

Only for Quarantine Related 2021 Spring Semester IEM Student _ Class Registration
 For new IEM, YZU graduate students, GAO sends out the student id# on Feb.19th, and you should be able to register classes with such id via <https://isdna1.yzu.edu.tw/Cnstdsel/default.aspx> .
 FYI: Please see below and other file (the new student orientation given by GAO) for now.

Reading your course schedule

Course List

NO	Course ID and Class	Department & Year Available	Course Name	Type	Time	Instructor
1	CL165 S	General Education Center(Undergraduate Program), Freshmen	國文(二) (English version) Chinese *Teaching in English		406 0619 407 0619	洪銘水
Selection message : 英語授課・限外國學生選課・ Taught in English, for international students only.英語授課・限外國學生選課・ Taught in English, for international students only. 英語授課・限外國學生選課・ Taught in English, for international students only.						
2	FC003 A	General Education Center(Undergraduate Program), Freshmen	經典選讀 (English version) A Guide to Classics *Teaching in English		30 5733 30 5733	鄧名麟 (Ming-Yunn Deng)

元智大學
YUAN ZE UNIVERSITY

Time table of classes

Time / Week Day	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
08:10-09:00	101	201	301	401	501	601
09:10-10:00	102	202	302	402	502	602
10:10-11:00	103	203	303	403	503	603
11:10-12:00	104	204	304	404	504	604
12:10-13:00	105	205	305	405	505	605
13:10-14:00	106	206	306	406	506	606
14:10-15:00	107	207	307	407	507	607
15:10-16:00	108	208	308	408	508	608
16:10-17:00	109	209	309	409	509	609
17:10-18:00	110	210	310	410	510	610
18:30-19:20	111	211	311	411	511	611
19:30-20:20	112	212	312	412	512	612
20:30-21:20	113	213	313	413	513	613

60209 1110

Building

Floor

Room

元智大學
YUAN ZE UNIVERSITY



Orientation International Students

2020 FALL SEMESTER
VENUE : IEM, YZU
TIME : 2020.10.28 2:30PM

Welcome Speech

Jyh-Yang Wu President, Yuan Ze University

EDUCATION

- 1989, Ph.D. Mathematics Department of Mathematics, University of Chicago
- 1987, M.S. Mathematics Department of Mathematics, University of Chicago
- 1984, B.S. Mathematics Department of Mathematics, National Taiwan University

ACADEMIC APPOINTMENTS

- 2016~ Chair Professor of Computer Information, Far Eastern Memorial Foundation
- 2008-2016 President, National Chung Cheng University
- 2003-2007 Committee member of Mathematics Research Promotion Center, National Science Council
- 2001-2003 Dean, Office of Academic Affairs, National Chung Cheng University
- 1997-1999 Director, Department of Mathematics, National Chung Cheng University
- 1993-2016 Professor, Department of Mathematics, National Chung Cheng University
- 1992-1993 Associate Professor, Department of Mathematics, National Chung Cheng University
- 1989-1992 Assistant Professor, Department of Mathematics, University of Maryland, College Park



Welcome Speech



Ching-Pu Chen

Chief Global Officer, Yuan Ze University

EDUCATION

- 1992 Ph.D. in Decision Sciences, Harvard University
- 1987 M.S. in Engineering Sciences, Harvard University
- 1985 B.S. in Electrical Engineering and Mathematics

ACADEMIC APPOINTMENTS

- Associate Professor, Department of Information Management, Yuan Ze University
- Independent Director, ADDA Board of Directors
- Associate Professor and Chair, Graduate Institute of National Defense Decision Sciences, National Defense University
- Adjunct Associate Professor, Department of Industrial Engineering, National Tsing Hua University
- Adjunct Associate Professor, Graduate Institute of Management, National Taiwan University of Science and Technology
- Editor, Wenti Yu Yanjiu Journal
- Director, Chinese Business Ethics Education Association
- Director, Chinese Institute of Decision Sciences
- Director, Operations Research Society of Taiwan
- Trustee, R.O.C. Harvard University Alumni Scholarship Foundation
- Director, R.O.C. Harvard University Alumni Association, Visiting Scholar, Center for International Security and Cooperation, Stanford University
- Visiting Scholar, Harvard Business School
- Consultant of National Defense Management, Ministry of National Defense, R.O.C.

Required Document for ARC Application

ARC Application form

Passport

- original and photocopy

Resident Visa / ARC

- original and photocopy

1 Photo

- photo size: 35mm*45mm, from hair to chin: 32mm to 36mm, taken within 1 year

Proof of enrollment

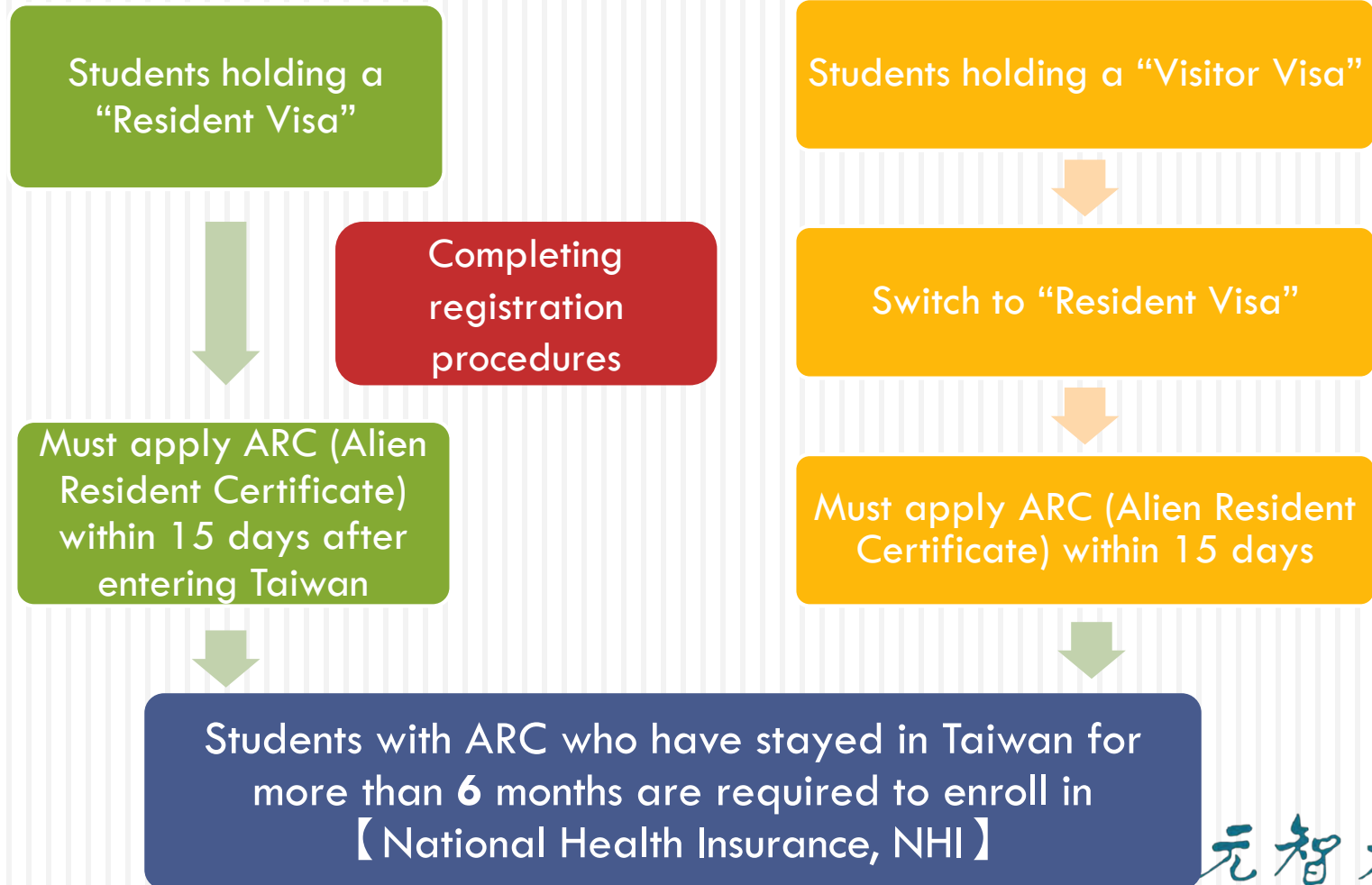
- issued by Office of Academic Affairs at Building 1, 2nd floor

