中華民國115年2月25日本校114學年度第2學期第1次國際暨兩岸交流委員會議
中華民國115年3月16日本校114學年度第2學期第2次招生委員會議通過

吳鳳科技大學

115學年度
國際專修部招生簡章
International Specialized Program Admission Guide

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目錄 Table of Contents

申請入學重要期程表 Application Schedule for Admission----------1
招生系所及招生名額 Programs and Admission Quotas ----------2
申請資格 Admission Eligibility ----------3
申請注意事項 Application Guidelines ----------5
一、申請方式/ Application Method ----------5
二、申請應繳交資料 Required Application Documents ----------6
三、申請費用：免繳 Application Fee: Free ----------7
四、申請注意事項 Important Notes for Application Submission ----------7
五、入學審查標準 Admission Review Standards ----------9
六、入學時間 Enrollment Period ----------9
七、修業年限以及修業內容 Study Duration and Program Content ----------10
八、放榜 Announcement of Admission Results ----------11
九、報到及註冊入學 Registration and Enrollment ----------11
學雜費參考標準 Reference Standards for Tuition and Fees ----------12
一、學雜費 Học phí và lệ phí ----------12
二、宿舍費(四人房) Dormitory Fee (4-person room, per semester) ----------12
三、其他費用 Other Fees ----------13
四、其他注意事項 Other Important Notes ----------13
專科以上學校學雜費退費基準表 Tuition and Fee Refund Standards for Colleges and Universities -------14
附件一 Appendix I ----------16
附件二 Appendix II ----------19
附件三 Appendix III ----------21
附件四 Appendix IV ----------23
附件五 Appendix V ----------24
附件六 Appendix VI ----------25
附件七 Appendix VII ----------26
附件八 Appendix VIII ----------31
附件九 Appendix IX ----------32
附件十 Appendix X ----------35
附件十一Appendix XI ----------36

申請入學重要期程表
Application Schedule for Admission

工作項目 Work Projects	日期 date
公告招生簡章 Admission Brochure Announcement	2026年3月17日 March 17, 2026
網路報名/上傳審查資料 Online Registration / Upload Required Documents	秋季班：2026年3月17日~2026年6月30日 春季班：2026年9月1日~2026年10月30日 Fall Semester: March 17, 2026 – June 30, 2026 Spring Semester: September 1, 2026 – October 30, 2026
公告錄取名單(透過Email或郵件) Announcement of Admission Results (via Email)	秋季班：2026年8月初 春季班：2026年12月初 Fall Semester: Early August 2026 Spring Semester: Early December 2026
寄發錄取通知 (透過Email或郵件) Sending Admission Notices (via Email)	秋季班：2026年8月初 春季班：2027年1月中旬 Fall Semester: Early August 2026 Spring Semester: Mid-January 2027
註冊入學 Enrollment / Registration	秋季班：2026年9月中旬 春季班：2027年2月中旬 Fall Semester: Mid-September 2026 Spring Semester: Mid-February 2027

※相關網站（Related Websites）

官網(Official Website)：https://ifp.wfu.edu.tw/
EMAIL(Email Address)：iac@wfu.edu.tw

招生系所及招生名額 Departments and Enrollment Quotas

學制 Major	系所名稱及招生名額 enrollment quotas per Major			授課語言 Language Used
國際專修部 International Specialized Education Department	●機械與智慧製造工程系 Department of Mechanical Engineering and Manufacturing ●電機工程系 Department of Electronics Engineering ●觀光休閒管理系 Department of Tourism and Leisure ●餐旅管理系 Department of Hospitality	外籍生 168 名 168 International students	僑生12名 12 Overseas Chinese Student	華語 Chinese

※第一年為華語先修【授課語言：華語】

※The first year is a preparatory Chinese language program [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 admission quotas are determined according to Ministry of Education approval

申請資格 Admission Eligibility

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 established the "Regulations for International Student Admission" in accordance with the Ministry of Education's Regulations Regarding International Students Undertaking Studies 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：

Applicants who hold foreign nationality and have never held Republic of China (Taiwan) nationality may apply for admission under the following conditions:

(一) 未曾以僑生身分在臺就學。

Have 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。

Have not been assigned for enrollment by the Overseas Joint Admission Committee in the same academic year under regulations for overseas Chinese students returning to Taiwan for study.

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:

Applicants with foreign nationality who meet the following requirements and have continuously resided overseas for more than six years may also apply:

(一) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

Applicants who also hold ROC nationality at the time of application must never have had 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。

Applicants who previously held ROC nationality but no longer do at the time of application must have renounced ROC nationality for at least eight years since approval by the Ministry of the Interior.

(三) 前二款均應符合前項第一款及第二款規定。

Applicants under the previous two clauses must also satisfy the conditions stated in Clauses 1 and 2 above.

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 recommended by foreign governments, organizations, or schools under educational cooperation agreements, who have never had household registration in Taiwan, may be exempt from the above restrictions upon approval 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 overseas residency period is calculated up to the start date of the intended semester of enrollment (February 1 or August 1).

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：

"Overseas" refers to countries or regions other than Mainland China, Hong Kong, and Macau. "Continuous residence" means that international students may not stay in Taiwan for more than 120 days in each calendar year. If the calculated overseas residency period does not cover a full calendar year, residency will still be recognized provided the stay in Taiwan during that period does not exceed 120 days. However, applicants who meet one of the following conditions and provide supporting documents are exempt, and their stay in Taiwan will not be counted toward the overseas residency period:

(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。

Attending overseas youth technical training programs organized by the Overseas Community Affairs Council or technical training programs 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 Centers approved by the Ministry of Education for international student enrollment 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。

Participating in exchange student programs for a total period of less than two 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。

Undertaking internships in Taiwan approved by the competent central authority for a total period of less than two years.

Applicants who hold both foreign nationality and ROC nationality, and who applied to renounce ROC nationality before the amended Ministry of Education regulations took effect on February 1, 2011, may apply under these regulations without being subject to the restrictions in Paragraph 2.

