester

Single Suite: NT\$58,500 per semester

Additional Fees: refundable deposit of one-month rent, phone call and electricity fees (if exceeds the free basic quota)

(<https://nccuinternational.wordpress.com/2017/11/06/nccu-i-house/>)

#### Off-campus House Rental

Fees range from NT\$8,000-20,000 per month.

My Room Abroad: <http://www.myroomabroad.com/>

Mango ROC: <http://www.mangoroc.com/>

RentalTW: <http://www.rentaltw.com/>

Borderless House: <http://www.borderless-house.com/tw/>

International Taipei Apartments: <http://intaipeiapartments.blogspot.tw/>

Zucker: <http://www.zucker.com.tw/>

#### **4. Health Insurance**

##### NCCU Student Safety Insurance (group insurance):

Applies to all NCCU students (local students / international degree & exchange students).  
NT\$121 per semester.

##### For one-semester exchange: Overseas Medical Insurance

Students who only exchange for 1 semester, please purchase your own medical insurance in your home country to cover your medical expenses during your entire stay in Taiwan

##### For one-year exchange: Overseas Medical Insurance + NHI:

Students are required to join NHI after 6 months of continuous residence in Taiwan.

Before joining NHI, you will need to have your own overseas medical insurance to cover your medical costs during the first 6 months.

NT\$4,494 per semester.

For more information, please refer to NHI Official Website:

<http://www.nhi.gov.tw/english/>

#### **5. Health Check-up**

##### For one-semester exchange

Students are required to participate on-campus health checkup (date to be advised)

Fee: NT\$ 600

##### For one-year exchange

Students have to provide health check-up report to the immigration bureau for ARC application.

#### **6. Exchange Students VISA & ARC**

## Visa

Two types of Visa for international students:

Visitor Visa: short-term visa; for stay less than 180 days

Resident Visa: long-term visa; for stay longer than 180 days

### For one-semester exchange:

60- or 90-day Visitor Visa → Visitor Visa Extension (twice as the maximum extension times)

### For one-year exchange:

If enter in Taiwan with Visitor Visa → apply for Resident Visa → apply for ARC → join National Health Insurance after 6 months

If enter in Taiwan with Resident Visa → apply for ARC → join National Health Insurance after 6 months

### \*\*Alien Resident Certificate (ARC) (one-year exchange only)\*\*

Students who enter Taiwan with a Resident Visa will need to apply for the ARC at the Immigration Agency within 15 days after landing.

Late application will result in a fine.

Your ARC will have multiple entries before the expiration date.

Application fee: NT\$ 1,000

Information can be found at OIC website: <http://oic.nccu.edu.tw/files/11-1000-290.php>

## **7. Mandarin Course**

OIC offers 3-credits Part-time Mandarin course free of charge to exchange students. Whether the credits could be transferred will be decided by the student's home university.

## **8. Recommended Number of Credit per semester**

9 to 18 credits of academic courses per semester.