



醒吾科技大學 113 學年度秋季境外生入學 重要權利與義務

HSING WU UNIVERSITY 113 FALL ACADEMIC YEAR IMPORTANT RIGHTS AND OBLIGATIONS FOR INTERNATIONAL STUDENT

1. 學雜費：醒吾科技大學 113 學年度繳費標準依學校規定辦理。

- ✓ 學費 38,779 元
- ✓ 雜費 8,538 元
- ✓ 電腦及網路通訊使用費 900 元
- ✓ 學生團體保險 400 元

學雜費 $38,779 + 8,538 + 900 + 400 = 48,617$ 元

Tuition fees: Hsing Wu University 113 academic year payment regulations according to the school regulations.

- ✓ Tuition fee: NT\$ 38,779
- ✓ Miscellaneous fee: NT\$ 8,538
- ✓ Computer & Internet fee: NT\$ 900
- ✓ Student insurance: NT\$ 400

Total tuition and miscellaneous fee: $38,779 + 8,538 + 900 + 400 = \text{NT\$ } 48,617$

2. 住宿費：在本校就讀期間申請宿舍，宿舍費用每學期 18 週(不含寒暑假)約 10,000 元，保證金為 1,000 元(退宿後返還)及宿舍自治會費 100 元，寒暑假住宿費以日計算，每日 100 元。

Dormitory fee: Applying for a dormitory while studying at our school, The dormitory fee for 18 weeks per semester (not including summer and winter vacation) is NT\$ 10,000. The deposit fee is NT\$ 1,000 (will be returned after check out from the dormitory) and dormitory activity fee is NT\$ 100. During the summer and winter vacation The dormitory fee will be calculated on a daily basis, NT\$ 100 per day.

3. 其它費用：健保費、居留證、工作證、學生平安保險、書本教材費、體育服及各系專業制服等，依政府、學校及各系相關規定繳交。

Other fees: National Health Insurance (NHI) fee, Alien Residence Card (ARC) fee, working permit fee, student insurance fee, student books, sports uniform and other professional uniforms from various departments, must be paid according to the government, school, and departments regulations.

4. 獎學金：

- (1) 第 1 學期：獎學金 47,000 元
- (2) 第 2-8 學期：每學期獎學金 10,000 元

除第一學期外，前 1 學期操行成績分數達 75 分(含)以上、未受大過以上處分，學業成績 70 分(含)以上才能領取獎學金 10,000 元。

Scholarship:

- (1) For 1st Semester: scholarship NT\$ 47,000
- (2) For 2nd - 8th Semester: scholarship of NT\$ 10,000 per semester

Except for the 1st semester, the scholarship NT\$ 10,000 can only be received if every semester the conduct

scores up to 75 points, the academic scores up to 70 points, and no serious punishment during the academic year.

5. 退費標準與辦理時程：

- (1) 學生於註冊日(含)之前申請休、退學者，應免繳費；已收費者，全額退費。
- (2) 學生於上課（開學）日(含)之後而未逾學期三分之一申請休、退學者，退還學雜費及其餘各費總和之三分之二。
- (3) 學生於上課（開學）日(含)之後逾學期三分之一，而未逾學期三分之二申請休、退學者，退還學雜費及其餘各費總和之三分之一。
- (4) 學生於上課（開學）日(含)之後逾學期三分之二申請休、退學者，所繳各費，不予退還。
- (5) 自開學上課日起，保險費皆不退還。

Refund standards and processing time:

- (1) Students who apply for suspension or withdrawal before the registration date shall be exempted from paying the fee; those who have already paid the fee will be refunded in full.
 - (2) Students who apply for suspension or withdrawal after the academic year start but less than one-third of the semester will be refunded two-thirds of the sum of tuition and miscellaneous fees and other fees.
 - (3) Students who apply for leave or withdrawal after the academic year start after one-third of the semester but less than two-thirds of the semester after the class start, one-third of the sum of tuition miscellaneous fee and other fees will be refunded.
 - (4) If a student applies for leave or withdrawal after two-thirds of the semester after the class starts, all fees paid will not be refunded.
 - (5) Student group insurance fee is non-refundable from the first day of school.
6. 學生成績分學業、操行兩種，以一百分為滿分、六十分為及格，成績不及格或不通過之科目，不給予學分。Student grades are divided into two categories: academic and conduct scores. The full score is 100 points, and 60 points is a standard minimum to pass. No credits will be counted for subjects that fail or not pass the minimum scores 60 points.
7. 畢業學分須達 128 學分，且須完成系上必修、選課課程及畢業門檻規定。大學部修業年限為 4 年，最長可延長 2 年，若未在修業年限內完成者，以退學論。
Graduation credits must reach 128 credits, and must complete the required course, elective courses and graduation threshold requirements. The period of study in the University Department is 4 years, and can be extended for a maximum of 2 years. If there is a student who fails to complete the study within the period of study will be regarded as withdrawing from school.
8. 學生需於學校規定時間內繳交學雜費與其他費用，若未依規定時間繳交者，將依逾期未註冊理由，處以退學。
All students must pay tuition and other fees within the time specified by the University. If they fail to pay within the time specified by the school, they will be regarded as withdrawing from school due to failure to register within the time limit.
9. 因學生使用學生簽證入學，若有休學、退學或畢業發生，必需於 10 天內離境。如為畢業學生，可申請延期

半年居留證效期在台灣找工作(至多申請 2 次)。

Because the student enrolls with a student visa, if there is a suspension of school, withdrawal or graduation, Students must leave the country within 10 days. If students have graduated, students can apply for an extension of the residence permit for half a year to find a job in Taiwan (apply up to 2 times).

