



靜宜大學

PROVIDENCE UNIVERSITY



115學年度(2026年秋季入學)

國際專修部

INTERNATIONAL FOUNDATION PROGRAM

僑生及港澳學生申請入學簡章

OVERSEAS CHINESE STUDENTS HONGKONG AND
MACAU STUDENTS ADMISSION HANDBOOK

聯絡方式

國際暨兩岸事務處 Office of International and Cross-Strait Affairs

<https://oia.pu.edu.tw/app/home.php>

電話TEL：+886-4-26328001#11570~11571

傳真FAX：+886-4-26526602



經2026/03/27招生委員會會議通過

靜宜大學115學年度僑生及港澳學生申請國際專修部重要日程表

Important Dates of International Foundation Program for Academic Year 2026-2027

項目 Item	日期 Date	
簡章公告日 Admission/Transfer Handbook Announcement	2026年04月01日 April 1 st , 2026	
秋季班 Fall Semester	115學年度國際專修部秋季班申請截止日期 Application Deadline for 2026 Fall Semester	2026年6月12日 June 12 th , 2026
	115學年度國際專修部秋季班放榜通知 Notification Date of 2026 Fall Semester Admission Result (僑務委員會與教育部有關僑生、港澳生資格審定結果公函 如有提早或延遲，本校公告錄取名單時間也將隨之異動) If the official letter regarding the qualification review results for overseas Chinese students and students from Hong Kong and Macao, issued by the Overseas Community Affairs Council and the Ministry of Education, is released earlier or later than expected, the announcement date of the admission list by the university will be adjusted accordingly.	2026年8月4日 August 4 th , 2026
	115學年度秋季班註冊入學 Registration Date of 2026 Fall Semester	2026年9月中旬 Mid-September, 2026

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*中英文版本如有任何衝突，應以中文版本為主。

In the event of any conflict between the Chinese and English versions, the Chinese version shall prevail.

壹、 僑生及港澳學生申請國際專修部資訊

International Foundation Program Application Information for Overseas Chinese, Hongkong and Macau Students

一、 新生申請入學時間 Application Period

1. 全年收件 Application is open all year round.
2. 入學時程 Semester Enrollment
秋季班：9月中開學
Fall Semester begins in the middle of September.

二、 申請截止日期 Application Deadline

國際專修部**秋季班申請截止**日期：2026年 6 月 12 日
Application Deadline for Fall Semester: June 12th, 2026

【以郵戳為憑，逾期不予受理 Based on the postmark date, late applications will not be considered.】

三、 寄發放榜通知 Notification Date

國際專修部秋季班僑生放榜通知：2026年 8 月 4 日

Notification Date of Fall Semester Admission Result: August 4th, 2026

僑務委員會與教育部有關僑生及港澳生資格審定結果公函如有提早或延遲，本校公告錄取名單時間也將隨之異動

If the official letter regarding the qualification review results for overseas Chinese students and students from Hong Kong and Macao, issued by the Overseas Community Affairs Council and the Ministry of Education, is released earlier or later than expected, the announcement date of the admission list by the university will be adjusted accordingly.

四、 國際專修部錄取資格 Admission Qualification for IFP

1. 國際專修部亦針對未有華語能力基礎學生之入學管道，會以22歲以下且無來臺工作經驗者為優先錄取。

International Foundation Program targets students with no basic Chinese proficiency. Priority admission will be given to those who are under 22 years old and have no work experience in Taiwan.

五、 經錄取本校國際專修部之學生，第一學年規定必須入住本校宿舍。

Students admitted to the university's International Foundation Program are required to live in the campus dormitory during first academic year.

六、招生學系及名額 Academic Programs and Admission Quota

學院 College	學系(學士班) Department(Bachelor Degree)	學系網址 Website	招生名額 (僑生及港澳生學) Admission Quota	修業說明 Instruction
理學院 College of Science	食品營養學系 Department of Food and Nutrition	https://fn.pu.edu.tw	28名	華語先修至多一年 + 學士班四年課程 Chinese language learning (max. 1 year) and 4 years of undergraduate program
	應用化學系 Department of Applied Chemistry	https://chem.pu.edu.tw/		
	化粧品科學系 Department of Cosmetic Science	https://cosm.pu.edu.tw/		
資訊學院 College of Computing & Informatics	資訊管理學系 Department of Computer Science & Information Management	https://csim.pu.edu.tw		
	資訊工程學系 Department of Computer Science & Information Engineering	https://csie.pu.edu.tw		
	人工智慧應用學系 Department of Applied Artificial Intelligence	https://csce.pu.edu.tw/		
管理學院 College of Management	觀光事業學系 Department of Tourism	https://tourism.pu.edu.tw/		
	行銷與數位經營管理學系 Department of Marketing and Digital Business Administration	https://ba.pu.edu.tw/		
	國際企業學系 Department of International Business	https://ib.pu.edu.tw/		
人文暨社會科學院 College of Humanities and Social Science	社會工作與兒童少年福利學系 Department of Social Work & Child Welfare	https://swcw.pu.edu.tw/		
<p>※ 錄取國際專修部學位先修生於第一年限修讀華語課程，學期間每週20小時，全學年共修讀720小時，第一年修業期滿前須達華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級A2標準後，轉入原錄取之學系自大一起修習，並於升大二前達到華語文能力測驗(TOCFL)聽力與閱讀測驗進階級B1標準。</p> <p>Students who are admitted to the International Foundation Program need to take Chinese Courses for the 1st year (20 hours per week for two semesters, which is 720 Learning Hours in total). Students need</p>				

to reach at least **A2 level of TOCFL** within the 1st year and then bridge to the department you applied for and reach at least **B1 level of TOCFL** before being sophomore.

※ 華語先修期間未能考取華語文能力測驗(TOCFL)基礎級A2標準者，將依辦法**退學處分**。

If the students cannot reach A2 level of TOCFL within one year, the students will be expelled from school.

※ 華語先修期間不得轉系或轉學。

Transferring to different academic departments or schools is NOT allowed during the 1st year in the International Foundation Program.

※ 學生於正式修讀學士班課程一年後，方得於製造業、營造業、農業、長期照顧、服務業和電子商務業等相關系所申請轉系或轉學。

After one year of formal study in the Bachelor program, students are allowed to apply for a transfer to academic departments in manufacturing, construction, agriculture, long-term care and Service Division within the university or other universities.

※ 國際專修部修業規範請參考**附錄4【靜宜大學國際專修部學生修業辦法】**。

Please refer to the “Academic Regulations of International Foundation Program, Providence University” in **Appendix 4**.

七、線上申請網址 Online Application Link

https://alcat.pu.edu.tw/oia_oversea/

八、申請資料寄送地址 Address of Sending The Application Documents

TO: 靜宜大學 國際暨兩岸事務處 (國際與大陸學生事務組國際專修部)

433303 臺灣臺中市沙鹿區臺灣大道七段 200號

TO: Office of International and Cross-Strait Affairs (Division of International Students Affairs, International Foundation Program)

Providence University

Address: No. 200, Sec. 7, Taiwan Boulevard, Shalu Dist., Taichung City 433303 Taiwan(R.O.C)

【請在信封註明：國際專修部申請文件 Please mark envelope “IFP Application”】

貳、申請入學文件及規定事項

Application Documents and Related Regulations

一、申請步驟 Application Steps

僑生及港澳學生申請者須完成以下2步驟：

Overseas Chinese, Hongkong and Macau students who want to study at Providence University should complete these two steps:

1. 網路申請 https://alcat.pu.edu.tw/oia_oversea/
Apply Online at https://alcat.pu.edu.tw/oia_oversea/
2. 從網路申請 下載申請表，並於申請截止日前，備齊申請文件後一同送達至本校國際暨兩岸事務處。
Download and print the IDSS application form from https://alcat.pu.edu.tw/oia_oversea/ and send the form along with the required application documents to the Office of International and Cross-Strait Affairs **before the application deadline.**

二、僑生及港澳學生申請文件 Application Documents for Overseas Chinese, Hongkong and Macau students

1.	資料確認表 (線上申請後由系統自動產出)。 Check List (Print this from the online system after completing the online application)
2.	入學申請表一份 (線上申請後由系統自動產出)。 Application Form (Print this from the online system after completing the online application)
3.	(1) 中學畢業證書影本，報名時以應屆畢業身分申請者，可先檢送應屆當學期在學證明書。 (2) 中學最後3年成績單正本，需附班級排名或校排名。報名時以應屆畢業身分申請者，如應屆當學期成績尚未取得，免附該學期成績單。 *以上文件需經駐外機構驗證或經僑務委員會海外華僑文教服務中心或僑務委員會指定之保薦單位核驗)，供本校審查，否則將視為報名資格不符，已錄取者撤銷入學資格。 (1) A copy of your high school graduation certificate. Applicants who are applying as current graduating students may submit a proof of enrollment for the current semester instead. (2) Original transcripts for the last three years of high school, including class or school ranking. Applicants who are current graduating students and have not yet received their current semester grades are exempt from submitting the transcript for that semester. *All of the above documents must be verified by a ROC (Taiwan) overseas representative office, or certified by an Overseas Community Affairs Council (OCAC) Overseas Chinese and Educational Service Center, or by a sponsoring agency designated by the OCAC. These documents are required for the university's review. Failure to provide properly verified documents will result in disqualification from the application process or revocation of admission.
4.	(1)簡要自傳(1,000字以內) (2)推薦書兩份。推薦書需說明申請者之學術潛力、參與課外活動的情形、個人品格、英文及中文語言能力以及是否具有獨自國外求學的能力。推薦信須以中文或英文撰寫。 (1) Brief Autobiography (within 1,000 words) (2)Two letters of recommendation which address the applicant's academic potential, participation inextracurricular activities, personal character, level of English and Chinese proficiencies and a comment regarding whether the applicant is mature enough to study abroad.

