

# 龍華科技大學

115 學年度第一學期(秋季班)國際專修部招生簡章

International Foundation Program Admission Guide, Fall Semester, 2026

中華民國 115 年 3 月 25 日本校招生委員會第 11513 次會議決議通過



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<p><b>本校國際專修部</b>            電話：+886 2 8209-3211 #2505, 2511, 2512(越南), 2509(馬來西亞), 2514(印尼)  <b>連絡電子信箱: ice@mail.lhu.edu.tw</b>            網址：<a href="https://admissions.lhu.edu.tw/p/412-1038-1862.php?Lang=zh-tw">https://admissions.lhu.edu.tw/p/412-1038-1862.php?Lang=zh-tw</a></p>
<p><b>International Foundation Program</b>            Tel：+886 2 8209-3211 #2505, 2511, 2512(Vietnam), 2509(Malaysia), 2514(Indonesia)            Contact email: <b>ice@mail.lhu.edu.tw</b>            Website：<a href="https://admissions.lhu.edu.tw/p/412-1038-1862.php?Lang=zh-tw">https://admissions.lhu.edu.tw/p/412-1038-1862.php?Lang=zh-tw</a></p>
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<p><b>Department of Technological and Vocational Education, Ministry of Education</b>            The guiding unit of New Southbound Programs            Tel：+886 2 2356-6292            Website：<a href="https://depart.moe.edu.tw/ED2300/">https://depart.moe.edu.tw/ED2300/</a></p>
<p><b>外交部領事事務局 (簽證及學歷文件查證)</b>            電話：+886 2 2343-2888            網址：<a href="https://www.boca.gov.tw/">https://www.boca.gov.tw/</a></p>
<p><b>Bureau of Consular Affairs, Ministry of Foreign Affairs</b>            Visa and academic documents verification            Tel：+886 2 2343-2888            Website：<a href="https://www.boca.gov.tw/">https://www.boca.gov.tw/</a></p>
<p><b>內政部入出國及移民署 (申請換發外僑居留證)</b>            電話：+886 2 2389-9983            網址：<a href="https://www.immigration.gov.tw/">https://www.immigration.gov.tw/</a></p>
<p><b>National Immigration Agency, Ministry of Interior</b>            Renewal of Alien Residence Certificate            Tel：+886 2 2389-9983            Website：<a href="https://www.immigration.gov.tw/">https://www.immigration.gov.tw/</a></p>

## 一、入學時間與修業年限(Enrollment Date and Study Period)

- (一) 入學時間(Enrollment Date)：  
第一學期 2026 年 9 月 17 日；September 17<sup>th</sup>, 2026
- (二) 修業年限(Maximum Years of Study)  
學士班為五至七年(含語言先修一年)  
Bachelor Degree Programs: 5 to 7 years (including a foundation year)

## 二、招生學系與名額 (Departments and Quota)

依照教育部核定本校國際專修部招生總名額【臺教技(四)字第 1142302262B 號文】。

The total number of students recruited is based on the approval from the Ministry of Education [Taiwan Ministry of Education Technology (IV) No. 1142302262B].

學制 Program	系別 Departments (Undergraduate)	核定招生名額 Quota		授課語言 Language
		外國學生 Foreigners	僑生* Overseas Chinese*	
國際專修部 International Foundation Program	半導體工程系 Department of Semiconductor Engineering	60	1	中文授課 Chinese
	電機工程系 Department of Electrical Engineering	55	0	
	資訊管理系 Department of Information Management	58	0	
	數位行銷暨跨境商務系 Department of Digital Marketing and Cross-Border Commerce	60	3	
	觀光休閒系 Department of Tourism and Leisure	60	3	
	總計 Total	293	7	

※ 本校國際專修部僑生之招生依照教育部「僑生回國就學及輔導辦法」與「大學校院辦理單獨招收僑生作業注意事項」辦理。

The admission of overseas Chinese students to the International Foundation Program of this university is conducted in accordance with the Ministry of Education's "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" and "Guidelines for Universities and Colleges Conducting Independent Admissions of Overseas Chinese Students."

※ 本校上列國際專修部學生入學一年後，若未達開設專班人數(至少 25 人)，將輔導至一般班級上課。

The number of students for a special class of the International Foundation Program is required to be at least 25. If the number of students for the International Foundation Program is less than 25 after one year of enrollment, Lunghwa University of Science and Technology will assist the students to join the general program.

### 三、申請資格 (Application Qualifications)

#### (一) 外國學生身分(International Student Status)

1. 依本校外國學生招生規定第二點規定，具外國國籍且未曾具有中華民國國籍，符合下列規定，得依本辦法規定申請入學。

According to Article 2 of the University Regulations Regarding International Student Recruitment, an individual of foreign nationality who has never held a nationality status from the Republic of China, pursuant to the following requirements, is qualified to apply for admission under this regulation.

(1) 未曾以僑生身分在臺就學。

An individual must not have studied in Taiwan as an overseas Chinese student.

(2) 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

An individual must not have received placement permission during the same year of the application by the University Entrance Committee for Overseas Chinese Students.

