



吳鳳科技大學

114學年度
國際專修部招生簡章
International Foundation Program
Admission Handbook for the 2025 -2026

聯絡方式 Contact Information

吳鳳科技大學國際專修部 International Foundation Program of WuFeng University

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申請入學重要期程表

Application schedule for admission

工作項目 Hạng mục	日期 Ngày
公告招生簡章 Admissions handbook available	2025年2月21日 February 21, 2025
網路報名/上傳審查資料 Online Registration/Upload the review materials	秋季班：2025年6月15日~2025年7月15日 春季班：2025年10月1日~2025年10月30日 【Fall-semester】Jun 15, 2025~ Jul 15, 2025 【Spring-semester】Oct 1, 2025~ Oct 10, 2025
公告錄取名單(透過Email或郵件) Announcement of enrollment results (Via Email or Mail)	秋季班：2025年8月初 春季班：2025年12月初 【Fall-semester】Beginning of August, 2025 【Spring-semester】Beginning of December, 2025
寄發錄取通知(透過Email或郵件) Send notification of Acceptance letter (Via Email or Mail)	秋季班：2025年8月初 春季班：2026年1月中旬 【Fall-semester】Beginning of August, 2025 【Spring-semester】Mid-January, 2026
註冊入學 Registration	秋季班：2025年9月中旬 春季班：2026年2月中旬 【Fall-semester】Mid-September, 2025 【Spring-semester】Mid-February, 2026

※相關網站 (Related Websites)

官網(University Website) : <https://ifp.wfu.edu.tw/>

Email address : iac@wfu.edu.tw

招生系所及招生名額 Enrollment program and quotas

學制 Academic Program	系所名稱及招生名額 Departements programs and enrollment quotas		授課語言 Language of Instruction
國際專修部 International Foundation Program	● 機械與智慧製造工程系 Department of Mechanical and Intelligent Manufacturing Engineering ● 電機工程系 Department of Electrical Engineering	外籍生100名 100 International students	華語 Chinese
	● 觀光休閒管理系 Department of Tourism and Leisure Management ● 餐旅管理系 Department of Hospitality Management	外籍生105名 105 International students	

※ 第一年為華語先修【授課語言：華語】

※ First Year Chinese Course【Language of instruction: Chinese】

※ 實際招生系所及名額依教育部核定為之

※ The actual departments and enrollment quotas are subject to approval by the Ministry of Education.

申請資格 Admission requirements

- 一、吳鳳科技大學（以下簡稱本校）為辦理外國學生申請就讀本校，依教育部外國學生來臺就學辦法訂定吳鳳科技大學外國學生申請入學規定（以下簡稱本規定）。

WuFeng University (hereinafter referred to as the University) has formulated the Regulations for Foreign Students to Apply for Admission to WuFeng University (hereinafter referred to as the Regulations) in accordance with the Ministry Education Regulations for Foreign Students to Study in Taiwan.

- 二、具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本規定申請入學：

Those who have foreign nationality and have not been in Taiwan and meet the following requirements may apply for admission in accordance with these regulations:

- (一) 未曾以僑生身分在臺就學。

He/She has never studied in Taiwan as an overseas Chinese student.

- (二) 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

The Overseas Joint Admissions Committee shall distribute the guidance and guidance measures for overseas students who have not returned to the country in the academic year in which they apply for admission.

具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本規定申請入學：

Those who hold foreign nationality and meet the following requirements and have recently lived abroad continuously for more than six years may also apply for admission under these regulations:

- (一) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

The applicant holds Republic of China nationality at the time of application, must have never registered a 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八年。

For those who have acquired R.O.C nationality before applying, but no longer have R.O.C nationality at the time of application, from the date of approval by the Ministry of Home Affairs to lose R.O.C nationality up to the time of application, it must be full eight years.

- (三) 前二款均應符合前項第一款及第二款規定。

The first two provisions shall comply with the provisions of the first clause and the second clause of the preceding paragraph.

依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得不受前二項規定之限制。

Foreign nationals who have been referred to Taiwan by a foreign government, organization, or school to study under an educational cooperation agreement and have never registered their household registration in Taiwan, may not be limited by the previous two items if approved by the Ministry of Education.

第二項所訂之六年，以擬入學當學期起始日期(二月一日或八月一日)為終日計算。

The six-year period specified in the second item is calculated from the beginning of the intended enrollment semester (either February 1st or August 1st).

第二項所稱海外，係指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，係指外國學生每曆年在國內停留期間不得逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但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 term "foreigner" referred to in paragraph 2 refers to countries or regions outside the Mainland, Hong Kong and Macao; the term "continuous residence" refers to the period of stay in the country of foreign students not exceeding 120 days of each calendar year. The student's continuous residence abroad is calculated according to the duration of that academic year and not in the sense of 1 full year, calculated according to the study period of each academic year during the period of the student's residence in Taiwan not exceeding 120 days. Students who have documentation to demonstrate conformity to one of the

circumstances as outlined below, will not be restricted; The student's residence time in Taiwan will not count towards the student's time residing overseas:

(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。

Participate in a youth technical training class abroad organized by the Overseas Chinese Department or a technical training class recognized by the Ministry of Education.

(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，合計未滿二年。

Studying at Chinese language teaching centers of universities and colleges approved by the Ministry of Education to enroll foreign students for a total period of less than two years.

(三)交換學生，其交換期間合計未滿二年。

The total duration of student exchange should not exceed 2 years.

(四)經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

具外國國籍並兼具中華民國國籍，且於教育部外國學生來臺就學辦法中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依本規定申請入學，不受第二項規定之限制。

Those who come to Taiwan for internship with the permission of the central agency in charge of the relevant industry and the total internship period is less than two years. Persons with both foreign nationality and Republic of China nationality who applied for loss of ROC nationality before the Ministry of Education's Regulations on Foreign Students Studying in Taiwan were amended and implemented on February 1, 100 of the Republic of China, may apply for admission in accordance with these regulations and shall not be subject to the restrictions set out in Paragraph 2.

申請注意事項 Application Guidelines

一、申請方式/How to apply

步驟一 Step 1	請先確認您的身份是否符合外國學生申請資格，再確認欲申請就讀系所及入學時間之申請截止日期。 Please confirm whether you are eligible to apply as a foreign student, and then confirm the deadline for the department you wish to apply to and the time of admission.
步驟二 Step 2	● 請至「吳鳳科技大學線上申請系統」進行線上報名，填妥報名資料並確認無誤後送出，即可列印入學申請表、繳交資料紀錄表、具結書、文件驗證切結書(如適用)、財力保證書、報名信封封面。線上申請網址為：https://reurl.cc/zAmyEe Please visit "Online registration system of WuFeng University", fill in the application information and confirm that it is correct, and then submit the form, you can print the application form, payment application form, affidavit letter, and document affidavit (if applicable), financial guarantee, and cover of the application envelope. Online registration website: https://reurl.cc/zAmyEe ● 自行列印本簡章附件填寫。 Please print this brochure and fill in the attached documents by yourself.
步驟三 Step 3	準備申請所需文件，並檢查您欲申請之系所是否有另需繳交資料。 Prepare the necessary documents for the application and check if the department you want to apply for has any additional documents to submit.
步驟四 Step 4	● 申請文件請於截止日前以EMAIL、掛號郵寄或親自送至以下地址(海外地區建議使用 DHL 或 FedEx 等快遞服務)。(請將報名信封封面，黏貼於申請郵件上) Please submit the application documents via EMAIL, registered mail, or in person to the following address before the deadline. (For overseas applicants, it is recommended to use express courier services such as DHL or FedEx.) (Please affix the application envelope cover to the top of the application mail) ● 親自繳交受理時間：週一至週五，08:30-17:00 Office Hours: Monday to Friday, 08:30-17:00 ※Please note: For application packages sent from overseas, DHL or FedEx is recommended. Please attach the Single Cover Sheet (refer to appendix 9) to the outer side of the application package or envelope.

二、申請應繳交資料 Documents Required for Application

1.入學申請表 Application form for admission

2.身分證明文件 Identification documents

護照或其他國籍證明文件影本一份。如有外僑居留證，需繳交影本一份。

Identification: Copies of passports or other documents to prove citizenship. A copy of the Alien Residence Certificate is required if applicable.

3.具結書（附件二） Affidavit (Appendix II)

4.外國學生申請人在臺就學檢核表及切結書（附件三）

Admission Checklist and Commitment letter for International Students in Taiwan (Appendix III)

5.學歷證明文件 Academic Credentials

經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之外國學校正式最高學歷或同等學力證明文件及歷年成績單（中、英文以外之語文，應另檢附經驗證之中文或英文譯本）

The highest-level diploma and transcript issued by an overseas academic institution. These documents must be authenticated by Taiwan (R.O.C.) embassy, consulate, representative office, another agency authorized by the Ministry of Foreign Affairs (hereafter referred to as "Taiwan's Overseas Representative Office"), or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan (If the original diploma is in a language other than Chinese or English, a copy of the translation in Chinese or English is required.).

