



臺北市立大學
UNIVERSITY OF TAIPEI

Inbound Exchange Program – Information

Academic Year 2025-2026

Institution Information

University Name	University of Taipei https://www.utaipei.edu.tw/index.php?Lang=en
Website	Office of International Affairs https://international.utaipei.edu.tw/index.php?Lang=en
Address	No.1, Aiguo West Road, Zhongzheng District, Taipei City 100234, Taiwan
Contact for Outbound Exchange Students	Mr. Henry Hao-Yuan Kao outbound@go.utaipei.edu.tw +886-2-23113040 ext.8667
Contact for Inbound Exchange Students	Mr. Henry Hao-Yuan Kao inbound@go.utaipei.edu.tw +886-2-23113040 ext.8667
Contact for Mandarin & Cultural Courses	Mr. Ivan Chih-Hao Chen mandarin@go.utaipei.edu.tw +886-2-23113040 ext.8668
Contacts for Student Exchange Agreements	Mr. Teddy Ze-Zhong Wang contract@go.utaipei.edu.tw +886-2-23113040 ext.8662

Description of the University of Taipei	● University of Taipei was established in 1895. It is the oldest public university in Taiwan. ● UT is located in a vibrant international city with two campuses: Bo-Ai campus at the heart of downtown Taipei and Tian-Mu campus in the neighborhood adjacent to Yangmingshan National Park. Both campuses are close to bus, train, and MRT stations. ● There are five colleges in UT, which are Education, Humanities & Arts, Science, Kinesiology, and City Management.
--	---

Application Process for Exchange Students

Nomination Deadline	● Spring Semester 2026: October 20, 2025 ● Fall Semester 2026: March 31, 2026
Application Deadline	● Spring Semester 2026: November 15, 2025 ● Fall Semester 2026: April 30, 2026
Application Procedure	Step1_Get nominated by our partner institution Step2_Apply online by the application deadline Step3_Get admission issued by the University of Taipei Online Application: http://exam.utapei.edu.tw/ExchangeSystem/index.jsp
Required Documents	● Applicant's passport & Digital ID photo ● A study plan written in English or in Chinese ● English official academic transcript ● Official enrollment certificate within 3 month ● Proof of medical insurance ● Medical Examination Requirements for Short-Term Students ● Document of Authorization for emergency medical treatment

Academic Information

Course Information	● Students must take at least two courses or four credits per semester. ● At least one course is offered by the department. http://shcourse.utapei.edu.tw/utapei/ag_pro/ag304_index.jsp
---------------------------	---

Academic Calendar	● Spring Semester 2026: early Feb., 2026 -Jun., 2026 ● Fall Semester 2026: early Sep., 2026 -Feb., 2027			
Language Requirements	● There is no any specific requirement on Chinese and English language proficiency. ● However, the students should have the basic communication ability with the above languages.			
Grading System	● UT uses the 100-point scale to evaluate students' performance. ● One credit=2 ECTS			
	Range in percentage system	Grade	Grade Point	Notes
	90-100	A+	4.3	
	85-89	A	4.0	
	80-84	A-	3.7	
	77-79	B+	3.3	
	73-76	B	3.0	
	70-72	B-	2.7	Passing grade for graduate students
	67-69	C+	2.3	
	63-66	C	2.0	
	60-62	C-	1.7	Passing grade for undergraduate students
	50-59	D	1.0	
	1-49	E	0	
	0	X	0	

Exchange Student Information

Accommodation	● UT offers the residence hall for both graduate and undergraduate students. ● <u>The exchange students are guaranteed to stay at the dorm.</u> UT allocates the rooms for students automatically. Students are able to stay for the period of their studies at UT.
Health Insurance	● Students have to purchase their own insurance in the home country before travelling to Taiwan. ● We strongly suggest the exchange students purchase health insurance with 6 months of coverage from the home country.

VISA Application	● Students are responsible for their own visa application before entering Taiwan. ● The Bureau of Consular Affairs (BOCA) https://www.boca.gov.tw/np-137-2.html
Airport Pick-up Service	● Spring Semester 2026: To be determined ● Fall Semester 2026: To be determined ● Free of cost, pick-up only at the Taoyuan International Airport (TPE). ● Students must arrive on this date if they wish to be picked up from the airport.
Living Costs	● Approximate living costs in Taipei: US\$500-600/month
Mandatory Orientation	● Spring Semester 2026: To be determined ● Fall Semester 2026: To be determined
VISA Extension	● Visitor visa holders can apply for extension within 15 days before the expired date. ● Resident visa holders must apply for an Alien Resident Certificate within 15 days from the next day of arrival. ● The National Immigration Agency (NIA) https://www.immigration.gov.tw/5475/

University of Taipei

2025-2026

Exchange Program Application Information



臺北市立大學
UNIVERSITY OF TAIPEI

Updated Date: Sep. 26, 2025

Table of Contents

Institution Information	1
Briefing of Exchange Program	2
Flow Chart for Exchange Program Procedure	3
Academic Information	4
Online Application	5
Departments	6
Exchange Student Information	7
Program Fees	8
Tuition Fee for Visiting Student	9
Transportation	10
Easy Card for Travel	13
Accommodation Information	14
VISA Information	17
Flow Chart of Visitor Visa Application	18
Flow Chart of Visitor Visa Extension	19
Authorization for Emergency Medical Treatment	20
Medical Examination Requirements for Short-Term Students (Form C)	22
外國人居(停)留案件申請表	23
Statement of Purpose for Exchange Program	26

Institution Information

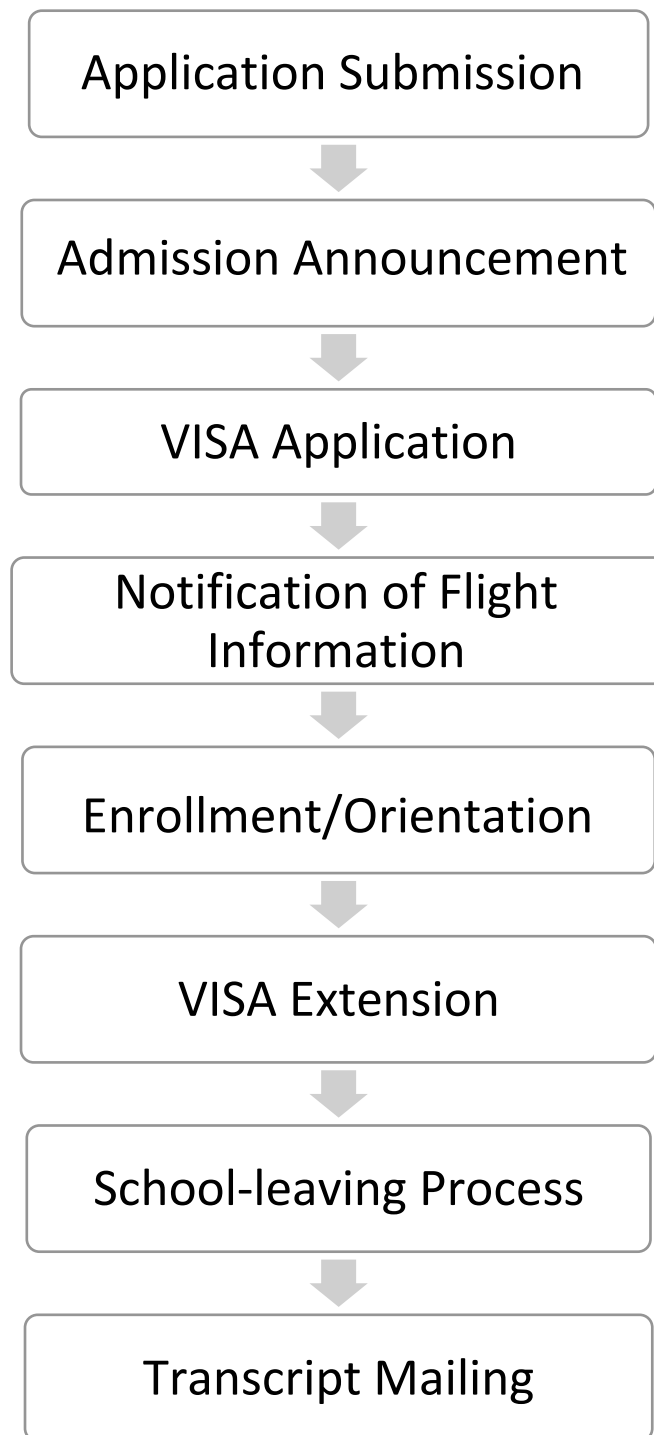
University Name	University of Taipei https://www.utapei.edu.tw/index.php?Lang=en
Website	Office of International Affairs https://international.utapei.edu.tw/index.php?Lang=en
Address	Bo-Ai Campus: No.1, Aiguo West Road, Zhongzheng District, Taipei City 100234, Taiwan Tian-Mu Campus: No. 101, Section 2, Zhongcheng Road, Shilin District, Taipei City 111036, Taiwan
Contact for Outbound Exchange Students	Mr. Henry Hao-Yuan Kao outbound@go.utapei.edu.tw +886-2-23113040 ext.8667
Contact for Inbound Exchange Students	Mr. Henry Hao-Yuan Kao inbound@go.utapei.edu.tw +886-2-23113040 ext.8667
Contact for Mandarin & Cultural Courses	Mr. Ivan Chih-Hao Chen mandarin@go.utapei.edu.tw +886-2-23113040 ext.8668
Contacts for Student Exchange Agreements	Mr. Teddy Ze-Zhong Wang contract@go.utapei.edu.tw +886-2-23113040 ext.8662
Description of the University of Taipei	● University of Taipei was established in 1895. It is the oldest public university in Taiwan. ● UT is located in a vibrant international city with two campuses: Bo-Ai campus at the heart of downtown Taipei and Tian-Mu campus in the neighborhood adjacent to Yangmingshan National Park. Both campuses are close to bus, train, and MRT stations. ● There are five colleges in UT, which are Education, Humanities & Arts, Science, Kinesiology, and City Management.