申請注意事項 Application Guidelines

一、申請方式/ Application Method

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期限。 Please first confirm whether you meet the eligibility requirements for international student applications, then verify the application deadline for the department you wish to apply to and the intended enrollment period.
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 go to the "WuFeng University Online Application System" to complete the online application. After filling in and confirming all information is correct, submit the form. You can then print the admission application form, document submission checklist, declaration form, document authentication declaration form (if applicable), financial guarantee statement, and application envelope cover. ●自行列印本簡章附件填寫。 Print out the attached forms in this brochure and complete them manually.
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 required application documents and check whether the department you wish to apply to requires any additional materials.
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) Application documents must be submitted before the deadline by email, registered mail, or in person to the following address (for overseas applicants, courier services such as DHL or FedEx are recommended). Please attach the application envelope cover to the outside of the mailing envelope. ●親自繳交受理時間：週一至週五，08:30-17:00 In-person submission hours: Monday to Friday, 08:30–17:00 **※Please note:** For application packages sent from overseas, DHL or FedEx is recommended. Please attach the Application Cover Sheet (see Appendix 9) to the outside of the application package or envelope.

二、申請應繳交資料 Required Application Documents

1.入學申請表 Admission Application Form

2.身分證明文件 Identity 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。

One copy of a passport or other nationality verification document. If available, a copy of the Alien Resident Certificate (ARC) must also be submitted.

3.具結書（附件二）Declaration Form (Appendix II)

4.外國學生申請人在臺就學檢核表及切結書（附件三）

Checklist and Declaration for International Students Applying to Study in Taiwan (Appendix III)

5.學歷證明文件 Academic Qualification Documents

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）

Official highest academic qualification certificates or equivalent academic documents from foreign schools, along with academic transcripts, authenticated by Taiwan overseas representative offices, institutions established or designated by the Executive Yuan, or authorized private organizations. If the documents are in languages other than Chinese or English, authenticated Chinese or English translations must also be attached.

※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 document authentication process cannot be completed before the application deadline, please submit the "Document Authentication Declaration Form" (see Appendix V). If admitted, applicants must submit the original authenticated diploma and academic transcripts during registration. These documents must be authenticated by Taiwan overseas representative offices, institutions established or designated by the Executive Yuan, or authorized private organizations. Failure to submit them on time will result in cancellation of admission eligibility.

※成績單須有在校每學期課程所修讀之成績。

The transcript must include grades for courses taken 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。

Applicants who are graduating students may apply without submitting their diploma at the time of application, but the diploma must be submitted during registration; otherwise, admission will be canceled.

6.自傳 Autobiography / Personal Statement

7.財力證明或獎學金證明 Proof of Financial Support or Scholarship Certificate

請選擇以下任一種方式繳交Please choose one of the following methods for submission:

(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。

One copy of a financial statement issued by a financial institution within the last three months showing at least USD 3,000, sufficient to support study in Taiwan for more than six months.

(2)政府、大專校院或民間機構提供全額獎助學金之證明。
Proof of a full scholarship provided by a government agency, university/college, 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 bank deposit certificate is not under the applicant's name, a financial guarantee statement from the sponsor (see Appendix IV) and the sponsor's bank deposit certificate must also be provided.

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

三、申請費用：NT$1,800元 (USD$60元)。
Application Fee: NT$1,800 (USD $60)
申請費用，恕不退費。
The application fee is non-refundable.

四、申請注意事項 Important Notes for Application Submission

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.Applicants must have an overall academic average and grades in mathematics/science-related subjects of at least C or 60 points at their previous school.

2.Applications for the International Foundation Program will be reviewed by an admissions committee. Applicants who pass the review and receive approval from the university president will be notified of admission. During the first year, students must complete preparatory Chinese language courses and may not transfer schools or departments. Students must study more than 15

hours per week, with a minimum of 720 hours per year, and must achieve at least TOCFL A2 level in Listening and Reading before the end of the program. Students who fail to pass TOCFL A2 (inclusive) will be dismissed from the university. After officially entering their department in the second year, students are encouraged to achieve TOCFL B1 level from the second academic year onward and may apply for department or university transfers related to manufacturing, construction, agriculture, or long-term care programs.

3. According to Ministry of Education regulations, international students who are dismissed due to misconduct, failing academic performance, or criminal convictions may not reapply under the "Regulations Regarding International Students Undertaking Studies in Taiwan." If found in violation, their admission eligibility will be revoked.

4. If any submitted admission documents are found to be forged, altered, or falsified, admission will be canceled. Students already enrolled will have their student status revoked and will not receive any academic certification. If discovered after graduation, the university will revoke the degree and invalidate the diploma.

5. All applicants are considered to have authorized WuFeng University to use the personal information and related documents collected during the admissions process for enrollment, registration, statistical research, and educational administration purposes, in accordance with the Personal Data Protection Act.

6. Applicants are advised to use Google Chrome or Firefox 10.x or later for online applications. Tablets and mobile phones are not recommended to avoid data loss. To avoid network congestion, complete the online application as early as possible. Late applications will not be accepted. Please pay attention to the deadline to avoid system closure before submission.

7. Applicants who complete online registration and pass qualification review are considered to have agreed to provide relevant information for admission review, publication of admission results, transfer into the university student system after enrollment, and sharing with local alumni associations for admission notifications, scholarship applications, and related communication. If applicants do not agree, they must notify the university before admission results are announced.

五、入學審查標準 Admission Review 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 review process of the university is as follows:

(1) The International Office collects and conducts an initial review of applicants' qualifications and documents, then forwards them to the Admissions Office for further review.

(2) The Admissions Office conducts a document-based evaluation of the applicants and shortlists candidates, then submits the list back to the International Office.

(3) The International Office notifies applicants to attend an interview. Faculty members from the relevant department conduct the interviews. The list of successful candidates is sent back to the International Office and simultaneously forwarded to the Chiayi County Service Center of the National Immigration Agency for verification of admitted students.

(4) After receiving the verification results from the Chiayi County Service Center of the National Immigration Agency, together with the document review and interview results, the International Office submits all materials to the International and Cross-Strait Exchange Committee for final decision. The immigration verification results serve as an important reference in determining admission.

(5) The International and Cross-Strait Exchange Committee reviews and approves the admission list. After approval by the chairperson and committee members, admission letters are issued.