Proof of Living in the dorm
or Apartment Lease

- Proof of Living in the dorm issued by Student Housing Service Section at 1st floor of Boys' dorm

NT\$1,000

Application Information for Visa and ARC





Foreign students and Overseas Chinese students
Mainland China, Hong Kong and Macao students
Nationals without registered household in the Taiwan Area (Students)

Online Application System



Online Application

If students apply by themselves, please choose the type of identity first.

Foreign students and Overseas Chinese students

Nationals without registered household in the Taiwan Area (Students)

Information For Foreigners In Taiwan

Domestic : 0800-024-111
Overseas : 886-800-024-111

The office hours of the NIA's service centers nationwide

08:00 a.m.-17:00 p.m.
through the lunch hour from Monday to Friday.

Service Line of Computer Operation/ System Maintenance

02-27967162
from 08:30 a.m. to 7:00 p.m.
Monday to Friday

© NATIONAL IMMIGRATION AGENCY Address: No. 15, Guangzhou St., Zhongzheng District, Taipei City 100-66, Taiwan, ROC.

□ <https://coa.immigration.gov.tw/coa-frontend/student/entry>

Important Dates



Reading your course schedule

□ Course List

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Selection message : 英語授課, 限外國學生選課。 Taught in English, for international students only. 英語授課, 限外國學生選課。 Taught in English, for international students only. 英語授課, 限外國學生選課。 Taught in English, for international students only.						
2	FC003 A	General Education Center(Undergraduate Program), Freshmen	經典選讀 (English version) A Guide to Classics *Teaching in English		307,5733 308,5733	鄧名韻 (Ming-Yunn Deng)

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60209

1110

Building

Floor

Room

VISITOR VISA → RESIDENT VISA → ARC



Application Information for Visitor Visa Extension

- 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**.

Required Document for Visitor Visa Extension

Application Form

Passport

- original and photocopy

Visa

- original and photocopy

Student ID

- original and photocopy (with stamp)

Proof of Enrollment

Proof of Living*

- (issued by YZU)or Apartment Lease

Overstay

- You must leave the country on or before the date the ARC/ visa expires. If you overstay, you must **pay a fine and leave the country within a limited time**, and may have problems receiving new visas in the future.
- If one's **Visitor Visa** has been extended to the **maximum of six months** without obtaining a Resident visa, it is required that one leaves the country on or before the date the visa expires.

Scale of fine

Objective	Fine	
Alien failed to carry his/her passport or ARC.	NT\$ 1,000	
Alien failed to apply for an ARC, ARC extension, or Visitor Visa extension within the time set	under 10 days:	NT\$2000;
	between 11 and 30 days:	NT\$4000;
	between 31 and 60 days:	NT\$6000;
	between 61 and 90 days:	NT\$8000;
	over 91 days:	NT\$10000 & Making a report at the police station; may be forcefully expelled & banned entry

National Health Insurance (NHI) 1 / 2

- The NHI system is a **mandatory** social insurance program whose main purpose is to ensure that everyone is insured and is entitled to the rights of equal access to medical care services.
- Foreigners meeting the regulations of the NHI Act must be enrolled 6 months* after their alien residence certificates are obtained in order to guarantee their rights to have medical treatment.
 - ▣ **You may leave the country ONCE for less than 29 days within the 6 months**
- Required Documents
 - ▣ Two photocopies of Alien Resident Certificate
 - ▣ One 2x2 inch color photo
 - ▣ Fee: NT\$ 749 per month (Pay the premium to School once a semester (6 months)).

National Health Insurance (NHI) 2/2

□ Required Documents

- ▣ Two photocopies of Alien Resident Certificate
- ▣ One 2x2 inch color photo
- ▣ Fee: NT\$ 749 per month (Pay the premium to School once a semester (6 months)).

Working in Taiwan-Work Permit

- Who: Foreign students with ARC when one of the following circumstances applies:
 - ▣ Practical prove of financial difficulty in supporting living and study.
 - ▣ The studying school's research unit has the need of foreign student to participate in the assistance works.
 - ▣ Related to the student's major and it is necessary to practice learning outside the school.
 - ▣ Foreign students enroll in a graduate institute and have been approved by the school in which the said foreign workers enroll to conduct relevant researching work.
- Required Documents
 - ▣ **Application Form (signature & the stamp of department and GAO)**
 - ▣ Photocopy of ARC
 - ▣ Passport
 - ▣ NT\$ 100

Login with Your Portal

- Account: s + student ID number
- Password: Birthday(yyymmdd)

https://portalx.yzu.edu.tw/

English

站內搜尋

研究中心 教學卓越 公開資訊 職涯資訊

Portal mail 選課系統

行事曆 訪客 在校生

未來學生 教職員 校友

元智電子報

管院學生赴美移地教學 展現元智學生國際競爭力

元智大學 Yuan Ze University

PORTAL

帳號

密碼

登入 **新生注意

2014.08.25 9/26 新鮮人暖身操(五): 圖書館體驗活動【圖書館】

2014.08.25 9/25 新鮮人暖身操(四): 圖書館體驗活動【圖書館】

2014.08.25 9/24 新鮮人暖身操(三): 圖書館體驗活動【圖書館】

2014.08.25 9/23 新鮮人暖身操(二): 圖書館體驗活動【圖書館】

2014.08.25 9/22 新鮮人暖身操(一): 圖書館體驗活動【圖書館】

2014.08.18 [碩睿資訊] 碩睿站點CNKI系列資料庫已經恢復使用!【圖書館】

2014.08.14 個人Portal暫停服務公告【圖書資訊服務處】

熱門專頁

- 圖書館
- 教務處
- 管理學院
- 國際語言文化中心
- 2014元智助教競賽
- 書報討論(二)

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Portal - Privacy Statement

Switch to English version

we take your privacy seriously. Please read the following to learn more about our privacy policy.