College Location	● Bo-Ai Campus: ■ College of Education ■ College of Humanities & Arts ■ College of Science ● Tian-Mu Campus ■ College of Kinesiology ■ College of City Management
-------------------------	---

Briefing of Exchange Program

Nomination Deadline	● Spring Semester 2026: October 20, 2025 ● Fall Semester 2026: March 31, 2026
Application Deadline	● Spring Semester 2026: November 15, 2025 ● Fall Semester 2026: April 30, 2026
Applicant Eligibility	● Applicants should be nominated by our partner institutions. ● Individual applications will not be processed.
Application Procedure	● Step1 Get nominated by our partner institution ● Step2 Apply online by the application deadline ● Step3 Get admission issued by the University of Taipei Online Application: http://exam.utaipei.edu.tw/ExchangeSystem/index.jsp
Required Documents	● Applicant's passport ● A study plan or statement of purpose written in English or in Chinese (appendix 4) ● English official academic transcript ● Official enrollment certificate within 3 months ● Proof of medical insurance ● Medical Examination Requirements for Short-Term Students (appendix 2) ● Digital ID photo ● Authorization for emergency medical treatment (appendix 1)
Language Proficiency	● There is no any specific requirement on Chinese and English language proficiency. ● However, the students should have the basic communication ability with the above languages.

Flow Chart for Exchange Program Procedure



Academic Information

Languages of Instruction	●The languages of instruction are Chinese and English.			
Course Information	●Students must take at least two courses or four credits per semester. One of the courses must be offered by the department to which the student is applying. The others are not restricted to any department. ●Students have to select courses during a particular period of time after the registration. ● http://shcourse.utaipei.edu.tw/utaipei/ag_pro/ag304_index.jsp			
Academic Calendar	●Spring Semester 2026: early Feb., 2026 -Jun., 2026 ●Fall Semester 2026: early Sep., 2026 -Feb., 2027			
Mandarin Courses	● Intensive Mandarin Program (for more information, please visit our website) https://clc.utaipei.edu.tw/p/405-1077-118626,c5813.php?Lang=zh-tw ● Free Supplementary Mandarin Class and Chinese Activity Programs			
Transcript of Records	●At the end of the exchange period, each student will receive the Certificate of Exchange Student. ●Transcripts will be sent to home institutions.			
Grading System	●UT uses the 100-point scale to evaluate students' performance. ●One credit=2 ECTS			
	Range in percentage system	Grade	Grade Point	Notes
	90-100	A+	4.3	
	85-89	A	4.0	
	80-84	A-	3.7	
	77-79	B+	3.3	
	73-76	B	3.0	
	70-72	B-	2.7	Passing grade for graduate students
	67-69	C+	2.3	
	63-66	C	2.0	

	60-62	C-	1.7	Passing grade for undergraduate students
	50-59	D	1.0	
	1-49	E	0	
	0	X	0	

Online Application

The Link:

<http://exam.utapei.edu.tw/ExchangeSystem/index.jsp>

Use your email to create an account



The default password is your birthday (yyyymmdd)



Verify your account



Start to apply
Fill in the blanks with the correct information
Upload the scanned documents



Submit your application documents

Departments

College	Department
Education	● Dept. of Education ● Dept. of Special Education ● Dept. of Early Childhood Education ● Dept. of Psychology and Counseling ● Dept. of Learning and Materials Design ● Institute of Educational and Administration Evaluation
Humanities & Arts	● Dept. of Chinese Language and Literature ● Dept. of History and Geography ● Dept. of Music ● Dept. of Visual Arts ● Dept. of English Instruction ● Dept. of Social and Public Affairs ● Dept. of Dance (Tian-Mu Campus)
Science	● Dept. of Applied Physics and Chemistry ● Dept. of Earth and Life Sciences ● Dept. of Mathematics ● Dept. of Computer Science ● Dept. of Physical Education
Kinesiology	● Dept. of Ball Sports ● Dept. of Athletics ● Dept. of Aquatic Sports ● Dept. of Martial Arts ● Dept. of Sports Performing Arts ● Dept. of Recreation and Sports Management ● Dept. of Exercise and Health Sciences ● Institute of Sports Sciences ● Institute of Sports Training ● Institute of Sports Pedagogy ● Graduate Institute of Sports Equipment Technology
City Management	● Dept. of Urban Development ● Dept. of Marketing and Management and Marketing ● Dept. of Health and Welfare

Exchange Student Information

Accommodation	● UT offers the residence hall for both graduate and undergraduate students. ● <u>The exchange students are guaranteed to stay at the dorm.</u> UT allocates the rooms for students automatically. Students are able to stay for the period of their studies at UT.
Health Insurance	● Students must have to purchase their own insurance in the home country before travelling to Taiwan. ● We strongly suggest the exchange students purchase health insurance with 6 months of coverage from the home country.
VISA Application	● Students are responsible for their own visa application before entering Taiwan. ● Obtaining a school admission permit does not guarantee the issuance of a Visa. ● Obtaining a Visa does not entitle the visa holder to enter the R.O.C.(Taiwan) ● The Bureau of Consular Affairs (BOCA) https://www.boca.gov.tw/np-137-2.html
Airport Pick-up Service	● Spring Semester 2026: To be determined ● Fall Semester 2026: To be determined ● Free of cost, pick-up only at the Taoyuan International Airport (TPE). ● Students must arrive on this date if they wish to be picked up from the airport.
Living Costs	● Approximate living costs in Taipei: US\$ 500-600/month
Mandatory Orientation	● Spring Semester 2026: To be determined ● Fall Semester 2026: To be determined
Mobile Phone	● The exchange student can buy a SIM card at the mobile shop and remember to let the Office of International Affairs know your phone number.
VISA Extension	● Visitor visa holders can apply for extension within 15 days before the expired date. ● The National Immigration Agency (NIA) https://www.immigration.gov.tw/5475/

Program Fees

Item	Exchange Student	Visiting Student
Tuition Fee	Pay to the Home Institution	Pay to UT
Accommodation Fee	Pay to UT	Pay to UT
Miscellaneous Fees	Pay to UT	Pay to UT

Item	Amount	Description
Accommodation Fee	NT\$16,000 (US\$550)	➤ According the different types of the rooms, the fee will depend on the choices. ➤ As for the dorm allocation, we will arrange the four-person shared room mostly. ➤ If the exchange student would like to change the room type, and the rooms are still available, the student should complete the changing process within one week after check-in.
Student ID Card	NT\$210 (US\$8)	➤ The exchange student pays in cash when he/she enrolls. ➤ The payment should be made when the exchange student enrolls.
Internet Usage Fee	NT\$1000 (US\$33)	
Swimming Pool Maintenance Fee	NT\$150 (US\$5)	
Notice	◆Exchange Students pay the tuition fee to the home institution. ◆Visiting Students pay the tuition fee to the UT. ◆The tuition fee for the visiting students is based on the college they enroll.	

Tuition Fee for Visiting Student

College	Undergraduate Program	Master Program	PhD Program
Education	NT\$45,700 (US\$1480)	NT\$45,100 (US\$1455)	NT\$46,300 (US\$1495)
Humanities & Arts	NT\$45,700 (US\$1480)	NT\$45,100 (US\$1455)	NT\$46,300 (US\$1495)
Science	NT\$53,200 (US\$1720)	NT\$52,700 (US\$1700)	
Kinesiology	NT\$53,550 (US\$1730)	NT\$54,000 (US\$1745)	NT\$54,000 (US\$1745)
City Management	NT\$53,550 (US\$1730)	NT\$54,000 (US\$1745)	NT\$54,000 (US\$1745)

The Department of Music charges at the same rate as the College of Science.