※如在申請截止日期前無法完成驗證手續，請繳交「文件驗證切結書」（如附件五）。若經錄取，須於報到註冊時繳交經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之畢業證書及成績單正本，未能如期繳交者，將取消其錄取資格。

If the verification procedure cannot be completed by the application deadline, please submit a "Affidavit document Verification Form" (see Appendix 5). If admitted, you must submit the original graduation certificate and transcripts verified by our overseas institutions, institutions established or appointed by the Administrative Institute of the Republic of China, or non-governmental organizations trustee at the time of registration. If you do not submit on time, your admission criteria will be cancelled.

※成績單須有在校每學期課程所修讀之成績。 Transcripts must include students grades in each semester.

※應屆畢業生申請者，申請時可不繳交畢業證書，但註冊時必須繳交，否則取消錄取資格。

If you are a recent graduate, then the diploma does not need to be submitted, but must be submitted at the time of registration, otherwise admission will be canceled.

6.自傳 Autobiography

7.財力證明或獎學金證明 Financial Statement and Scholarship Verification Document

請選擇以下任一種方式繳交 Please select one of the following methods to submit :

(1)最近三個月內經金融機構開具之足夠在臺就學六個月以上之財力證明美金3000元影本一份。

(1) A copy of a document proving financial eligibility of USD3,000 to study in Taiwan for 6 months or more issued by a financial institution within the last three months.

(2)政府、大專校院或民間機構提供全額獎助學金之證明。

(2) Scholarship verification document or bursary provided by the government, tertiary institution or private organization.

※存款證明非申請人帳戶，需附上資助者之財力保證書（如附件四）及其存款證明。
If the financial statement is not the applicant's account, the financial guarantee letter of the sponsor (as shown in Appendix IV) and its deposit certificate must be attached.

8. 中文程度調查表（附件六） Chinese Language Proficiency Survey (Appendix VI)

三、申請費用：免繳 Registration fee: Waived

四、申請注意事項 Important Application Information

1. 申請人在原畢業學校學業成績總平均及數理相關學科成績均在C或60分以上。
2. 國際專修部入學申請，由審查小組審查之，經審查小組審查合格者，簽請校長核定後，通知入學；第一年需於國際專修部修習華語先修課程，期間不得轉校、轉系，每週修習 15 小時以上，1 年至少 720 小時，修業期滿前需達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級 A2(含)標準，如未能通過華語文能力 A2 級(含)以上測驗者，則學校應逕予退學。第二年正式入學後，大二起鼓勵達到華語文能力測驗(TOCFL)聽力與閱讀測驗進階級 B1 標準，且得於製造業、營造業、農業及長期照顧等相關系所申請轉系或轉學。
3. 依教育部規定，外國學生經入學學校以操行、學業成績不及格或因犯刑事案件確定致遭退學者，不得再依「外國學生來臺就學辦法」向本校申請入學。若違反此規定並經查證屬實者，撤銷其入學資格。
4. 外國學生所繳入學證明文件若有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，應由本校撤銷其畢業資格並註銷其學位證書。
5. 凡報名本校者，即視為同意授權吳鳳科技大學將考生報名本招生取得之基本資料及相關檔案，運用於本校招生、註冊入學及相關統計研究與教育行政目的使用，餘均依照「個人資料保護法」相關規定辦理。
6. 建議使用Google Chrome或Firefox10.x以上版本瀏覽器操作，勿使用平板式電腦、手機，以避免報名資料流失。為避免網路壅塞，請儘早上網登錄，逾期不予受理；請留意截止時間，以免因報名系統關閉，而無法完成網路填報資料。
7. 考生上網登錄報名資料並經本校審核資格符合者，即表示同意提供相關資料供試務人員查核、公告錄取名單及錄取後轉入本校學籍系統，並同意本校提供當地校友會，作為聯繫報名、錄取通知及申請獎勵金等相關資訊；如不同意前述事項，請於放榜前告知。

1. The applicant's overall average academic performance and mathematics and science related subjects in the original school of graduation are C or above 60 points.
2. In the first year, students are required to take pre-requisite courses in the International Foundation Program, during this course they are not allowed to change schools or departments, and they must take more than 15 hours per week and at least 720 hours in one year, and meet the A2 standard of the Chinese Language Proficiency Test (TOCFL) Listening and Reading Test before the completion of the study period. Students will be drop out if not able to complete the A2 test of TOCFL. After the formal enrollment in the second year, students are encouraged to meet the Level B1 standard of the Chinese Language Proficiency Test (TOCFL) Listening and Reading Test from the second year, and can apply for transfer or transfer from related departments such as manufacturing, construction, agriculture and long-term care.

3. According to the regulations of the Ministry of Education, foreign students who have been expelled from the school due to their conduct, academic performance or criminal case are not allowed to apply for admission to the university in accordance with the measures for foreign students to study in Taiwan. If this is violated and verified to be true, the admission qualification will be revoked
4. If any of the admission documents submitted by foreign students are found to be forged, borrowed, or altered, the admission qualification will be revoked. For registered students, their academic status will be revoked, and no relevant academic certificates will be issued. If such issues are discovered after graduation, the university will revoke the graduation qualification and invalidate the degree certificate.
5. By applying to the university, applicants agree to authorize WuFeng University to use the basic information and relevant documents obtained from the application for admission, for the purposes of university admissions, registration, and related statistical research and educational administration, in accordance with the Personal Data Protection Act.
6. It is recommended to use Google Chrome or Firefox versions 10.x and above for browsing, and not to use tablet computers or mobile phones to avoid data loss during the application. To prevent network congestion, please register online as early as possible; late applications will not be accepted. Please pay attention to the deadline to avoid the system closure, which may prevent the completion of online data submission.
7. Applicants who register online and meet the qualification requirements after the university's review agree to provide relevant information for verification by examination personnel, publication of the admission list, and transfer to the university's student information system after admission. They also agree to allow the university to provide information to local alumni associations for contact, notification of admission, and application for incentives. If you disagree with the above, please inform the university before the announcement of admission results.

五、入學審查標準 Admission Evaluation Standards

本校入學資格審查程序如下：

- (一) 由國際專修部彙整並初審申請人資格和資料後送請招生系（所）複審。
- (二) 招生系（所）依據申請者檢附之資料進行書面審查後篩選名單提交國際專修部
- (三) 由國際專修部通知申請人接受面試，後由招生系（所）專業老師進行面試，通過面試名單送國際專修部，同時函送移民署嘉義縣服務站函查錄取生。
- (四) 國際專修部將移民署嘉義縣服務站函復查詢結果併考生書審暨面試成績後，提送國際暨兩岸交流委員會決審，服務站函復查詢結果作為本校審酌是否錄取學生之重要參據。
- (五) 國際暨兩岸交流委員會審議錄取名單，主席與委員核定後，再發給入學許可。

The admission evaluation standards procedure of our university is as follows:

- (1) The International Foundation Program will compile and preliminarily review the applicant's qualifications and materials and send them to the admissions department (institute) for review
- (2) The admissions department (institute) will conduct a written review based on the information attached by the applicant, and then submit the screening list to the International Specialized Training Department
- (3) The International Foundation Program will notify the applicant to accept the interview, and then the professional teacher of the admissions department (institute) will conduct the interview, and the list will be sent to the International and Cross-Strait Exchange Committee and the National Immigration Agency Chiayi County Service Center to check the admitted students.
- (4) After the International Foundation Program send out the results of the inquiry from the National Immigration Agency Chiayi County Service Center and the interview results, the results would pass to the International and Cross-Strait Exchange Committee for final review. The final result from the National Immigration Agency Chiayi County Service Center will serve as a critical reference on admission.
- (5) The International and Cross-Strait Exchange Committee deliberates the admission list, and after the chairman and members approve it, the admission permit will be issued。

評分方式 Scoring method	成績比例 Percentage of grades
書面資料審查 Written Materials	40%
面試 Interview	60%

六、入學時間 Duration of admission

1. 秋季班：2025年9月中旬
1. 【Fall-semester】Mid-September, 2025
2. 春季班：2026年2月中旬
2. 【Spring-semester】Mid-February, 2026

七、修業年限以及修業內容 Duration and Content

修業年限 Duration of Study	系所名稱 Department	修業內容 Course Contents	備註 Notes
第1年 1 st year	國際專修部-華語先修 International Foundation Program- Chinese Language Course	華語先修課程每週 15 小時以上，一年 至少 720 小時 The Chinese language Course requires a minimum of 15 hours per week, totaling at least 720 hours in one year	第一年修業期滿前未達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級 A2(含)標準，學校將予以退學並安排學生離境事宜。 Students who do not meet the A2 standard of the Chinese Language Proficiency Test (TOCFL) Listening and Reading Test before the end of the first year of study will be withdrawn from the university and arranged for the student to leave the country.
第2至5年 The 2 nd to 5 th year	● 機械與智慧製造工程系 Department of Mechanical and Intelligent Manufacturing Engineering ● 電機工程系 Department of Electrical Engineering ● 觀光休閒管理系 Department of Tourism and Leisure Management ● 餐旅管理系 Department of Hospitality Management	學士班學位課程 Bachelor's degree program	第二年正式入學後，大二起鼓勵達到華語文能力測驗(TOCFL)聽力與閱讀測驗進階級 B1 標準。 Starting from the second year, students are required to reach the advanced level B1 standard in the Test of Chinese as a Foreign Language (TOCFL) listening and reading tests.