	The letters should be written either in English or in Chinese.
5.	<p>讀書計畫乙份，請以中文書寫。(申請英文授課系所學程之學生必須以英文書寫讀書計畫)</p> <p>A Study Plan written in Chinese. (Applying for English-taught programs, the study plan should be written in English.)</p>
6.	<p>僑居地永久或長期居留證件影本。(僑居地身分證影本或護照影本或中華民國護照僑居身分加簽影本)</p> <p>A copy of the permanent or long-term residency document from your place of residence abroad. (This can be a copy of your local ID card, a copy of your passport, or a copy of your ROC passport with the overseas residency endorsement.)</p>
7.	<p>護照規格相片。(電子檔)</p> <p>The passport-sized photograph.(Electronic File)</p>
8.	<p>曾具中華民國國籍之外國人士必須檢附已不具中華民國國籍之證明文件，應自內政部許可放棄後，至申請時已滿 8 年。</p> <p>A foreign national citizen who was formerly a citizen of the Republic of China must attach a certificate indicating that he/she is no longer a legal citizen of the Republic of China (Taiwan), and has already given up the Taiwan's citizenship for 8 years or above.</p>
9.	<p>語言測驗檢定證明 Language Proficiency Certification</p> <p>申請國際專修部者，於申請時得免繳中文能力證明。 Students who apply for the International Foundation Program do not need to submit the Chinese language proficiency certificate.</p> <ul style="list-style-type: none"> 限以下十個學系(大學部)：食品營養學系、應用化學系、化粧品科學系、資訊管理學系、資訊工程學系、人工智慧應用學系、社會工作與兒童少年福利學系、觀光事業學系、行銷與數位經營管理學系、國際企業學系。 <p>Limited the following eleven departments(Bachelor): Department of Food and Nutrition, Department of Applied Chemistry, Department of Cosmetic Science, Department of Computer Science & Information Management, Department of Computer Science & Information Engineering, Department of Applied Artificial Intelligence, Department of Social Work & Child Welfare, Department of Tourism, Department of Marketing and Digital Business Administration, Department of International Business.</p> <ul style="list-style-type: none"> 申請國際專修部者，需於國際專修部修業期滿一年內，考取華語文能力測驗A2(含)以上程度始能銜接入申請學系大一就讀；並於升大二以前，考取華語文能力測驗B1(含)以上程度。 <p>Students who enroll in the International Foundation Program need to reach at least A2 level of TOCFL within one year in this program, and then the students can bridge to the department which they applied for. Also, the students need to reach at least B1 level of TOCFL before being the sophomore.</p>
10.	<p>靜宜大學僑生申請入學切結書，申請者務必親自簽名。 *港澳生另須附香港或澳門居民報名資格確認書</p> <p>Providence University Declaration for International Degree Seeking Students (Applicant MUST sign it in person) * Hong Kong and Macao students must also submit a Certificate of Eligibility for Application as a Hong Kong or Macao Resident.</p>
11.	<p>國內單招學校辦理華裔身分認定初審檢核表 *香港澳門學生免附</p>

- 三、申請資格須遵守及符合教育部「入學大學同等學力認定標準」、「僑生回國就學及輔導辦法」及「香港澳門居民來臺就學辦法」之規定。

Applicants must comply with and meet the requirements set forth in the Ministry of Education’s regulations, including the “Standards for Recognition of Equivalent Educational Levels for University Admission,” the “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students Returning to Taiwan,” and the “Regulations Regarding Hong Kong and Macao Residents Studying in Taiwan.”

入學大學同等學力認定標準

<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0030032>

Standards for Recognition of Equivalent Educational Levels for University Admission

<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>

僑生回國就學及輔導辦法

<https://law.moj.gov.tw/LawClass/LawAll.aspx?pcode=H0100001>

Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan

<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0100001>

香港澳門居民來臺就學辦法

<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=Q0030007>

- 四、取得錄取信之申請者須依照外交部領事事務局相關規定，向我國駐外機構辦理簽證入境。持有其他簽證在臺者，請至外交部領事事務局申請更換簽證。(請注意，錄取信無法保證其申請學生簽證之取得。)

Accepted applicants must apply for the visas to the Taiwan overseas embassies & missions.

For the accepted applicants who hold another visa in Taiwan, please change the visa at the Bureau of Consular Affairs, Ministry of Foreign Affairs, Republic of China (Taiwan).

Please note that the admission letter does not guarantee the approval of a student visa application.

- 五、國際專修部學位先修生於修業期滿考取語言檢定轉入學系後，其修業年限及外國學生相關規定須依照「靜宜大學學則」之規定。

Students who are admitted to the International Foundation Program reach the Chinese language requirement and bridge to the department, the Maximum Number of Years to Study for Degrees and the rules relating to international students shall be subject to “Providence University Academic Regulations”.

靜宜大學學則 “Providence University Academic Regulations”

<https://dorac.pu.edu.tw/p/412-1059-2390.php?Lang=zh-tw>

- 六、聯絡資訊 Contact Information

1. 靜宜大學 國際暨兩岸事務處

Office of International and Cross-Strait Affairs, Providence University

地址 Address: 433303 臺灣臺中市沙鹿區臺灣大道 7 段200 號

Address: No. 200, Sec. 7, Taiwan Blvd., Shalu Dist., Taichung City, Taiwan 433303

信箱E-mail: pu11600@pu.edu.tw

網址Website: <https://oia.pu.edu.tw/>

電話Tel.: +886-4-2632-8001 ext. 11573

傳真Fax: +886-4-2652-6602

七、備註 NOTE

1. 僑生及港澳學生申請來臺於國際專修部先修華語以一次為限，遇特殊事由中斷，經教育部同意，得再申請一次。

Oversea Chinese, Hong Kong, and Macau Students who apply for the International Foundation Program are limited to one time. In case of interruption due to special occasions, students may apply again with the approval from the Ministry of Education.

2. 凡報考資格不合或繳交之申請資料，經查如有偽造、假冒、不實者，應負法律責任。一經發現本校將採下列方式處理：

If the eligibility or any document submitted is found to be false, borrowed, bogus or counterfeited, the criminal liability will be prosecuted. Once founded, Providence University will handle in the following conditions.

- (1) 報名後查覺者，取消報名資格。

If it is found after the application, the candidacy of the applicant will be cancelled.

- (2) 錄取後未註冊前查覺者，取消其錄取資格。

If it is found after the admission and before the inscription, the admission of the applicant will be revoked.

- (3) 註冊入學後查覺者，開除學籍，並應負法律責任且不發給與修業有關之任何證明文件。

If it is found after the inscription, the student will be expelled and no certificate related to his/her studies will be issued.

- (4) 畢業後始查覺者，除依法追繳其學位證書外，並公告撤銷其畢業資格，情節重大者函送司法單位審理。

If such a determination or finding is made after the graduation has occurred, such individuals will have their degree nullified and will have their graduation qualification withdrawn, and where warranted, such case will be referred to the judicial authorities for appropriate disposition.

3. 若有特別要求相關資料或文件，將另行通知。

Other documents may be required by certain departments; in this case, the applicant will be informed.

參、學雜費收費標準

Tuition and Miscellaneous Fees

一、費用以一學期計，實際花費因人而異。

The tuition and miscellaneous fees are calculated on a per-semester basis. The actual cost may vary different individually.

二、以下提供學雜費收費標準供參考，實際費用依[學校網頁最新公告](#)為準，靜宜大學保留相關修改權利。

The following list is the tuition and miscellaneous fees. The exact costs based on [Providence University's website](#) – Tuition and Fees and Providence University reserves the right to revise relative policy.