Transportation

Taoyuan
International
Airport
↓
International house

Take Taoyuan Airport MRT → at MRT Taipei Main Station, transfer to Bannan Line (Blue Line) → at MRT Zhongxiao Fuxing, transfer to Wenhua Line (Brown Line), and get off at MRT Zhongshan Junior High School → walk along Fuxing North Road toward Minquan East Road, Section 3. and turn left at Fuxing North Road, Lane 430

Taipei Songshan
Airport
↓
International house

By bus: Take route 617, 688 or the Dunhua Trunk Line to the Minquan-Fuxing Intersection stop; walk to Fuxing North Road, Lane 430

International house
↓
Boai Campus, UT

Take Wenhua Line (Brown Line) from MRT Zhongshan Junior High School to MRT Nanjing Fuxing; transfer to the Songshan-Xindian Line (Green line) and get off at Xiaonanmen stop.

International house
↓
Tianmu Campus, UT

By Bus: Take routes 685 or Dunhua Trunk Line

桃園機場捷運系統路線圖

Taoyuan Airport MRT Route Map

圖例 Legend

普通車 Commuter
每站停靠 Stops at all stations

增開往機場服務班次
Airport-bound Commuter

直達車 Express
快速到站 只停大站

尖峰增停直達車
Extended Service

A1↔A21 每站停靠
Stops at all stations

A1→A13 ; A21→A12 目的地機場，每站停靠
Bound for Airport and stops at each station

停靠 Stops at A1.A3.A8.A12.A13

停靠 Stops at A1.A3.A8.A12.A13.A18.A21

*各服務班次詳見時刻表 For further details, please refer to the timetable.

預辦登機
In-Town Check-in

TAX REFUND
退稅
Tax Refund

遺失物處理中心
Lost & Found

哺乳室
Breastfeeding Rm.

郵局
Post Office

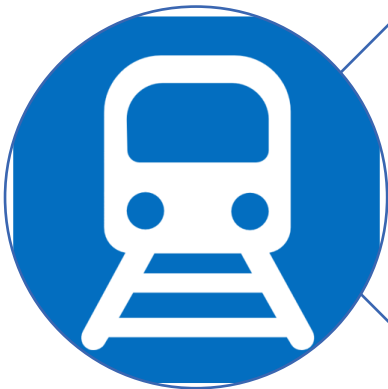
興建中車站
Under Construction



桃園大眾捷運股份有限公司
TAOYUAN METRO CORPORATION



Easy Card for Travel



By MRT

Cardholders are required to pass the card over the Easy Card sensor area on fare gates both entering and exiting the MRT stations, with fares deducted from the card.



By Bus

Fares can be deducted from the card when the cardholder swipes the card over the Easy Card sensor area on the reader.

Accommodation Information

- **The exchange students are guaranteed to stay at the dorm.**
- **Address:** No.1, Lane 430, Fuxing N. Road., Zhongshan District, Taipei City 10476, Taiwan
- **Transportation:** Take MRT Wenhua Line (Brown Line) and get off at Zhongshan Junior High School Station. Then it takes ten minutes to walk.
- **Website:** <https://international.utapei.edu.tw/p/412-1006-6061.php?Lang=en>
- **Room Fee**

Type of Room	Room Fee/Per semester
<u>Two-person shared room</u> * Men-only and women-only rooms available	NT\$20,000/person (not incl. electric bill)
<u>Three-person shared room</u> * Women-only rooms available	NT\$18,500/person (not incl. electric bill)
<u>Four-person shared room</u> * Men-only and women-only rooms available	NT\$17,000/person (not incl. electric bill)
<u>Six-person shared room</u> * Men-only and women-only rooms available	NT\$12,000/person (not incl. electric bill)

- **As far as dormitory assignments are concerned, we will usually arrange a four-person shared room. If the student wants to change**

the room type and the room is still available, the student should complete the change process within one week after check-in.

- **Public Facilities:** Laundry facilities, Refrigerator, Bathroom, Internet, Lounge
- **Electricity Fee:** When checking in, you will have to purchase the electricity card of NT\$200 (including a prepaid amount of NT\$100 and a handling fee of NT\$100). Additionally, please note that the remaining amount stored on the card will not be refunded, and you won't have to return the card when checking out. As the card is non-refundable, when approaching end of semester, it is recommended not to leave a large amount of money on the card.
- **Payment:** The room fee will be charged on the admission bill. In addition, some fees are charged in cash at check-in: dormitory cleaning fee NT\$750 per semester and a charge of NT\$800 for the fitted sheets, duvet covers and pillow cases.
- **WiFi:** Name: UTIH Password: UTIH25011922

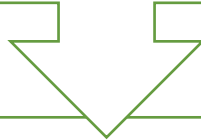
➤ Photos



VISA Information

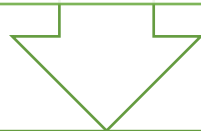
Before Arrival

Apply for VISA to Enter Taiwan

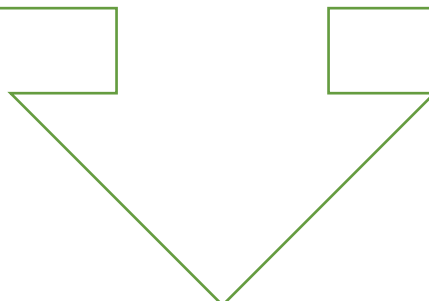


During the Staying Period

Apply for VISA extension when necessary



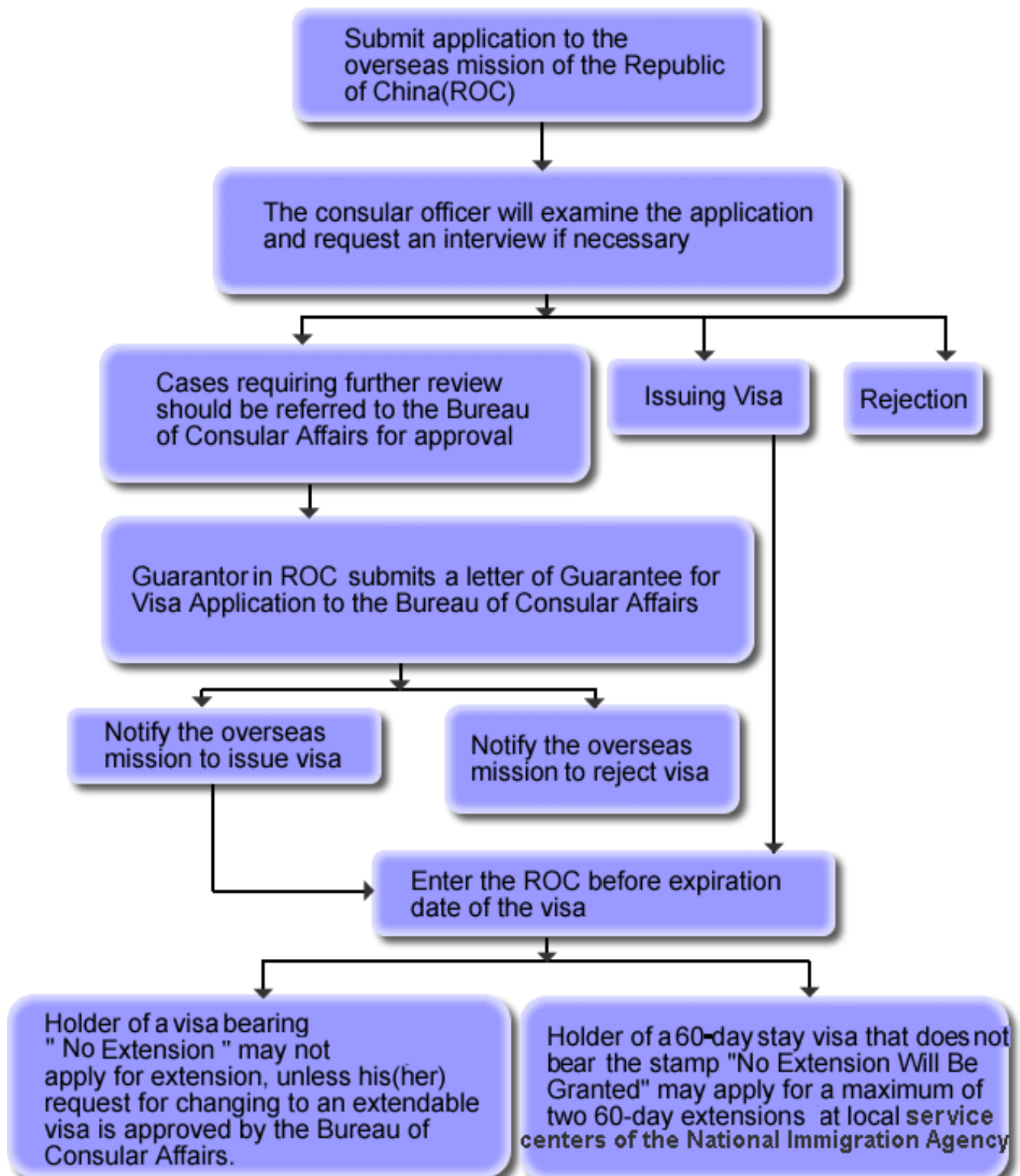
1. Visitor visa holders can apply for extension within 15 days before the expired date.
2. Documents for visa extension:
 - Application form
 - Passport with visitor visa
 - Documentary proof of study or attendance record
 - Fee: free of charge
3. Where to Apply: National Immigration Agency in Taipei



Note: Visitor visa with 30-day validation is not permitted for extension.