八、放榜 **Announcement of admission list**

1.錄取名單將公告於本校首頁：

秋季班：2025 年 8 月初

春季班：2025 年12 月初

1. The Admission list will be published on the University's homepage:

【Fall-semester】 Beginning of August, 2025

【Spring-semester】 Beginning of December, 2025

2.申請結果通知單將寄發至申請者所填列之郵寄地址

2. A notification of application result will be sent to the mailing address provided by the applicant

※郵寄地址請確實填寫，如因資料有誤，以致錯失報到期限，申請者須負完全責任

※Please fill in the mailing address accurately, if the information is incorrect, the applicant will be fully responsible for missing the registration deadline

九、報到及註冊入學 **Registration and Enrollment**

1.請依入學通知規定時間內辦理報到手續

1.Please follow the instructions and schedule stated in the admission notice to complete the admission procedure.

2.錄取生應於報到註冊時繳交經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之外國學校正式最高學歷證明文件及歷年成績單正本（檢驗後歸還），始得註冊入學。

2.At the time of registration, admitted students must submit the originals of the official highest academic certificate from a foreign school and annual score reports authenticated by the Taiwan Overseas Representative Office, an institute established or appointed by or a private body authorized by the Executive Committee. (All original documents will be returned after inspection)

3.凡申請來臺居留簽證，須檢具麻疹及德國麻疹接種證明。

3. Anyone who applies for a residence visa to Taiwan must have proof of measles and rubella vaccination.

學雜費參考標準 Tuition & Fees Reference Standards

一、學雜費 Tuition and fees

修業年限 Duration of Study	學制 Curriculum	學費/學期 Tuition/Semester
第1年 1 st year	國際專修部-華語先修 International Foundation Program-Chinese Language Course	第一學期學費全免，但需繳 納宿舍費NT\$13,000元及雜費 NT\$11,080~NT\$16,250元 The tuition fee for the first semester is fully waived, but a dormitory fee of NT\$13,000 and miscellaneous fees ranging from NT\$11,080 to NT\$16,250 must be paid.
第2至5年 The 2 nd to 5 th year	● 機械與智慧製造工程系 Department of Mechanical and Intelligent Manufacturing Engineering ● 電機工程系 Department of Electrical Engineering	NT\$56,030(不含住宿費)「 NT\$56,030(excluding Dormitory Fee)
	● 觀光休閒管理系 Department of Tourism and Leisure Management ● 餐旅管理系 Department of Hospitality Management	NT\$49,120(不含住宿費)「 NT\$49,120 (excluding Dormitory Fee)

※本表適用於不符獎學金領取資格，需繳全額學雜費者。

This table applies to those who do not qualify for scholarships and are required to pay the full tuition and miscellaneous fees.

二、宿舍費(四人房) Dormitory fee (Per-semester, Room for 4 people)

宿舍名稱 Dormitory name	費用 Dorm Fees
我家宿舍 My home dorm	NT\$13,000/一學期 NT\$13000/semester, 4 People/room
學年度中申請住(退)宿者其住宿費依會計室公告時程比例計算，其餘應繳費用均同。 For those applying for dormitory move-in or move-out, the dormitory fee will be calculated proportionally according to the schedule announced by the Accounting Office.	

三、其他費用 Other fees:

項目 Item	費用 Expenses
華語先修課程的書籍費(預估金額) Textbooks and other learning materials (estimated)	NT\$5,000~7,000
電腦實習費 Computer internship fees	NT\$850
網路使用費 Internet usage fees	NT\$200
國際專修部期間的健康保險費 First year premiums health insurance during the International Foundation Program	NT\$826/月(M)
學生平安保險費 Student Safety insurance	NT\$570
清潔費 Cleaning fees	NT\$280

四、其他注意事項 Other Considerations

1. 每學期費用如上，其他細項詳見附件七。
1. Tuition fees per semester are as above, for other details see Appendix VII.
2. 費用係以113學年度為參考標準，每學年度收費情況依實際核定為主。
2. Fees are based on the reference standard of the academic year 113 [referring to the year in the Republic of China (Taiwan) calendar system], and the actual fees for each academic year are subject to specific approval.
3. 有關全民健康保險事宜請洽國際專修部導師。
3. For issues related to national health insurance, please contact the instructor of the International Faculty.
4. 每學期預估生活費用約NT\$17,500~NT\$25,000元（基本開銷），依個人消費習慣增減。
4. The estimated cost of living per-semester is about NT\$17,500~25,000 (basic expenses), which can be increased or decreased depending on personal consumption habits.

專科以上學校學雜費退費基準表

學生休、退學時間	學費、雜費退費比例	備註
一、註冊日（包括當日）前申請休退學者	免繳費，已收費者，全額退費	
二、於註冊日之次日起至上課（開學）日之前一日申請休、退學者	學費退還三分之二，雜費全部退還	其採學分學雜費或學雜費基數核算者，退還學分費全部、學雜費基數（或學分學雜費）三分之二
三、於上課（開學）日（包括當日）之後而未逾學期三分之一申請休、退學者	學費、雜費退還三分之二	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之二
四、於上課（開學）日（包括當日）之後逾學期三分之一，而未逾學期三分之二申請休、退學者	學費、雜費退還三分之一	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之一
五、於上課（開學）日（包括當日）之後逾學期三分之二申請休、退學者	所繳學費、雜費，不予退還	
備註： 一、表列註冊日、上課（開學）日及學期之計算等，依各校正式公告之行事曆認定之；學校未明定註冊日者，以註冊繳費截止日為註冊日。 二、學生申請休學或自動退學者，其休、退學時間應依學生（或家長）向學校受理單位正式提出休、退學申請之日為計算基準日；其屬勒令退學者，退學時間應依學校退學通知送達之日為計算基準日。但因進行退學申復（訴）而繼續留校上課者，以實際離校日為計算基準日。 三、休、退學之學生應於學校規定期限內完成離校手續；其有因可歸責學生之因素而延宕相關程序者，以實際離校日為計算基準日。 四、各校不得於學校行事曆所定該學期開始日前預收任何費用。 五、本退費基準表依據教育部於中華民國106年4月19日以臺教高(一)字第1060047866B 號令修正發布之「專科以上學校學雜費收取辦法」施行。		

Tuition and Miscellaneous Fees Refund Benchmark Table for Colleges and Universities

Leave and withdrawal time for students	Tuition and miscellaneous fees refunded percentage	Remark
1. Apply for leave of absence before the registration date (including the day).	Free of charge, full refund for those who have already been charged	
2. Apply for leave of absence or withdrawal from University from the day after the registration date to the day before the start of the class day.	Two-thirds of tuition fees will be refunded, and miscellaneous fees will be refunded in full	If the credit fee or the tuition and miscellaneous fee base is calculated, the full credit fee and two-thirds of the tuition and miscellaneous fee base (or credit tuition and miscellaneous fee) will be refunded
3. Apply for leave or withdrawal from the University after the first day of class (including the first day) but not more than one-third of the semester.	Tuition and fees will be refunded two-thirds	If the credit fee or the tuition and miscellaneous fee base is calculated, two-thirds of the credit fee and the tuition and miscellaneous fee base (or credit tuition and miscellaneous fee) will be refunded
4. Apply for leave or withdrawal from the University after one-third of the semester after the first day of class (including the first day), but not two-thirds of the semester.	Tuition and fees will be refunded by one-third	If the credit fee or the tuition and miscellaneous fee base is calculated, one-third of the credit fee and the tuition and miscellaneous fee base (or credit tuition and miscellaneous fee) will be refunded
5. Apply for leave or withdrawal from University more than two-thirds of the semester after the commencement date (including the day of commencement of school).	Tuition and miscellaneous fees are non-refundable	

Notes:

1. The calculation of the scheduled registration date, class (commencement) date and semester shall be determined according to the calendar officially announced by each school.
2. If a student applies for suspension or voluntary withdrawal, the time of suspension or withdrawal shall be calculated according to the date on which the student (or parent) formally submits the application for suspension or withdrawal to the acceptance unit of the school. However, if the student continues to stay in school due to the withdrawal application (lawsuit), the actual date of leaving the school shall be used as the base date.
3. Students who have suspended or withdrawn from school shall complete the procedures for leaving the school within the time limit specified by the school, and if the relevant procedures are delayed due to factors attributable to the student, the actual date of departure shall be used as the base date.
4. Schools are not allowed to charge any fees in advance before the commencement date of the semester as determined by the school calendar.
5. This refund benchmark table is implemented in accordance with the "Measures for the Collection of Tuition and Miscellaneous Fees for Schools Above College Schools" amended and promulgated by the Ministry of Education on April 19, 106 of the Republic of China by Order No. 1060047866B.