學雜費/學期 Tuition and Miscellaneous Fees/Semester				
學院 College	貨幣 Currency	學費 Tuition	雜費 Miscellaneous	總計 Total
國際專修部(1+4) 第一年以華語文課程為主 International Foundation Program	新台幣 NTD	40,000/學期	0	40,000/學期
理學院/資訊學院 College of Science/College of Computing & Informatics	新台幣 NTD	39,004/學期	12,870/學期	51,874/學期
管理學院 College of Management	新台幣 NTD	37,282/學期	8,214/學期	45,496/學期
人文暨社會科學院 College of Humanities and Social Sciences	新台幣 NTD	37,282/學期	7,529/學期	44,811/學期
其他費用 Other Fees				
電腦及網路通訊使用費 Computer and Internet Usage Fee	新台幣 NTD	750/學期	全校學生 All Students	
體育設施使用費 Sports Facilities	新台幣 NTD	200/學期	全校學生 All Students	
學生健康檢查 Student Health Examination	新台幣 NTD	658/次	全校學生 All Students	
學生團體保險 School Student Insurance	新台幣 NTD	333/學期	全校學生 All Students	
停留簽證轉居留健檢 Visit VISA turns to Resident VISA for Health Examination	新台幣 NTD	1,300/次	持停留簽證之越南生 Hold Visit VISA Vietnamese Students	
僑生及港澳生保險(入學後的前六個月) Insurance for Overseas Chinese and Hong Kong/Macao Students (First Six Months After Enrollment)	新台幣 NTD	600/學期	尚未具有健保資格之 僑生及港澳生新生 Overseas Chinese and Hong Kong/Macao Students who are not eligible for the NHI	
全民健康保險(NHI) National Health Insurance	新台幣 NTD	826/月 (per month)	僑生及港澳學生 Overseas Chinese and Hong Kong/Macao Students	

三、靜宜大學學生宿舍收費標準 Dormitory Fees

欲申請學生宿舍之新生，須於收到錄取通知後提出申請，相關申請資訊將於錄取通知時寄發。

New students who intend to applying for the school dormitory shall submitting the dormitory application form after receiving the admission notice. The Dormitory Application Form will be sent with the admission notice.

宿舍名稱 Name of the Dormitory	住宿費(一學期/未含押金) Dormitory Fee (Semester/Deposit is not included)	房型/規格 Room type
思高學苑 St. BOSCO Hall	NTD. 10,500	冷氣房三人房 Triple Room
	NTD. 13,500	冷氣房二人房 Twin Room
希嘉學苑 Schultz Hall	NTD. 10,500	女生宿舍冷氣房四人房 Quadruple Room
	NTD. 10,500	男生宿舍冷氣房四人房 Quadruple Room
	NTD. 11,000	冷氣房三人房(寢室有樑柱) Triple Room
	NTD. 14,500	冷氣房二人房(身心障礙優先) Twin Room
善牧學苑 Good Shepherd Hall	NTD. 15,500	冷氣房四人房 Quadruple Room
1. 冷氣費另計 Air conditioning (AC) fees charged separately. 2. 學生宿舍介紹 Brief Introduction of the school dormitory : https://osadorm.pu.edu.tw/p/412-1065-1967.php?Lang=zh-tw 3. 學生宿舍介紹影片 Introduction Videos of the school dormitory : https://osadorm.pu.edu.tw/p/412-1065-1968.php?Lang=zh-tw		

四、靜宜大學學雜費退費基準 Refund Policy of Providence University

靜宜大學學雜費退費基準依據教育部「專科以上學校學雜費退費基準表」辦理：

Providence University's tuition and miscellaneous fee refund policy is based on Ministry of Education's regulation, please find the details information at

<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0030043>

學生休、退學時間 Time of student suspension and withdrawal	學費、雜費退費比例 Tuition and miscellaneous fee refund rate	備註 Remark
一、註冊日（包括當日）前申請休退學者。Apply for suspension or withdrawal before the registration date (inclusive).	免繳費，已收費者，全額退費。 No payment required; full refund for those charged	
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。Apply for suspension or withdraw on the following day of registration date to the day before the first day of classes.	學費退還三分之二，雜費全部退還。 Tuition fees are refunded by two thirds and miscellaneous fees refunded in full.	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。 If the credit and miscellaneous fee or basic tuition fee is calculated, the full credit fee and two thirds of the basic tuition fee (or credit and miscellaneous fees) will be refunded.
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。Apply for suspension or withdrawal from the first day of classes (inclusive) but not exceed one third of the semester.	學費、雜費退還三分之二。 Two thirds amount of tuition and miscellaneous fees is refundable.	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。 If the credit and miscellaneous fee or basic tuition fee is calculated, two thirds of the credit fee and two thirds of the basic tuition fee (or credit and miscellaneous fees) will be refunded
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。Apply for suspension or withdrawal from the first day of classes (inclusive), exceeds one third of the semester and yet two thirds of the semester.	學費、雜費退還三分之一。 One third amount of tuition and miscellaneous fees is refundable.	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。 If the credit and miscellaneous fee or basic tuition fee is calculated, one third of the credit fee and one third of the basic tuition fee (or credit and miscellaneous fees) will be refunded.

學生休、退學時間 Time of student suspension and withdrawal	學費、雜費退費比例 Tuition and miscellaneous fee refund rate	備註 Remark
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。Apply for suspension or withdrawal from study after two thirds of the semester after the first day of classes (inclusive).	所繳學費、雜費，不予退還。 Tuition and miscellaneous fees paid is not refundable.	
<p>備註： Remark:</p> <p>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。 The calculation of the registration date, the first day of classes and semester shall be determined according to the PU academic calendar; If the registration date is not specified, the registration fee payment deadline shall be the registration date.</p> <p>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。 For student who applies for suspension of schooling or automatic withdrawal, the date of suspension or withdrawal shall be effective based on the date when the student (or parent) formally submits the application for suspension or withdrawal to the corresponding division; for student who is ordered to withdraw from school, the base date of withdrawal shall be effective on the school's notice of withdrawal delivered date. However, for whom continues to stay in school due to the appeal application on withdrawing from school, the actual leaving school date will be calculated as the base date.</p> <p>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。 Student who is suspended or withdrawn from school shall complete the leaving school procedures in due time specified by the school; If the relevant procedure is delayed due to factors attributable to the student, the actual leaving school date will be calculated as the base date.</p> <p>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。 Any fees will not be charged in advance before the commencement date of the semester specified on the academic calendar.</p>		

肆、獎助學金申請資訊

Information for Providence Grant

- 一、國際專修部先修生於第一年研修期間，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)標準，得申請助學金6,000元，通過進階級(B1)標準，得申請助學金10,000元，高階級(B2)標準，得申請助學金14,000元，各級獎學金申請以一次為限。

In the 1st year of the International Foundation Program, Students can apply for the Grant according to the TOCFL Certificate:

1. Students reach A2 level of TOCFL: the Grant is NTD. 6,000
2. Students reach B1 level of TOCFL: the Grant is NTD. 10,000
3. Students reach B2 level of TOCFL: the Grant is NTD. 14,000
4. For each level of TOCFL, students can apply for the Grant once ONLY.

- 二、先修生進入學系就讀第一年起依據「靜宜大學學生獎助學金實施辦法」第三章獎助學金規定辦理。(摘錄)

If the International Foundation Program students bridge to the department successfully, students can apply for the Providence Grant based on the Chapter 3 of the “Providence University Implementation Regulations for Scholarships and Grants”. (excerpt)

1. 第一學年 First Academic Year of the formal Bachelor program

凡經靜宜大學招收僑生及港澳生回國就學單獨招生規定，入本校就讀學位之僑生及港澳生，第一學年可獲得雜費同額獎學金；學生來自本校聯盟學校或合作留台機構推薦者(檢附推薦信)，可獲得學費同額獎學金。

Overseas Chinese and Hong Kong/Macau students admitted to Providence University through the university's independent admission process for overseas students are eligible to receive a scholarship equivalent to the amount of miscellaneous fees for the first academic year.

Students recommended by one of the partner schools or cooperating institutions (with a letter of recommendation) are eligible to receive a scholarship equivalent to the amount of tuition fees.

2. 第二年起，依照其前一學期在校成績及班排名申請獎助學金：

- (1) 全班排名名次比例為前 15.00%者，可獲得 35,000 元助學金。
- (2) 全班排名名次比例為前 15.01%-30.00%者，可獲得 20,000 元助學金。
- (3) 全班排名名次比例為前 30.01%-50.00%者，可獲得 8,000 元助學金。

From 2nd year, Providence Grant will be based on the previous academic performance and class ranking.