Flow Chart of Visitor Visa Application

Flow Chart for Visitor Visa Application



Flow Chart of Visitor Visa Extension

Check the visa expired date



Apply for the extension within 15 days before the expired date



Documents for visa extension

1. Application form (appendix 3)
2. Passport with visitor visa
3. Documentary proof of study or attendance record
4. Fee: Free of charge



Go to the National Immigration Agency in Taipei to submit the application documents

(Address :No. 15, Guangzhou Street, Zhongzheng District, Taipei City, 10066, Taiwan)

Authorization for Emergency Medical Treatment

I, _____(name of parent/guardian) understand that in the case of emergency of my child, _____(name), the University of Taipei in Taiwan will try to notify me or the person I have listed below as an emergency contact.

In case of a medical emergency concerning my child, at a time when I or my listed emergency contact, **for any reason, cannot be reached, I hereby grant with full power to the UT and its employees to act on my or my child's behalf for the following treatments:**

1. Administer first aid.
2. Authorize a medical doctor to examine or treat my child.
3. Arrange for the transportation for my child, whether by ambulance or otherwise, to a proper facility where emergency medical treatment is normally administered, including but not limited to, an emergency room of a hospital, a doctor's office, or a medical clinic.
4. Signed releases as may be required in order to obtain any medical or surgical treatment as is required in the judgment of medical authorities at the facility.

I hereby agree to accept the financial responsibilities for any cost thus incurred in the treatment of any illness or accident. I further agree that in the process of seeking or providing such treatment, neither the UT nor its employees shall be liable, de facto or de jure, for any complications that may arise thereof.

The following persons are appointed as my/our child's Emergency Contact (if I/we cannot be reached):

Name: _____ Email: _____.

Cell: _____.

Phone Number (H): _____ Phone Number (O): _____.

Name: _____ Email: _____.

Cell: _____.

Phone Number (H): _____ Phone Number (O): _____.

Date: _____.

Signature of Parent/Guardian: _____.

Email: _____.

Cell: _____.

Phone Number (H): _____ Phone Number (O): _____.

The authorization comes into force upon legally-binding signature.

This information will be kept confidential in the possession of the university. Should the need arise, this information may be given to the proper medical authorities.

Medical Examination Requirements for Short-Term Students (Form C)

檢查日期 ____/____/____
(年)(月)(日)
Date of Examination ____/____/____
(M)(D)(Y)

基本資料 (Basic data)

姓名 Name	:	_____	性別 Sex	:	☐ 男 Male ☐ 女 Female
國籍 Nationality	:	_____	護照號碼 Passport No.	:	_____
出生年月日 Date of Birth	:	____/____/____			

檢查項目 (Items required)

A. 麻疹及德國麻疹(風疹)之抗體陽性檢驗報告或預防接種證明 (Proof of Positive Measles and Rubella Antibody Titers or Measles and Rubella Immunization Certificates) :

a. 抗體檢查 Antibody Test

麻疹抗體 Measles antibody titer ☐陽性 Positive ☐陰性 Negative ☐未確定 (Equivocal)

德國麻疹(風疹)抗體 Rubella antibody titer ☐陽性 Positive ☐陰性 Negative ☐未確定 (Equivocal)

b. 預防接種證明 Immunization Certificate (含疫苗名稱、接種日期、接種單位或醫師簽章。如檢附幼時接種紀錄，其接種年齡必須大於 1 歲。)

(The certificate must include information such as the date of immunization, and the name of the hospital or clinic administering the vaccine or the signature of the physician administering the vaccine. If the childhood immunization record is submitted, it is important to include the record of the vaccines administered only after one year of age.)

☐麻疹預防接種證明 Measles Immunization Certificate

☐德國麻疹(風疹)預防接種證明 Rubella Immunization Certificate

c. ☐經醫師評估，有接種禁忌者，暫不適宜接種。(Having contraindications, not suitable for vaccination)

B. 胸部 X 光檢查肺結核 (Chest X-Ray for Tuberculosis) :

X 光發現(X-ray Findings) :

判定(Results) :

☐合格(Passed) ☐疑似肺結核(TB Suspect) ☐須進一步診斷(Pending) ☐不合格(Failed)

☐孕婦免驗 (Maternity Exemption)

備註(Note) :

一、本表為外籍學生、大陸及港澳地區學生來臺停留研修之健康檢查項目表。This form lists the required medical examination items for students applying for short-term study in Taiwan.

二、根據以上對_____先生/女士/小姐之檢查結果為

☐合格 ☐不合格 ☐須進一步檢查

Results : According to the above medical report of Mr./Mrs./Ms. _____, he/she

☐has passed the examination ☐has failed the examination ☐needs further examination.

負責醫檢師簽章
(Chief Medical Technologist) : _____ (Name & Signature)

負責醫檢師簽章
(Chief Physician) : _____ (Name & Signature)

醫院負責人簽章
(Superintendent) : _____ (Name & Signature)

日期 (Date) : ____/____/____.

外國人居(停)留案件申請表

MULTIPLE-PURPOSE APPLICATION FORM FOR FOREIGNERS

申請日期(Date) (y) (m) (d) 請勾選申請項目(Check what you want to apply below)

☐ 1 居留證 ARC ☐ 2 居留證延期 ARC EXTENSION ☐ 3 重入國 RE-ENTRY PERMIT ☐ 4 停留延期 VISITOR VISA EXTENSION ☐ 5 資料異動 CHANGE OF INFORMATION ☐ 6 居留證遺失/毀損 LOST/ DAMAGED ARC ☐ 7 永久居留 APRC ☐ 8 僑生 OVERSEAS CHINESE STUDENT ☐ 9 停留簽證改居留 TRANSFER TO RESIDENT ☐ 10 居留原因變更 CHANGE OF RESIDENT PURPOSE ☐ 11 旅行卡 TRAVELLING CARD ☐ 12 其他 OTHER	
相片 PHOTO(初/換/補發)最近 1 年內所拍攝、直 4.5 公分且橫 3.5 公分、脫帽、未戴有色眼鏡、五官清晰、不遮蓋、足資辨識人貌、人像自頭頂至下顎之長度不得小於 3.2 公分及超過 3.6 公分、白色背景之正面半身薄光面紙彩色照片，且不得修改或使用合成照片。【A thin half-length color photo with a glossy finish taken with a white background within the last one year that should be 4.5cm X 3.5cm with an image of the head that should not be shorter than 3.2cm or longer than 3.6cm from the top of the head to the chin, without wearing a hat or a pair of color glasses, with clear facial features not covered and identifiable, and should not be modified or composed.】	
統一(居留)證號 ID (ARC) No.: - 護照姓名 Full Name (in Capitals): 中文姓名 Chinese Name: 國籍 Nationality: 最高學歷 Education Degree: E-mail: @	
1 護照號碼 Passport No. 2 護照效期 Expiry Date (Passport) 【 】 年/Y 月/M 日/D 3 出生日期 Date of Birth 4 抵臺日期 Arrival Date (Latest) 年/Y 月/M 日/D 年/Y 月/M 日/D	
☐ 單身 Single ☐ 結婚 Married ☐ 男 Male ☐ 女 Female	
申請事由 1 ☐ 依親 2 ☐ 就學 3 ☐ 工作 4 ☐ 投資 5 ☐ 傳教 6 ☐ 永居 7 ☐ 學術 8 ☐ 商務 9 ☐ 其他 Reason: 1 ☐ Dependent 2 ☐ Study 3 ☐ Work 4 ☐ Investment 5 ☐ Missionary 6 ☐ APRC 7 ☐ Academy 8 ☐ Business 9 ☐ Other	
職業 Occupation 職位 Position	
服務處所/就讀學校/依親對象/邀請單位/其他 Employer/School / Dependent / Invitation Authority/Other :	
在臺親友姓名/ Relative's/Friend's Name in Taiwan: 國籍 Nationality: 證號 ID:	
居留地址 Residential Address: (市/縣 City /County) (區/鄉/市/鎮 District/Town) (路/街 Rd./St.) (段 Sec.) (巷 Lane) (弄 Alley) (號 No.) (樓之 F-.)	
工作地址 Office Address: (市/縣 City /County) (區/鄉/市/鎮 District/Town) (路/街 Rd./St.) (段 Sec.) (巷 Lane) (弄 Alley) (號 No.) (樓之 F-.)	
本人簽名 Signature of Applicant: (本人未到請填下列授權) 我授權 代辦上述事項/I hereby authorize to make the aforesaid application.	
被委託人簽名: Signature of Agent: 證號 ID NO.	
注意事項請參考背面/Please read instructions on reverse. 以下請勿填寫/For Authorized Staff Only↓	
證明文件 第 年 月 日 (☐ 勞職規) (☐ 中研院) (☐ 投審會) (☐ 國科會) () 字 號、許可效期 年 月 日 ~ 年 月 日 ☐ 在職證明 ☐ 戶籍謄本 ☐ 戶口名簿 ☐ 身分證 ☐ 健康檢查證明 ☐ 刑事紀錄證明 ☐ 出生證明 ☐ 法院收養裁定書 ☐ 結婚證書 ☐ 單身證明 ☐ 在學證明 ☐ 出席紀錄 ☐ 註冊學生證 ☐ 學籍證明 ☐ 新護照 ☐ 新租約 ☐ 外僑居留證 ☐ 收件回條 ☐ 立案/法人登記證明 ☐ 宗教邀請函 ☐ 韓僑身分證證明 ☐ 僑輔室同意書 ☐ 離職證明 ☐ 公司變更事項登記表 ☐ 董監事名冊 ☐ 投資備查函 ☐ 商業司許可函 ☐ 外國公司認許表 ☐ 外國分公司設立登記表 ☐ 營利事業登記證 ☐ 外交部專案核准公函 ☐ 其他:	
居留證 ☐ 初 ☐ 延 居留證號碼: - 收據號碼: 居留期限: 年 月 日 ~ 年 月 日 收據號碼:	
☐ 重入國 ☐ 單次 ☐ 多次/許可證號: 有效期限: 年 月 日	