評分方式 Admission scoring method	成績比例 Score Grading
書面資料審查 Based on document review	40%
面試 Interview	60%

六、入學時間 Enrollment period

1. 秋季班：2026年9月中旬
1. Autumn season: mid September 2026

2. 春季班：2027年2月中旬
2. Spring season: mid February 2027

七、修業年限以及修業內容 Duration of study and content of study

修業年限 Years of study	系所名稱 Department/Institute Name	修業內容 Course Content	備註 Remark
第 1 年 Year 1	國際專修部-華語先修 International Foundation Program – Chinese Language Preparatory Year	華語先修課程每週 15 小時以上，一年至少 720 小時 Chinese language preparatory courses: at least 15 hours per week, minimum 720 hours per 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。 If students fail to reach TOCFL A2 (Listening and Reading) level by the end of the first year, they will be dismissed and required to leave Taiwan.
第 2 至 5 年 Years 2 to 5	●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 programs	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。 From the second year onward, students are encouraged to reach TOCFL B1 level (Listening and Reading).

八、放榜 Announcement of Admission Results

1.錄取名單將公告於本校首頁：
秋季班：2026 年 8 月初
春季班：2026 年 12 月初

1. The list of admitted students will be announced on the university homepage:

Fall Semester: Early August 2026

Spring Semester: Early December 2026

2.申請結果通知單將寄發至申請者所填列之郵寄地址

2. Admission result notification letters 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 ensure the mailing address is correctly filled in. Applicants are fully responsible for any missed registration deadlines caused by incorrect information.

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 enrollment procedures.

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 original official highest academic qualification certificate from a foreign school and academic transcripts, authenticated by Taiwan's overseas representative offices, institutions established or designated by the Executive Yuan, or authorized private organizations. (All original documents will be returned after verification.)

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 applying for a resident visa to Taiwan must provide proof of vaccination against measles and rubella.

學雜費參考標準 Tuition and Fees Reference Standard

一、學雜費 Tuition and fees

修業年限 Years of study	學制 Education system	學費/學期 Tuition/Semester
第 1 年 Year 1	國際專修部-華語先修 nternational Foundation Program – Chinese Language Preparatory Course	NT$65,290(不含住宿費) NT$65,290(Dorm is not included)
第 2 至 5 年 Years 2 to 5	●機械與智慧製造工程系 Department of Mechanical Engineering ●電機工程系 Departement of Electrical Engineering ●觀光休閒管理系 Department of Tourism and Leisure Management ●餐旅管理系 Department of Hospitality	NT$56,030(不含住宿費) NT$56,030(Dorm is not included)

※本表適用於不符獎學金領取資格，需繳全額學雜費者。

This form applies to applicants who are not eligible for scholarships and are required to pay full tuition and miscellaneous fees.

二、宿舍費(四人房) Dorm fee(4 person room)

宿舍名稱 Dormitory Name	費用 fee
我家宿舍 “My Home” Dormitory	NT$14,500/一學期 NT$14,500/ Semester
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。 Students who apply for dormitory check-in or check-out during the academic year will have their accommodation fee calculated on a prorated basis according to the schedule announced by the Accounting Office. All other applicable fees remain the same.	

三、其他費用 Opther fee

項目Category	費用fee
華語先修課程的書籍費(預估金額) cost of textbooks (Estiamted)	NT$5,000~7,000
電腦實習費 Computer usage fee	NT$850
網路使用費 Usage of Internet fee	NT$200
國際專修部期間的健康保險費 Health insurance fee for the first year of the International Foundation Program fee	NT$826/月
學生平安保險費 Students Safety insurance fee	NT$570
清潔費 Cleaning fee	NT$280

四、其他注意事項 Other Important Notes

1.每學期費用如上，其他細項詳見附件七。
Semester fees are listed above; other details can be found in Appendix VII.

2.費用係以115學年度為參考標準，每學年度收費情況依實際核定為主。
The fees are based on the 115 academic year as a reference standard; actual fees each academic year are subject to official approval.

3.有關全民健康保險事宜請洽國際專修部導師。
For matters related to National Health Insurance, please contact the advisor of the International Foundation Program.

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。
Estimated living expenses per semester are approximately NT$17,500–NT$25,000 (basic expenses), varying depending on personal spending 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 Fee Refund Form for Colleges and Above

Time when student withdraws or stops studying	Refund Standards for Tuition and Fees for Colleges and Above	Notes
1. Student requests leave or drops out before the registration date (including that day	No fee charged, full refund for those who have already been charged	
2.Requests leave and withdraws documents from after the registration date to before the start of classes	Refund 2/3 of tuition and all other fees	If calculated based on credit tuition and other fees, or base tuition and other fees, then refund all credit tuition fees and 2/3 of base tuition and other fees
3. Requests leave or drops out after the start of classes (including that day) but before 1/3 of the semester has passed	Refund 2/3 of tuition and other fees	If calculated based on credit tuition and other fees, or base tuition and other fees, then refund 2/3 of the corresponding fees
4. Requests leave or drops out after more than 1/3 of the semester but before 2/3 of the semester has passed	Refund 1/3 of tuition and other fees	If calculated based on credit tuition and other fees, or base tuition and other fees, then refund 1/3 of the corresponding fees
5. Requests leave or drops out after more than 2/3 of the semester has passed	Tuition and other fees already paid are non-refundable	

Notes：

1.The calculation of registration date, study start date (start of semester), and semester timing is determined according to each school’s official schedule. If the school does not specify a registration date, then the date of registration and payment is used as the reference point.

2.For students requesting leave or withdrawal, the effective withdrawal date is the date the official application is submitted to the school’s receiving office; for forced withdrawal cases, it is the date the school issues the notice. If an appeal results in continued study, the actual withdrawal date will be used for calculation.

3.Students who are suspended or withdrawn must complete procedures within the required timeframe; if delayed due to the student, the official withdrawal date is still based on the actual effective date.

4.The school is not allowed to collect any fees in advance before the official start date stated in the academic calendar.

5.This refund table is implemented in accordance with the “Measures for the Collection of Tuition and Fees for Colleges and Above” issued and revised by the Ministry of Education.