- (1) Class ranking is within top 15.00%, the Providence Grant is **NTD. 35,000**.
- (2) Class ranking is within 15.01%~30.00%, the Providence Grant is **NTD. 20,000**.
- (3) Class ranking is within 30.01%~50.00%, the Providence Grant is **NTD. 8,000**.

- ※ 靜宜大學學生獎助學金實施辦法請參考附錄1。

Please refer to **Appendix 1** for Providence University Implementation Regulations for Scholarships and Grants.

- ※ 靜宜大學保留更新外國學生獎學金規定之權利。

Providence University reserves the right to revise Scholarship Policy.

伍、 申訴辦法 The Appeal Process

一、 考生如對招生事宜認為有損益其權益情形時，得於放榜後一星期內，以書面向本校國際暨兩岸事務處提出申訴(以郵戳為憑)。

Applicants who believe that the admissions matters will effects their rights may submit an appeal application to Office of the International and Cross-Strait Affairs within one week after the admission notification date (based on the postmark).

二、 申訴案件以考生本人為當事人，不受理其他人申訴。

In the case of appeals, the applicants themselves are the parties. Other applications on behalf of appellants are not acceptable.

三、 考生申訴書應詳載考生姓名、報考系所、通訊地址、聯絡電話、日期、申訴之事實及理由、希望獲得之補救及檢附有關文件或證據。

The appeal application should include the applicant's name, which department you applied for, mailing address, phone number, date, the facts and the reason of the appeal, the expected remedial measures and related documents and evidences.

四、 考生申訴案如有下列情形者不予受理：

1. 招生有關法令或招生簡章已有明確規範者。
2. 逾申訴期限。

Applicant's appeal won't be accepted if there are some cases in the following status:

1. Those which have been listed on the related regulations or on the admission/transfer handbook.
2. Overdue the application deadline.

五、 申訴以一次為限，申訴處理結果由國際暨兩岸事務處於一個月內函覆申訴人。

The appeal application may only be filed once. The Office of International and Cross-Strait Affairs will reply to the applicant the result of the appeal within one month.

陸、線上申請表單 Online Application Forms

繳交資料確認表 / Check List	
中文姓名 /Full Name in Chinese: (If applicable)	(2吋照片 / Passport size photo)
英文姓名/Full Name in English: (Please provide the name as passport shows)	
護照號碼 / Passport Number:	
聯絡電話/ Contact Number:	
電子郵件/ Email:	
申請系所/ Department Applied:	
申請學位學士/碩士/博士/Degree Applied Bachelor/ Master/ Ph.D.:	

申請資料請務必按照確認表的排序 Application materials must be organized in the order of Check List.		
確認 Tick	申請資料項目 Required Materials	份數 Copies
	繳交資料確認表 Check List (系統產出 You can print this from the online system after you complete the online application.)	1
	申請表 Application Form (系統產出 You can print this from the online system after you complete the online application.)	1
	中學畢業證書影本，報名時以應屆畢業身分申請者，可先檢送應屆當學期在學證明書。(備註：正本須於報到註冊時提供，現場查驗後歸還。) A copy of your high school graduation certificate. Applicants who are applying as current graduating students may submit a proof of enrollment for the current semester instead. (NOTE: The original documents need to be checked upon your arrival.)	1
	中學最後3年成績單正本，需附班級排名或校排名。報名時以應屆畢業身分申請者，如應屆當學期成績尚未取得，免附該學期成績單。(備註：正本須於報到註冊時提供，現場查驗後歸還。) Original transcripts for the last three years of high school, including class or school ranking. Applicants who are current graduating students and have not yet received their current semester grades are exempt from submitting the transcript for that semester. (NOTE: The original documents need to be checked upon your arrival.)	1
	畢業證書與歷年成績單需經駐外機構驗證或經僑務委員會海外華僑文教服務中心或僑務委員會指定之保薦單位核驗)，供本校審查，否則將視為報名資格不符，已錄取者撤銷入學資格。 Graduation certificates and full academic transcripts must be verified by a ROC (Taiwan) overseas representative office, an Overseas Community Affairs Council (OCAC) Overseas Chinese and Educational Service Center, or a sponsoring agency designated by the OCAC. These documents are required for the university's review. Failure to provide properly verified documents will result in disqualification from the application process or revocation of admission for those already accepted.	
	簡要自傳(1,000字以內) Brief Autobiography (within 1,000 words)	1
	推薦信2封 Two Recommendation Letters from two persons (professional relation)	2
	讀書計畫 Study Plan	1
	護照影本 Photocopy of the applicant's passport	1
	2吋證件用照片 passport-sized photographs	3
	其他相關文件 Other supported document :(如有，請附上 If applicable) 居留證影本 A photocopy of the applicants Alien Resident Certificate、中央健康保險卡影本 A photocopy of Health Insurance Card、其他 Others _____	1
	華語檢定通過證明或華語中心上課時數證明或成績單 Chinese Proficiency Test Certificate (TOCFL or HSK, or other equivalent test certificate) or the Chinese Language Education Center Attendance record and Transcript. [申請中文授課系所學程者須繳交 For Chinese-taught programs] *申請國際專修部得免繳語言證明 Applicants of International Foundation Program are not required to submit the TOCFL test certificate.	1

申請資料請務必按照確認表的排序 Application materials must be organized in the order of Check List.

	<p>英文程度證明 English Proficiency Test Result [申請英文授課系所學程者須繳交 For English-taught programs]</p> <p>English language requirements:</p> <ul style="list-style-type: none"> - International Program in Computer Science: TOEFL ITP 500 or equivalent level of other English proficiency tests. - IBAP: TOEFL ITP 500 or equivalent level of other English proficiency tests - GMBA: TOEFL ITP 550 or equivalent level of other English proficiency test 	1
	<p>切結書 Enrollment Confirmation and Declaration. Applicant MUST sign it in person.</p> <p>*港澳同學需另附<u>香港或澳門居民報名資格確認書</u></p> <p>*Hong Kong and Macau applicants must additionally submit the Eligibility Confirmation Form for Hong Kong or Macau Residents.</p>	1
	<p>國內單招學校辦理華裔身分認定初審檢核表</p> <p>Preliminary Review Checklist for Verification of Chinese Descent Identity</p> <p>*<u>香港與澳門學生不需提供</u></p> <p>* students from Hong Kong and Macau are not required to submit this document.</p>	1

入學申請表

Application Form for Oversea Chinese, Hongkong and Macau Degree-Seeking Student Admission to Providence University, Taiwan

1. 申請人資料/Personal Information

英文姓/English family name:		英文名/English given name:	
中文姓名/Chinese name:			
國籍/Nationality:			
性別/Gender:	出生日期 (西元) /Date of birth: 年/year		月/Month 日/Day
E-mail: 傳真/Fax: 電話/Phone:			
護照號碼/Passport No.:		身分證號碼/ID No.:	
通訊處/Mailing address:			
家長1姓名/Parent 1 name (姓/Family, 名/Given):			
家長1生日/Parent 1 birthday (姓/Family, 名/Given):		Date of birth: 年/year	月/Month 日/Day
家長2姓名/Parent 2 name (姓/Family, 名/Given):			
家長2生日/Parent 2 birthday (姓/Family, 名/Given):		Date of birth: 年/year	月/Month 日/Day
先祖籍貫與移居年份/Parents' Ancestral Origin and Year of Ancestors' Migration :			
家長1/Parent 1:		家長2/Parent 2:	

2. 學歷/Educational Background

學校 Educational Institute	修業起迄年月 Duration (from/to)	主修 Field of Study	文憑 Diploma
	/		
	/		
	/		

3. 語言能力/Language Proficiency

中文/Chinese	Reading		
	Writing		
	Listening		
	Speaking		
英文/English	Reading		
	Writing		
	Listening		
	Speaking		

4. 修業計畫/Plan of Study

a. 修讀學位/Degree program:
b. 申請系所別/Department to enroll at :
c. 入學年度/Enrollment Year :

5. 校內住宿需求/Accommodation Request

是否住校/Do you wish to reside in a student dormitory?

7. 您是如何得知靜宜大學?/How do you know about us?