Appendix 3

☐ 資料異動	☐ 1 護照號碼 ☐ 2 居留地址 ☐ 3 公司名稱 ☐ 4 公司地址 ☐ 5 電話號碼 ☐ 6 遺失補發 ☐ 7 毀損補發 ☐ 8 換證-曾領證 ☐ 9 蓋滿 ☐ 10 加註工作 ☐ 11 改中(英)文名 ☐ 12		
☐ 停留延期	核准事由： ☐ 1 探親 ☐ 2 學中文 ☐ 3 傳教 ☐ 4 工作 ☐ 5 收件回條 ☐ 6		
☐ 核准編號 【 】	簽證字號： _____ E/D 卡號： _____ 1: 年 月 日 2: 年 月 日 3: 年 月 日 4: 年 月 日		
☐ 旅行卡 ☐ 商務 ☐ 學術 ☐ 初辦 ☐ 重辦	證號： - 資料登錄傳送日期： 年 月 日 審核機關： ☐ 中央目的事業主管機關 ☐ 外交部領事事務局 審核結果： ☐ 同意 ☐ 不同意 隨行親屬 _____ 人。核准期限： 年 月 日 ~ 年 月 日		
夫妻雙方已接受臨櫃面談 (The couple have been interviewed.) 申請人簽名 Signature of Applicant: _____ 配偶簽名 Signature of Mate: _____		承辦人員	審核人員
		/ /	/ /
停留簽證延期 <u>Application Information for Visitor Visa Extension</u> Receiving Unit 承辦單位: Local Immigration Service Center of Applicant's Residence Address only**限申請人居住地服務站辦理**)※※ Notices:注意↓※ 1-The <u>duration</u> of stay is calculated from the next day of arrival. 停留期限自入境翌日起算。 2-Those with landing visa or visa-exemption entry, cannot apply for extension. 以落地簽證或免簽入境者，不得申請延期。 3-Those needing to extend for valid reasons, should apply for extension within 15 days before the duration of visa expired. Each extension must not exceed the originally permitted time on the visa. The cumulative length of stay must not exceed 180 days. 有合理理由需延期者，應於簽證停留期限到期前 15 日內申請延期。每次延期期限不得逾原簽證之停留期限。總累計停留期間不得超過 180 日。 4-Table of Visa Codes 簽證代碼: Please check it on the website of BOCA. 請至外交部領務局網站查詢。 CODE-A :Employment CODE-TR :Changing a visitor visa to a resident visa CODE-P :Touring, visiting relatives CODE-TS :Foreign spouses CODE-B :Business CODE-FR :Studying Chinese CODE-R :Religious CODE-FC :Overseas Chinese students CODE-FS :Foreign students		初辦居留證或延期 <u>Application Information for Alien Resident Certificate</u> Receiving Unit 承辦單位: Local Immigration Service Center of Applicant's Residence Address only**限申請人居住地服務站辦理**)※※ Notices:注意↓※ 1- Foreigners holding resident visa or changing to resident visa should go to local immigration service center to apply for alien resident certificates within 15 days counted from the next day of arrival or the next day of receiving resident visa in Taiwan. (Otherwise, the penalty will be NT\$2,000-10,000.) 持居留簽證入境或於境內獲發居留簽證者，應於入境或取得居留簽證後 15 日內，至居留地服務站申辦居留證(否則罰鍰為新臺幣 2,000 至 10,000 元)。 2- Operation Fee: 規費 1 year term: NT\$1,000 一年期新臺幣 1,000 元 2 year term: NT\$2,000 二年期新臺幣 2,000 元 3 year term: NT\$3,000 三年期新臺幣 3,000 元 Overseas Chinese students: NT\$500 僑生一年期新臺幣 500 元 Lost or Damaged ARC : NT\$500 遺失或毀損新臺幣 500 元 3- Updating data(Change of information): 更新資料 Aliens who have changed their residence address or employer (or working place) shall register the change with related documents at the local immigration service center within 15 days. (Otherwise, the penalty will be NT\$2,000-10,000.) 變更居留地址或服務處所應於 15 日內備妥文件辦理異動，否則罰鍰 NT:2,000-10,000	

Appendix 3

Required documents 所需文件: (Original is necessary for application. 正本文件是必備的)國外文件需經我國駐外館處認證始得在國內使用. Documents issued outside of Taiwan MUST be translated into Chinese, and certified by the ROC Embassy, Consulate, or Trade Office abroad. A- An application form 申請書一份。 B- Passport (original to be returned after verification) 護照(正本驗畢歸還)。 C-Visiting family:探親(original and photocopy 正本與影本)。 1- Household registration transcript issued within 3 months, or Alien Resident Certificate (original and photocopy)3 個月內依親對象戶籍謄本或居留證。 2- Proof of family relationship (such as marriage certificate, birth certificate with parents' information, etc.) (original and photocopy)親屬關係證明(如結婚證書、具父母資料之出生證明...等)。 D- Studying Mandarin language (The extension must be done in person.)學中文者本人需親自到場(original and photocopy 正本與影本): 1- Proof of registration and class schedule from an approved university language center 在學證明 2- Attendance records (The first time extension does not need to hand in the attendance records.) (original-within 3 months before)3 個月內出席紀錄 E- Doing missionary work:傳教(original and photocopy 正本與影本) 1- Invitation letter or relevant certificates from religious organization in Taiwan(original within 1 month)1 個月內邀請函 2- Copy of proof of religious organization's registration 立案證書或法人登記證書 F- Those accepting employment:應聘工作 (original and photocopy 正本與影本) 1- Approval letter from authorized government agent.(work permit)工作許可函 2- employment certificate(original, within 1 month)1 個月內在職證明正本 G-Others:其他(original and photocopy 正本與影本) 1-Approval letter from authorized government agent.政府機關許可函。	Required documents 所需文件: (Original is necessary for application) (正本文件是必備的)國外文件需經我國駐外館處認證始得在國內使用. Documents issued outside of Taiwan MUST be translated into Chinese, and certified by the ROC Embassy, Consulate, or Trade Office abroad. A- An application form & 1 photos.申請書 & 相片 1 張 B- Passport and resident visa (original and photocopy)護照及居留簽證(original and photocopy 正本與影本) C- Those visiting family:依親(original and photocopy 正本與影本) 1-Household registration transcript issued within 3 months, or Alien Resident Certificate 3 個月內依親對象戶籍謄本或居留證(original and photocopy 正本與影本) 2- Proof of family relationship (such as marriage certificate, birth certificate with parents' information, etc.)親屬關係證明(如結婚證書、具父母資料之出生證明...等) (original and photocopy 正本與影本) D- Studying Mandarin language (The extension must be done in person.)學中文者本人需親自到場(original and photocopy 正本與影本): 1- Proof of registration and class schedule from an approved university language center 在學證明 2- Attendance records (The first time extension does not need to hand in the attendance records.) (original-within 3 months before)3 個月內出席紀錄 E- Doing missionary work:傳教 (正本與影本) 1- Invitation letter or relevant certificates from religious organization in Taiwan(original within 1 month)1 個月內邀請函 2- Copy of proof of religious organization's registration 立案證書或法人登記證書 F- Those accepting employment:應聘工作 (original and photocopy 正本與影本) 1- Approval letter from authorized government agency (work permit)工作許可函 2- employment certificate(original, within 1 month)1 個月內在職證明正本 3-NEW JOB—PLEASE SEE H↓換新工作看下方 H↓ G-Others: 其他 (original and photocopy 正本與影本) 1- Approval letter from authorized government agency 政府機關許可函(original and photocopy 正本與影本) H- Updating data:資料異動(original and photocopy 正本與影本) 1- Changing a new employer: a new work permit, new employment certificate within 1 month and termination of employment certificate 換工作-新工作許可函、在職證明和離職證明。 2-Changing resident address: proof of new address(such as a new lease, a new household registration, etc.) 換新居留地址-新地址證明(如租約或新戶籍謄本...等等) I-外商在臺分公司之訴訟及非訴訟代理人 The litigation/ non-litigation agent for the branch office of a foreign company 1-經濟部核准之認許公函 The approval letter from Ministry of Economic Affairs 2-營利事業登記證.公司變更登記事項卡.董事名冊 The Business License, Corporate Amendment Registration Card and the Roster of Director 1- working place: new work permit and new employment certificate and termination certificate 換工作-新工作許可函.在職證明和離職證明。 2- residence address: proof of new address(such as a new lease, a new household registration, etc.) 換新居留地址-新地址證明(如租約或新戶籍謄本...等等)
Application Information for Alien Permanent Resident Certificate (APRC)永久居留:Please go to our web site : http://www.immigration.gov.tw OR contact with the local immigration service center directly. 請參閱移民署網站或直接聯絡居住地服務站。	
If you have any question about 'VISA' please contact BOCA. 簽證問題請逕洽外交部領事事務局 http://www.boca.gov.tw TEL-02-23432885 臺北市濟南路一段 2-2 號 3-5 樓 3~5 Fl., 2-2 Chi-Nan Rd., Sec. 1, Taipei , Taiwan, ROC	
內政部移民署 NATIONAL IMMIGRATION AGENCY 100-66 臺北市中正區廣州街 15 號 No15 Guang jhou St. Jhongjheng district Taipei City Taiwan 100-66 http://www.immigration.gov.tw/ TEL: 23889393 表格下載可直接到移民署網站	