附件一Appendix 1

吳鳳科技大學 115 學年度國際專修部申請入學申請表
Application Form for the 5-Year International Program Department Wu Feng University of Science and Technology, 2026

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

申請人請詳細閱讀，並以正楷填寫清楚。

I. Personal Document 個人資料

<table>
<tr><td rowspan="3">申請人姓名
Full name of the registrant</td><td colspan="4">Chinese (if available)中文</td><td rowspan="3">照片
Photo</td></tr>
<tr><td colspan="4">English
(Surname) (Name)</td></tr>
<tr><td colspan="4">※Please fill in your Chinese name if available.
如有中文名字請填入
※Please fill in your English name as it appears on your passport.
依護照姓名填寫</td></tr>
<tr><td>身分證號
ID number</td><td></td><td>護照號碼
Passport Number</td><td colspan="3"></td></tr>
<tr><td>出生日期
Date of Birth</td><td>日 / 月 / 年
day/month/year</td><td>出生國家
Place of birth</td><td></td><td>性 別
Gender</td><td>☐男 Male
☐女 Female</td></tr>
<tr><td>國 籍
Nationality</td><td colspan="2"></td><td>電子郵件
Email</td><td colspan="2"></td></tr>
<tr><td>通訊地址
Contact address</td><td colspan="2"></td><td>永久地址
Permanent Address</td><td colspan="2"></td></tr>
<tr><td>電 話
Phone number</td><td colspan="2"></td><td>行動電話
Mobile Phone Number</td><td colspan="2"></td></tr>
<tr><td>申請人父親
Applicant Father's full name</td><td>姓名
Name</td><td></td><td>國 籍
Nationality</td><td colspan="2"></td></tr>
<tr><td>申請人母親
Applicant mother's full name</td><td>姓名
Name</td><td></td><td>國 籍
Nationality</td><td colspan="2"></td></tr>
<tr><td rowspan="2">聯絡人
Contact person</td><td>姓名
Name</td><td></td><td>與申請人關係
Relationship with contact person</td><td colspan="2"></td></tr>
<tr><td>電子郵件
Email</td><td></td><td>電 話
Phone number</td><td colspan="2"></td></tr>
</table>

II.擬申請就讀之系所及學位/ Application for major and degree

系所(組)名稱 Major	請參考當學年度招收外籍生之系所 (Please refer to the departments that recruit international students in the current academic year) ☐ 機械與智慧製造工程系 Department of Mechanical 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
班別 Semester	☐秋季班 Autumn Class ☐春季班Spring class

III.教育背景 Educational background

學歷證明 Proof of academic achievement	學校名稱 School name	學校所在地 School location	主修學門 Specialized	副修學門 Minor specialization	學歷證明 Proof of academic achievement	取得日期 Date of certificate issuance
中等學校 Middle school						
大學 / 學院 University						

IV.中文語言能力 Chinese language proficiency

是否學過中文？ Have you studied Chinese?	□是 Yes □否 No	曾學習中文幾年? How many years have you been studying Chinese?	
		學習中文環境(高中、大學、語文機構) Where are you studying Chinese? (high school, university, language school)	
您是否參加過中文語文能力測驗? Have you ever taken a Chinese language proficiency test?	□是 Yes □否 No	何種測驗? If so, what is the name of the test?	
		分數 Score	

中文語言能力自我評估 Self-evaluation of Chinese language proficiency				
聽 Listening	□ 優 Excellent	□佳 Good	□ 尚可 Fair	□差 Poor
說 Speaking	□ 優 Excellent	□佳 Good	□ 尚可 Fair	□差 Poor
讀 Reading	□ 優 Excellent	□佳 Good	□ 尚可 Fair	□差 Poor
寫 Writing	□ 優 Excellent	□佳 Good	□ 尚可 Fair	□差 Poor

V.英文語言能力 English Proficiency

Have you ever taken any English proficiency test? 您是否參加過英文語文能力測驗?	□是 Yes □否 No	何種測驗 Nếu có, tên của bài kiểm tra là gì?	
		分數 Điểm số	

Self-evaluation of English Proficiency 英文語言能力自我評估 Tự đánh giá năng lực tiếng Anh				
聽 Listening	□優 Excellent	□佳 Good	□尚可 Fair	□差 Poor
說 Speaking	□優 Excellent	□佳 Good	□尚可 Fair	□差 Poor
讀 Reading	□優 Excellent	□佳 Good	□尚可 Fair	□差 Poor
寫 Writing	□優 Excellent	□佳 Good	□尚可 Fair	□差 Poor

VI. 工作經驗及訓練 Work experience and training

是否有工作的經驗？ Do you have any work experience?	□是 Yes □否 No	若是，請問服務機關為？ If so, which organization is providing the service?	
		工作年資 Years of service	

VII.其他資料 Other Document

著作(如有必要，請附一覽表) Publications (If applicable, please attach a list of publications)	

健康情形（如有疾病或身心障礙情形，請敘明之）
health condition (If you have any illnesses or disabilities, please describe in detail)

□佳 Good

□尚可 Fair

□差 Poor

VIII.在臺連絡人 Contact person in Taiwan

姓名 Name		電話 Phone Number	
電子郵件 Email		手機 Mobile Phone Number	
通訊地址 Address			

在臺連絡人 Contact person at Taiwan：　　日期 Data：

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。

I hereby confirm that all information submitted during the admission process was filled in by myself, is true, and has been presented accurately and clearly.

申請人(具結人)簽章 Signature of the applicant (declarant)_____

申請(具結)日期 Application (declaration) date_____

附件二 Apendix 2

吳鳳科技大學國際專修部學生具結書
Declaration Letter for International Foundation Program Students of Wu Feng University of Science and Technology

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。
   By this document, I confirm that I meet the requirements of the "Regulations Regarding International Students Undertaking Studies in Taiwan" issued by the Ministry of Education of the Republic of China (Taiwan).

2. 本人保證符合以下其中之一 I hereby declare that I meet one of the following conditions：

□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 who holds foreign nationality, has never held ROC (Taiwan) nationality, and does not have overseas Chinese student 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 person with dual nationality including ROC nationality who has never had household registration in Taiwan, has continuously resided overseas for at least 6 years, has never studied in Taiwan as an overseas Chinese student, and has not been placed through the Overseas Joint Admission Committee in the current 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 previously held ROC nationality but has officially renounced it for at least 8 years, has continuously resided overseas for at least 6 years, has never studied in Taiwan as an overseas Chinese student, and has not been placed through the Overseas Joint Admission Committee in the current 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 who holds foreign nationality and permanent residency in Hong Kong or Macao, has never had household registration in Taiwan, and has continuously resided in Hong Kong, Macao, or overseas for at least 6 years at the time of application.

□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 was formerly a resident of Mainland China, now holds foreign nationality, has never had household registration in Taiwan, and has continuously resided overseas for at least 6 years at the time of application.