10. 請假：需提前完成學校請假之程序，如無特殊事由且未完成者以曠課論。

- (1) 事假：須事先請假，事後補假一概不准。（特別事故除外，但須於三日內辦理請假手續）。
- (2) 病假：因病請假一日以內者，須提供就醫證明；二日（含）以上者，必須持醫院就醫證明，並以電話向導師口頭報告，並於病癒後五日（不含例假日）內持上列證明，完成補假手續。
- (3) 其它請假事由，依醒吾科技大學學生請假規則辦理。
- (4) 所有請假作業，學生皆需自行上校務行政系統完成請假作業。

Leave of absence: The procedure for asking for leave from school must be completed in advance. If there is no special reason and the application is not completed, it will be counted as absenteeism.

- (1) Personal Leave: Student must complete the leaving procedure in advance, and make up leave after the event is not allowed (Except for special incident, but leaving procedure must be done by 3 days)
- (2) Sick Leave: students who take leave due to illness for less than one day must provide a medical certificate; students who take more than two days must present a hospital medical certificate, and report to the class tutor verbally by phone, and five days after recovery (excluding holidays) Student must provide and complete the leave procedures.
- (3) Other reasons for asking for leave shall be handled according to the student leave rules of Hsing Wu University of Science and Technology.
- (4) For all leave procedures, students need to go to the school administration system to complete the leave procedures by themselves.

11. 學生於考試時如有作弊行為，一經查出，除該次成績以零分計算外，並視情節輕重分別予以記過、勒令退學或開除學籍之處分。

If a student cheats during the exam, once it is found out, the grade will be counted as zero, and depending on the severity of the case, they will be given a demerit, ordered to withdraw from school or expelled from the school.

12. 若前學期操行成績低於 75 分，將不提供次學期獎學金 10,000 元。

If a student's conduct score in the previous semester is lower than 75 points, the scholarship of NT\$10,000 for the next semester will not be provided.

13. 學生可向國際處申請校外工作證，無校外工作證經查學校或任何單位查獲者，將有罰款並有立即遣返回國之可能性。外國學生打工應申請工作許可證，工作時間除寒暑假外，每星期最長為 20 小時。(就業服務法第 43 條及第 50 條)。如涉在臺非法工作，依本校學生獎懲規定，視情節予以處分，情節嚴重者予以退學處理。

Students can apply for a working permit from the Office of International and Cross-strait Affairs. If a student was found by school or any government unit that does not have a working permit will be fined and have the possibility of being repatriated immediately. Foreign students who work part time should apply for a working permit, and the

working permit hours are up to 20 hours per week except for winter and summer vacations (Articles 43 and 50 of the Employment Service Act). Those involved in illegal work in Taiwan will be punished according to the student reward and punishment regulations of the school, depending on the circumstances, and those with serious circumstances will be expelled from school.

14. 宿舍禁止吸煙、飲酒、炊食、持有刀械、卡式瓦斯爐、高耗電電器用品、喧嘩、夜不歸宿...等事宜。醒吾第一宿舍門禁時間依校內宿舍規定；並於晚上由管理員點名，以維護學生安全。

Smoking, drinking, cooking, possession of knives, cassette gas stoves, electrical appliances with high power consumption, loud noises, and staying out at night are prohibited in the dormitory. The entry access control time of Dormitory is based on the dormitory regulations; and the dormitory manager will roll call the names at night to maintain the safety of students.

15. 居留證每年需延長一次費用為 1,000 元，**有效期限需自行注意**，每次開學 2 週內將由國際處協助新辦或延期，超過集體辦理時間者，需自行辦理。

The ARC (Alien Residence Certificate) needs to be extended once a year, and the fee is NT\$1,000. **Students must pay attention to the validity period.** Within 2 weeks of the new semester Office of International and Cross-strait Affairs will assist the new application of ARC or ARC extension. Those who exceed the collective processing time must handle it by themselves

16. 教育部設有大專校院境外學生輔導平臺及申訴專線(<https://www.nisa.moe.gov.tw/>、0800-789-007)，學生有需要可以協助。

The Ministry of Education has a counseling platform for overseas students in colleges and universities and a hotline for complaints (<https://www.nisa.moe.gov.tw/>, 0800-789-007). Students are available for assistance as needed.

17. 有任何的申訴、問題或需要協助，可透過業管負責單位協助或國際處轉介。

If students have any complaints, or problems or need assistance, students can use the assistance of the professional management unit or referral from the Office of International and Cross-strait Affairs.

18. 以上為重點式條列，若有遺漏，將依相關法規之權利義務辦理。

The above are key points. If there is any omission, it will be handled in accordance with the rights and obligations of relevant laws and regulations.

醒吾科技大學 國際暨兩岸事務處
Hsing Wu University
International and Cross-strait Affairs