The Enrollment And Student Information Form collects your personal information including your name, ID card number, date of birth, address of household registration, guardian, relevant contact information in order to confirm your identity and process your enrollment in Yuan Ze University. The use of the Information will be limited to the student himself/herself, departments and administrative offices of the University, and will not go beyond the purpose of collection, as regulated in the Personal Information Protection Act.

Scope of application of privacy policy

This policy covers how Yuan Ze University treats personal information it has collected and received. Personal information is information about you that is personally identifiable like your name, address, or phone number, and that is not otherwise publicly available.

Information collection and use

When you fill in this information form, we ask for information such as your name, ID card number, date of birth, gender, address and zip code, guardian, relevant contact information. When you register and sign in to the Portal system of the University, you are not anonymous to us. For optional fields, you can choose whether or not to provide this information. For required fields, you must provide the information we ask for; otherwise it is not a successful registration and you cannot sign in to the Portal system.

Yuan Ze University automatically receives and records your information from the academic system Cookie and your editing history of the Portal system.

Click!!

Privacy Statement

Portal - Student Records

應用系統

個人檔案

Change Password

Nick Name

Activity Sign-up

My Library

Student Records

Privacy Statement

Student ID Card

學習檔案

Learning Portfolio

Withdrawal

Course reduction

Interdisciplinary Program

Enrollment Confirmation

Exam Schedule

Inter-school Elective

MyResume

Terminal Learning

Course Approval

Credit Transfer

Double-Major/Minor

Outbound Exchange

Book Fifty

Program

Course Schedule

元智大學學生學籍暨基本資料表
Yuan Ze University Student Profile

學號 Student Number	1029685	學系 Major	管理學院學士班 HClass Bachelor of Business Administration Program, College of Management HClass
姓名 Chinese Name	趙永珍	出生年月日 Birthday	民國 84年 (西元1995) 4 Month 22 Day
英文姓名 English Name	姓 Last Name Eun Jin Choi 名字 First Name		
性別 Gender	<input type="radio"/> 男 Male <input checked="" type="radio"/> 女 Female		
身份 Identity	護照號碼 Passport Number M65213742	僑居地 OverSeas	
入學別 Admission	48 交換學生 組別: Major E (英語專班)		
郵寄地址 Mailing Add.	郵遞區號 Postal Code 320	說明: 戶籍地無人居住時申請重要資料(註冊單、成績單)改寄之地址, 大學部學生另下載郵寄地址同意書, 連同學籍資料一併寄回教務處, 研究所免填同意書。 郵寄地址申請同意書 或 原網址: 教務處表單下載(請尋找"地址變更申請表") 桃園縣中壢市遠東路135號 國際暨兩岸事務室	
通訊處電話* Permanent Tel No			
行動電話 Cellphone			
校外 Email No YZ Email*	ej5307@naver.com Non Yuan-Ze University Email, like Gmail, Use ; to split multiple email addresses		
招生轉入 Residence Add.			
入學前最高學歷 Highest Education Qualification	KyungSung University	畢業年份 Graduation Year	
監護人 Leagal Guardian's Information			
姓名 Name	年齡 Age	關係 Relation 父子(Father Son)	電話 Tel No
行動電話 Cellphone			
通訊處 Correspondence Address			
電子郵件* Email			

2. Save 3. Send

Check Your Tuition Fee

The screenshot shows the Yuan Ze University portal interface. On the left is a navigation menu with categories like '快速連結' (Quick Links), '我的專頁' (My Page), '訂閱專頁' (Subscribe to Page), and '應用系統' (Application System). A red box highlights the '免到校註冊' (Waive on-campus registration) option under the '免到校註冊' category. A red arrow labeled 'Step 1' points to this option. In the main content area, a red box labeled 'Step 2' highlights the '註冊明細查詢' (Registration Details Query) link. Below this link is a table with columns 'Unit Name', 'Telephone', and 'Description'. The table lists various university units and their contact information.

Step 2 • 註冊明細查詢 • 新生英語營隊費 • 助學優待申請 • 助學貸款申請 • 暑修(加選學分, 繳費單)

Unit Name	Telephone	Description
教務處註冊組	總機03-4638800	
洽詢謝小姐	分機2253	負責資訊學院、人社院註冊綜理
洽詢林先生	分機2254	負責管理學院註冊綜理
洽詢黃先生	分機2931	負責工程學院、電通學院註冊綜理
學務處生活輔導組	分機2249、2240	助學貸款、助學優待
總務處財管組	分機2274、2273、2269	註冊繳費
學務處宿服組	分機2880	住宿

Step 1 免到校註冊

Money Matters - R1110

- Cashier's Office R1110 (St. No.)
 - ▣ Tuition Fees
 - ▣ Dormitory Rent
 - ▣ Students Group Insurance **NTD189**
 - (for degree students only)
 - ▣ National Health Insurance Premium **NTD 4,494**
 - (for degree and 1-year exchange students only)

Money Matters – GAO

Degree Students

- **NTD 5,500**
 - ▣ ARC NTD 1,000
 - ▣ Commercial Insurance NTD 3,000
 - ▣ Health examination NTD 1500

Exchange Students

- 1-semester exchange students
 - ▣ **NTD 3,700**
 - Commercial Insurance NTD 3,000
 - Health examination NTD 700
- 1-year exchange students
 - ▣ **NTD 3,500/5,200**
 - Commercial Insurance NTD 3,000
 - Health examination NTD 500/NTD1200
 - ARC NTD1,000

No Biking Down The Slope!!

- **Do NOT ride on the slope.** Offenders will receive a fine of **NT\$500** or your bikes will be impounded for 3 days.
- Bicycles shall be parked only in bicycle racks provided by the university. Improperly parked bikes will be ticketed.

Banking

- On campus banking:
 - ▣ Far-Eastern International Bank
 - ▣ Every Tuesday and Thursday from 10:10 am to 2:00 pm
 - ▣ (Break time: 11:30am to 12:00pm)
- Open bank account you should prepare:
 - ▣ Application Form
 - ▣ Passport (original and copy)
 - ▣ ARC (original and copy)
 - ▣ Student ID (original and copy)
 - ▣ At least NT\$1000 deposit

Campus Smoking

- From Jan.12, 2009, if you smoke in the prohibited areas, you will be reported by staff with the vest like this:



- You will be fined NT\$200 to NT\$10000 when offense occurs.