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。
   My highest academic qualification (high school diploma) was legally and validly obtained in the country where I graduated, and is equivalent to qualifications awarded by accredited schools in Taiwan.

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 provide (including original and photocopies of academic certificates, passport, financial proof of USD 3000, and other related documents) are legal and valid. If any document is found to be invalid or falsified, my admission will be cancelled 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。

After receiving admission, I must submit original authenticated graduation certificates and transcripts verified by Taiwan's overseas missions or authorized institutions. Failure to submit on time will result in cancellation of admission without objection.

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 have never completed high school in Taiwan as an international student, nor have I ever been expelled from any college or university in Taiwan.

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 are differences between the Chinese version and the translated Vietnamese/English versions, 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 agree to authorize the university to verify all statements above. If any information is found to be false or non-compliant after enrollment, I accept the university's decision to cancel my student status without objection.

申請人簽章 Applicant Signature：_____

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

具結日期 (Date of signing)：西元　　年(Y)　　月(M)　　日(D)

附件三 Apendix III

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
Examination and Commitment Form for International Students Wishing to Study 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！

Checklist for whether international student applicants have previously studied in Taiwan as overseas Chinese students. According to Article 2 of the "Regulations Regarding International Students Undertaking Studies in Taiwan," international students must not have previously studied in Taiwan as overseas Chinese students. To confirm your international student status, please accurately complete the following questions. 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 before? Yes ☐ No ☐ (If No, you do not 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 Chinese 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 ever been placed/admitted by the Overseas Joint Admission Committee? 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 ever been admitted through an individual (independent) overseas Chinese student admission channel by any school? 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 to study in Taiwan through the Overseas Joint Admission Committee in 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。

Filling instructions: If you answer "No" to Question 1 or Question 2, please complete the declaration form 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

The applicant, ＿＿＿＿＿＿＿＿, is an international student holding the nationality of＿＿＿＿＿＿＿＿,

and is applying to study at Wu Feng University of Science and Technology in Taiwan for the current academic year.

I hereby declare that I have never studied in Taiwan as an overseas Chinese student. If the competent Overseas Community Affairs authority verifies that I have overseas Chinese student status, my admission to the university will be cancelled and I will raise no objection.

To
Wu Feng University of Science and Technology

立切結書人(Applicant)：
護照(居留證)號碼(Passport (Residence Permit) Number)：

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 the contents stated in this declaration form.)

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 Academic Assistance and Counseling for Overseas Chinese Students in Taiwan,” the term “overseas Chinese student” refers to students of Chinese descent who come to Taiwan for study and have been born and continuously lived overseas up to the present, or who have previously lived overseas for six or more consecutive years and have obtained long-term or permanent residency status abroad. However, a minimum of eight years of continuous overseas residence is required if the person applies to study in a university program in medicine, dentistry, or traditional Chinese medicine.

The term “overseas” refers to countries or regions outside Mainland China, Hong Kong, and Macau. Continuous years of overseas residence mean calendar years in which the overseas Chinese student does not stay in Taiwan for more than 120 days per year. When calculating consecutive overseas residence, if the first or last year of the period is not a full calendar year, any stay in Taiwan during that first or last year must not exceed 120 days.

附件四 Appendix IV

財力保證書
Financial guarantee

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，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 sponsored person,_____

(Full name) (Name of the person being sponsored)

Relationship:_____,
(relationship between the applicant and the guarantor)

Please also provide a copy of financial proof guaranteeing sufficient funds for studying in Taiwan, with at least USD 3,000 (issued by a financial institution and valid within the past three months), to cover at least six months of study and ensure that all living expenses and tuition fees of the applicant while studying at Wu Feng University of Science and Technology will be fully covered.

保證人(Guarantor):

護照(居留證)號碼 Passport number (residence permit number):

聯絡電話 Phone number:

電子郵件 Email :

具結日期 Date of signing: 年(Y) 月(M) 日(D)

附件五 Appendix V

吳鳳科技大學文件驗證切結書
Commitment letter confirming the enrollment application documents.

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, ＿＿＿＿＿＿＿＿＿＿ , is applying to ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

(Full name) (Department/Program name)

at Wu Feng University of Science and Technology, I hereby promise that I will submit the authenticated documents to the university at the time of registration.

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

繳交註記 Check (v)	項目 Category
☐	**經駐外單位驗證之國外最高學歷證件正本一份** One original copy of the highest educational diploma authenticated by a Taiwan overseas representative office.
☐	**經駐外單位驗證之最高成績證明正本一份** One original copy of the highest academic transcript authenticated by a 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 Wu Feng University of Science and Technology.

I understand that if I am unable to submit the authenticated copies or the original diploma or transcript at the time of registration, my registration status will be revoked.

(Note: If the original documents are not in English or Chinese, notarized English or Chinese translations certified by a Taiwan overseas representative office are required.)

切結人簽章 Signature of the (declarant) ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

切結日期 Date of declaration ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

附件六 Appendix VI

中文程度調查表
Mandarin Proficiency Survey

1.你學過中文嗎？ Have you studied Mandarin before?
沒學過，請續答第2題. If there's no experience in studying, please proceed to question 2.
學過，請續答第 1.1 題. If there's experience in studying, please proceed to question 1.1
1.1你學過哪些教材？（請詳細填寫）What textbooks did you study? (Please provide details)

1.2你學過多久的中文？(請詳細填寫)
How long have you been studying Mandarin? (Please be specific.)
每週/ every week 小時/ hours，學了 / studied 年/ year 個月/ month
一共學/ studied in total for 年/ year 個月/ month
在哪裡學中文？where did you studied Mandarin?

2.你會不會說華語？Are you able to speak Mandarin?
不會/ no 會/ yes 流利/ Fluent 足以溝通/ able to communicate 尚可/ Fair
差強人意 / Acceptable 一點/ A little bit

3.你會不會看中文字？Are you able to read Chinese Characters?
會，請續答第 3.1 題 If yes. (proceed to question 3.1)
不會，請續答第 4 題 If no. (proceed to question 4)
3.1你會看的字體是？ What types of Chinese characters can you read?
正體字 Traditional Chinese 簡體字 Simplified Chinese 兩種都會 Both

4.你會不會寫中文字？ Are you able to write Chinese characters?
會，請續答第 4.1 題 If yes. (proceed to question 4.1)
不會，請續答第 5 題 If no. (proceed to question 5)
4.1你會寫的字體是？What type of Chinese characters 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 a Chinese-speaking environment?
Total 年Year 個月Month
在At: 台灣/ Taiwan 中國大陸/ Mainland China 香港/ Hong Kong
其他地方 Other places (請寫出地點 please write down the county:)

6.你參加過中文能力測驗嗎？ Have you taken a Chinese language proficiency test before?
沒參加過 Never
有，參加過的考試名稱為 Yes, the name of the test :
成績為 Score .