報紙/Newspaper 網路/Internet 雜誌/Magazine 朋友介紹/Friends Referral 其他/Other _____

靜宜大學僑生申請入學
切 結 書

本人 _____ (姓名Full Name) 已詳閱簡章規定，本人身分資格及學歷資格均符合相關規定，茲提供相關身分證明及學歷證件作為審查，且本人所上傳報名及審查資料，內容皆屬實，經審查後如有以下情形，本人同意至2026年8月31日止應遵守相關資格規定，否則由貴校撤銷錄取資格。

1. 僑生申請時未符合「僑生回國就學及輔導辦法」第 2 條有關「最近連續居留海外六年以上」及第 3 條所定連續居留海外期間之規定。
2. 港澳生申請時未符合「香港澳門居民來臺就學辦法」第 2 條有關「最近連續居留港澳或海外六年以上」及第 3 條所定連續居留港澳或海外期間之規定；並同意於錄取報到後之身分資格符合「香港澳門關係條例」第四條之規定。
3. 港澳具外國國籍之華裔學生申請時則符合「僑生回國就學及輔導辦法」第 23-1 條有關「未曾在臺設有戶籍」之規定及第 3 條所定連續居留港澳或海外期間之規定。

除上述身分資格外，本人所提學歷審查資料亦皆符合簡章學歷資格，驗證時亦必提具與報考學歷相符並經相關單位核驗之文件備查。

此致
靜宜大學

立切結書人Declarant's Signature : _____

身分證號或護照號碼ID or Passport Number : _____

國別或地區別Country or Region : _____

住址Address : _____

電話Phone Number : _____

日期Date(YYYY/MM/DD) : _____

**Providence University Overseas Chinese Student Admission
Declaration Form**

I, (Full Name: _____), have carefully read and understood all relevant regulations in the admission guidelines. I hereby declare that I meet the eligibility and academic qualification requirements. I am submitting the relevant identification and academic documents for verification, and I confirm that all the information and documents I have uploaded for application and review are true and accurate. I agree to comply with the relevant eligibility requirements until **August 31, 2026**, and accept that Providence University may revoke my admission if any of the following conditions apply:

1. I do not meet the "Overseas Chinese Students Returning to Taiwan for Study and Guidance Regulations," Article 2 regarding “continuous overseas residence for six or more years” and Article 3 regarding the calculation of the continuous overseas residence period at the time of application.
2. I, as a Hong Kong or Macau student, do not meet the "Regulations Regarding Hong Kong and Macau Residents Studying in Taiwan," Article 2 on “continuous residence in Hong Kong, Macau, or overseas for six or more years” and Article 3 regarding the continuous residence period. I also agree that, upon registration, my identity must comply with Article 4 of the “Act Governing Relations with Hong Kong and Macau.”
3. I, as an ethnic Chinese student with foreign nationality and permanent residency in Hong Kong or Macau, meet Article 23-1 of the "Overseas Chinese Students Returning to Taiwan for Study and Guidance Regulations" regarding “never having household registration in Taiwan” and Article 3 concerning continuous residence in Hong Kong, Macau, or overseas.

In addition to the above-mentioned identity qualifications, I confirm that all academic documents I provide comply with the academic qualification requirements stated in the admission guidelines. I will submit the required verified documents corresponding to the academic qualifications during the verification process.

Sincerely,
Providence University

香港或澳門居民報名資格確認書 (供115學年度適用)

報名資格確認書係經教育部國際兩岸教育司110年9月14日修正

本人_____ (請填寫姓名)為香港或澳門居民申請於西元2026年赴臺就學。本人確認報名時符合下列各項勾選情況 (請就以下問項逐一勾選)：

一、本人具有香港或澳門永久居留資格證件：

是；本人具有_____ (請填寫香港或澳門) 永久性居民身分證。

二、以簡章報名截止日往前推算，本人符合下列最近連續居留境外^{註1}之年限規定：

註1：所稱境外，指臺灣地區以外之國家或地區。至「連續居留」係指每曆年(1月1日至12月31日)來臺停留時間不得逾120日。

最近連續居留境外8年以上。

最近連續居留境外已滿6年但未滿8年。

最近連續居留境外未滿6年。

計算至西元2026年8月31日止始符合最近連續居留境外滿6年 (申請就讀大學醫學系、牙醫學系及中醫學系者須滿8年)。

三、承上題，最近連續居留境外期間曾否在臺灣停留超過120日？

是；本人另檢附_____證明文件。

否。

四、確認您的報名身份是「港澳生」或「港澳具外國國籍之華裔學生」(只能填寫一種)

<input type="checkbox"/> 港澳生(以下4擇1)	<input type="checkbox"/> 港澳具外國國籍之華裔學生(以下3擇1)
1 <input type="checkbox"/> 本人具有英國國民海外護照。	1 <input type="checkbox"/> 本人具有英國護照，兼具香港永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上
2 <input type="checkbox"/> 否；本人無葡萄牙護照、英國國民(海外)護照或香港、澳門護照以外之旅行證照。	2 <input type="checkbox"/> 本人具有葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月20日後取得，兼具澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。
3 <input type="checkbox"/> 是；本人具有葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月19日(含)前取得(錄取後需檢附澳門特區政府身份證明局開立之「個人資料證明書」始得申辦赴臺就學簽證)。	
4 <input type="checkbox"/> 是；本人具有_____ (請填寫國家)護照或旅行證照，同意於錄取分發後放棄外國護照或旅行證照。	3 <input type="checkbox"/> 本人具有_____ (請填寫國家)護照或旅行證照，兼具香港、澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。(申請就讀大學醫、牙及中醫學系者須滿8年)。 (所稱海外，指大陸地區、香港及澳門以外之國家或地區)

本人確認前述填報資料均屬實，如有誤報不實致報名資格不符情事，其責任自負，絕無異議。

立聲明書人：

香港或澳門永久性居民身分證字號：

住址：

電話：

西元 _____ 年 _____ 月 _____ 日

國內单招學校辦理華裔身分認定

初審檢核表

靜宜大學 (校名)，茲證明學生_____ (中文姓名)

_____ (外文姓名)

一、基本資料

出生日期：_____ (西元年月日共8碼)

性 別：_____

身分證號：_____

護照號碼：_____

現住地址：_____

二、華裔身分：

符合下列要件第_____項，可茲認定具華裔身分。

- (一) 依當地規定可資證明為華裔身分之方式 (例如當地政府進行之族別登記或本會認可之族別登記)。
- (二) 具有華人姓氏：可辨認為華人常用姓氏，不限於以華語書寫，以當地語言或羅馬字母拼寫，或英文名稱 (如Jimmy HO) 均可。
- (三) 具有華人語言傳承：其家族使用標準華語文或其他華人常用語言。
- (四) 具有血源或文化連結或相關證明：其家族祖先可追溯為華人 (包括但不限於漢族)，其判斷依據可參據家庭內之擺設、所信仰宗教、祭祀習俗、生活方式，或者具宗親會組織、祖譜紀錄等相關證明。

填寫人簽章：_____ 負責人簽名或蓋章：_____

國內學校核章：_____

日期Date(YYYY/MM/DD)：

Preliminary Review Checklist for Ethnic Chinese Identity – Individual University Admissions(**English Translation Version**)

1: Basic Information

- **Date of Birth:** (YYYY/MM/DD, 8 digits)
- **Gender:**
- **National ID Number:**
- **Passport Number:**
- **Current Residential Address:**

2. Ethnic Chinese Identity:

The applicant is recognized as being of Chinese descent based on the following selected criterion (please tick one):

- (1) Proof of ethnic Chinese identity as defined by local regulations (e.g., official ethnic registration conducted by local authorities, or ethnic registration recognized by the Overseas Community Affairs Council).
- (2) Possession of a Chinese surname: A surname commonly used by people of Chinese descent. It may be written in Chinese characters, local language, Romanized form, or English (e.g., Jimmy HO).
- (3) Inheritance of Chinese language: The applicant’s family uses Standard Chinese (Mandarin) or other commonly spoken Chinese languages.
- (4) Bloodline or cultural connection, or relevant documentation: The applicant’s family ancestry can be traced to Chinese origins (including, but not limited to, Han ethnicity). This determination may be based on elements such as household decorations, religious beliefs, ancestral worship customs, lifestyle, or related evidence such as family association memberships or genealogical records.