Campus Smoking Areas

Back side of Building 5



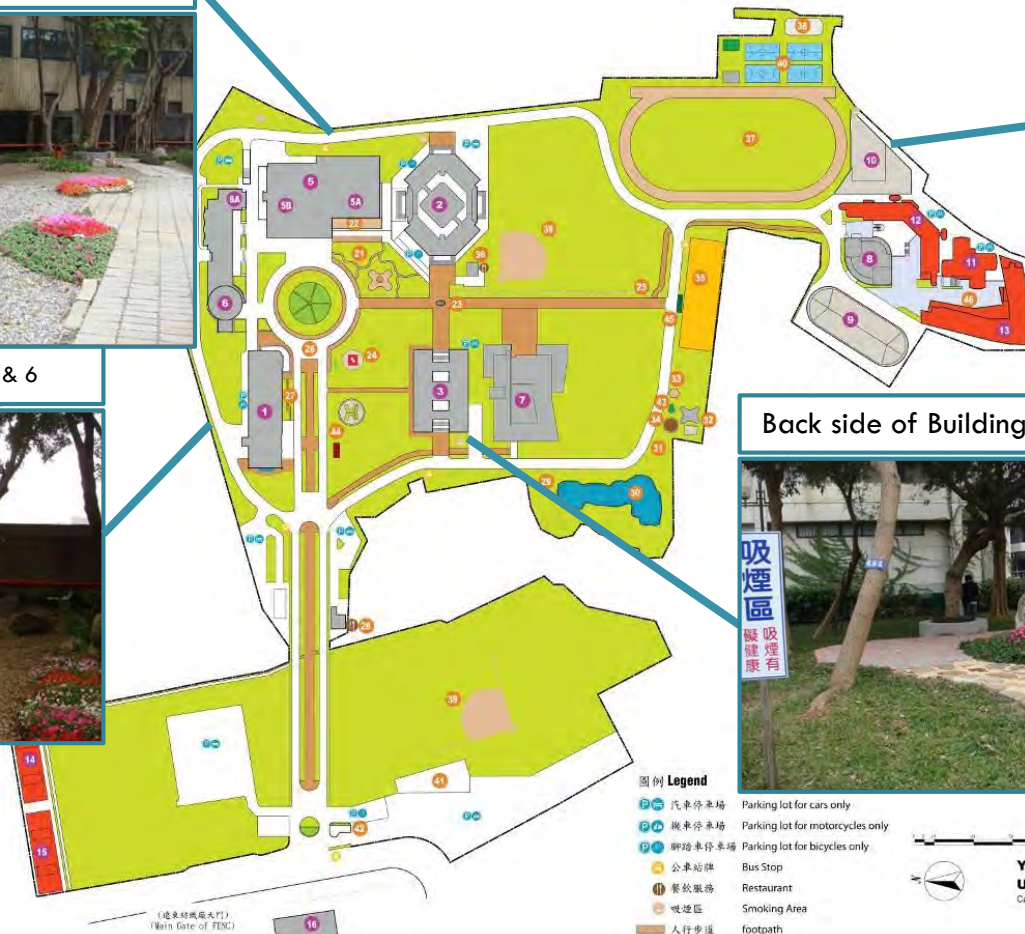
Next to the Gym and Fitness Center



Back side of Building 1 & 6



Back side of Building 3 & 7



图例 Legend

- 汽車停車場 Parking lot for cars only
- 機車停車場 Parking lot for motorcycles only
- 腳踏車停車場 Parking lot for bicycles only
- 公車站牌 Bus Stop
- 餐飲服務 Restaurant
- 吸煙區 Smoking Area
- 人行步道 footpath



Yuan Ze University
Campus Map

Scholarship

- Minimum Requirements:
 - ▣ An average academic grade of 65 (undergraduate Students), 75(graduate Students)
 - ▣ Codes of conducts: 80
 - ▣ Department Recommendation

Emergency

- YZU (24hr.): (03)4553698/ Ext. 8585
- Police Station: 03-2854333
- Police: 110
- Fire: 119

Student Housing Service

〈凝聚五心 ♥ 智慧溫馨〉

用 ♥ 堅持、細 ♥ 把關、耐 ♥ 回應
家長放 ♥、學生開 ♥



Dormitory

Dormitory	Number
Male Dorm 1	960
Male Dorm 2	480
Female Dorm 1	752
Female Dorm 2	720
Graduate Male Dorm	122
Total	3,034



樂學新宿—樂學生活、樂學教育、樂學活動舒適、節能、便利

Student lounge opening hours: 8:00~23:00



Male & Female Lounge



Male Lounge



Counter



Female Lounge

Dormitory Facilities

- Every student has their own desk, chair, closet and a socket for internet connection in the dorm.
- Internet will be disconnected during 12 a.m. to 6 a.m..
- Spacious dorms with lounge, public bathroom, balcony, coin-operated clothes dryer and washing machine, free spin dryer, refrigerator and microwave.



Energy Saving

■ For students who stay in the dorms in school, there will be hot water provided from 6 p.m. to 12 a.m. for shower. **If you need a hot shower at other times, please use the bathrooms with electric heaters in the 1st floor at the dorm.**



Everyday Life

- 20 restaurants
- 2 convenience stores
- bookstore 、 photocopy shop
- Far Eastern bank, Post Office ATM



Dormitory FAQ

<https://www.yzu.edu.tw/admin/st/index.php/en-us/student-housing-service/faq>



Rules

Dormitory Rules and Regulations

Dormitory Management

1. Curfew time: Curfew time will be implemented all day. Residents have to use their student ID cards during a curfew to enter the dormitory.
2. Student Lounge opening hours: 08:00~23:00.
3. Hot water for shower: 18:00~24:00 (Any change will be announced in advance). Hot water is provided all the time on the first floor of Male and Female Dorms.
4. Equipment in the Laundry Room is accessible from 07:00 till 24:00. Please take away your clothing once it's done.
5. Please respect the Intellectual Property Rights and do not commit any internet-related regulations when using the dormitory internet.

Receiving Visitors

1. Visiting relatives or friends can be received at the lounge on the first floor of the dorm. To enter the living area of the dorm, visitors have to register at the counter (see below for the visitors of the opposite gender). Visitors should leave before 22:00.
2. Non-dormitory residents or visitors of the opposite gender are strictly prohibited to live or stay in the dorm. Violators will face expulsion from the dormitory.

Repairs

1. Please enter your personal portal to register the repair items. People responsible for the damage will have to pay for the repair or replacement costs. Students intentionally damaging the facility will be punished according to the University's regulations.
2. Register at the main counter for internet related problems in the dorm.
3. Time to repair: Technicians from companies: Mon.-Fri., 08:00~17:00; Internet administrators or dorm staffs: Mon.-Fri., starting from 16:00. The students who request for repair should wait in the room for the service.

Lifestyle

1. Don't affect others in the room :be quiet, no noise, no loud talk and slow down your radio. Smoking, drinking alcoholic beverages, playing mahjong and gambling are strictly forbidden.
2. Keep the public area clean. Do not put your personal items too long in the study room. Do not eat and drink in the study room.
3. Conserve electricity and water. Turn off the lights, air-conditioners and computers when not in use.
4. To provide a healthy lifestyle, the internet, main lighting, and hot water for showering will be shut off at 24:00 every day.
5. Night patrols: 23:00~01:00. Please remain quiet at night. Penalty points will be recorded for violators.
6. Respect the privacy of roommates and be aware of environmental and personal hygiene. Work well each other so as to get along well with roommates.

