1st Semester 2021/2022 (Fall 2021)
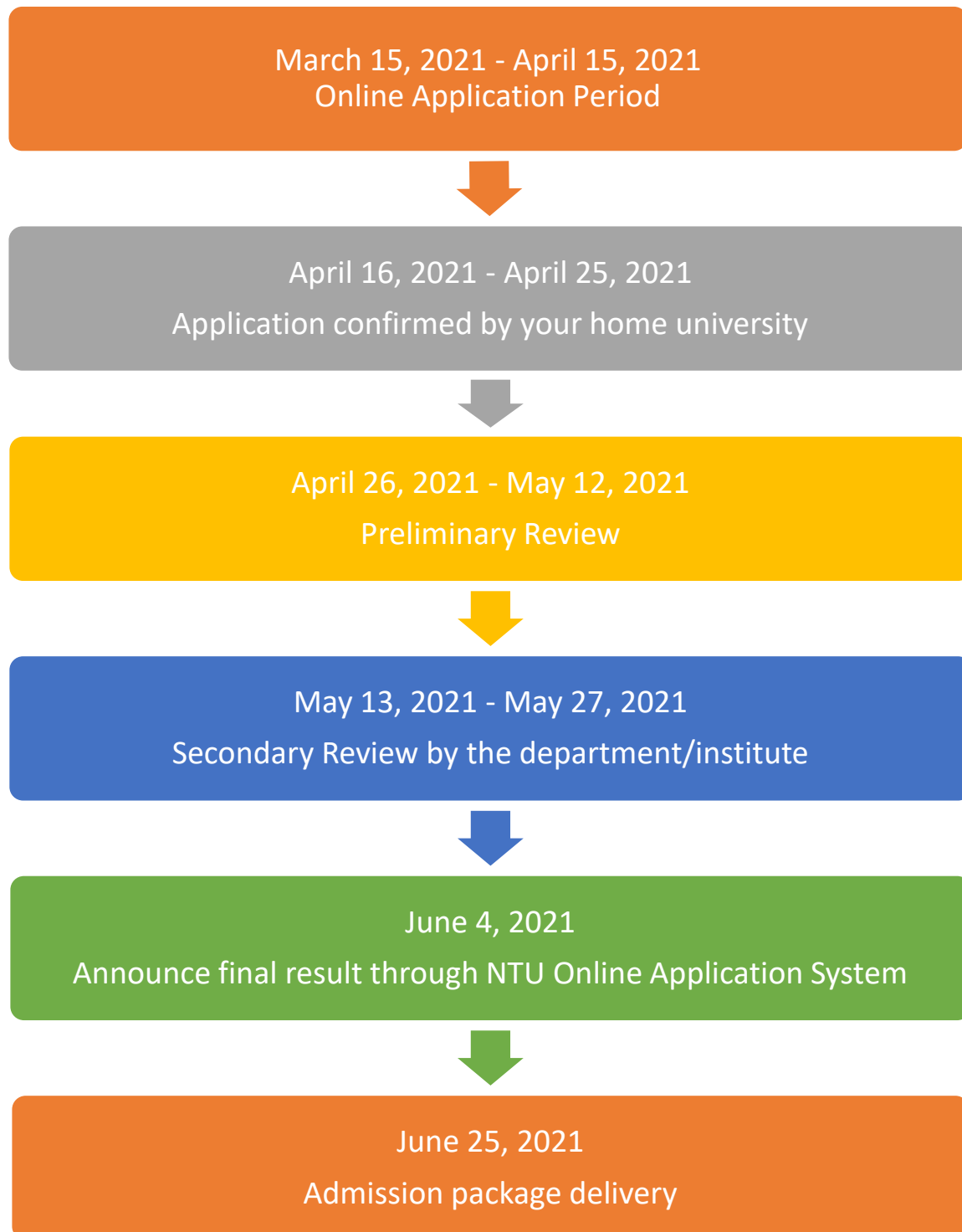# University-level Incoming Exchange Students
Application Procedure

Application Timelines

March 15, 2021 - April 15, 2021
Online Application Period

April 16, 2021 - April 25, 2021
Application confirmed by your home university

April 26, 2021 - May 12, 2021
Preliminary Review

May 13, 2021 - May 27, 2021
Secondary Review by the department/institute

June 4, 2021
Announce final result through NTU Online Application System

June 25, 2021
Admission package delivery

General Information

Who can apply?

Students currently enrolled in a university with which NTU has a valid student exchange agreement can be officially nominated by their home university for NTU exchange programs.

How to get nominated?

Each partner university has its own selection procedure; please first contact the international office in your home university. Applications without corresponding nomination will not be accepted.

Where should I submit my application?

You should submit your application and all supporting documents via the online application system before the designated application deadline. Please do not mail any materials to NTU.

Online Application

All students are required to complete and submit their application online during the application period **(March 15- April 15)** at: https://oia.ntu.edu.tw >> How to Apply >> Exchange Student Program >> 2021/2022 Admissions >> Application.

Step 1: Fill in the Online Application Form

Please follow the instructions below to fill in the application online. Once you submit your online application form, you will not be able to revise the information you previously provided.

1. Personal Information

Full Name in English	Make sure it is exactly the same as shown on your passport as it will be used on your acceptance letter.
Full Name in Chinese	You need to have a Chinese name for official use during your stay at NTU (e.g. your student ID card) and your Chinese name must remain consistent once chosen. Please refer to the following on how to provide your Chinese name. (1) If you already have a Chinese name, please fill in the blank with your Chinese name. If your computer does not support Traditional Chinese, you can handwrite your Chinese name and send it to us by email. We will fill in your Chinese name for you. (2) If you do not have a Chinese name and wish to accept a name chosen by the OIA, please tick "***accept a given Chinese name***". We will then give you a Chinese name based on the pronunciation of your original name.