7.整體中文程度自評Self-evaluation of overall Chinese proficiency
初學 Beginner 差強人意 Low 尚可 Fair 良好 Good 優異 Excellent

附件七 Appendix VII

吳鳳科技大學國際專修部繳交費用

5-Year Program Tuition Fee Schedule

Wu Feng University of Science and Technology

※第一年學習華語期間，一定要住校。

※During the first year of Chinese language study, students are required to stay in the dormitory.

序號 No.	費用項目名稱 Cost category	繳交費用 Required fee	備註 Note
1	4人房住宿費 4-person room accommodation fee	NT$14,500元	每學期 Every Semester
2	學生團體保險費 Student group insurance fee	NT$570元	每學期 Every Semester
3	網路使用費 Internet fee	NT$200元	每學期 Every Semester
4	清潔費 Cleaning fee	NT$280元	每學期 Every Semester
5	居留證費Residence permit fees ※依入台簽證不同，可能產生其他費用。Depending on the type of entry visa, different costs may apply.	NT$1,000元	移民署(1年) Immigration Department (1 year)
6	工作證 The cost of the work permit is a fee paid to government agencies.	NT$100元	勞動部 Ministry of labour
7	外國新生醫療險 Medical insurance for newly 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 cost to be paid		NT$19,650元	

※如持停留簽證方式入台者，申請居留送件時需繳交在台灣健康檢查合格證明（費用自付），健康檢查證明須依主管機關衛生福利部公告之居留或定居健康檢查項目表辦理，在國內須至衛生福利部公告之外國人健檢指定醫院檢驗。詳細資訊請查閱中華民國內政部移民署網站公告：https://reurl.cc/mRoW31

If students enter Taiwan with a Visitor Visa, they must submit a health examination certificate within three months in Taiwan when applying for an Alien Resident Certificate (ARC) (expenses are self-paid). The health examination certificate must comply with the health examination items for residency or settlement announced by the competent authority under the Ministry of Health and Welfare. To apply for the health examination in Taiwan, students must visit

a hospital designated for foreigner health examinations announced by the Ministry of Health and Welfare. For details, please refer to the notice on the website of the National Immigration Agency, Ministry of the Interior:https://reurl.cc/mRoW3l

吳鳳科技大學國際專修部繳交費用

5-Year Program Tuition Fee Schedule
Wu Feng University of Science and Technology

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 of Wu Feng University of Science and Technology (Taiwan), I have fully understood the tuition fees and all related expenses during my studies at Wu Feng University of Science and Technology.

●**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, miscellaneous fees, and service fees shall be paid according to the university's regulations in a lump sum at the beginning of each semester, as follows:

●**機械與智慧製造工程系/電機工程系/觀光休閒管理系/餐旅管理系**，具體如下：

●**Department of Mechanical Engineering / Department of Electrical Engineering / Department of Automotive Technology / Department of Tourism and Leisure Management / Department of Hospitality Management, as follows:**

入學年度 Year of admission		學費 Tuition fee	雜費 miscellaneous fee	電腦實習費 Computer usage fee	學生團體保險費 Student group insurance	網路使用費 Internet fee	清潔費 Cleaning fee	4人房住宿費 4-person room accommodation fee	合計 Total cost
華語(上) 1st Chinese Language (Semester 1)		49,890	14,350	0	570	200	280	14,500	79,790
華語(下) 2nd Chinese Language (Semester 2)	A2	19,890	14,350	0	570	200	280	14,500	49,790
	沒有 A2 no A2	39,780							69,680

※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。

※Before completing the first year of the Chinese language preparatory program, students must pass the basic listening and reading test (A2 level) of the Test of Chinese as a Foreign Language (TOCFL). Students who reach A2 level will be allowed to enter their department and study specialized courses; those who do not meet the requirement will be required to withdraw from the university.

※華語先修第二學期結束前考取華語A2以上，本校將於大一第一學期核發獎學金3萬元。

※Before completing the second semester of the Chinese language academic year, students must pass the TOCFL A2 level or above. In the first semester of the first year of university study, the school will provide a scholarship of NT$30,000 to eligible students.

※出席率需達 80%以上符合條件領取獎學金。

※Students who attend more than 80% of the class hours in the previous semester are eligible to receive the above scholarship.

入學年度 Year of admission		學費 Tuition fee	雜費 Miscellanous fee	電腦實習費 Computer usage fee	學生團體保險費 Student group insurace	網路使用費 Internet fee	清潔費 Cleaning fee	4人房住宿費 4-person room accommodation fee	非住宿生合計 Total fees for students who do not live in the dormitory	住宿生合計 Total fees for students who do live in the dormitory
一上 3rd First year, first semester	華語B1 with B1	29,835	14,350	850	570	200	280	14,500	46,085	60,585
	華語A2 with A2	39,780	14,350	850	570	200	280	14,500	56,030	70,530
一下 4th First year, 2nd semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
二上 5th second year 1st semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
二下 6th Second year 2nd semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
三上 7th Third year 1st semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
三下 8th Third year 2nd semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
四上 9th Fourth year 1st semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530
四下 10th Fourth year 2nd semester		39,780	14,350	850	570	200	280	14,500	56,030	70,530

※註/ additional notes：

1.本表所列金額皆為新台幣(元)
The currency used in the table above is New Taiwan Dollars (NTD).

2.不含宿舍冷氣與電費；使用須另購儲值卡
Dormitory fees do not include air-conditioning and electricity costs; students who require them must purchase an air-conditioning card.

3.【華語A2】需於華語(下)2nd時取得證照。
[Chinese Language A2] must be obtained in the second semester of the first year.

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。
[Chinese Language B1] must be obtained by the end of the second semester of the Chinese language academic year. Additionally, students who attend more than 80% of the class hours in the previous semester are eligible for the above scholarship.