Safety

1. Be careful when using electronic appliances. Lock the door when leaving the room and keep your money, valuables, and important documents safe.
2. Be familiar with the escape routes. Do not take the lift during fire, earthquake and calmly take the stairs.
3. Inform the roommates or the senior of the floor when you are sick or wounded. The Senior of the floor should inform the staff to prevent the problem from getting worse.
4. Illegal items, such as alcoholic beverages, gambling items, gas canisters, chemicals and inflammable items are strictly forbidden kept in the dorm.

Others

1. Dorm residents should be familiar with the dorm rules and regulations, and read announcements on the bulletin boards or on the webpages.
2. Report problems to the senior of the floor or the staffs at the counter of the first floor.
3. Phone number of the main counters:
03-463-8800 ext: 2881 (Male Dorm), 2882 (Female Dorm)
4. Dormitory address: No. 135, Yuandong Rd, Zhongli District, Taoyuan City, Taiwan 320 (Indicate the dorm building and room number for personal mails).

Penalty 5 Points	<ul style="list-style-type: none"> • Placing objects on the hallways, affecting the cleanliness of the dorm, and ignoring the warnings. • Affecting the public hygiene and the quality of life in the dorm and ignoring the warnings. • Arbitrarily altering electric power facilities and using unauthorized electric appliances. • Removing or posting announcements without permission. • Violating dorm rules. • Borrowing room keys for more than twice in a semester. Five (5) penalty points are recorded for each additional key borrowing. • Quarrels or making loud noises in the dorm.
Penalty 10 Points	<ul style="list-style-type: none"> • After receiving 5 penalty points, the students continue to ignore the warning given by dorm wardens, staffs, or the members from the Student Dormitory Committee. • Keeping illegal items (e.g., alcoholic beverages, gambling items, gas canisters, chemicals or inflammable items etc.) in the dorm. Appliances except hair dryers, fans, cell phones, desk lamps, computers and peripherals are forbidden in the dorm, and they, once caught, will be in the custody of the Student Affairs Office until the end of the semester. • Cooking in the dorm room. (There are simple kitchens on the second floor of male dorm and the ninth floor of female dorm. You can register at the counter and borrow the key.) • Lending the Student ID card (or the temporary access card) to others. • Keeping pets in the dorm. • Drinking alcoholic beverages in the dorm.
Penalty 15 Points	<ul style="list-style-type: none"> • Intentionally damaging dorm facilities and equipment, or taking them out or keeping them in possession without prior approval. • Ignoring warning given by dorm wardens or staffs when violating dorm rules or regulations. • Receiving non-resident students or guests from 06:00~22:00 without prior approval by the dormitory management. (The guests, if YZU students, will receive penalty points too.) • Exchanging the bed-space in the room without prior approval. • Smoking in the dorm.
Penalty 25 Points	<ul style="list-style-type: none"> • Fighting, playing mahjong, gambling, drinking alcohol, taking illegal substances, stealing, permit the opposite sex stay in the room or any other illegal acts in the dorm. • Giving the bed-space in the room to a non-resident. • Setting any type of server in the dorm (excluding operating systems) transmit illegal or violating the rules and regulations of Taiwan Academic Network (TANet). • Forging a Student ID Card (or a temporal pass), or intentionally damaging the card scanner. • Receiving non-resident students or guests from 22:00~06:00 without prior approval by the dormitory management. (The guests, if YZU students, will receive penalty points too.)
Notes	<ul style="list-style-type: none"> • Penalty points are issued by members of the Student Dormitory Committee, wardens, or dorm staffs, and are announced publicly. Penalty points are accumulated throughout the academic year. Once receiving 15 penalty points, the student will be sent to the Student Appeal Review Committee. Besides posting the penalty and informing the student's parents or guardians, the committee will suspend the student's rights for living in the dorm for the next academic year. When receiving 25 penalty points, the student will be expelled from the dorm instantly. The Student Appeal Review Committee reserves the right to adjust the penalty based on the severity of the student's inappropriate behavior. • He who receiving 15 penalty points at one time will lose the rights for living in the dorm next 2 semesters and not getting the deposit back. If deposit has been charged to the next semester, need to be recovered. • He who receiving 25 penalty points at one time will move out from the dorm immediately, lose the rights for living in the dorm next 2 semesters, and not getting the deposit back. If deposit has been charged to the next semester, need to be recovered. Besides, students should be penalized by the students discipline and handling procedures for the implementation of procedures. • If the student received penalty points after receiving a bed-space, the student's right for the bed-space may be suspended.





Bulletin Board

學生宿舍違規處理三聯單 Student Dormitory Rule Violation Handling Triplicate

系級/Dept		姓名/Name	學號/Student ID	電話/Tel. No.
宿舍 Dorm	<input type="checkbox"/> 男一舍/Male Dorm 1 <input type="checkbox"/> 男二舍/Male Dorm 2 <input type="checkbox"/> 女一舍/Female Dorm 1 <input type="checkbox"/> 女二舍/Female Dorm 2			
	房間號碼/Room No.	床位/Bed No.		
違規事由 / Violation Reason	發生時間 Time of Incident	_____年(Y) _____月(M) _____日(D) _____時(H) _____分(M) ~ _____時(H) _____分(M)		
	發生地點 Location of Incident			
	說明 Description			
處理建議/Comment /suggestion				

違規學生簽名

Signature of violating Student _____

建議人簽名

Signature of suggestionperson _____

一式三聯：
 一、宿自會存查(黃)
 二、違規學生存查(白)
 三、宿服組存查(紅)

You Must Know

1. Please do not use refrigerator, heater, or any oven in your own room.
2. Cooking in the room are strictly prohibited. (Kitchens in 2nd floor of male dorm, 9th floor of female dorm)
3. No smoking, drinking, or keeping pets in dorms.
4. Do not let your friends enter the dorm without applying to the dorm counter first.
5. If you are going to graduate or withdraw from the dorm, please dispose any unwanted belongings in your room and make sure it is CLEAN, and check out at the Dormitory Counter.

Check in/ out Rules

- Must check out on the weekend of the final exam week or before.
- For existing dormitory-qualified students whom has **no intention** to continue living in the dormitory, you **do not** need to pay the deposit and **MUST** apply for “**dormitory discontinuity / give up bed capacity**” form.
- Your dormitory will be **renewed automatically** with accommodation fee incurred for the following year after you pay the deposit NTD 2,000.

Check in/ out Rules

- For students who are willing or ordered to move out of the dorm after the semester starts and fail to finish the procedure of checking out before (31st January/ 31st July), the **deposit** and **accommodation fees** are **non-refundable**, and the petition for a refund is not to be considered.
- While checking out from the dormitory room, please ensure the **cleanliness** of the bed and room, remove the personal items from the room and return the public-used items to **the original condition**. You will be charged daily room rental if you are not able to move out from the dormitory according the deadline announced, unless your excuse has been accepted by the University's rules. Your personal items will be thrown away if it's affecting new tenant or exceeding the deadline announced.