Signature of Applicant

Date

柒、附錄

Appendices

1. 靜宜大學學生獎助學金實施辦法

Providence University Implementation Regulations for Scholarships and Grants

靜宜大學學生獎助學金實施辦法

民國114年06月11日行政會議修正通過

- 第一條 為鼓勵優秀學生就讀本校，並協助學生在學期間之課業學習與研究，提高學術水準，特訂定「靜宜大學學生獎助學金實施辦法」(以下簡稱本辦法)。
- 第二條 本辦法總經費來源包含教育部補助款及學校配合款，適用對象不包括大陸地區學位生(以下簡稱陸生)，陸生獎學金辦法另訂之。
- 第一章 學士班新生
- 第三條 凡學士班新生錄取本校並於當學年完成註冊者，符合下列任一資格，第一學年發給獎學金100,000元，分二學期發放：
- 一、大學申請入學甄選總成績為各系組正取生前10%，不遞補，且以第一志願錄取本校該系組者，惟系組分發人數不足10人不核發。
 - 二、大學分發入學成績為分發系組前10%，不遞補，且以第一志願錄取本校該系組者，惟系組分發人數不足10人不核發。
 - 三、大學繁星推薦入學錄取本校任一學系，學科能力測驗檢定科目原始級分平均達13級分(無條件捨去)，且在校學業成績全校排名前20%者。
 - 四、四技二專甄選入學管道錄取本校任一學系，統一入學測驗原級分總和達65級分者。
- 第四條 獲獎學生若在學期間無懲處紀錄且其學年學業成績連續名列全班前三名者，第二至第四學年得續獲獎勵，並分二學期發放，每學期50,000元。
- 第五條 符合獎勵之新生，教務處招生組應於開學一個月內提報名單簽請校長核定後，由學生事務處生活輔導組憑以發放獎學金。
- 第二章 研究生
- 第六條 績優入學：限各系(所)碩士班錄取之學生，發給對象、金額由各系(所)決定之，錄取當學年度休學視同放棄獲獎資格。
- 系所獎助：研究生含碩士班、博士班學生在學期間，其發給獎項分獎學金及助學金兩類，發給對象、金額由各系(所)決定之。系所獎助之獎學金比例不得高於30%。
- 博士班入學獎勵：入學當學期發給獎學金。獲獎學生第二至第四學期，若在學期間無懲處紀錄且其前學期學業成績達75分以上者，得續獲獎勵。
- 校友入學獎勵：本校應屆畢業生或畢業校友於碩士就讀期間比照國立大學學雜費，至多四學期(不含休學)，減免金額以會計室當學年度公告為準。入學資格為在職生者不適用。
- 績優入學、系所獎助及博士班入學獎勵名單由各系(所)提報，供學生事務處生活輔導組簽請校長核定後核發；校友入學獎勵名單由教務處招生組簽文會辦綜合業務組後提報，並簽請校長核定。

第七條 研究生於課餘時間，得支領助學金並協助教學相關工作(如課後輔導、協助專業教室、實驗室或儀器室管理，或其他學系指定工作)，金額由各系(所)決定發給。

第八條 各系所每年獎助學金總額依教務長、學務長、會計室主任及各院院長簽署之協議分配之。
全校每年研究生獎助學金總額介於600萬至1,000萬之間為原則，由校長及會計室主任決定之。

第三章 僑生、外國學生及天主教神職人員

第九條 本校僑生(含港澳生)、外國學生(二者以下統稱僑外生)，以外國學生申請入學、海外聯合招生委員會個人申請、聯合分發或本校僑港澳生單獨招收申請入學、轉學入學(包含轉學申請入學及參加轉學考試)者及天主教神職人員獎助學金之頒給，悉依本章規定辦理。

第十條 僑外生助學金辦法規定如下：

一、官方語言及通用語言非華語地區者，大學部外國學生申請入學前通過「國家華語測驗委員會華語能力檢定」進階級考試，或相當等級之國際通用中文能力證明，或一年內修讀本校華語課程達450小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲得學雜費同額助學金；碩士班外國學生亦採同標準，可獲得學雜費同額助學金。

二、官方語言及通用語言非華語地區者，大學部外國學生申請入學前通過「國家華語測驗委員會華語能力檢定」基礎級考試，或相當等級之國際通用中文能力證明，或一年內修讀本校華語課程達330小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲得學費同額助學金；碩士班外國學生亦採同標準，可獲得學費同額助學金。

三、經由本校國際專修部申請入學之僑外生，於國際專修部研習期間通過「國家華語測驗委員會華語能力檢定」測驗，得準用本辦法第十條第一款及第二款規定，於正式轉入學士班後申請助學金。

四、僑外生申請全英語授課學位學程：

(一)官方語言及通用語言非英語系國家者，大學部通過托福測驗成績達 ITP500 (含)以上或等同之國際英語認證考試，或經本校審查認定英語能力達上述標準者，第一學年可獲得學費同額助學金。

(二)官方語言及通用語言非英語系國家者，碩士班通過托福測驗成績達 ITP550 (含)以上或等同之國際英語認證考試，或經本校審查認定英語能力達上述標準者，第一學年可獲學費同額助學金。

五、凡經海外聯合招生委員會或經本校僑港澳單獨招生申請入學之學位僑生，大學部僑生新生(不含境外學分班學生)第一學年可獲得雜費同額助學金，學生由本校聯盟學校或機構推薦者可獲得學費同額助學金；碩士班新生可獲得學費同額助學金。非由上述管道入學之僑生，不核發助學金。

六、僑外生申請本校博士班，第一學年可獲得學、雜費同額助學金，自第二學年起，若在學期間無懲處紀錄且其前一學期學業成績總平均80分(含)以上者，得續獲獎勵，至多三年。

七、僑外生在學期間無懲處紀錄且完成10小時國際參與學習者，自第二學年起，依照其前一學期在校成績核發助學金，大學部至多三年，碩士班至多一年：

(一)全班排名名次比例為前 15.00%者，可獲得 35,000 元助學金；惟班級人數低於 7 名者，以全班第一名為計。

(二)全班排名名次比例為前 15.01%-30.00%者，可獲得 20,000 元助學金。

(三) 全班排名名次比例為前 30.01%-50.00%者，可獲得 8,000 元助學金。

八、僑外生出國研修期間，停發助學金，學生受獎助期間，如遇休、退學情事，則不影響當期助學金的申請作業，但休學後復學及延畢期間則喪失助學金申請資格。

九、身分未經認定為僑生之海外華裔學生，透過外國學生申請入學，除經個別審查成績優良者，其助學金之核發比照僑生辦理。

十、凡經轉學入學之僑外生，轉學至本校就讀當學期不核發助學金，入學第二學期起，若在學期間無懲處紀錄，得依本辦法第十條第四、六、七及八款獲得助學金，適用對象不包括延畢生。

十一、本校海外青年技術班畢業學生凡經本校推廣教育處推薦者，應與由本校聯盟學校或機構推薦者相同待遇，第一學年可獲得學費同額助學金。

十二、本校僑外生應屆畢業或畢業校友於碩士就讀期間得適用本辦法第六條第四項校友入學獎勵。

十三、僑外生助學金應於每學期公告期限內，向國際暨兩岸事務處申請。通過審查之名單經國際暨兩岸事務處簽請校長核定後，由國際暨兩岸事務處憑以發放助學金。

第十一條 凡由天主教主教或各修會會長推薦之會士，包括神父、執事、修士、修女、初學生、保守生、望會生，在學期間無懲處紀錄者，每學期發給學雜費同額獎勵，至多四學期(不含休學)。

學生事務處生活輔導組於開學一個月內公告申請，簽請校長核定後核發。

第四章 運動績優學生

第十二條 本項獎勵申請對象為當學年度大一入學新生、轉學生或獲選國家代表隊者。

第十三條 本項獎勵設「運動獎助學金審核小組」，體育室主任與學務長為當然委員，並聘任委員二至三人組成之。聘任委員由體育室主任推薦校內熱愛運動之教職員，簽請校長聘任之。

第十四條 本項獎勵項目為奧運比賽項目，其他項目需經「運動獎助學金審核小組」審核通過，申請者資格要件如下：

- 一、參加教育部甄審、甄試或報考本校運動績優單獨招生成績優異者。
- 二、曾獲得教育部、高中體總舉辦之全國性比賽獎項者。
- 三、曾獲得全國運動會、全國中等學校運動會獎項者。
- 四、曾獲得國內單項運動協會或委員會舉辦之全國性比賽獎項者。
- 五、曾獲得國際性單項運動協會或委員會舉辦之國際性運動賽事獎項者。
- 六、未具上列資格，經認定有特殊表現且專簽核可者。

第十五條 本項獎勵分為傑出運動員獎學金及獎助學金二項，依符合資格提出申請，且不得重複領取其他獎勵。

一、傑出運動員獎學金總額以150萬元為上限，獎勵對象與資格如下：

(一) 具備國家代表隊、青年代表隊資格或本校重點培訓運動員經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發學雜費同額獎學金；若該學年成績獲第一級名次或第二級前四名，次學年得續獲獎勵。獲第二級晉級決賽名次者，次學年度頒發學費同額獎學金。

(二) 曾獲高中甲級聯賽決賽前八名並為先發主力球員、全國性比賽個人獎項表現優異者，經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發學費同額獎學金，非先發主力球員則頒發學費 1/2 同額獎學金；若該學

年成績獲第一級名次或第二級前四名，次學年得續獲獎勵，獲第二級晉級決賽名次者，次學年頒發雜費同額獎學金。

(三) 曾獲聯賽甲級九至十二名、乙組決賽一至六名、中上運動會前六名及莒光盃前六名、中正盃甲組前三名，經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發雜費同額獎學金；若該學年成績獲第一級名次或第二級前四名，次學年得續獲獎勵。