吳鳳科技大學 114 學年度國際專修部申請入學申請表
Application form for the International Foundation Program
WuFeng University 2025 Academic Year

※Please read carefully and clearly fill out the printed application.

申請人請詳細閱讀，並以正楷填寫清楚。

I. Personal Information 個人資料

Applicant's Name 申請人姓名	Chinese (If applicable) 中文			In this space, attach your most recent photograph. 在此黏貼最近相片 (1"x2")	
	English				
	(Surname)	(Given Name)			
※Please fill in your Chinese name if available. 如有中文名字請填入 ※Please fill in your English name as appeared in the passport 依護照姓名填寫					
Date of Birth 出生日期	Month 月/Date 日/Year 年		Birth Country 出生國家	Gender 性別	☐ Male 男 ☐ Female 女
Nationality 國籍			E-mail 電子郵件		
Mailing Address 通訊地址			Permanent Address 永久地址		
Telephone 電話			Cell phone 行動電話		
Applicant's Father 申請人父親	Name 姓名		Nationality 國籍		
Applicant's Mother 申請人母親	Name 姓名		Nationality 國籍		
Contact Person 聯絡人	Name 姓名		Relationship 與申請人關係		
	E-mail 電子郵件		Telephone 電話		

II. 擬申請就讀之系所及學位/ Department (or graduate school) / program you intend to study

Department or Graduate school 系所(組)名稱	(Please refer to the "Academic program" for International Students in the Academic Year 請參考當學年度招收外籍生之系所)	Remark 備註
Program 學制	Bachelor 四年制學士	
Class 班別	Fall-semester 秋季班 Spring-semester 春季班	

III. 教育背景 Educational Background

Academic Credentials 學歷證明	Name of School 學校名稱	City and Country 學校所在地	Major 主修學	Minor 副修學	Academic Credentials 學歷證明	Date Certificate Granted 取得日期
Secondary School 中等學校						
University/ College 大學 / 學院						

IV. 中文語言能力 Chinese Proficiency

Have you learned Chinese? 是否學過中文?	☐ Yes 是 ☐ No 否	If yes, how many years have you formally studied Chinese? 曾學習中文幾年?		
		If yes, where did you study Chinese? (high school, college, language institute)? 學習中文環境(高中、大學、語文機構)		
Have you taken any Chinese proficiency test? 您是否參加過中文語文能力測驗?	☐ Yes 是 ☐ No 否	If yes, what is the name of the test? 何種測驗?		
		Score 分數		
Self- evaluation of Chinese Proficiency 中文語言能力自我評估				
Listening 聽	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Speaking 說	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Reading 讀	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Writing 寫	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差

V. 英文語言能力 English Proficiency

Have you taken any English proficiency test? 您是否參加過英文語文能力測驗?	☐ Yes 是 ☐ No 否	If yes, what is the name of the test? 何種測驗		
		Score 分數		
Self- evaluation of English I Proficiency 英文語言能力自我評估				
Listening 聽	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Speaking 說	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Reading 讀	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差
Writing 寫	☐ Excellent 優	☐ Good 佳	☐ Average 尚可	☐ Poor 差

VI. 工作經驗及訓練 Work Experience & Trainings

Do you have any work experience or other trainings? 是否有工作的經驗？	☐ Yes 是 ☐ No 否	If yes, what's the name of the institution? 若是，請問服務機關為？	
		Work or training duration : 工作年資	

VII. 其他資料 Additional Information

Publication (If necessary, attach a list of publication) 著作(如有必要，請附一覽表)	
Health Condition (Please specify if you have any illnesses or physical and mental disabilities). 健康情形（如有疾病或身心障礙情形，請敘明之） ☐ good 佳 ☐ average 尚可 ☐ poor 差	

VIII. 在臺連絡人 Contact in Taiwan

Name 姓名		Telephone 電話	
E-Mail 電子郵件		Cell phone 手機	
Address 通訊地址			
在臺連絡人： Contact Person's Signature		日期： Date	

I certify that all information submitted in the admission process is filled out by me, thoroughly reviewed and is guaranteed to be honest and accurate.

以上資料確由本人填寫，並經詳細檢檢查，保證誠實且正確無誤。

申請人(具結人)簽章 Applicant's signature _____

申請(具結)日期 Application Date _____

吳鳳科技大學國際專修部學生具結書
Student Affidavit for the International Foundation
Program at WuFeng University

1. 本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定。

I Hereby guarantee that I meet the requirements in the "Regulations on International Students Studying in Taiwan" issued by the Ministry of Education of the Republic of China.

2. 本人保證符合以下其中之一：

- ☐ 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。

A person of foreign nationality who has never held Republic of China ("R.O.C.") citizenship and does not have Overseas Birth status at the time of application.

- ☐ 具外國國籍，且兼具中華民國國籍者，自始未曾在臺設有戶籍，且最近連續居留海外6年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

A foreign national, who holds dual R.O.C. citizenship and has never had a household registration in Taiwan, who has previously resided abroad continuously for at least six years, and who has not previously studied in Taiwan as an overseas student. has been accepted for placement by the University Admission Committee for Foreign Students in the current academic year.

- ☐ 具外國國籍，且曾兼具中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿8年，且最近連續居留海外6年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

A person who holds foreign nationality concurrently holds dual R.O.C. citizenship and has renounced R.O.C. citizenship with the approval of the Ministry of Home Affairs for at least eight full years at the time of application, who has resided abroad continuously for at least six years in the past, and who have never studied in Taiwan as an Overseas Student nor have been accepted for placement by the University Admission Committee for Overseas Students during the current academic year.

- ☐ 具外國國籍，兼具香港或澳門永久居留資格，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。

A person with foreign nationality eligible for permanent residence in Hong Kong or Macao, who has never had a household registration in Taiwan and at the time of application has resided in Hong Kong, Macao or elsewhere abroad continuously for at least six years.

- ☐ 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6年以上者。

A person who is previously from the Mainland Region and has foreign nationality and has never registered a household registration in R.O.C, and at the time of application has resided abroad continuously for at least six years.

3. 本人所提供之最高學歷證明（高中畢業證書），在畢業學校所在地國家均為合法有效取得畢業資格，並所持之證件相當於中華民國國內之各級合法學校授予之相當學位。

I confirm that the highest academic credential I have provided (high school diploma) is legally and validly obtained in the country where the graduating school is located, and the documents I hold are equivalent to the degrees conferred by legitimate schools in the R.O.C.

4. 本人所提供之所有相關資料（包括學歷、護照、財力證明美金3000元及其他相關文件之正本及影本）均為合法有效之文件，如有不符規定或變造之情事，經查屬實，即取消入

學資格，且不發給任何有關之學分證明。

All documents I provided (including originals or copies of diplomas, passports, proof of funds of USD 3,000 and other relevant documents) are legitimate and valid. If any documents are found to be invalid or false, my admission to the University will be revoked and no academic credit certificate will be issued.

5. 本人取得入學許可後，在辦理報到時，須繳交我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之畢業證書及成績單（認證章）正本，始得註冊入學，屆時若未如期繳交，即由貴校取消入學資格，絕無異議。

At the time of registration, admitted applicants must provide the original academic degree diploma and transcripts verified by a Taiwan overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. If the related certificates cannot be submitted on time, the admissions offer will be revoked.

6. 本人不曾在台以外國學生身分完成高中學校學程，亦未曾遭中華民國國內大專院校退學。

I never completed high school in Taiwan as a foreign student, nor was I ever expelled from a college or university in the Republic of China.

7. 簡章中文版與越譯版語意有所差異時，依中文版為主。

If there is a discrepancy between the Chinese and English versions of this brochure, the Chinese version shall prevail.