Check in/ Check out Form

房號	床號	學號	姓名	系所	進 住						退 宿				
					住宿費	* 鑰匙	* 電話	* 住宿生簽名	經手人簽名	* 經辦日期	* 鑰匙	清潔	* 住宿生簽名	經手人簽名	* 經辦日期
102	A	1060847	洪安良	機械系						/					/
										/					/
										/					/
102	B	1060848	蔡旭皓	機械系						/					/
										/					/
										/					/
102	C	1060849	簡宏儒	機械系						/					/
										/					/
										/					/
102	D	1060851	吳士圖	機械系						/					/
										/					/
										/					/

Off-Campus Male Dormitory

公告/Notice

1. 每樓請選出一位樓長，負責該樓層水費、電費收集及繳清。
2. 請於繳費期限內繳清費用，否則會斷水電供應。謝謝配合。

1. Each floor must elect a resident to collect and pay for the electricity and the water bills.
2. Please pay the bills before deadlines, or else there will be no water or electricity for the floor.

Thank you for your cooperation.

元智大學 學生事務處宿舍服務組

**STUDENT
HOUSING
SERVICE**

107/8/21

Rules of using the fridge

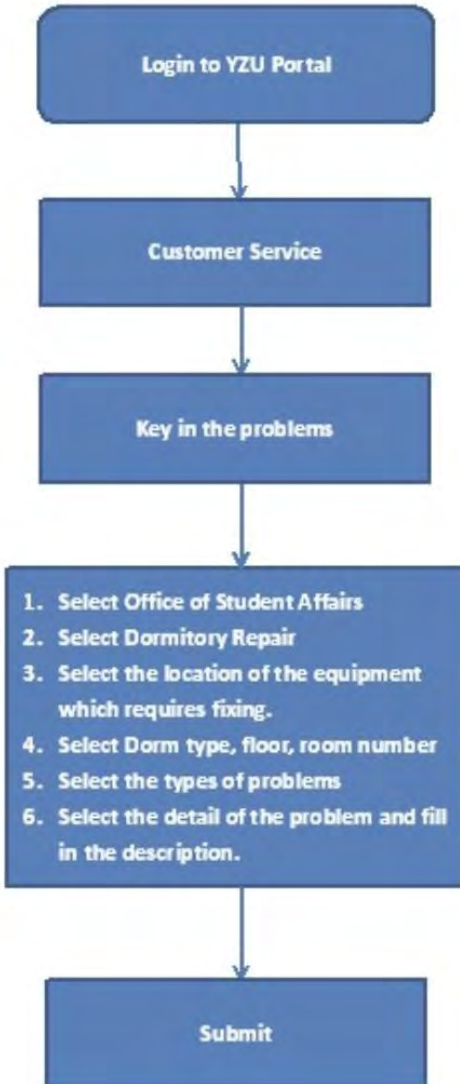
- Before putting anything into the fridge label your items and write down your **Name/ Room & Bed Number/ Date of Storage**. (All items will be cleared out by SDA after **7** days.)
- Illegal items will be cleared out such as:
 - Alcohol
 - Anything raw (fish, eggs, dumplings, meat, except fruits)
 - Anything that “can **NOT** be microwaved”.

Rules of using the fridge

- Students should be responsible for all/cleared-out items, SDA and SHS and does not responsible for anything items.
- If there is any item that's needed to be kept longer than 7 days in the fridge, please get the consent from SHS.



Instructions for YZU Student Dormitory Repair System



How to report a problem of the dorm?





Location of Student Housing Service Office (1st floor of 1st male dorm)



Swipe your card here



Q&A



Thank You

Q&A

5mins

Form

ID Form / IE Form

Degree Students

Exchange Students

Student ID	Full Name (English) First Middle Last		Name (Chinese)	ARC Number	Date of arrival	ID
1050862	Gabriel	Cesay	史書翰			
College (YZU)	Department (YZU)		Degree		Grade	
工機	機械工程學系		Bachelor		1	
YZU International Degree Student Profile Academic 105, Semester 1						
Date of Birth	1 9 8 5 0 3 2 5	Gender	Male	Photo		
Marriage Status	<input type="checkbox"/> Single <input type="checkbox"/> Married	Blood Type	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> O <input type="checkbox"/> AB			
Nationality	中華民國 (Taiwan)	Passport Number	345433			
Visa Type	<input type="checkbox"/> Visitor <input type="checkbox"/> Resident	Visa entry date				
Phone Number	E-mail		gibc00000@hotmial.com			
Housing	<input type="checkbox"/> On-campus, Room no. 第一舍 5樓 5208 <input type="checkbox"/> Off-campus, Add: _____					
Permanent Address	_____					
Name of Scholarship	<input type="checkbox"/> None <input type="checkbox"/> YZU <input type="checkbox"/> Taiwan scholarship <input type="checkbox"/> ICDF <input type="checkbox"/> Others		Date of Receiving			
Legal Guardian's Information						
Full Name (First/Middle/Last)	Relation					
E-mail	Phone Number					
Address						
List Emergency Contact Person in Taiwan						
1 Emergency Contact Person's Information						
Full Name (First/Middle/Last)	Relation					
E-mail	Phone Number					
Address						
2 Emergency Contact Person's Information						
Full Name (First/Middle/Last)	Relation					
E-mail	Phone Number					
Address						
3 Emergency Contact Person's Information						
Full Name (First/Middle/Last)	Relation					
E-mail	Phone Number					
Address						
Note: If you are unable to complete this list, please provide it by March.						

ARC Application Form

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/補證 最近1年內所拍之半身、脫帽、未戴眼鏡、足資辨識之彩色照片，不得小於3.5公分，且兩面半身照片之背景顏色不得相同或相近)

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) : _____ 單身 Single
 [年/Y 月/M 日/D] 結婚 Married
 3 出生日期 Date of Birth _____ 4 抵臺日期 Arrival Date (Latest) : _____ 男 Male
 [年/Y 月/M 日/D 年/Y 月/M 日/D] 女 Female

Basic personal info

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 : _____ 學生

服務處所/就讀學校/依親對象/邀請單位/其他
 Employer/School / Dependent / Invitation Authority/Other : _____ 元智大學

在臺親友姓名/Relative's/Friend's Name in Taiwan : _____ 國籍 Nationality : _____
 證號 ID : _____

居住地址 (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-) : _____
 320 桃園市中壢區遠東路 135 號

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 foregoing application.
 被委託人簽名 : Signature of Agent : _____ 證號 ID NO. : _____

Phone

Sign

Mandarin Class

1071 Semester Mandarin Chinese Class

序號	課號班別	開課系級	課程名稱	選別	時間,教室	授課教師
1	EL170 A1	國際語言文化中心 1年級	華語 (一) (English version) Mandarin Chinese(I)	共同必修	211 212	陳燕秋
2	EL170 B	國際語言文化中心 1年級	華語 (一) (English version) Mandarin Chinese(I)	共同必修	111 112	游文琦
3	EL171 A1	國際語言文化中心 1年級	華語 (二) (English version) Mandarin Chinese(II)	共同必修	311 312	賴芬暉
4	EL270 A	國際語言文化中心 1年級	華語 (三) (English version) Mandarin Chinese(III)	共同必修	209 210	陳燕秋
5	EL271 A	國際語言文化中心 1年級	華語 (四) (English version) Mandarin Chinese(IV)	共同必修	309 310	賴芳暉
6	EL370 C	國際語言文化中心 1年級	華語 (五) (English version) Mandarin Chinese(V)	共同必修	409 410	游文琦

Mandarin Class

元智大學國際語文中心華語課程入學申請表
 Yuan Ze University International language & culture Center
 Chinese Language Program Application Form

中文姓名 Name in Chinese		出生日期 Date of Birth	<table border="1"> <tr> <td>y</td><td>y</td><td>y</td><td>y</td><td>m</td><td>m</td><td>d</td><td>d</td> </tr> </table>				y	y	y	y	m	m	d	d	六個月內 半身近照兩張 Please attach 2 head & shoulders photos(taken within last 6 month)
y	y	y	y	m	m	d	d								
外文姓名 Name in English	(Given Name)	(Surname)	性別 Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female											
國籍		學號													

在本中心您期望達到的學習程度：

What are the goals you hope to achieve through your study at our center?