Statement of Purpose for Exchange Program

✂ Personal Information

Your Name	
Name of Home Institution	
Programs	☐ Undergraduate ☐ Master's Program ☐ Ph. D Program
Department at Home Institution	
Current Level	

✂ Study Plan/Statement of Purpose

Please describe why you want to be an exchange student. Why do you want to apply for this school? What is your expectation for the exchange program?

臺北市立大學

2025/2026 年

交換生/研修生申請相關資訊



臺北市立大學

UNIVERSITY OF TAIPEI

2025.09.26

目錄

臺北市立大學簡介.....	3
交換計畫申請資訊.....	4
交換生/研修生計畫申請流程圖	5
課程相關資訊.....	6
線上申請	7
本校學院系所.....	8
其他重要資訊.....	9
交換計畫費用及明細表.....	10
研修生學費表.....	11
交通資訊	12
悠遊卡介紹.....	15
住宿相關資訊.....	16
大陸地區人民入臺相關事宜.....	19
緊急醫療授權書.....	20
短期研修健康檢查表.....	22

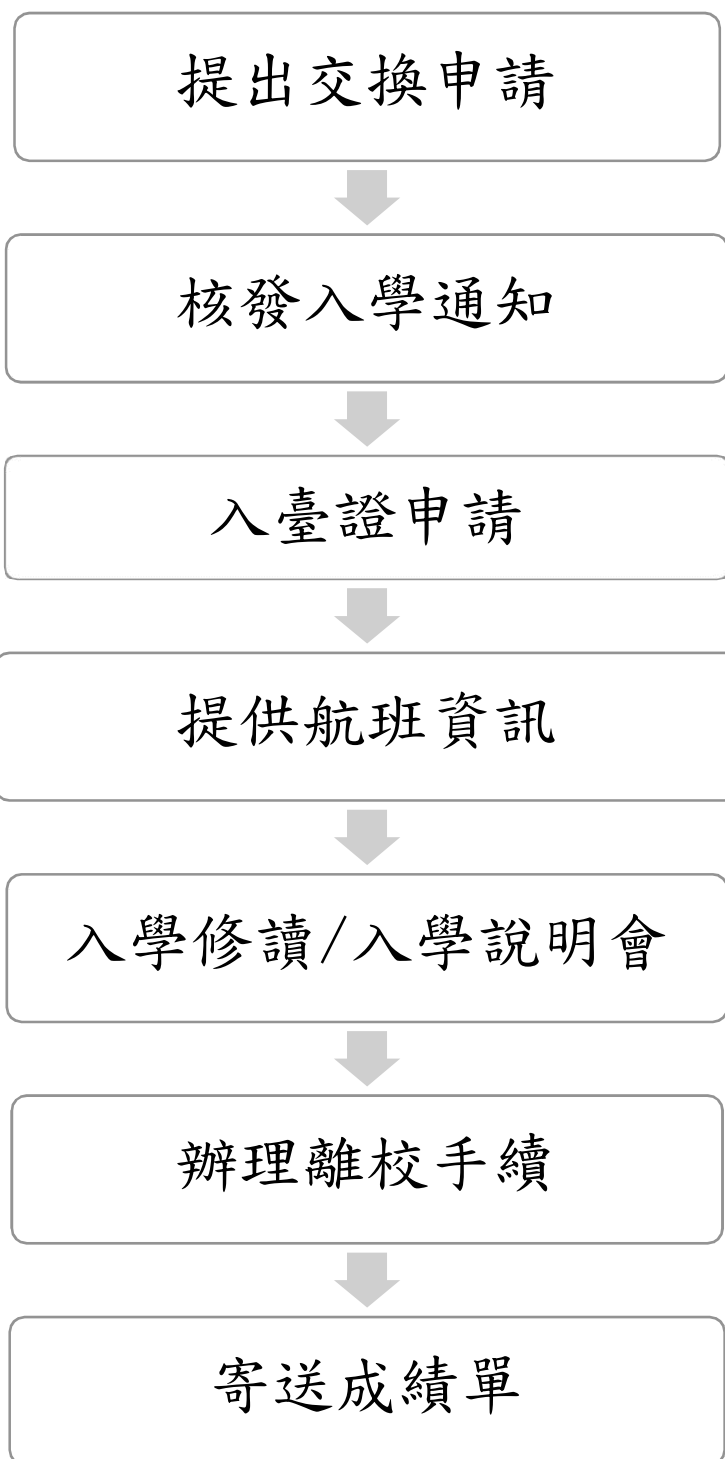
臺北市立大學簡介

學校名稱	臺北市立大學 https://www.utaipei.edu.tw/index.php?Lang=en
國際事務處網站	國際事務處 https://international.utaipei.edu.tw/index.php?Lang=en
學校地址	博愛校區： 10048 臺北市中正區愛國西路 1 號 天母校區： 11153 臺北市士林區忠誠路二段 101 號
出國研修聯絡窗口	高浩源先生 outbound@go.utaipei.edu.tw +886-2-23113040 ext.8667
來臺交換聯絡窗口	高浩源先生 inbound@go.utaipei.edu.tw +886-2-23113040 ext.8667
華語及文化課程 聯絡窗口	陳志豪先生 mandarin@go.utaipei.edu.tw +886-2-23113040 ext.8668
學術合約聯絡窗口	王澤中先生 contract@go.utaipei.edu.tw +886-2-23113040 ext.8662
臺北市立大學簡介	• 創建於 1895 年，臺灣歷史最悠久的公立大學 • 臺北市立大學於 2013 年 8 月 1 日正式成立，由臺北市立教育大學及臺北市立體育學院合併而成之綜合性大學。融合兩校原有優良傳統，在原有師資培育的優良傳統下，營造成一所「師資培育典範大學」；植基於培育績優運動競技選手之優勢，打造成一所「奪金選手重鎮大學」；更基於學校在人文藝術、科學教育、運動休閒的專業，以及臺北市政府未來對市政管理與發展人才之需求，建設為一所「都會特色創新大學」。
本校各學院位置	• 博愛校區 ■ 教育學院 ■ 人文藝術學院 ■ 理學院 • 天母校區 ■ 體育學院 ■ 市政管理學院

交換計畫申請資訊

推薦截止時間	• 2026 春季班：October 20, 2025 • 2026 秋季班：March 31, 2026
申請截止時間	• 2026 春季班：November 15, 2025 • 2026 秋季班：April 30, 2026
學生申請資格	• 申請者須經由姊妹校提名推薦至本校研修 • 不接受個人申請
申請交換程序	• Step1 經由姊妹校提名推薦至本校研修 • Step2 提出線上申請 • Step3 本校核發入學通知 Online Application: http://exam.utaipei.edu.tw/ExchangeSystem/index.jsp
應備申請文件	• 申請者大陸地區身分證正反面 • 讀書計畫 • 歷年成績單 • 3 個月內在學證明 • 醫療保險證明 • 健康檢查表(附錄 2) • 大頭照電子檔(背景為白底，五官露出不遮蔽) • 緊急醫療授權書(附錄 1)
語言能力條件	• 無語言限制 • 學生需具備基本英語或中文溝通能力