(四) 大二以上學生申請，列入學期間練習及服務表現評量資料做為後續獎勵依據，未通過評量者不得續領相關獎勵，評量標準由體育室另訂。

二、符合本辦法第十四條獎勵資格且未獲傑出運動員獎學金者，得申請獎助。獎助學金總金額每學年新台幣50萬元整，獎助學金發放之金額及名額依當年度核定頒發獎勵人數而定，並依本校「運動獎助學金審核小組」議決通過後發放。

第十六條 申請者檢附資料如下：

一、申請表

二、運動成績證明文件。（正本、影印本乙份，正本於審查後歸還）

三、郵局存摺影本。

第十七條 申請程序：

一、每學年度上學期開學後，經體育室公告後四週內申請；以第十四條第一款資格入學者，不受上述時間限制。

二、申請運動績優獎助學金者，需備齊運動績優獎助學金申請表格、成績證明文件正本及影本各乙份。（正本於審查後歸還）

三、經「運動獎助學金審核小組」審查通過之名單，由體育室簽請校長核定後，送請學生事務處生活輔導組核發。

第五章 學士班學業成績優良學生

第十八條 本校學士班學生(不含陸生及僑外生)，每學年學業成績名列全班前三名者，每人每年頒給獎學金依序為：10,000元、6,000元、4,000元及獎狀各乙紙。但班級人數在30人以下者(含30人)，僅頒給全班前一名，獎學金10,000元。如符合本辦法第四條續獲獎勵者，不重複支領學業成績優良獎學金。

第十九條 凡符合獲獎勵資格而轉學離校或休學者，視同棄權，其獎勵由該班次一名遞補領受。

第二十條 符合獲獎勵資格之學生若遇有同分情事時，則以必修科目平均成績進行評比。

第二十一條 本項獎勵每學年辦理一次，由教務處綜合業務組負責於每年十月底前提列受獎學生名單，供學生事務處生活輔導組簽請校長核定後，憑以發放獎學金及獎狀。

第六章 高中結盟學校

第二十二條 經申請入學或甄選入學獲錄取之結盟高中職校學生，本校得依特定條件給予獎學金，並載明於結盟協議書中。凡需自行提出申請者，應於入學當學期提出，逾期視同放棄。

本獎勵名單由教務處招生組於新生入學當學期簽請校長核定後，由學生事務處生活輔導組憑以發放獎學金。

第七章 附則

第二十三條 符合獎勵之學生如有未註冊或辦理保留學籍者，視同放棄獎勵資格。在學期間出國交換者，次學年度不得續獲獎勵。

第二十四條 本辦法經行政會議通過，校長公告後實施，修正時亦同。

民國95年12月06日行政會議通過
民國96年03月14日行政會議修正通過
民國96年12月12日行政會議修正通過
民國97年01月09日行政會議修正通過
民國97年09月24日行政會議修正通過
民國98年09月23日行政會議修正通過
民國98年10月28日行政會議修正通過
民國99年05月12日行政會議修正通過
民國100年03月30日行政會議修正通過
民國100年09月21日行政會議修正通過
民國101年02月29日行政會議修正通過
民國101年09月19日行政會議修正通過
民國101年11月21日行政會議修正通過
民國102年03月13日行政會議修正通過
民國102年09月25日行政會議修正通過
民國102年10月23日行政會議修正通過
民國103年05月28日行政會議修正通過
民國103年10月01日行政會議修正通過
民國104年09月23日行政會議修正通過
民國104年12月16日行政會議修正通過
民國105年11月02日行政會議修正通過
民國106年10月25日行政會議修正通過
民國107年05月30日行政會議修正通過
民國107年09月26日行政會議修正通過
民國107年11月28日行政會議修正通過
民國108年04月17日行政會議修正通過
民國109年03月25日行政會議修正通過
民國109年12月23日行政會議修正通過
民國110年03月17日行政會議修正通過
民國110年11月03日行政會議修正通過
民國110年12月29日行政會議修正通過
民國111年12月07日行政會議修正通過
民國112年05月24日行政會議修正通過
民國113年03月20日行政會議修正通過

2. 靜宜大學國際專修部學生修業辦法

Academic Regulations of International Foundation Program, Providence University

靜宜大學國際專修部學生修業辦法
ACADEMIC REGULATIONS OF INTERNATIONAL
FOUNDATION PROGRAM, PROVIDENCE UNIVERSITY

民國112年04月26日行政會議通過

民國112年05月22日行政會議通過

民國114年06月11日行政會議通過

第一條 本校國際專修部依據教育部「重點產業領域擴大招收僑生港澳學生及外國學生實施計畫」招收境外學生，為規範學生學雜費、課程銜接及華語檢測獎勵機制，特訂定本辦法。

Article 1 In accordance with the Ministry of Education's "Plan to Expand the Recruitment of Overseas Chinese Students, Hong Kong and Macao Students, and Foreign Students in Key Industries," the International Foundation Program of Providence University recruits international students to regulate student tuition fees, course continuity, and Chinese language proficiency testing incentive mechanisms. This regulation is hereby established.

第二條 入學資格：

- 一、符合「外國學生來臺就學辦法」、「香港澳門居民來臺就學辦法」及「僑生回國就學及輔導辦法」所定外國學生、港澳生及僑生身份，且具學士班入學資格。
- 二、申請來臺於國際專修部先修華語每人以一次為限，遇特殊事由中斷，經教育部同意後，得再申請一次。

Article 2 Eligibility criteria:

1. Those who meet the qualifications for foreign students, Hong Kong and Macao students, and overseas Chinese students as defined in the "Regulations Regarding International Students Undertaking Studies in Taiwan," "Regulations for Hong Kong and Macao Residents Undertaking Studies in Taiwan," and "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan," and have the qualifications to enroll in a bachelor's degree program.
2. Those who apply to come to Taiwan to study at the International Foundation Program are limited to apply once. In the event of special circumstances that result in interruption, with the approval of the Ministry of Education, they may apply again.

第三條 入學審查：

- 一、申請者通過學系審查資格後，由國際專修部發給華語先修生條件式入學許可，並將錄取名冊函報教育部，由教育部函轉外交部領事事務局轉知各駐外館處。
- 二、學生所繳入學證明文件如有偽造、假借、塗改等情事，如經查明，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，由本校撤銷其畢業資格並註銷其學位證書。

Article 3 Admission review procedure:

1. After the applicant is qualified by the department, the International Foundation Program of Providence University issues a conditional admission permit to the Chinese preparatory students and reports the list of admissions to the Ministry of Education, which is then forwarded to the Bureau of Consular Affairs of the Ministry of Foreign Affairs for notification to all foreign missions abroad.
2. If the admission documents submitted by the student are found to be forged, borrowed, or counterfeited, their admission qualification shall be revoked. For those who have already registered and enrolled, their enrollment will be revoked, and no relevant academic certificates shall be issued. If it is discovered after graduation, the diploma shall be revoked by the university, and the degree certificate shall be cancelled.

第四條 修課規範：

- 一、國際專修部學位先修生(以下稱先修生)研修期間以一年為限，期間限修讀華語課程，亦不開放暑修：學期間每週 20 小時，全學年共修讀 720 小時。依第二條第二款重新申請入學國際專修部後，其修業規範依據本辦法須重新修讀滿 720 小時，前期修讀之時數不予認列。
- 二、先修生學業成績考評，包含平時成績、期中成績與期末成績；成績評量標準、方式由任課教師依課程實際需要而實施採行，並公布於課程內容。
- 三、先修生各項成績經教師評定後送交國際專修部，不得更改。但如屬教師之失誤有遺漏或核算錯誤者，由任課教師將「學生成績更正申請表」暨相關資料備妥，以書面送交國際專修部更改成績，最遲於下一學期開學後一週內提出。
- 四、學生符合下列情形之一者，准予補考：
 - (一) 期中及期末考試期間，因病住院(須檢具醫院證明)經請假核准者。
 - (二) 期中及期末考試期間，因喪假、公假(須檢具有關證明)或不可抗拒事故無法參加考試者。不符合上述二項條件者，不予補考，學期學業補考與成績計算應依「靜宜大學學生考試請假及補考辦法」辦理之。
- 五、學生於考試時有作弊行為者，經查證屬實，除該科目該次考試成績以零分計算外，並視情節輕重依據學生獎懲實施辦法予以處分。
- 六、先修生因故缺席，得依照學生請假辦法請假，經核准請假者(公假除外)，未經請假或請假未准而缺席者視為曠課。
- 七、先修生缺(曠)課時數(含請假)達全學期該科授課總時數三分之一者(每學期缺曠課 120 小時(含)以上)，其銜接至大學部第一學年之獎助學金不予核發。
- 八、先修生於修讀一學年之華語課程後，應考取華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 標準(含以上)，得接續修讀所屬之學系之一年級課程；未達標準者，採退學處分。
- 九、先修生於國際專修部修讀一年並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 檢測後，必須轉入原錄取之學系，無法配合者需辦理退學，不得續留國際專修部，國際暨兩岸事務處應通報內政部移民署各服務站、外交部領事事務局並副知教育部。
- 十、先修生華語課程研修期間不得轉系或轉學、亦不得休學；但於正式修讀學士班課程一年後，得申請轉系或轉學，申請轉系或轉學之學系，限符合教育部規