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，於入學後經查證屬實者，本人願意接受貴校註銷學籍處分，絕無異議。

I hereby authorize WuFeng University to verify any of the above-mentioned information. If any documents is found to be false after admission, I willingly accept the consequences of having my enrollment at your university revoked, and I have no objections.

申請人簽章 Signature of the applicant : _____

護照（居留證）號碼 Passport number(residence card) : _____

具結日期 (Commitment date): 西元 年(Y) 月(M) 日(D)

吳鳳科技大學國際專修部學生申請入學
外國學生申請人在臺就學檢核表及切結書

WuFeng University International Foundation Program Admission Application
Checklist and Affidavit for International Students in Taiwan

外國學生申請人是否曾以僑生身分在臺就學檢核表，依據「外國學生來臺就學辦法」第2條規定，外國學生須未曾以僑生身分在臺就學，為確認您的外國學生身分，請確實填寫回答以下問題，謝謝！

Examination of whether international students have ever studied in Taiwan as an overseas student. According to Article 2 of [Measures for Foreign Students to Study in Taiwan], the foreign student must have never studied in Taiwan as a study abroad student, please answer the questions below correctly, thank you!

1. 請問您是否曾經來臺就學過？是 ☐ 否 ☐ (若填寫否，則無需回答以下問題)
1. Have you ever studied in Taiwan? Yes ☐ No ☐ (If you answered 'No,' there is no need to answer the following questions)
2. 請問您是否曾以僑生身分在臺就學？是 ☐ 否 ☐ 不確定 ☐
2. Have you ever studied in Taiwan as an Overseas Student? Yes ☐ No ☐ Not sure ☐
3. 請問您是否曾經海外聯合招生委員會分發？是 ☐ 否 ☐ 不確定 ☐
3. Have you previously received placement permission from the University Admission Committee for overseas students? Yes ☐ No ☐ Not sure ☐
4. 請問您是否曾經各校以自行(單獨)招收僑生管道入學？是 ☐ 否 ☐ 不確定 ☐
4. Have you previously applied for admission and study at a school through independent admissions for overseas students? Yes ☐ No ☐ Not sure ☐
5. 請問您本學年度是否向海外聯合招生委員會申請來臺就學？是 ☐ 否 ☐
5. Have you applied through the University Admission Committee for Overseas Students to study in Taiwan this academic year? Yes ☐ No ☐

填表說明：若您於第1題或第2題填寫「否」之選項，請填寫下列切結書。
If you answered "No" to questions 1 or 2, please fill out the affidavit below.

【接續下一頁 Continue on the next page】

切 結 書 Commitment letter

申請人_____為具_____國籍之外國學生，申請本年度來臺就讀
(姓名)

吳鳳科技大學，本人確認未曾以僑生身分在臺就學，倘經僑務主管機關查證具僑生身分，則由錄取學校撤銷原錄取資格，不得異議。

此致

吳鳳科技大學

Applicant_____be a foreign student with the nationality of_____
(姓名)

WuFeng University, I confirm that I haven't pursued studies in Taiwan as an overseas Chinese student. If the relevant authorities verify my overseas Chinese student status, the admitting University has the right to revoke my admission qualification, and no objection shall be made.

Sincerely,

WuFeng University

立切結書人 (Applicant signature):

護照(居留證)號碼(passport number(residence card)):

日期 (Date): 西元 _____ 年(Y) _____ 月(M) _____ 日(D)

(本人已確實瞭解本切結書所提之內容)

(I fully understand what is mentioned in this letter)

說明:

依據「僑生回國就學及輔導辦法」，所稱僑生，指海外出生連續居留迄今，或最近連續居留海外六年以上，並取得僑居地永久或長期居留證件回國就學之華裔學生。但就讀大學醫學、牙醫及中醫學系者，其連續居留年限為八年以上。

所稱海外，指大陸地區、香港及澳門以外之國家或地區；連續居留，指華裔學生每曆年在國內停留期間未逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。

According to the "Regulations on Study Support and Counseling for Overseas Chinese Students in Taiwan," the term "Overseas Student" refers to students of Chinese descent who came to Taiwan to study, were born and lived abroad until the present time, or have lived abroad for six consecutive years or more in the past and obtained permanent residence status or permanent residence abroad. However, a minimum of eight years of continuous residence abroad is required if the person is enrolled in a university of the faculty of medicine, dentistry or Chinese medicine.

The term "overseas" refers to countries or regions outside of Mainland China, Hong Kong, and Macau. Years of continuous residence abroad means calendar years in which each year the overseas student is not in Taiwan for more than 120 days. When calculating the number of consecutive years overseas, if the first or last year of that period is not a complete calendar year, then any time spent in Taiwan in the first or last year must not exceed 120 days.

財力保證書 Financial guarantee Letter

本人

與被保證人

關係是

(請填寫姓名)

(請填寫被保證人姓名)

(請填寫關係)

，提出最近三個月內經金融機構開具之足夠在臺就學之財力證明影本一份，財力證明應有至少 6 個月之經常性財力 3,000 美金以上(根據台灣政府駐印尼代表處之規定，印尼申請者提供美金5,000 元以上之財力證明)，且願擔保被保證人在吳鳳科技大學就學及生活所需一切費用支出。

此致

吳鳳學校財團法人吳鳳科技大學

I, _____ and the applicant,
(Full Name)

(Applicant's Name)

Our relationship is _____
(Relationship between applicant and guarantor)

hereby present the photocopy of a financial statement that demonstrates financial sustainability for studying in Taiwan of which should be at least USD3,000 or NT\$100,000 (issued by a financial institution within the past three months, and according to the government of R.O.C, Indonesian applicants are required to provide financial proof of USD5,000 or above.) to sustain at least 6 months of studying, and be willing to guarantee and cover the applicant's total living and tuition expenses while attending WuFeng University.

保證人 (Guarantor):

護照(居留證)號碼 (Passport (ARC) No.):

聯絡電話 (TEL):

電子郵件 (E-mail):

具結日期 (Date): 年(Y) 月(M) 日(D)

吳鳳科技大學文件驗證切結書

Affidavit for Document Verification at WuFeng University

考生 _____ 申請貴校 _____ 外國學生申請入學，保證
(請填寫姓名) (請填寫申請系所)

於報到註冊時補交下列文件：

I, _____, applying for the _____ at
(Full Name) (Department Name)
WuFeng University, hereby promise that I will submit the following verified documents at the time of registration.

Please confirm the following items and place a check mark (v) next to those documents to be submitted.

繳交註記 Check (v)	項目 Items
☐	經駐外單位驗證之國外最高學歷證件正本一份 One original highest educational diploma authorized by the Taiwan Overseas Representative Office.
☐	經駐外單位驗證之最高成績證明正本一份 One original highest educational transcript authorized by the Taiwan Overseas Representative Office.

若在報到時無法繳交經駐外單位驗證之學歷證明及成績單正本；本人願放棄錄取資格，絕無異議。

(※中英文以外之語文，應附經驗證之中文或英文譯本)

Furthermore, at the time of registration I will present my original diploma and transcript to WuFeng University. I understand that if I cannot submit the copies of the verified documents or the original diploma or transcript at the time of registration, my qualification for enrollment will be revoked.

(Note: if the original documents are not in English or Chinese, an English or Chinese copy notarized by a Taiwan overseas representative office is also required.)

切結人簽章

Applicant's Signature _____

切結日期

Application Date _____

中文程度調查表

Chinese language proficiency questionnaire

1. 你學過中文嗎？ Have you learned Chinese? 沒學過，請續答第2題。 If you haven't studied it, please continue to answer question 2 學過，請續答第 1.1 題。 Yes, please continue to answer question 1.1 1.1 你學過哪些教材？（請詳細填寫） What textbooks did you study? (please fill in details)
1.2 你學過多久的中文？(請詳細填寫) How long have you been learning Chinese? (Please reply specifically.) 每週/ weekly 小時/ hour 學了/learned 年/year 個月/month 一共學/ Total study time 年/ year 個月/ month 在哪裡學中文？ Where did you learn Chinese??
2. 你會不會說中國話？ Can you speak chinese? 不會/ I can't 會/ I can 流利/ Fluent 足以溝通/ Good 尚可/ Normal 差強人意/ Poor 一點/ Beginner
3. 你會不會看中國字？ Can you read Chinese? 會，請續答第 3.1 題 Yes (Continued with question 3.1) 不會，請續答第 4 題 Not. (Continued with question 4) 3.1 你會看的字體是？ What kind of chinese characters can you read? 正體字 Traditional Chinese 簡體字 Simplified Chinese 兩種都會 Both
4. 你會不會寫中國字？ Can you write Chinese? 會，請續答第 4.1 題 Yes (Continued with question 4.1) 不會，請續答第 5 題 Not. (Continued with question 5) 4.1 你會寫的字體是？ What kind of lettering can you write? 正體字 Traditional Chinese 簡體字 Simplified Chinese 兩種都會 Both
5. 你在中文環境一共住過多久？ How long have you lived in the Chinese environment? From 年 year 個月 month 在 in: 台灣/ Taiwan 中國大陸/ China 香港/ Hong Kong 其他地方 Other cities 請寫出地點 Please write the location:
6. 你參加過中文能力測驗嗎？ Have you taken the Chinese language proficiency test? 沒參加過 Not yet 有，參加過的考試名稱為 If yes, Chinese exam name: 成績為 Level:
7. 整體中文程度自評 Overall Chinese language proficiency self-assessment 初學 Beginner 差強人意 Poor 尚可 Fair 良好 Good 優異 Very Good

吳鳳科技大學國際專修部繳交費用

Payment of Fees Table for the International Foundation Program

※第一年學習華語期間，一定要住校。

※During the first year of Chinese course, students required to live on campus dormitory.

