

# NTNU Exchange Program Factsheet

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## General Information and Contacts

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| <b>Name of University</b>       | National Taiwan Normal University ( <a href="http://en.ntnu.edu.tw/">http://en.ntnu.edu.tw/</a> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| <b>Office Address</b>           | <b>Office of International Affairs</b><br>No. 162, Section 1, Heping East Road, Taipei 106308, Taiwan<br>Tel: +886-2-7749-1282 Fax: +886-2-2369-8305<br><a href="https://bds.oia.ntnu.edu.tw/bds/en/web">https://bds.oia.ntnu.edu.tw/bds/en/web</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| <b>Contact Person</b>           | <p><b>[University-Wide] Inbound Exchange Program Coordinator</b></p> <div> <b>Mr. Daniel LIN</b><br/>           Tel: +886-2-7749-1269<br/>           E-mail: <a href="mailto:govisiting@deps.ntnu.edu.tw">govisiting@deps.ntnu.edu.tw</a> </div> <div> <b>Ms. Stephanie HSU</b><br/>           Tel: +886-2-7749-1273<br/>           E-mail: <a href="mailto:skywang@ntnu.edu.tw">skywang@ntnu.edu.tw</a> </div> <p><b>[University-Wide] Outbound Exchange Program Coordinator</b></p> <div> <b>Ms. Zoe TSAI</b><br/>           Tel: +886-2-7749-1263<br/>           E-mail: <a href="mailto:serena102@ntnu.edu.tw">serena102@ntnu.edu.tw</a> </div> <div> <b>Ms. Sky WANG</b><br/>           Tel: +886-2-7749-1281<br/>           E-mail: <a href="mailto:skywang@ntnu.edu.tw">skywang@ntnu.edu.tw</a> </div> <p><b>[College-Level] Exchange Program Coordinator</b></p> <div> <b>Mr. Chun-Chuan CHANG (College of Liberal Arts)</b><br/>           Tel: +886-2-7749-1396<br/>           E-mail: <a href="mailto:ericchang@ntnu.edu.tw">ericchang@ntnu.edu.tw</a> </div> |  |
| <b>Exchange Program Website</b> | <a href="https://bds.oia.ntnu.edu.tw/bds/en/web/goexchange">https://bds.oia.ntnu.edu.tw/bds/en/web/goexchange</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |

## Major & Course

|                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>Departments &amp; Institutes</b>                         | <a href="https://en.ntnu.edu.tw/academics.php">https://en.ntnu.edu.tw/academics.php</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Complete Course Information</b><br>(Schedule of Courses) | <a href="https://courseap2.itc.ntnu.edu.tw/acadmOpenCourse/index.jsp">https://courseap2.itc.ntnu.edu.tw/acadmOpenCourse/index.jsp</a><br>(p.s. course information can be found is of current and previous semesters)                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Courses Conducted in English</b>                         | <a href="https://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdEngTauhtGridCtrl">https://courseap.itc.ntnu.edu.tw/acadmOpenCourse/CofopdEngTauhtGridCtrl</a><br>(by marking "Courses taught in English")                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Course Registration Period</b>                           | According to <i>NTNU Academic Calendar</i> (will notify students before they arrive)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Program Restriction</b>                                  | <ul style="list-style-type: none"> <li>▶ Chinese native speakers (Taiwan/China/Hong Kong/Macao) are <b>not</b> eligible to apply for:               <ul style="list-style-type: none"> <li>● College of Interdisciplinary Industry-Academia Innovation (<a href="#">website</a>)</li> <li>● Program of Global Studies (<a href="#">website</a>)</li> </ul> </li> <li>▶ Courses from following programs are not open for all exchange students:               <ul style="list-style-type: none"> <li>● School of Teacher Education</li> <li>● Category of "Personal Instrument Instruction" from College of Music</li> </ul> </li> </ul> |

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| <b>Chinese Language Program</b> | <p>Non-Chinese speaking exchange students are eligible to take tuition-waived Chinese Language Program (6 hours per week) at Mandarin Training Center (MTC)*. It doesn't provide academic transcript and credit(s) for attendees, but will provide a <i>Record of Study</i> to certify attendees' class performances.</p> <p>(MTC is an affiliated language learning center with independent academic system, which is different from NTNU academic system)</p> |
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| Application                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Quota of Exchange Students</b>                                | Base on agreement and balance rate (subject to discussion between two institutions)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Levels and Length of Study</b>                                | Bachelor/Master/Doctoral students, stay for one semester or one academic year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Application Period</b>                                        | <p>Fall Semester: early March to late April</p> <p>Spring Semester: early September to late October (of previous year)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Prerequisite for Study Year</b>                               | Applicants must have completed at least one semester of enrollment at home university (of same degree) before application, which means applicants must have completed at least two semesters of enrollment before exchange at NTNU.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Minimum GPA Requirement</b>                                   | GPA 3.0/4.3 or 75% average                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Minimum English Requirement</b>                               | <p>TOEFL iBT 80 or IELTS 6.5</p> <p>(If applicants are not able to provide one of these English certificates, they will need to submit a certificate issued by their home universities to certify that their English proficiency meets CEFR B2.) ** <b>Exception:</b> "Department of East Asian Studies" and "Program of Global Studies" require original English certificates.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Other Language Requirements</b><br>(for specific departments) | <ul style="list-style-type: none"> <li>▶ <b>Department of History:</b> TOCFL Level 4 or New HSK 6</li> <li>▶ <b>Department of Chinese as a Second Language:</b> <ul style="list-style-type: none"> <li>➢ <u>Undergraduate</u>: Certificate of taken 180-hours of Chinese courses</li> <li>➢ <u>Graduate</u>: TOCFL Level 4 or New HSK 6</li> </ul> </li> <li>▶ <b>Department of East Asian Studies:</b> <ul style="list-style-type: none"> <li>➢ <u>Non-Chinese-speaking Students</u> <ul style="list-style-type: none"> <li>Undergraduate: TOCFL Level 3 or HSK Level 5</li> <li>Master Program: TOCFL Level 4 or HSK Level 6</li> <li>Doctoral Program: TOCFL Level 5 or HSK Level 6</li> </ul> </li> <li>➢ <u>Chinese-speaking Students</u> <ul style="list-style-type: none"> <li>(1) TOEFL iBT 71 or (2) IELTS 5.5 or (3) TOEIC 750 or</li> <li>(4) College English Test (全國大學英語考試): CET 4</li> </ul> </li> </ul> </li> </ul> |