交換生/研修生計畫申請流程圖



課程相關資訊

教學授課語言	以中文教學授課為主			
課程資訊	- 學生至少需修 2 門課或 4 學分，其中一門課程必須為交換／研修系所開設，其餘無限制 - 學生到校註冊後於特定時間內完成選課 http://shcourse.utaipei.edu.tw/utaipei/ag_pro/ag304_index.jsp			
學期期間	2026 春季班：2026年2月初 - 2026年6月 2026 秋季班：2026年9月初 - 2027年2月			
華語文課程	- 華語正規密集班(開課資訊請參考網站) https://clc.utaipei.edu.tw/p/405-1077-118626,c5813.php?Lang=zh-tw - 免費華語輔導課及華語文化課程			
學習成績單	- 交換結束後，核發交換學習證明予交換學生 - 成績單寄送至學校聯繫窗口			
學習計分系統	- 本校成績計算系統以 100 分為計算 - 學分換算：1 學分=2 ECTS			
	Range in percentage system	Grade	Grade Point	Notes
	90-100	A+	4.3	
	85-89	A	4.0	
	80-84	A-	3.7	
	77-79	B+	3.3	
	73-76	B	3.0	
	70-72	B-	2.7	Passing grade for graduate students
	67-69	C+	2.3	
	63-66	C	2.0	
	60-62	C-	1.7	Passing grade for undergraduate students
	50-59	D	1.0	
	1-49	E	0	
	0	X	0	

網址：

線上申請

<http://exam.utapei.edu.tw/ExchangeSystem/index.jsp>



本校學院系所

學院	系所
教育學院	• 教育學系 • 特殊教育學系 • 幼兒教育學系 • 心理與諮商學系 • 學習與媒材設計學系 • 教育行政與評鑑研究所
人文藝術學院	• 中國語文學系 • 歷史與地理學系 • 音樂學系 • 視覺藝術學系 • 英語教學系 • 社會暨公共事務學系 • 舞蹈學系(天母校區)
理學院	• 應用物理暨化學系 • 地球環境暨生物資源學系 • 數學系 • 資訊科學系 • 體育學系
體育學院	• 球類運動學系 • 陸上運動學系 • 水上運動學系 • 技擊運動學系 • 運動藝術學系 • 休閒運動管理學系 • 運動健康科學系 • 運動科學研究所 • 競技運動訓練研究所 • 運動教育研究所 • 運動器材科技研究所
市政管理學院	• 城市發展學系 • 行銷與管理學系 • 衛生福利學系

其他重要資訊

住宿資訊	• 本校提供宿舍給來校交換學生 • 來校交換學生於交換期間保證住宿，無需申請，由本校主動分配宿舍
醫療保險	• 學生必須在原屬國家預先購買醫療保險 • 建議在原屬國家購買醫療保險期間為6個月以上，或保險期間與交換期間一致 • 保險範圍最好涵蓋醫療險及意外險
入臺證申請	• 大陸地區學生須申請入臺證入臺 • 入臺證由本校代為向內政部移民署申請 • 入臺證規費新臺幣 600 元(手續費另計)，由學生自行負擔 • 內政部移民署核發入臺證後，由本校以電子郵件傳送至原屬學校承辦窗口 • 入臺證請<u>彩色列印</u>，查驗通關時，請持<u>入臺證</u>併同<u>往來臺灣通行證</u>(有效期限內之大通證)由內政部移民署查驗通關
機場接機	• 2026 春季班：<u>待確定</u> • 2026 秋季班：<u>待確定</u> • 免費機場接送，僅限於由桃園國際機場入境. • 如需機場接送，請於學校規定時間抵達桃園國際機場
生活費用	• 生活費每月大約新臺幣 15,000-20,000 元
交換生說明會	• 2026 春季班：<u>待確定</u> • 2026 秋季班：<u>待確定</u>
手機門號	• 學生可在校外任何一家電信公司辦理手機門號 SIM 卡，請告知國際處手機號碼

交換計畫費用及明細表

項目	交換生	研修生
學費	繳納給原屬學校	繳納給臺北市立大學
住宿費	繳納給臺北市立大學	繳納給臺北市立大學
雜費	繳納給臺北市立大學	繳納給臺北市立大學

項目	金額	說明
住宿費	NT\$16,000	• 宿舍費係根據不同房型收取。 • 宿舍分配以 4 人房為主。 • 如需更換房型且該房型尚有空房時，請於入住後 1 週內完成換房手續。
學生證費	NT\$210	
網路使用費	NT\$1000	
游泳池清潔費	NT\$150	• 左列各項費用於入學時以現金繳交。 • 左列各項費用入學時請至本校出納組繳交。
注意事項		
		• 交換生向原屬學校繳交學費。 • 研修生向本校繳交學費。 • 研修生之學費收取依據該生之「就讀學院」繳納不同學費。

研修生學費表

學院	學士班	碩士班	博士班
教育學院	新臺幣 45,700 元	新臺幣 45,100 元	新臺幣 46,300 元
人文藝術學院	新臺幣 45,700 元	新臺幣 45,100 元	新臺幣 46,300 元
理學院	新臺幣 53,200 元	新臺幣 52,700 元	新臺幣 54,000 元
體育學院	新臺幣 53,550 元	新臺幣 54,000 元	新臺幣 54,000 元
市政管理學院	新臺幣 53,550 元	新臺幣 54,000 元	新臺幣 54,000 元

註：音樂系碩士班比照理學院收費標準。

交通資訊

桃園國際機場



國際學人會館

- 搭乘機場捷運線→捷運臺北車站轉乘板南線(藍線)→捷運忠孝復興站轉乘文湖線(棕線)於捷運中山國中站下車→沿復興北路往民權東路三段方向至復興北路430巷右轉

臺北松山機場



國際學人會館

- 公車617/ 688/敦化幹線至民權復興路口下車步行至復興北路 430巷

國際學人會館



臺北市立大學
博愛校區

- 捷運中山國中站搭乘文湖線(棕線)→南京復興站轉乘松山新店線(綠線)→捷運小南門站下車

國際學人會館



臺北市立大學
天母校區

- 公車685/ 敦化幹線

桃園機場捷運系統路線圖

Taoyuan Airport MRT Route Map

圖例 Legend

普通車 Commuter

增開往機場服務班次 Airport-bound Commuter

直達車 Express

尖峰增停直達車 Extended Service

A1↔A21 每站停靠

Stops at all stations

A1→A13 ; A21→A12 目的地機場・每站停靠

Bound for Airport and stops at each station

停靠 Stops at

A1.A3.A8.A12.A13

尖峰增停直達車

停靠 Stops at

A1.A3.A8.A12.A13.A18.A21

*各服務班次詳見時刻表 For further details, please refer to the timetable.



預辦登機 In-Town Check-in



退稅 Tax Refund



遺失物處理中心 Lost & Found



哺乳乳室 Breastfeeding Rm.



郵局 Post Office



興建中車站 Under Construction





悠遊卡介紹



搭捷運

進、出站時，持卡輕觸閘門驗票機上有悠遊卡標誌的感應區，即可感應扣款。



坐公車

於應付款時，持卡輕觸驗票機上有悠遊卡標誌的感應區，即可感應扣款。

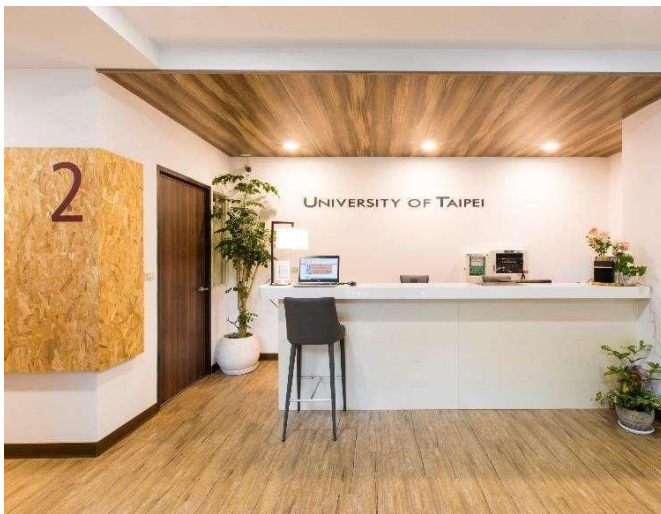
住宿相關資訊

- 來校學生由本校安排入住國際學人會館。
- **會館地址：**臺北市中山區復興北路 430 巷1 號
- **交通資訊：**文湖線(棕線)於捷運中山國中站下車→沿復興北路往民權東路三段方向至復興北路 430 巷右轉
- **會館網址：**<https://international.utaipei.edu.tw/files/11-1035-5947.php?Lang=zh-tw>
- **房價表**