序號 No.	費用項目名稱 Term	繳交費用 Fees required	備註 Notes
1	4人房住宿費 Dormitory 4 people/room	NT\$13,000元	每學期 Per-semester
2	學生團體保險費 Students insurance premiums	NT\$570元	每學期 Per-semester
3	網路使用費 Internet usage fees	NT\$200元	每學期 Per-semester
4	清潔費 Cleaning fees	NT\$280元	每學期 Per-semester
5	居留證費 Alien Resident Card (ARC)	NT\$1,000元	移民署(1年) Immigration Department (1 year)
6	工作證 Work-permit	NT\$100元	勞動部(6個月) Ministry of Labor (6 months)
7	外國新生醫療險 Medical insurance for new enrolled International students	NT\$3,000元	保險公司(6個月) Insurance Company (6 months)
合計付款金額 Total Amount to be paid		NT\$18,150元	

吳鳳科技大學國際專修部繳交費用

5-Year Tuition Fee Table Information of International Foundation Program at WuFeng University

通過台灣吳鳳科技大學代表針對台灣吳鳳科技大學校內學雜費相關的講解，本人已確實了解吳鳳科大學雜費相關問題。

Through the explanation provided by the representative, regarding the tuition and miscellaneous fees within Wufeng University, I have gained a clear understanding of the miscellaneous fee-related issues at Wufeng University.

- 代辦費及學雜費，將於每學期開學前依學校規定【一次繳清】，具體如下：

Tuition, fees, and service fees will be paid according to the school's regulations once at the beginning of each semester, as specified below:

- 機械與智慧製造工程系/電機工程系，具體如下：

- Department of Mechanical and Intelligent Manufacturing Engineering/Department of Electrical Engineering, as follows:

入學年度 Year of admission	學費 Tuition	雜費 Miscellaneous Fee	電腦實習費 Computer internship fees	學生團體保險費 Students insurance premiums	網路使用費 Internet usage fees	清潔費 Cleaning Fees	4人房住宿費 Dormitory fee 4 people/room	合計 Amount
華語(上) 1 st Semester	0	14,350	0	570	200	280	13,000	28,400
華語(下) 2 nd Semester	A1 Level A1 0	14,350	0	570	200	280	13,000	28,400
	沒有A1 Without Level A1 19,890							48,290

※第一學年華語先修期滿前，須通過華語文能力測驗（TOCFL）之聽力與閱讀測驗基礎級（A2），測驗結果達 A2 標準者得進入學系修讀專業課程；未達標準者，學校應予退學。

※Students are required to achieve Level 2 (A2) listening and reading of the Test of Chinese as a Foreign Language (TOCFL) before the Chinese language preparatory period of first academic year.

students can enter the department to study the professional courses if Level 2 (A2) achieved. If not able to complete the Level 2 (A2) test of TOCFL, then will be drop out.

※為協助學生順利就學，本校第一學期及第二學期符合 TOCFL A1 以上資格者提供獎學金 79,560 元；第二學期末達 TOCFL A1 者，提供獎學金 59,670 元以減免學費，如擬辦理休退學，需繳回本校提供之入學獎學金全額。

※ Students who meet the TOCFL A1 level or above in the first and second semesters will receive a scholarship of NT\$79,560. Those who do not reach TOCFL A1 in the second semester will receive a scholarship of NT\$59,670. If a student applies for a leave of absence or withdrawal, the full scholarship amount must be returned.

※出席率需達 80%以上符合條件領取獎學金。

※ An attendance rate of at least 80% is required to qualify for the scholarship.

入學年度 Year of admission		學費 Tuition	雜費 Miscellaneous Fee	電腦實習費 Computer internship fees	學生團體保險費 Students insurance premiums	網路使用費 Internet usage fees	清潔費 Cleaning Fees	4人房住宿費 Dormitory fee 4 people/room	非住宿生合計 Total fee for non-dormitory students	住宿生合計 Total fee for dormitory students
一上 3 rd Semester		0	14,350	850	570	200	280	13,000	16,250	29,250
一下 4 th Semester	華語 B1 Level B1	19,890	14,350	850	570	200	280	13,000	36,140	49,140
	華語 A2 Level A2	39,780	14,350	850	570	200	280	13,000	56,030	69,030
二上 5 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030
二下 6 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030
三上 7 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030
三下 8 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030
四上 9 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030
四下 10 th Semester		39,780	14,350	850	570	200	280	13,000	56,030	69,030

※註/Notes :

1. 本表所列金額皆為新台幣(元)

The money unit in the table above is in Taiwan dollar.

2. 不含宿舍冷氣與電費；使用須另購儲值卡

Dormitories does not include air conditioning (AC) fees. Students who wish to use AC need to purchase an AC card to activate it.

3. 【華語A2】需於華語(下)2nd時取得證照。

【Mandarin A2】students need to obtain level A2 of language certification at the 2nd semester of Mandarin Course

4. 【華語B1】需於華語(下)2nd結束時取得證照，且出席率需達80%以上方符合學費減免資格。

[Level B1] Certification must be obtained by the end of the second semester of the Mandarin course, and an attendance rate of at least 80% is required to qualify for tuition reduction.

P/S : 1. 本表所列金額皆為新台幣(NT\$元) All amounts listed in this table are in New Taiwan Dollars (NT\$)

●觀光休閒管理系/餐旅管理系，具體如下：

●Department of Tourism and Leisure Management / Department of Hospitality Management / as follows:

入學年度 Year of admission		學費 Tuition	雜費 Miscellaneous Fee	電腦實習費 Computer internship fees	學生團體保險費 Students insurance premiums	網路使用費 Internet usage fees	清潔費 Cleaning Fees	4人房住宿費 Dormitory fee 4 people/room	合計 Amount
華語(上) 1 st Semester		0	9,180	0	570	200	280	13,000	23,230
華語(下) 2nd Semester	A1 Level A1	0	9,180	0	570	200	280	13,000	23,230
	沒有A1 Without Level A1	19,020							42,250

※第一學年華語先修期滿前，須通過華語文能力測驗（TOCFL）之聽力與閱讀測驗基礎級（A2），測驗結果達 A2 標準者得進入學系修讀專業課程；未達標準者，學校應予退學。

※Students are required to achieve Level 2 (A2) listening and reading of the Test of Chinese as a Foreign Language (TOCFL) before the Chinese language preparatory period of first academic year.

students can enter the department to study the professional courses if Level 2 (A2) achieved. If not able to complete the Level 2 (A2) test of TOCFL, then will be drop out.

※為協助學生順利就學，本校第一學期及第二學期符合 TOCFL A1 以上資格者提供獎學金 76,080 元；第二學期末達 TOCFL A1 者，提供獎學金 57,060 元以減免學費，如擬辦理休退學，需繳回本校提供之入學獎學金全額。

※ Students who meet the TOCFL A1 level or above in the first and second semesters will receive a scholarship of NT\$76,080. Those who do not reach TOCFL A1 in the second semester will receive a scholarship of NT\$57,060. If a student applies for a leave of absence or withdrawal, the full scholarship amount must be returned.

※出席率需達 80% 以上符合條件領取獎學金。

※ An attendance rate of at least 80% is required to qualify for the scholarship.