Date of Birth	Please note this will be your password to log into the NTU online application system to check your application status (ex. 19950926).
Nationality	For those with multiple nationalities, please fill in the nationality of the passport you will use to enter into Taiwan as Nationality 1. Please note that for those who have both Taiwanese and foreign nationality, please fill in both information. As we do not accept exchange students who hold only a Taiwanese passport, you must provide a copy of a non-Taiwanese passport.

2. Contact Information

Please make sure the contact information you provide is correct and up-to-date to avoid missing any important information from NTU. Your email address provided here will be your login email address.

3. Current Enrollment Details

You will be asked to select your home university while entering the NTU online application webpage, hence the name of your home university will be directly shown on the application form. Please fill in the name of your department in English and the year you are currently in at your home university.

4. Study at NTU

Level of Study	It should correspond with your level at your home university. If the grade level is considered differently due to the education system in your country, please ask your coordinator to approve it by sending us an email.
Department at NTU	First select a college and then a department/graduate institute you wish to enroll in at NTU. Please note that they should be relevant to your field of study at your home university. Please visit NTU homepage and click on "Academic Programs" to learn more about all the colleges and departments. If you are required by home university to take courses within a certain department, please check the course information for international students at: my.ntu.edu.tw >> Courses >> Online Course Information.
Period of Study	Please select your intended exchange period, either one semester or one academic year, and the semester you will start your exchange period. The period of your study will be directly shown on the application form. If you need to make a change, please go back to the first page. Once you

	submit your application form, you will not be able to change the information.

※Important Notes

1. The College of Medicine (醫學院) does not accept senior and graduate exchange students for they are not allowed to enroll in practice courses (實習課).
2. The Department of Veterinary Medicine (獸醫系) does not accept undergraduate exchange students.
3. The Department of Anthropology (人類學系暨研究所) requires exchange/visiting students having Chinese language proficiency for there are no courses taught in English.
4. The following courses are NOT OPEN to Exchange/visiting students:
   - Practicum courses offered by the departments
   - Practice courses offer by the Department of Chemistry
   - All GMBA required/core courses
   - All EMBA and EiMBA courses
   - Courses offered by Center for Teaching Education (師資培育中心), and all Academic Programs (學分學程)
   - School of Professional Education and Continuing Studies (進修推廣學院)
   - Summer Session (暑修) and Summer College (夏季學院) courses
   - In regards to student status restrictions, please refer to the column "Limits on Course adding/dropping" for each specific course at NTU Online Course Information.
5. The Department of Economics is under the College of Social Science at NTU. Courses related to economics can also be found in other departments (e.g. College of Management).

5. Sign-up for free Chinese Language Courses

Exchange students can enroll in the NTU General Chinese Course which is a complimentary Chinese Language course under the exchange program that offers NTU credits. Please tick "Yes" if you would like to take General Chinese Course and answer the questions to help the Chinese Language Center better understand your previous Chinese language experience.

6. Accommodation

- On-campus housing is currently not available for the exchange students. Please arrange your own accommodation for your exchange/visiting period at NTU. You can find a lot of reliable places on our website.
- Students who are exempted from accommodation fees due to bilateral agreements will be assigned to with Guo Qing Twin Share.

7. NTU Student Volunteer

Each exchange student will be assigned a student volunteer. You can request help from your student volunteer during your stay at NTU.

8. Emergency Contact

Please provide the information so we can contact in case of an emergency. Your emergency contact should be your parents.

9. Use of Personal Information

To process your application and admission to NTU, we need your permission to use and share your information with relevant offices and personnel.

10. Applicant's Declaration

After filling in the online application form, you will be required to read the declaration carefully and submit it.

Step 2: Upload the Supporting Documents

Please make sure that you have uploaded the following items before April 15, 2021; otherwise your application will not be processed. It is possible to log-into our system again and upload the required documents before the deadline.

1	**Passport size photo in digital format**	-This photo will be used for your NTU student ID card. -Please provide a photo which corresponds to the guideline.
2	**Motivation letter/ Statement of purpose**	-Full one page in PDF file. -Please elaborate your applying motivation as much as possible. -in Chinese or English only
3	**Official transcripts of academic records**	-All courses taken during the period of your current study level should be included. -in Chinese or English only
4	**A photocopy of a non-Taiwanese passport**	-Only the page of your personal information and photo should be provided. -upload as a PDF format
5.	**Declaration Form for Application**	-After reading, please print out the and sign the document (English version), upload the signed copy as a PDF file.

Approval by Your Home University

NTU will notify the exchange coordinator at your home university to confirm your application and

officially nominate you after the online application period ends. Please note that NTU will not accept your application if your home university coordinator does not confirm your application and officially nominates you.

Tracking Your Application Status

Your E-mail address and date of birth should be used to log into our Online Tracking System where you can track the progress of your application: https://oia.ntu.edu.tw >> How to Apply >> Exchange Student Program >> 2021/2022 Admissions >> Application. Details about your application status and entry information will be available on your online account.

Contact us

Non-Degree Program Managers:

University-level Exchange Students from:

Europe and Oceania

Charlotte Chou (Ms.)　　　charlottechou@ntu.edu.tw

Asia, Africa, and the Americas (excluding UC and CSU)

Irina Crismariuc (Ms.)　　　cirina95@ntu.edu.tw

Exchange Students from University of California (UC) and California State University (CSU):

Joy Wang (Ms.)　　　joywang@ntu.edu.tw