房型		每學期房價
<u>雙人雅房</u> *提供男生雅房、女生雅房		新臺幣 20,000 元/人 (電費另計)
<u>三人雅房</u> * 提供女生雅房		新臺幣 18,500 元/人 (電費另計)
<u>四人雅房</u> *提供男生雅房、女生雅房		新臺幣 17,000/人 (電費另計)
<u>六人雅房</u> *提供男生雅房、女生雅房		新臺幣 12,000/人 (電費另計)
設施	公用衛浴設施、投幣式洗烘衣機、晒衣空間、交誼廳、監視設備、電冰箱、網路、24 小時服務櫃檯	

備註	➤ 宿舍費係根據不同房型收取；宿舍分配以 4 人房為主；如需更換房型且該房型尚有空房時，請於入住後 1 週內完成換房手續。 ➤ 電費：買斷方式，於報到時繳交200元電卡費。（內含電卡儲值金100元以及工本費100元）。離宿時電卡不歸還，剩餘費用則不予退還任何費用。接近學期末時，請斟酌儲值金額。 ➤ 入住時以現金繳交，750 元清潔費、800 元床包費。 ➤ WiFi 名稱：UTIH 密碼：UTIH25011922
-----------	---

• 照片



大陸地區人民入臺相關事宜

- 大陸地區人民進入臺灣地區須持內政部移民署核發之入臺證及有效期6個月以上之往來臺灣通行證查驗入境，其入臺證於入境時應經移民署核章，若於在臺期間遺失、毀損，請務必與本處聯絡。
- 交換生/研修生之入臺證由本校代為申請，經內政部移民署審查後核發，以電子郵件方式寄發入臺證至申請學校港澳臺辦公室承辦教師，入臺證規費每人新臺幣600元整(手續費另計)。
- 入臺證說明圖：

入臺證說明

 10666210610					
中華民國臺灣地區入出境許可證 EXIT & ENTRY PERMIT TAIWAN REPUBLIC OF CHINA					
注意事項! 1. 本證記載如有錯誤，請即申請更正。 2. 持證人除依規定經核准延期者外，應於許可在臺停留期限屆滿前離境。逾期居留者，依法得強制出境，並影響居留或再入境權益。					
WARNING! VISITOR TO TAIWAN, R.O.C. PLEASE TAKE NOTICE: 1. IN CASE OF A FACTUAL ERROR IN THIS PERMIT, PLEASE APPLY FOR CORRECTION. 2. UNLESS THE DURATION HAS BEEN EXTENDED PER APPLICABLE RULES, THE PERMIT HOLDER MUST LEAVE TAIWAN BEFORE THE PERMIT'S EXPIRATION DATE. PERSONS WHO OVERSTAY MAY BE DEPORTED IN ACCORDANCE WITH APPLICABLE LAWS, AND MAY BE DENIED RESIDENCY OR ENTRY IN THE FUTURE.					
附記 Notes 入境應備尚餘6個月以上效期之大陸地區旅行證件。→請記得自行檢查大陸地區人民往來臺灣通行證之效期，即持證人必須持有效期間超過6個月以上的大陸地區證件。 但旅居香港、澳門者，得持憑「香港特別行政區簽證身分書」或「澳門特別行政區旅行證」查驗入境。入境應備往返機(船)票，於效期內得入出境一次。主管機關得派員就在臺行程進行訪視、團圓或其他查核行為，行程如有變更，應至線上系統報備。 許可停留期限：自入境之翌日起至159日內有效。			入境查驗 Entry Inspection ←許可停留期限：指的是持證人在臺灣地區可以停留之期限，即自入境之翌日起，停留期間為159日，例如：107/2/22 入境，停留期限從107/2/23開始計算159日		
公務註記 Official Notes 入境不須填繳入國登記表。 逾期停留者，依規定處新臺幣2,000元以上10,000元以下罰鍰。			出境查驗 Exit Inspection 本證截止日期是「指持本張入臺證進入臺灣的最後效期，換句話說就是持證人必須在這個日期之前進入臺灣地區」		
許可證號碼 Permit No. 10666210610		發證日期 Date of Issue 03 Jan 2018		本證截止日期 Date of Expiry 02 Jul 2018	
事由 Purpose 研修生		姓名 Name			
大陸地區人民入出境證		護照號碼(或大陸居民往來臺灣通行證) Passport No.		身分證號碼 ID No.	
入境查驗所需持有文件： 1.入臺證 2.有效期限6個月以上之大陸地區人民往來臺灣通行證(卡)		出生日期 Date of Birth		性別 Sex	
		原居住地 Country of Residency			
		在臺地址 Address in Taiwan			

緊急醫療授權書

本人_____ (父母或監護人的姓名)，已瞭解如本人之子女_____ (交換生姓名) 遇緊急危險時，臺北市立大學將試圖緊急通知本人或本人於本授權書中所指定下列緊急聯絡人。

本人子女如需接受緊急醫療通知，基於任何原因致本人或本人所指定之緊急聯絡人無法接獲通知時，本人在此謹全權授予臺北市立大學及其受雇人代表本人及本人子女為下列行為：

1. 第一時間之救助。
2. 授權醫生對本人子女為檢查及醫療行為。
3. 安排本人子女之運送(利用救護車或其他交通工具)，以前往適宜施行緊急醫療之場所，包括急診室、診療室或診所，但不以上述場所為限。
4. 於醫療機構中為獲得相關醫療或手術，得簽署任何經醫療機關判斷後，所要求出具之相關檔。

本人在此同意負擔所有因治療意外或傷病所生之相關費用。本人亦同意尋求或提供上述醫療行為之過程中，不論臺北市立大學或其受雇人皆無須負擔任何因處理前開相關事務，所可能引起之事實上或法律上之責任。

如無法連絡本人時，本人所指定本人子女之緊急連絡人如下(以住在臺灣為佳，可寫1位)

姓名：_____ Email:_____

行動電話：_____

住家電話：_____ 公司電話：_____

姓名：_____ Email:_____

行動電話：_____

住家電話：_____ 公司電話：_____

立書日期： _____

立書人(父母或監護人簽名)： _____

Email： _____

行動電話： _____

住家電話： _____ 公司電話： _____

本資訊將由臺北市立大學持有加以保密，然必要時得提供予相關醫療機構使用。

短期研修健康檢查表

(丙表)

檢查日期 ____/____/____

(年)(月)(日)

Date of Examination ____/____/____

(M)(D)(Y)

基本資料 (Basic data)

姓名 : _____ 性別 : ☐男 Male ☐女 Female
 Name : _____ Sex : _____
 國籍 : _____ 護照號碼 : _____
 Nationality : _____ Passport No. : _____
 出生年月日 : ____/____/____
 Date of Birth : ____/____/____

檢查項目 (Items required)

A. 麻疹及德國麻疹(風疹)之抗體陽性檢驗報告或預防接種證明 (Proof of Positive Measles and Rubella Antibody Titers or Measles and Rubella Immunization Certificates) :

a. 抗體檢查 Antibody Test

麻疹抗體 Measles antibody titer ☐陽性 Positive ☐陰性 Negative ☐未確定 (Equivocal) 德國麻疹
 (風疹)抗體 Rubella antibody titer ☐陽性 Positive ☐陰性 Negative ☐未確定 (Equivocal) b. 預防接種證明
 Immunization Certificate (含疫苗名稱、接種日期、接種單位或醫師簽章。如檢附幼時接種紀錄，其接種年
 齡必須大於 1 歲。)

(The certificate must include information such as the date of immunization, and the name of the hospital or clinic
 administering the vaccine or the signature of the physician administering the vaccine. If the childhood
 immunization record is submitted, it is important to include the record of the vaccines administered only after one
 year of age.)

☐麻疹預防接種證明 Measles Immunization Certificate

☐德國麻疹(風疹)預防接種證明 Rubella Immunization Certificate

c. ☐經醫師評估，有接種禁忌者，暫不適宜接種。(Having contraindications, not suitable for vaccination)

B. 胸部 X 光檢查肺結核 (Chest X-Ray for Tuberculosis) :

X 光發現(X-ray Findings) : _____

判定(Results) :

☐合格(Passed) ☐疑似肺結核(TB Suspect) ☐須進一步診斷(Pending) ☐不合格(Failed)

☐孕婦免驗 (Maternity Exemption)

備註(Note) :

一、本表為外籍學生、大陸及港澳地區學生來臺停留研修之健康檢查項目表。This form lists the required
 medical examination items for students applying for short-term study in Taiwan.

二、根據以上對_____先生/女士/小姐之檢查結果為

☐合格 ☐不合格 ☐須進一步檢查

Results : According to the above medical report of Mr./Mrs./Ms. _____, he/she

☐has passed the examination ☐has failed the examination ☐needs further examination.

負責醫檢師簽章 : _____ (Name & Signature)
 (Chief Medical Technologist)

負責醫師簽章 : _____ (Name & Signature)
 (Chief Physician)

醫院負責人簽章 : _____ (Name & Signature)
 (Superintendent)

日期 (Date) : ____/____/____