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## Required Documents

- On-line Application Form (<https://bds.oia.ntnu.edu.tw/bds/en/IE>)
- Study Plan (for both undergraduates and graduates)/Research Plan (for graduates only)
- Letter of Recommendation
- Official Academic Transcript (issued within 3 months)
- Enrollment Certificate (issued within 3 months)
- Photocopy of Passport (personal information page)
- Other Supporting Documents/certificates (if any)

\* All documents must be in either Chinese or English. \* Documents in other languages will not be accepted.

## Application Flowchart



\*\* Exchange student admission is not guaranteed. The Required Course Load is subject to department/institute's screening and decision. \*\*

|                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                       |
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| <b>Minimum Number of Courses</b>                                                                                                                                                                                                                                                                                                                                        | Exchange students are required to enroll at least one course provided by the <b>host department</b> . |
| <b>Maximum Credit Load</b>                                                                                                                                                                                                                                                                                                                                              | No maximum credit limit                                                                               |
| <ul style="list-style-type: none"> <li>● One semester consists of 16 weeks. 1 hour of lecture/tutorial per week for a whole semester results in 1 credit.</li> <li>● One credit is equivalent to 18 study hours, according to Taiwan Ministry of Education regulation.</li> <li>● 1 NTNU credit = 2 ECTS (subject to home universities' academic regulation)</li> </ul> |                                                                                                       |

## On-campus Housing

NTNU offers Dormitory No. 2 for incoming exchange students, which is one of the newest NTNU dormitories located at Gongguan Campus, with convenient transportation, safe neighborhood, and easy access to daily necessities.

- Facilities: In-room: beds, desks, closets; Public Space: toilets, shower rooms, laundry place, lounge...
- Rent: 4-person Room TWD 18,000 (per semester/per person) (electricity fee not included) (subject to change)
- Address: No. 88, Section 4, Tingzhou Road, Wenshan District, Taipei City (about 15 minutes by bus from/to Main Campus)

**\*\* Dormitory is **not** guaranteed due to limited places \*\***

## Others

| Academic Calendar                                                                                                      | Fall/1 <sup>st</sup> Semester                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Spring/2 <sup>nd</sup> Semester    |
|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| *Latest Academic Calendar<br>( <a href="https://www.ntnu.edu.tw/en/Calendar">https://www.ntnu.edu.tw/en/Calendar</a> ) | early September ~ late December                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | mid/late February ~ early/mid June |
| <b>Insurance Requirement</b>                                                                                           | <ul style="list-style-type: none"> <li>● <b>Purchase Insurance at Home Country</b> <ol style="list-style-type: none"> <li>(1) All exchange students are required to purchase both overseas <b>Accidental Insurance</b> &amp; overseas <b>Medical Insurance</b> at home country.</li> <li>(2) Each kind of insurance shall worth a minimum of <b>TWD 1,000,000</b> (approx. USD 35,000) valid for the entire exchange period.</li> </ol> </li> <li>● <b>National Health Insurance (NHI)</b> (1 Academic Year students only)<br/>National Health Insurance is required by Taiwanese government from the 7<sup>th</sup> month after arrival.</li> </ul> |                                    |
| <b>Vaccination/Medical Check</b>                                                                                       | Inbound students should present the health certificate. The form can be                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |

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downloaded via <http://www.cdc.gov.tw/downloadfile.aspx?fid=076EEF993D0E32FD>

## VISA Application

- Students who study **LESS** than 6 months → **VISITOR VISA**  
an extension can be claimed 15 days before expiry.  
(<https://www.boca.gov.tw/np-147-2.html>)
- Students who study **MORE** than 6 months → **RESIDENT VISA**  
required to apply for **Alien Resident Certificate (ARC)** within 15 days after arrival. (<https://www.boca.gov.tw/np-150-2.html>)

## Living Cost in Taipei City

(the listed expenses are for reference only,  
the actual living cost depends on  
individual's needs)

|                |                                                                                   |
|----------------|-----------------------------------------------------------------------------------|
| <b>Housing</b> | approx. US\$ 270~400/month (off-campus)<br>approx. US\$ 150~250/month (on-campus) |
| <b>Living</b>  | approx. US\$ 200~330/month (meals, transportation, books...etc.)                  |
| -----          |                                                                                   |
| <b>Total</b>   | approx. US\$ 350~730/month                                                        |