

National Taiwan University of Arts

Exchange Student Guide for 2023/2024 Exchange Application

A. Application Timetable

Process	Fall Semester, 2023	Spring Semester, 2024
Nomination by partner university	Mar. 1 – Apr. 15	Sep. 15 – Oct. 30
Application submission	Mar. 1 – Apr. 15	Sep. 15 – Oct. 30
Application deadline (according to postmark)	April 15	October 30
Announcement of admissions	Before June 1	Before December 15
Exchange period at NTUA	Sep. 2023 – Jan. 2024	Feb. 2024 – Jun. 2024

B. Eligibility and Documents

a. Eligibility

1. The Foreign Exchange Program is open to non-ROC citizens only.
2. Applicants should be first nominated by the universities which have signed the foreign student exchange agreement with NTUA.
3. Applicants should submit applications in accordance with this Guide.
4. Applicants should submit all the documents indicated in the Checklist below. Those whose applications are not complete will lose qualifications to apply.

b. Application Documents

1. Required hard copy application:

Additional documents required by relevant department	
A portfolio of artworks	In accordance with specific requirements of relevant departments (Please see appendix A)
Other supportive documents	
Chinese proficiency certificate	

Mailing address:

Office of International Affairs, National Taiwan University of Arts

No. 59, Da-guan Rd., Sec. 1, Banqiao Dist., New Taipei City, Taiwan, R.O.C. Zip code: 220307

Tel: +886-(0)2-2272-2181 ext. 1923

2. Required electronic files:

ITEM	NOTE
Nomination Letter for Exchange Study (Attachment #1)	Sent directly from home institution
Application form (Attachment #2)	Typed
Photocopy of student card	In JPG or JPEG format
Photocopy of Passport	In JPG or JPEG format
Headshot photo	In JPG or JPEG format, For Student ID Card at NTUA
Full transcript of current school	Should be sealed by office of academic
Self-introduction	
Study Plan	

All documents should send to international@ntua.edu.tw before the deadline.

C. Admission Quota

- a. The NTUA, in accordance with the foreign student exchange agreement signed with its partner university, offers to one or two foreign exchange students for each semester.
- b. Student's application, including all required documents and supplemental materials, will be reviewed and evaluated by relevant department or institute to determine the application result.

D. Admission Process

- a. NTUA's partner universities nominate one or two qualified students who interested in exchange at NTUA.
- b. The nominated students submit applications, which will be reviewed and evaluated by relevant department or institute, to NTUA.
- c. For admitted students, the NTUA will send the admission letter to their home universities.
- ※ The admission letter is an important document for students to apply visa to enter Taiwan.

E. Tuition and Accommodation

a. Tuition

1. The tuition fee, which is set primarily based on the foreign student exchange agreement signed by the NTUA and its partner institutes, will be announced at the beginning of each semester.
2. The Music or Chinese Music majors who take musical instrument classes should pay extra fee. (Undergraduate: NT\$12,300 per semester; graduate: NT\$14,940 per semester.)

b. Credit fee

1. We do not allow exchange students, who enroll in a Full-time program, to take any courses offered by Continuing-Education program.
2. We do not allow an undergraduate exchange student to take any course of a graduate program.
3. A graduate exchange student who take an undergraduate course should pay the credit fee of NT\$ 1,040 per credit for undergraduate courses.

c. Accommodation

1. For safety concern, the NUTA provide on-campus accommodation for exchange students.
2. The on-campus accommodation fee is NT\$ 9,500 per semester per student.
3. If students want to live off-campus, he/she should submit the Letter of Consent for Off-campus Accommodation to NTUA before his/her departure to Taiwan.

F. Other Information and rules

a. Rules

1. Exchange students should comply with the NTUA rules and the R.O.C. laws.
2. The exchange student, before travelling to Taiwan, should take out private health insurance which provides the holder with medical coverage during the period of his/her study at the NTUA. Please carefully check the coverage and terms of payment or reimbursement stated in your insurance contract.
3. All exchange students should take at least 1 course per semester
4. The NTUA will send an official copy of transcript and a certificate of exchange to the exchange student who has completed all course(s) of the semester for exchange study.
5. For safety concern, the NTUA provides on-campus accommodation for each exchange student; those who choose off-campus accommodation should keep alert on personal safety issues.

b. Miscellaneous notes

1. Accepted students will receive the NTUA's detailed instructions on how to go through registration processes and deal with related issues.
2. The NTUA will arrange health check for incoming exchange students, including chest X-ray, MMR antibody blood test, etc.
3. For any questions, please contact us at international@ntua.edu.tw

**For other matters not covered in this Guide, please refer to relevant NTUA rules.
In case of any discrepancy, Chinese version shall prevail.**