入學年度 Year of admission		學費 Tuition	雜費 Miscellaneous Fee	電腦實習費 Computer internship fees	學生團體保險費 Students insurance premiums	網路使用費 Internet usage fees	清潔費 Cleaning Fees	4人房住宿費 Dormitory fee 4 people/room	非住宿生合計 Total fee for non-dormitory students	住宿生合計 Total fee for dormitory students
一上 3 rd Semester		0	9,180	850	570	200	280	13,000	11,080	24,080
一下 4 th Semester	華語 B1 Level B1	19,020	9,180	850	570	200	280	13,000	17,100	30,100
	華語 A2 Level A2	38,040	9,180	850	570	200	280	13,000	49,120	62,120
二上 5 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120
二下 6 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120
三上 7 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120
三下 8 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120
四上 9 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120
四下 10 th Semester		38,040	9,180	850	570	200	280	13,000	49,120	62,120

※註/Notes：

1. 本表所列金額皆為新台幣(元)
The money unit in the table above is in Taiwan dollar.
2. 不含宿舍冷氣與電費；使用須另購儲值卡
Dormitories does not include air conditioning (AC) fees. Students who wish to use AC need to purchase an AC card to activate it.
3. 【華語A2】需於華語(下)2nd時取得證照。
【Mandarin A2】students need to obtain level A2 of language certification at the 2nd semester of Mandarin Course
4. 【華語B1】需於華語(下)2nd結束時取得證照，且出席率需達80%以上方符合學費減免資格。
[Level B1] Certification must be obtained by the end of the second semester of the Mandarin course, and an attendance rate of at least 80% is required to qualify for tuition reduction.

P/S：1. 本表所列金額皆為新台幣(NT\$元)

All amounts listed in this table are in New Taiwan Dollars (NT\$)

- 代辦費：外國新生醫療保險、健保費、居留證費、工作證費均為繳交政府單位之申辦規費。

Procedure service fees: Medical treatment insurance for newly enrolled foreign students, health insurance costs, residence card costs, work card costs are all fees paid to government units.

- 中央檢疫所的費用：政府機關對於新入學的學生入境台灣所需檢疫措施的費用。

Fees from the Central Quarantine Office: Fees for quarantine measures required by government agencies for new students entering Taiwan.

項 目 Categories	第一學期 1 st Semester	第二、四、六、 八、十學期 2 nd , 4 th , 6 th , 8 th , 10 th Semester	第三、五、七、 九學期 3 rd , 5 th , 7 th , 9 th Semester
外國新生醫療保險、健保費 Foreign Health medical premium insurance	NT\$3,000元	NT\$4,956元	NT\$4,956元
居留證費(全年)、工作證(半 年) Residence Permit Fee (Full Year), Work Permit (Half Year)	NT\$1,100元	NT\$100元	NT\$1,100元
合 計 Amount	NT\$4,100元	NT\$5,056元	NT\$6,056元

P/S：本表所列金額皆為新台幣(NT\$元)

P/S: All amounts listed in this table are in New Taiwan Dollars (NT\$)

重要提醒 *Important Note*

1. 申請人請直接與本校在各國正式合作單位或直接透過本校報名，且勿透過其他管道
Applicant shall submit application via our cooperation partner in each country or submit to our university directly, please do not use other submission channels.
2. 代辦費用不超過美金 2000 元為合理範圍(含翻譯文件、公證、體檢表、財力證明、華語課程、住宿費、機票費、簽證費、手續費)，提醒申請人自行注意考量
Reminder: Please be aware that in general, reasonable organization fee shall fall within USD\$2,000 (including translation documents, notary, physical examination form, financial statement, Chinese courses, accommodation fee, air fares, VISA and service charge)
3. 國際專修部的學生可以在修習系所修課一年後轉系 (不包含第一年的華語先修期)，可以轉系的系別為同領域之科系。
Students of International Foundation Program can change departments after the first academic years (The periods do not include Chinese language preparatory period), and the department that can be transferred is within the same field of study.
4. 無校外工作證或違反政府規定工讀時數，經查學校或任何單位查獲者，將有罰款並有立即遣返回國之可能性，如下各時段性工讀時數：
Without work permit for outside-campus or government against working hours regulation, student may be fined or even possibly be deported back to one's country of origin. Please follow working hours regulation below :
 - a. 課程期間每週工讀時數最多為 20 小時。
Maximum 20 working hours per week during semester.
 - b. 寒暑假打工不限每週20小時
Working hours are not subject to 20 hours per week during summer or winter vacation.
5. 實習課程將發給津貼，但是否可完全支援在臺求學費用，申請人需自行考量(在臺費用請參考在台估計費用列表)
WFU will provide subsidy for internship courses, but applicant shall evaluate if the subsidy can cover total living expenses in Taiwan (Please refer to "Approximation of Student Fees in Taiwan")
6. 學生於第一年結束前需要取得華語文能力證書 A2(含) 以上，如未能通過華語文能力 A2級(含)以上測驗者，則學校應逕予退學。
Student must obtain TOCFL level A2 or above in the end of the first year, students will be dropped out if not able to complete the A2 test of TOCFL within the first academic year.
Trước khi kết thúc năm học đầu tiên, sinh viên phải đạt chứng chỉ năng lực Hoa ngữ A2 trở lên, Nếu những sinh viên không thông qua kì thi năng lực tiếng trung A2 (bao gồm A2), nhà trường sẽ trực tiếp xử lý buộc thôi học.
7. 申請人入學後，本校於各階段設有華語文測驗門檻，未達門檻者，需自費參加本校所規劃之華語文加強課程
After enrollment, there will be different minimum requirements at each level for Chinese tests during semester. If failing to reach the required minimum requirements, it's necessary to study further in Chinese enhancement courses (not for free).
8. 學生進行實習課程時，亦同時須具本校學生身分，故須繳交足額學雜費
During internship courses, in order to keep registration at university, the tuition must be paid in full.

※其他重要規範請詳「吳鳳科技大學國際專修部學生重要權利義務通知書」

For other information, please refer to "WFU International Foundation Program – Notice of Rights and Obligations"

吳鳳科技大學國際專修部學生重要權利義務通知書 WFU International Foundation Program – Notice of Rights and Obligations

1. 依教育部辦法規範申請來臺就讀，以一次為限。於完成申請就學學校學程後，除申請碩士班以上學程，得逕依各校規定辦理外，如繼續在臺就學者，其入學方式應與我國內一般學生相同。
Application for studying in Taiwan is based on terms and regulations from Ministry of Education, limited to one-time only. After submitting application (except for master degrees or above), please follow regulations from each university. Also admission process should be exactly the same as local Taiwanese students.
2. 學生成績分學業、操行兩種，以一百分為滿分、六十分為及格，成績不及格或不通過之科目，不給予學分。
Grades will be measured by academic and conduct, 100 as full score and 60 below as fail. Credits will not be given for subjects failed.
3. 華語先修期最長以1年為限，期滿前須通過華語文能力測驗（TOCFL）之聽力與閱讀測驗基礎級（A2），測驗結果達 A2 標準者得進入學系修讀專業課程。若未在第一學年內完成者，以退學論。
Students are required to achieve Level 2 (A2) listening and reading of the Test of Chinese as a Foreign Language (TOCFL) during the first academic year. Students achieve A2 before the second semester, then the students can enter the department to study the professional courses. Students will be drop out if not able to complete the A2 test of TOCFL within the first academic year.
4. 大學部修業年限為6年，若未在修業年限內完成者，以退學論。
Maximum study period is 6 years for undergraduate. Students will be drop out if not able to complete the degree within 6 years.
5. **學生需於學校規定時間內繳交學雜費與其他費用，若未依規定時間繳交者，將依逾期未註冊理由，處以退學。**
Tuition and other fees must be paid during the semester. Students will be drop out if not able to pay in regulation time.
6. 因學生使用學生簽證入學，若有休學、退學或畢業發生，必需於10天內離境。如為畢業學生，可申請延期半年居留証效期在台灣找工作。被退學之學生，將失去申請台灣各大學學士以下級別之使用外國學生身分入學之資格。若休學後復學，需重新辦理居留簽證與換發居留證。
Due to VISA requirements, students must leave Taiwan within 10 days in the cases of approved leave, drop out or graduation. For students after graduation, one is eligible to apply 6-months residence permit extension and look for jobs. For dismissal situation, students will not be able to apply for any undergraduate (or below) degree in Taiwan as an international student. For reinstatements after approved leave, students need to re-apply and renew residence permit.
7. **新生第一年規定必須住校，且由學校統一安排宿舍別，學生無法自己挑選想住的宿舍，以確保學生安全及學習輔導與管理，若不遵從學校規定，將處以退學。**
For the first year, students must live in dormitory arranged by university, to ensure safety and provide learning support. Students will be dismissed if failed to follow this regulation.
8. 請假：需提前完成學校(在校上課期間)或實習廠商(實習期間)之程序，如無特殊事由且未完成者以曠課論。
Leaves: students must complete all study or internship courses in advance, otherwise will be considered as absence.
9. 學生於考試時如有作弊行為，一經查出，除該次成績以零分計算外，並視情節輕重分別予以記過、勒令退學或開除學籍之處分。
If cheating is found during a test, the grade will be counted as 0. Also, students may get demerited or even drop out and expelled, depending on the situation.
10. 學生可向國際專修部申請校外工作證，無校外工作證或違反政府規定工讀時數，在學期間每週工讀時數最多為20小時，大三或是大四的其中一年工讀加實習時數每週至多40小時，寒暑假不受時數限制，經學校或任何單位查獲者，將有罰款並有立即遣返回國之可能性。學生若有工讀事宜發生，請主動聯繫告知系所與國際專修部，以利本校協助輔導與服務。

Students can apply work permit outside campus via International Foundation Program Without work permit or against working hours regulation (maximum 20 hours per week during semester, maximum 40 hours per week during winter/summer vacation), students may be fined or even be expelled/deported back to one's country of origin. Please contact International Foundation Program in each department to get further support, if working at outside campus.