Write down the course you wanna take here!!
 (Course No. + Class No.+ Course Name)
 Ig. EL270 A Chinese (III)

填表日期 Date: _____

- 是 Yes, 學過____年____月(for how long?) _____year & _____month
3. 你會不會說中國話? Can you speak Chinese?
 否 No.
 是 Yes(流利 fluent 尚可 Fair 一點 a little)
4. 你會不會看中國字? Can you read Chinese?
 否 No.

Certificate of Residents

元智大學 住宿證明

Certificate of Residence

姓名及中文姓名 Name and Chinese Name	
性別 Gender	
學號 Student ID No.	
護照號碼 Passport No.	
系所 Department	
國別 Nationality	
地址 Address	桃園縣中壢市遠東路 135 號

就讀本校期間，住宿於學生宿舍，特此證明。

Declaration

元智大學外國學生在台打工需知切結書 Declaration of Yuan Ze University Regulations on the Permission and Administration of the Employment of Foreign Students

本人確實瞭解以下外國學生在台合法打工之相關規定【法令如有修正，應依修正後之規定辦理】：
I have fully understood the following relevant laws and regulations governing the Foreign Students' working in R.O.C. (should there be any change in the relevant laws and/or regulations, the changed laws and/or regulations shall govern these working limitations):

僱主聘僱外國人許可及管理辦法

Regulations on the Permission and Administration of the Employment of Foreign Workers

第四章第三類外國人聘僱許可之申請 Chapter 4 Application for Permit(s) to Employ Class C Foreign Worker(s)

第 31 條 前條外國留學生正式入學修習科、系、所課程，或學習語言課程一年以上，且經就讀學校認定具下列事實之一者，得從事與其修習課程與語言有關之工作：

Should a foreign student as referred to in Article 30 been officially enrolled in a school to take courses for 1 semester or more in a division, department or graduate institute thereof to take language course(s) for one year or more, and should the school where he/she is enrolled in acknowledge the existence of any of the following factual situations, the said foreign student may engage in jobs relevant to the course(s) he/she has taken and the language he/she has learned:

1. 其財力無法繼續維持其學業及生活，並能提出具體證明。
It is proven by concrete evidence that the financial situation of the said foreign student is unable to continuously sustain his/her studies and cost of living.
2. 就讀學校之教學研究單位須外國留學生協助參與工作。
The teaching or researching unit of the school where the said foreign student is enrolled is in need of his/her assistance and participation in teaching or researching work.
3. 與本身修習課程有關，須從事校外實習。
The said foreign student has to engage in off-campus practical training related to the course(s) he/she is taking.

外國留學生符合下列資格之一者，不受前項規定之限制：

Foreign students who meet one of the following qualifications are not restricted by the provisions as referred to in the preceding paragraph:

1. 具特殊語言專長，並經教育部專案核准，入學後得於各大專校院附設語文中心或外國在華文教機構附設之語文中心兼任外國語文教師。
Foreign students with exceptional specialty in a foreign language, with the ad hoc approval by the Ministry of Education, after his/her enrollment in the school, to work on a part-time basis as a teacher in that language in a subsidiary language center affiliated with a University/College or with a foreign culture and education organization stationed in the Republic of China.
2. 就讀研究所，並經就讀學校同意從事與修習課業有關之研究工作。
Foreign students enrolled in a graduate institute and have been approved by the school where the said foreign students are enrolled in to conduct relevant research work.

第 34 條 第三類外國人之工作許可有效期間最長為六個月，前項許可工作之外國人，其工作時間除寒暑假外，每星期最長為十六小時。
The validity of work permit(s) of type C foreign worker(s) shall not be longer than six months. Except for summer or winter vacations, type C foreign worker(s) as permitted to work in Paragraph 1 of this Article shall not work more than 16 hours per week.

我了解國際暨兩岸事務室僅提供協助和告知，不需為我個人的不當行為付任何法律責任。
I understand that the Office of International Affairs is only providing assistance; the office shall not be responsible for any legal responsibility of my misfeasance.

本切結書經本人確認無誤。
I HEREBY CONFIRM THIS AFFIDAVIT AS ACCURATE.

● 切結人簽名 Affiant: _____ (SIGNATURE)
● 切結人護照號碼或居留證號碼 Affiant's Passport or ARC Number: _____ (REQUIRED)
● 切結日期 Date: _____ (YYYY/MM/DD)

Sign!!

元智大學外國學生獎助學金需知切結書 Declaration of Yuan Ze University Regulations Governing Scholarship Awarding for Foreign Students

本人確實瞭解以下元智大學外國學生獎助學金之相關規定【法令如有修正，應依修正後之規定辦理】：
I have fully understood the following relevant laws and regulations governing the Foreign Students' YZU scholarship. (Should there be any change in the relevant laws and/or regulations, the changed laws and/or regulations shall govern YZU scholarship criteria):

申請資格與獎學金項目 Criteria of Eligibility and Financial Awards

新生 Freshmen	經錄取後獲檢核本條第一款之一目或委員。 Once accepted by the University, the student can obtain a full or partial scholarship as outlined in Item 1)-2) of this Article from the University.
舊生 Current students	1. 大學部學生修課滿一學期，每學期修習學分數在十六學分以上，前一學期學業平均成績在 65 分以上，換行成績在 80 分以上，並經由就讀系(所、學程、學院)推薦者，獲檢核本條第一款之一目或委員。 Any undergraduate student, who have completed at least one semester of study, taking 16 credits or more each semester, with an averagely academic grade of 65 or above and a conduct grade of 80 or above in the previous semester, can obtain a full or partial scholarship as outlined in Item 1)-2) of this Article from the University on recommendation of the individual department/school/program he or she is attending. 2. 碩士班或博士班學生修課滿一學期，每學期至少修習六學分，前一學期學業平均成績在 75 分以上，換行成績在 80 分以上，並經由就讀系(所、學程、學院)推薦者，獲檢核本條第一款之一目或委員。在撰寫博士論文期間未滿足修習六學分之規定者，得以指導教授推薦撰寫計畫申請之。 Any graduate student in master or doctoral program, who has completed at least one semester of study, taking 6 credits or more each semester, with an averagely academic grade of 75 or above in the previous semester, can obtain a full or partial scholarship as outlined in Item 1)-2) of this Article from the University on recommendation of the individual department/school/program he or she is attending. Doctoral students who have not completed the requirements of taking 6 credits or more during the period of writing their doctoral dissertation, can submit a letter of recommendation by their advisor along with a dissertation proposal instead.
獎助年限 Award Period	大學部學生至多獎助八學期，碩士班學生至多獎助四學期，博士班學生至多獎助八學期。自受獎生實際就學當月起至受獎期限屆滿、畢業、休學、退學或獎學金受繳截止月止，受獎期間需連續，不得間斷。 No more than 8 semesters for undergraduate students, 4 semesters for master students, and 8 semesters for doctoral students. The Scholarship award period starts in September/February of the first year of study in YZU and ends when the award period expires, when recipients graduate, or if recipients are suspended or withdrawn from their studies, or if the Scholarship is terminated. If recipients are unable to arrive in Taiwan on time, the Scholarship becomes effective from the month of their arrival. However, the award period cannot be extended. Award periods must be continuous, with no breaks.