P/S：1.本表所列金額皆為新台幣(NT$元) The currency unit used is New Taiwan Dollar (NT$).

●**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。**
Service fees for administrative procedures: medical treatment insurance for newly enrolled international students, health insurance fees, residence permit (ARC) fees, and work permit fees are all charges paid to government agencies.

●**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 Authority: Fees for quarantine measures required by government agencies for students newly entering Taiwan.

項　目 **Category**	**第一學期** **1st semester**	**第二、四、六、八、十學期** **2, 4, 6, 8, 10 Semester**	**第三、五、七、九 學期** **3, 5, 7, 9 Semester**
外國新生醫療保險、健保費 Medical treatment insurance for newly enrolled international students, Health insurance fee	NT$3,000元	NT$4,956元	NT$4,956元
居留證費、工作證 Residence permit (ARC) fee, Work permit fee	NT$1,100元	NT$100元	NT$1,100元
合　計 **Total cost**	**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$元) The currency unit used is New Taiwan Dollar (NT$).

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

Applicants should apply directly through the university's official partner agencies in their home countries or directly through the university. Applications submitted through other recruitment channels are not accepted.

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

Service fees are limited to a maximum of USD 2,000 (including document translation, notarization, medical examination, financial proof, Chinese language courses, accommodation, airfare, visa fees, and administrative processing fees). Applicants are advised to carefully consider and take note of this requirement.

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。

Five-year international students may transfer departments after one year of study in their current department (excluding the Chinese language year), and transfers are only allowed to departments 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：

If students do not have an off-campus work permit or violate the working hour regulations set by the government, and are caught by the university or any relevant authority, they will be fined and may be immediately deported. The working hour limits are divided into stages as follows:

a. 課程期間每週工讀時數最多為 20 小時。

Maximum working hours per week are 20 hours.

b. 寒暑打工不限每週20小時

During summer vacation, part-time work is not restricted to 20 hours per week.

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)

The internship program will provide a stipend, but it cannot fully cover the cost of studying in Taiwan. Applicants must evaluate this carefully on their own (for living costs in Taiwan, please refer to the Estimated Expenses in Taiwan table).

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。

Before the end of the first academic year, students must obtain a Chinese language proficiency certificate at A2 level or above. Students who do not pass the A2 Chinese proficiency test (including A2) will be directly dismissed from the university.

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, the university will organize Chinese language proficiency examinations at different stages. If students do not meet the required standard, they must pay for and attend additional Chinese language enhancement courses arranged by the university.

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

When students participate in the internship program, they must maintain their status as students of the university; therefore, they are required to pay all tuition and additional fees 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 important regulations, please refer to the "Notice on Important Rights and Obligations for Students of the International Study Program at Wu Feng University of Science and Technology.

附件九 Appendix IX

吳鳳科技大學國際專修部學生重要權利義務通知書

Notice on Important Rights and Obligations of International Cooperative Program Students in the Five-Year Program of Wu Feng University of Science and Technology

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。
   Studying in Taiwan is allowed in accordance with the Ministry of Education regulations, up to one time. After completing the program, if the student applies for further study at the university, except for applications for master's degree programs or above (which shall follow separate university regulations), any further study in Taiwan must follow the same admission procedures as regular 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。
   Student performance is divided into two categories: academic performance and conduct. The maximum score is 100 points, and the passing score is 60 points. In cases where performance does not meet the requirements or a subject is failed, credits will not be awarded.

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。
   The maximum duration for Chinese language study is one year. Before the end of the semester, students must pass the Basic Level (A2) Listening and Reading test of the Test of Chinese as a Foreign Language (TOCFL). Those who reach A2 level will be allowed to enter their department and take specialized courses. Students who do not complete this requirement within the first academic year will be dismissed from the university.

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。
   The maximum duration for undergraduate study is six years. Students who do not complete their studies within this period will be considered as having withdrawn from the university.

5. **學生需於學校規定時間內繳交學雜與其他費用，若未依規定時間繳交者，將依逾期未註冊理由，處以退學。**
   Students must pay supplementary tuition fees and other charges within the period specified by the university. Failure to pay within the designated deadline will result in dismissal from the university due to overdue non-enrollment.

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。
   Since students enter Taiwan using a student visa, in the event of leave of absence, withdrawal, or graduation, they must leave Taiwan within 10 days. Graduated students may apply for a six-month extension of their residence permit (ARC) to seek employment in Taiwan. Students who are dismissed from the university will lose eligibility to apply for undergraduate-level studies or below in Taiwan as international students. If they resume studies after withdrawing, they must reapply for a visa and renew their 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。**
   First-year students are required to live in the university dormitory. In addition, the dormitory is arranged and assigned by the university to ensure student safety and academic management. Students who do not comply with the university regulations will be subject to dismissal from the university.

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。
   Leave of absence: Students must complete all required procedures set by the university (during study periods) or by the internship company (during internship periods). If there is no valid reason and the procedures are not completed,

it will be considered an unapproved 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 a student is caught cheating during an examination, in addition to receiving a score of zero for that exam, they will be subject to disciplinary action depending on the severity of the case, such as a written warning, suspension/withdrawal order, or expulsion and revocation of student status.

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 may apply for an off-campus work permit at the International Cooperation Office. If students work off campus without a work permit or violate government working hour regulations (during the academic term, the maximum working hours are 20 hours per week; students may choose either the third or fourth year to undertake internships of up to 40 hours per week; there is no restriction on working hours during winter and summer vacations), and are discovered by the university or any relevant authority, they will be fined and may be immediately deported. Students who need to study and work simultaneously should proactively inform the department office and the International Student Office so that the university can provide guidance and assistance.

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。
Department transfer policy: Students may transfer to departments within the same field of study at the university after the first academic year (excluding the Chinese language program).
Transfer of department/transfer of school: Students are not allowed to arbitrarily switch between classes within the program.

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。
Before the end of the first academic year, students must obtain a Chinese language proficiency certificate at A2 level or above. Students who do not pass the A2 Chinese proficiency test (including A2) will be directly dismissed from the university.

13. 部分實習課程為必修課程為畢業條件之一，進行該課程同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。
A part of the internship program is a compulsory course and one of the graduation requirements. During the internship, students are still considered enrolled students of the university; therefore, they are required to pay full tuition and miscellaneous fees. Students who do not participate in the internship course will not be awarded credits. Unless there are special reasons, the university will support students in completing the course, and credits will be granted upon completion.