11. 轉系規定：學生可在修習系所修課一年後(不包含華語先修課程)，轉系至本校同領域之科系。

According to the regulations of the Ministry of Education for department's transfer: Students can transfer their department to the same field of study at WuFeng University after the first academic year (The periods do not include Chinese language preparatory period).

12. 學生於第一年結束前需要取得華語文能力證書 A2 以上，如未能通過華語文能力A2級(含)以上測驗者，則學校應逕予退學。

Student must obtain TOCFL level A2 or above in the end of the first year. Students will be dropped out if not able to complete the A2 test of TOCFL within the first academic year.

13. 部分實習課程為必修課程為畢業條件之一，進行該課程時依然具本校學生身分，故須繳交足額學雜費，學生不參加該課程者，將不給予學分；若無特殊事由，學校必須協助學生完成該課程，並給予學分。

Some of the internship courses are mandatory for graduation. During internship, one shall maintain his/her student status, therefore tuition must be paid in full. Credits will not be given if students do not attend the course. In general, the university must support students to finish the course and give credits.

14. 實習課程將會由學生、學校與廠商訂定三方合約書，其中將明訂權利與義務。

A contract will be signed by student, university and employer for internship courses, all rights and obligations will be defined inside the contract.

15. 國際專修部為三方（學生、學校、廠商）合作之專案，為達到課程學分要求，學生需配合學校與廠商所安排的實習課程內容與時間規畫。

International Foundation Program is designed for three parties (students, universities and employers). To meet the requirements to obtain full credit, students must comply with content of the internship courses and time management schedule promulgated by the University and the Employer.

16. 學校校區(含宿舍內外)一律禁菸禁酒。違規者並依政府規定，得罰鍰新台幣2,000元-50,000元。

Smoking and any alcoholic beverages are strictly prohibited inside campus. One will be fined NT\$2,000 – 50,000 if caught.

17. 宿舍禁止吸煙、飲酒、炊食、持有刀械、卡式瓦斯爐、高耗電電器用品、喧嘩、夜不歸宿...等事宜。門禁時間為晚上23時到隔天清晨6時，並於晚上23時由管理員點名，以維護學生安全。違反者將按照學校的規定處罰。 Smoking, consumption of alcohol, cooking, weapons, cassette gas stove, high-power consumption device, making noise, staying outside overnight, etc...are prohibited in dormitory. For security reason, the curfew is set at 23:00 every night, in which one will not be allowed to leave dormitory from 23:00 to 6:00 the next day. The dorm supervisor will take a roll call at 23:00 every night. There will be punished if one is found to have violated this regulation.

18. 居留證每年需延長一次費用為1,000元，有效期限需自行注意，國際專修部將協辦新辦或延期。

Resident Certificate must be extended every year and costs NT\$1,000 for each extension. Please be aware of the date of expiry. International Foundation Program will assist with certificate application or extension.

19. 本校醫護室開放時間，週一至週五08:00-22:00，週六13:30~20:30，週日8:30~17:00。

Opening hours for clinic at university, Monday to Friday: 08:00-22:00, Saturday: 13:30-20:30, Sunday: 08:30-17:00.

20. 有任何的申訴、問題或需要協助，可透過校內業管負責單位協助或國際專修部(05-226-7125#21932)轉介。或透過教育部境外學生諮詢平台(www.nisa.moe.gov.tw,0800-789-007)反應。

If there are any claims, questions or support needed, please contact International Foundation Program (05-226-7125#21933) via each administrative unit, or the website from Ministry of Education (www.nisa.moe.gov.tw, 0800-789-007)

21. 國際專修部不定期會舉辦活動，各項最新相關資訊會在外國學生LINE群組公告。

All activities held by the International Foundation Program and the latest information will be posted on the Line group.

22. 如擬辦理休退學，需繳回本校提供之入學獎學金全額。

If you are considering deferring or withdrawing from your studies, you need to reimburse the full enrollment scholarship provided by the university.

23. 以上為重點式條列，若有遺漏，將依相關法規之權利義務辦理。另若翻譯有所不同，將以中文版為主。

All aforementioned regulations are simplified versions. If anything is not mentioned, please refer to relevant law of rights and obligations. Additionally, in case if the English translation is different, the Chinese version shall serve as the basis.

是，我已清楚了解以上規定

Yes, I have read and understood all the regulations above.

● 申請系所 *Depts. to Apply*

電機工程系 Department of Electrical Engineering

機械與智慧製造工程系 Department of Mechanical and Intelligent Manufacturing Engineering

觀光休閒管理系 Department of Tourism and Leisure Management

餐旅管理系 Department of Hospitality Management

簽名(英文)*English Name Signature* : _____

生日 *Date of Birth* : _____ 日期 *Date* : ____/____/____

自願申請入學聲明書 Declaration of Voluntary Enrolment Application

現代奴隸的定義是透過強迫、威脅或是欺騙等手段剝削受害者及其人身自由。我了解我是出於自願並決定就讀吳鳳科技大學，而非遭到剝削，並且沒有遭受到以下任何一項對待。

*Modern slavery describes situations where coercion, threats or deception are used to exploit victims and undermine their freedom. I understand that I want to attend WuFeng University as a student under my own will, to my best understanding, and **NOT** being exploited or treated as follows:*

- 人身拘禁 *Physical confinement*
- 沒收身分與旅遊文件 *Confiscation of identity and Travel documents*
- 欺騙性勞力剝削 *Deceptive recruiting for labor or services*
- 人口販賣 *Trafficking in persons*
- 奴隸 *Slavery*
- 奴役 *Servitude*
- 強迫勞動 *Forced labor*
- 強迫婚姻 *Forced marriages*
- 債務奴役 *Debt bondage*

立聲明書人 *Full Name* :

(請務必親自簽名 *Please sign personally*)

居地身分證號或護照號碼 *National ID or passport No.* :

國別或地區別 *Nationality* :

住址 *residence address* :

聯絡電話 *Tel* :

日期 *Date* : 年 *Year* 月 *Month* 日 *Day*

學生自我檢核表
Applicant Self-Assessment
Biểu tự kiểm tra của học sinh

學生姓名 **Name** :

中文 *Chinese*

英文 *English*

入學管道 **Apply from** :

☐ 自行申請(吳鳳)

Self-apply (WFU)

☐ 代辦 *Organization*

☐ 學校 *School / Nhà trường*

☐ 政府 *Government / Chính phủ*

華語課程培訓時刻表 :

Chinese course

培訓期間

schedule :

Course duration :

/ / 至 to / /

培訓總時數 *Course total hours* :

每週 _____ 天

(days in a week)

每天 _____ 小時

(hours in a day)

總時數 *Total*

_____ 小時 *hours*

辦理項目 **Checklist** :

此項目總額不得超出 **1,500** 美金

In total price must not beyond 1,500 USD.

☐ 翻譯文件 *translated docs.*

☐ 體檢表 *physical exam form*

☐ 財力證明 *proof of financial statement*

☐ 手續費 *Service charge*

☐ 機票費 *Air fare*

☐ 簽證費 *VISA fee*

_____ (USD/ _____)

此項目總額不得超出 **500** 美金

In total price must not beyond 500 USD.

☐ 住宿費 *Dormitory Fee*

_____ (USD/ _____)

上述項目以外之費用

Other fee not included above.

☐ 其他費用 *Other fees*

_____ (USD/ _____)

入學前收取總費用 **Total before enrollment** :

_____ (USD/ _____)

貸款金額 **Loan amount** :

_____ (USD/ _____)

後續還款對象及計畫

Plan of loan payment

☐ 誰還款 *Who will pay*

☐ 還款給誰 *Pay to whom*

☐ 怎麼還 *How to pay*

家長英文姓名

English Name of Parent :

簽名 **Signature** :

學生英文姓名 **English Name** :

簽名 **Signature**

指紋畫押 **Fingerprint**

(日 dd / 月 mm / 年 yyyy)

日期 **Date** _____