我了解國際暨兩岸事務室僅提供協助和告知，不需為我個人的不當行為付任何法律責任。
I understand that the Office of International Affairs is only providing assistance, the office shall not be responsible for any legal responsibility of my misfeasance.

本切結書經本人確認無誤。
I HEREBY CONFIRM THIS AFFIDAVIT AS ACCURATE.

● 切結人簽名 Affiant: _____ (SIGNATURE)
● 切結人護照號碼或居留證號碼 Affiant's Passport or ARC Number: _____ (REQUIRED)
● 切結日期 Date: _____ (YYYY/MM/DD)

Sign!!

ALL Students Need

Degree Students Only

Consent to Provide Personal Data

Yuan Ze University Consent to Provide Personal Data^{4/}

This consent letter (this "Consent") sets forth how Office of International Affairs, Yuan Ze University^{4/} (OIA, YZU) will process the personal data collected hereunder. By ticking the "I agree" box and signing this Consent, you confirm that you have reviewed, understood, and agreed to the terms of this Consent and its amendments. If you are under the age of 20, you cannot use the service until your legal guardian has reviewed, understood, and agreed to the terms of this Consent and its amendments. Nevertheless, you will be deemed to have obtained your legal guardian's consent and agreed to comply with the following terms if you have used the service.^{4/}

A. Collection, Updating, and Custody of Personal Data^{4/}

1. OIA, YZU will collect, process, and use your personal data in accordance with the Personal Data Protection Act and other relevant laws and regulations as well as YZU's Privacy Policy.^{4/}
2. To practice our duty, we need to collect the personal data, including your name, institution, passport, ARC ID, date of birth, nationality, and contact information (phone numbers or email) from you. You are asked to provide the most correct, updated, and completed personal data when you fill out the application. Your rights and interests may be affected if you provide OIA, YZU with false, outdated, partial, or misleading personal data.^{4/}
3. You may exercise the following rights as regards your personal data in accordance with the Personal Data Protection Act: (a) inquire or review your personal data; (b) ask for duplicates of your personal data; (c) ask to supplement or correct your personal data; (d) ask to stop collecting, processing or using your personal data; and (e) ask to delete your personal data. OIA, YZU may refuse your request(s) in order to perform its duties or conduct its business. OIA, YZU will not compensate any loss or damage you may sustain from the exercise of such rights.^{4/}

B. Purposes of Collecting Personal Data^{4/}

1. In order to process international and mainland students through YZU, personal information must first be submitted.^{4/}
2. OIA, YZU will ask for your written consent in advance if your personal data needs to be used for any other purpose. You may refuse to provide your personal data, but you may lose your rights or interests accordingly.^{4/}
3. OIA, YZU may use your personal data in Taiwan for a period of 10 years commencing from now on the date of submitting your application.^{4/}

C. Protection of Personal Data^{4/}

Your personal data is protected by YZU's Privacy Policy. Please review the Privacy Policy for its full text. If YZU violates the Personal Data Protection Act or your personal data is stolen, divulged, modified, or damaged owing to any natural disasters, extraordinary event or circumstance beyond its control, OIA, YZU will notify you by telephone, mail or e-mail, or post the notification at our website, whichever YZU deems appropriate, after conducting necessary investigations.^{4/}

D. Effect of Consent^{4/}

1. By ticking the "I agree" box and signing this Consent, you confirm that you have reviewed, and understood, and agreed to all the terms of this Consent. If you breach any terms of this Consent, OIA, YZU may terminate all the rights and services given to you whenever it deems necessary.^{4/}
2. OIA, YZU reserves the right to amend this Consent at any time. OIA, YZU will post the amendments at its website and will not send a separate notification to you. Do not keep using the service if you object to the amendments. If you continue using the service, you will be deemed to have agreed to be bound by the amendments.^{4/}
3. Unless otherwise expressly provided herein, no suggestion or information, neither in written format or orally delivered, that you may obtain in connection with this Consent.^{4/}

E. Governing Law and Jurisdiction^{4/}

I have reviewed and accept the terms of this Consent.^{4/}
Signature _____ Date: _____^{4/}
(Hand-written signature is necessary) (YYYYMM/DD)

Sign!!

ITEMS REQUIRED FOR HEALTH CERTIFICATE (Form B)

醫院標誌 Hospital's Logo	健康檢查證明應檢查項目表 (乙表) (醫院名稱、地址、電話、傳真機) ITEMS REQUIRED FOR HEALTH CERTIFICATE (Form B) (Hospital's Name, Address, Tel, FAX)	檢查日期 ____/____/____ (年)(月)(日) ____/____/____ (M)(D)(Y) Date of Examination
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基本資料 (BASIC DATA)

姓名	性別 Sex	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	照片 Photo
護照號碼 Passport No.			
國籍 Nationality			
聯絡電話 Phone No.			

實驗室檢查 (LABORATORY EXAMINATIONS)

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

X 光發現(Findings) : _____

判定(Results) :

合格(Passed)
 疑似肺結核(TB Suspect)
 無法確認診斷(Pending)
 不合格(Failed)

(經臺灣健檢醫院判定為疑似肺結核或無法確認診斷者，得至指定機構複驗；但所在縣市無指定機構者，得至鄰近醫院之胸腔科門診複檢。)(Those who are determined to be TB suspects or have a pending diagnosis by the designated hospital in Taiwan must visit the referred institution for further evaluation.)

孕婦或兒童 12 歲以下免驗 (Not required for pregnant women or children under 12 years of age)

Degree Students &
1-year Exchange Students
Only

Other Documents

- Photocopy of Private insurance
- Financial Statement
- Taiwan Scholarship Program Award Certificate

Who are we?

□ For Degree Students

- ▣ Mr. Lukas Lo # 3285
- ▣ whlo@saturn.yzu.edu.tw

□ For Exchange Students

- ▣ Ms. Irene Tsai # 3286
- ▣ irenetsai@saturn.yzu.edu.tw

□ For NHI & Work Permit

- ▣ Ms. Maureen Seo
3287
- ▣ ming6022@saturn.yzu.edu.tw