範之製造業、營造業、農業、長期照顧業和服務業等相關系所。

十一、先修生修讀之華語課程不得採認畢業學分，學生考取華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)轉入正式學士班後，依循本校外籍學生修業規範完成各學系(院)之畢業條件。

十二、先修生於國際專修部修業期滿並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 標準(含以上)，由國際專修部發給學分證書及非學分研習時數證書。

十三、先修生入學申請案件、平時生活及學業輔導等事務由國際專修部與相關單位負責辦理。

十四、先修生轉入正式學士班課程後，其休學、退學及其他學籍、學業、生活輔導考核等事項，悉依本校學則及相關法令規定辦理；在規定修業期限內修滿畢業應修學分數且成績優異者，得依本校學則相關規定申請。

Article 4 Academic Regulations:

1. The International Foundation Program's degree preparatory students (hereinafter referred to as preparatory students) are limited to one year of study during which they must take Chinese language courses, summer courses are not available. During the academic year, they must take 20 hours of classes per week, with a total of 720 hours for the entire year. After reapplying to the International Foundation Program in accordance with the provisions of Article 2, they must retake 720 hours of courses in accordance with this regulation, and the hours previously taken will not be counted.
2. The assessment of the preparatory students' academic performance includes regular assessments, mid-term exams, and final exams. The standards and methods for evaluating academic performance will be implemented and announced by the teacher based on the actual needs of the course.
3. After the preparatory student's grades are evaluated by the teacher, they shall be sent to the International Foundation Program and cannot be changed. However, if there is an error or omission on the teacher's part, the teacher must prepare a "student grade correction application form" and relevant information, and submit it to the International Foundation Program in writing to correct the grades no later than one week after the start of the next semester.
4. Students who meet one of the following conditions are allowed to take makeup exams:
 - (1) Students who cheat during the exam, after verification, will be punished according to the Student Reward and Discipline Regulations according to the seriousness of the case, also the grade of the test of the subject will be recorded as zero.
 - (2) During the mid-term and final exams, those who cannot take the exam due to bereavement, public leave (with relevant certification), or an uncontrollable accident.

Those who do not meet the above two conditions will not be allowed to take makeup exams, and the semester's academic makeup exams and grade calculations shall be subject to the "Providence University Regulations on Leave of Absence for Exams

and Taking Make-up Exams."

5. Students who cheat during the exam, after verification, will be punished according to the Student Reward and Discipline Regulations according to the seriousness of the case, also the grade of the test of the subject will be recorded as zero.
6. For preparatory students who are absent for special reasons, they may apply for leave according to the student leave regulations. Those who have been approved for leave (excluding public leave) is able to leave. Those are considered absent without leave if they are absent without applying for leave or their leave has not been approved.
7. **If the preparatory student's absences in a particular subject reach one-third of the total class hours for that subject in the entire semester (absences with unexcused or excused over 120 hours in the entire semester), they will not be allowed to apply for the grant in first year of freshmen.**
8. After completing one year of Chinese Language courses, preparatory students are required to take the Test of Chinese as a Foreign Language (TOCFL) and reach at least A2 level for listening and reading. Those who reach the required standard (A2 or above) are allowed to continue studying the first-year courses in their respective departments. Those who fail to meet the standard will be expelled from the school.
9. Preparatory students who have studied for one year in the International Foundation Program and passed Level A2 listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL) must bridge to the department they were originally admitted to. Those who cannot comply with this requirement must withdraw from the university and are not allowed to continue studying in the International Foundation Program. The Office of International and Cross-Strait Affairs should notify the offices of the National Immigration Agency, the Consular Affairs Bureau of the Ministry of Foreign Affairs, and inform the Ministry of Education.
10. During the studying of International Foundation Program, preparatory students are not allowed to transfer to another department or school, nor are they allowed to take a leave of absence. However, after one year of formal study in the Bachelor's degree program, students may apply to transfer to another department or school, but only to programs that are related to the manufacturing industry, construction industry, agriculture, and long-term care industry, which comply with the regulations of the Ministry of Education.
11. The Chinese Language courses taken by preparatory students cannot be counted towards graduation credits. After students pass the Test of Chinese as a Foreign Language (TOCFL) with a A2 Level in listening and reading, they can transfer to the formal bachelor's degree program. They must follow the graduation requirements of each department (college) for foreign students at the university to meet the graduation criteria.
12. Upon completion of the International Foundation Program and reach at least A2 Level of the Test of Chinese as a Foreign Language (TOCFL) in listening and reading, preparatory students will receive the credit certificate and non-credit

certificate from the International Foundation Program.

13. The application procedure, life supporting system and academic supporting system is in charged by the International Foundation Program and related department.

14. When the preparatory students bridge to the regular bachelor program, matters such as leave of absence, withdrawal from school, academic records, academic performance, and life guidance assessments shall be handled in accordance with the school regulations and relevant laws and regulations. Those who complete the required credits and achieve excellent grades within the prescribed period of study may apply in accordance with the relevant regulations of the school.

第五條 獎勵規定：

一、先修生在國際專修部修課期間，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)標準，得申請助學金 **6,000** 元，通過進階級(B1)標準，得申請助學金 **10,000** 元，高階級(B2)標準，得申請助學金 **14,000** 元，各級獎學金申請以一次為限。

二、先修生進入學系就讀第一年起依據「靜宜大學學生獎助學金實施辦法」第三章僑外生入學獎助學金規定辦理。

Article 5 Scholarship Information:

1. During the study of the International Foundation Program, preparatory students who reach A2 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **6,000**; those who reach B1 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **10,000**; those who reach B2 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **14,000**. The Grant Application for each level is subject to once.

2. After the preparatory students bridge to the regular bachelor program, the scholarship (Providence Grant) will be according to the Article 3 of Providence University Implementation Regulations for Scholarships and Grants.

第六條 工作許可：先修生於修業期間得比照一般學位生向勞動部申請工作許可，並確保學生工讀符合法令規定「學期期間工讀限 20 小時/週；寒暑假不限」。

Article 6 Work Permit:

During the study in the International Foundation Program, preparatory students can apply for the work permit to the Workforce Development Agency, Ministry of Labor and ensure the student employment complies with the legal regulations that limit work hours to 20 hours per week during the semester, and have no limit during winter and summer breaks.

第七條 學雜費收費標準：

一、先修生於國際專修部研習期間每學期繳交繳交 4 萬元學費，另收取電腦及網路通訊使用費、體育設施使用費及各項代收費用；進入學系大一課程就讀後依所屬學系繳交學雜費。

二、先修生退學及退費標準依據一般學籍生規定時程辦理；惟必須無任何欠費方得註冊第二學期課程，進入學系大一課程就讀時亦同，未依規定完成學費繳費者予以退學。

Article 7 Tuition and Miscellaneous Fees:

1. Tuition and Miscellaneous fees during the International Foundation Program is NTD. 40,000 per semester, together with the Computer and Internet Usage Fee, Sport Facilities Fees and other administration fees. When preparatory students bridge to the regular bachelor program, the tuition and miscellaneous fees will be based on their Department (College) requirement.
2. The withdrawal and refund policy for preparatory students shall be handled in accordance with the schedule for general enrolled students. However, registration for the second semester is only allowed for those who have no outstanding fees. The same rule applies when bridging to the first-year of the regular bachelor program. Those who fail to pay the tuition fees as required shall be expelled from the school.

第八條 先修生註冊時，新生應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，前項保險證明如為國外所核發者，應經駐外館處驗證。

Article 8 Preparatory students need to provide the medical and accident insurance certificate for at least 6 months upon arrival. If the insurance certificate is issued by foreign insurance company, the certificate should be notarized by the Taiwan Representative Office or an Embassy.

第九條 本辦法如有未盡事宜，依本校其他相關法規辦理。

Article 9 Any matters not covered in these regulations shall be handled in accordance with other relevant regulations of the school.

第十條 本辦法經行政會議通過，校長公告後實施，修正時亦同。

Article 10 These regulations shall be implemented after being approved by the administrative meeting and announced by the president of the school. They shall also be revised in the same manner.