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。
The internship program will be governed by a tripartite agreement signed by the student, the university, and the internship organization, in which rights and obligations will be clearly specified.

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。
The five-year program is a tripartite cooperation project (student, university, and company). To earn the required credits, students must coordinate the internship content and schedule arranged by both the university and the company.

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 drinking alcohol are prohibited on campus (including inside and outside the dormitory). Violations of these regulations will result in fines ranging from NT$2,000 to NT$50,000 in accordance with government regulations.

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, drinking alcohol, and possession of knives, gas stoves, high-power electrical devices, and other prohibited items are strictly forbidden in the dormitory. Noisy behavior and staying out overnight are also prohibited. The dormitory is closed from 11:00 PM to 6:00 AM, and dormitory staff will conduct roll calls at 11:00 PM to ensure student safety. Violations will be subject to penalties in accordance with university regulations.

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。
The Alien Resident Certificate (ARC) must be renewed once per year, with a fee of NT$1,000. Students must pay attention to the validity period. The International Student Support and Counseling Center will assist with ARC renewal or extension procedures.

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。
The operating hours of the university health center are from 8:00 to 22:00, Monday to Friday; 13:30 to 20:30 on Saturday; and 8:30 to 17:00 on Sunday.

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 complaints, issues, or support needs, students may seek assistance through the relevant administrative unit within the university or contact the International Student Affairs Center (05-226-7125 ext. 21932) for follow-up. Alternatively, they may submit feedback through the Ministry of Education's International Student Counseling Platform (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。
The International Cooperation Office regularly organizes trips and activities. The latest related information will be announced in the international student 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 a student intends to apply for withdrawal, they must return the full amount of the admission 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。
The above are key regulations. If there are any omissions, relevant rights and obligations will be handled in accordance with applicable laws and regulations. In case of any discrepancies in translation, the Chinese version shall prevail.

☐ **是，我已清楚了解以上規定**
Yes, I have fully understood the above regulations.

●申請系所 *Please submit to the department:*

☐**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：_____/_____/_____

附件十 Appendix X

自願申請入學聲明書
Voluntary application form for admission

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 is defined as the exploitation of victims and their freedom through coercion, threats, or deception. I intend and voluntarily choose to study at Wu Feng University of Science and Technology, and I am not being exploited, nor am I subject to any of the following circumstances.

- 人身拘禁 Unlawful detention
- 沒收身分與旅遊文件 onfiscation of identity and travel documents
- 欺騙性勞力剝削 Fraudulent labor exploitation (deceptive recruitment for services or labor)
- 人口販賣 Human trafficking
- 奴隸 Slavery
- 奴役 Servitude
- 強迫勞動 Forced labor
- 強迫婚姻 Forced marriage
- 債務奴役 Debt bondage

立聲明書人 The applicant：_____

(請務必親自簽名 Please come in person to sign.)

僑居地身分證號或護照號碼 Residence permit or passport number：

國別或地區別 Country or region：

住址 Address：

聯絡電話 Contact number：

日期 Date：　　年 Year　　月 Month　　日 Date

附件十一 Appendix XI

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

學生姓名***Name* / Họ tên sinh viên**：

中文*Chinese* 英文*English*

Tiếng Trung Tiếng Anh

－－－－－－－－－ －－－－－－－－

入學管道***Apply from* / Kênh nhập học**：

□自行申請(吳鳳)

Self-apply (WFU) / Tự xin học (WFU)

□代辦*Organization*/ / Dịch vụ_____

□學校*School* / Nhà trường_____

□政府*Government* / Chính phủ_____

華語課程培訓時刻表：

***Chinese course schedule*：**

Thời khóa biểu đào tạo khóa học tiếng Trung

培訓期間*Course duration* / Thời gian đào tạo：

____/____/____至*to* / đến____/____/____培訓

總時數*Course total hours* / Tổng số giờ đàotạo：

每週Mỗi tuần_____天ngày *(days in a week)*

每天Mỗi ngày_____小時tiếng *(hours in a day)*

總時數*Total* / Tổng số giờ

_____小時*hours* / tiếng

辦理項目***Checklist* / Hạng mục thực hiện**：

此項目總額不得超出 **1,500** 美金

In total price must not beyond 1,500 USD.

Các Khoản mục thu Phí trên, tổng số tiền không được vượt quá 1,500 usd

□翻譯文件*translated docs.* / Dịch tài liệu

□體檢表*physical exam form* / Giấy khám sức khỏe

□財力證明*proof of financial statement* / Chứng minh tài chính

□手續費*Service charge* / Chi phíthủ tục

□機票費*Air fare* / Tiền vé máy bay

□簽證費*VISA fee* / Phívisa

_____(USD/_____)

此項目總額不得超出**500** 美金

In total price must not beyond 500 USD.

Các Khoản mục thu Phí trên, tổng số tiền không được

vượt quá 500 usd

□住宿費*Dormitory Fee* / Chi phíký túc xá

_____(USD/_____)

上述項目以外之費用

Other fee not included above.

Các Khoản thu phí khác ngoài các khoản đã nêu trên

□其他費用*Other fees* / Chi phíkhác

_____(USD/_____)

入學前收取總費用***Total before enrollment* / Tổng chi phí nhận trước khi nhập học**：

_____(USD/_____)

貸款金額***Loan amount* / Số tiền vay**：

_____(USD/_____)

後續還款對象及計畫

Plan of loan payment

Đối tượng và kế hoạch hoàn trả tiền sau này

□誰還款*Who will pay* / Ai trả tiền

_____

□還款給誰*Pay to whom* / Hoàn trả tiền cho ai

_____

□怎麼還*How to pay* / Hoàn trả thế nào

_____

家長英文姓名

English Name of Parent

Họ tên phụ huynh bằng tiếng Anh：

_____

簽名***Signature* / Chữ ký**：

_____

學生英文姓名***English Name* /**

Họ tên sinh viên bằng tiếng Anh：

_____

簽名***Signature***

Ký tên：

_____

指紋畫押***Fingerprint***

Lăn vân tay：

(日*dd* /月*mm* /年*yyyy*)

日期***Date* / Ngày tháng**_____