2. 具外國國籍且符合下列規定，且最近連續居留海外六年以上者，亦得依本辦法規定申請入學。

An individual of foreign nationality, pursuant to the following requirements and who has recently resided overseas continuously for no less than 6 years is also qualified to apply for admission under this regulation.

(1) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

An individual who also is a national of the R.O.C., but does not hold nor has had a household registration in Taiwan. (Must state this on the application.)

(2) 申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年。

An individual who also was a national of the R.O.C. but has no R.O.C. nationality at the time of their application shall have an annulled status

regarding their R.O.C. nationality for no less than 8 years after an annulment of R.O.C.

(3) 前二款均應符合前項第一款和第二款規定。

The preceding two paragraphs shall comply with the provisions of the first and second paragraphs of Article No.1.

3. 依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經主管教育行政機關核准，得不受前二項規定之限制。

According to the Education Cooperation Framework Agreement, a foreign national who was selected by a foreign government, organization, or school, and does not hold a household registration from the time of their birth is not subject to the limitations as prescribed in the preceding two articles, Article No. 1 and Article No.2 after receiving the approval from the authorized educational government agencies.

第二項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

The six and eight year calculation period as prescribed in Article No. 2 shall be calculated from the starting date of the semester (Feb. 1st or Aug. 1st) as the designated due date for the time of study.

第二項所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱「連續居留」係指外國學生每曆年在國內停留期間未逾 120 日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾 120 日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The term “overseas” as prescribed in Article No. 2 is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year. The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supportive proof:

1) 就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。

Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the Ministry of Education;

2) 就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。

Attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by the Ministry, and to which the total length of stay is less than 2 years;

3) 交換學生，其交換期間合計未滿二年。

Exchange students, whose length of total exchange is less than 2 years; or

4) 經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

An Internship in Taiwan which has been approved by an authorized central government agency, to which the total length of stay is less than 2 years.

## (二) 學歷 (Education)

1. 外國學生須符合教育部採認之高中、大學或獨立學院畢業者(請參考教育部國際及兩岸教育司網頁 <https://depart.moe.edu.tw/ED2500/>)。申請本學士學位專班者須具國外高中畢業學歷。

International students must have graduated from a senior high school, a university or independent college recognized by the Ministry of Education (Please refer to the website of the Department of International and Cross-Strait Education, Ministry of Education <https://depart.moe.edu.tw/ED2500/>). Applicants who apply for this bachelor's degree must have a foreign senior high school diploma.

2. 具有教育部「入學大學同等學力標準」與我國學制相當之同等學力資格者。

The applicants has the qualification to be equivalent to the academic qualifications of Taiwan's academic system based on “Equivalent Education Level for University Admission” regulated by Ministry of Education.

## (三) 語言能力規定 (Language Proficiency)

本專班申請入學時，並不要求華測 TOCFL 成績證明。但無論申請者是否提供華語文能力證明，申請者須參加本校華語快篩測驗，並依檢測結果分級上課，以一年時間提升華語文能力至少達華測 TOCFL 成績 A2，如學生未能在第一個學年度結束前通過華語文能力 TOCFL A2 (含) 級以上測驗者，將逕予退學。

When applying for admission to this program, the applicant is not required to offer TOCFL test result. Whether or not providing a proof of Chinese language proficiency, applicants must take a placement test held by Lunghwa University of Science and Technology. Based on the results, students take the required Chinese courses according to their proficiency level. Their Chinese language proficiency must reach TOCFL A2 (or above) within a year. Otherwise, **those students who fail**

**to pass TOCFL A2 within the first academic year will be dismissed from the program.**

若申請者入學已具備華測 TOCFL A2 級，第一年結束前，應提升華語文能力至 TOCFL B1 (含)級以上。

If the applicants have already reached TOCFL A2, those students should enhance their Chinese language proficiency to TOCFL B1 (or above) Level.

(四)財力證明規定 (Financial Statement)

已獲獎助學金者，請提供政府、學校機關或民間機構獎學金證明。

Applicants who have already received scholarships must provide proof of scholarship from the government, school authorities or private institutions.

非獲得獎學金之申請者，須提供足夠在臺就學之銀行存款證明新臺幣 100,000 元以上（或美金 3,330 元）。

Applicants who have not received a scholarship must provide proof of bank deposits of at least NT\$100,000 (or US\$3,330) for their studies in Taiwan.

註一：若存款證明非申請生本人帳戶或不足額，需另附資助者簽名之財力擔保書，敘明與申請者之關係，並保證負擔申請生在臺就學所有費用，

Note 1: If the proof of deposit is not the applicant's own account or is insufficient, a financial guarantee signed by the sponsor must be attached, stating the relationship with the applicant and guaranteeing that the applicant will pay all expenses for the student's study in Taiwan.

註二：若存款證明之幣值非新臺幣或美金，申請生需自行於存款證明上註明匯率，並換算成相當於新臺幣或美金之總額。

Note 2: If the value of the deposit certificate is not in NTD or USD, the applicant must indicate the exchange rate on the deposit certificate and convert it to the total amount in NTD or USD.

註三：財力證明須由銀行開立，不得由民間機構、公司或個人開立。

Note 3: The certificate of financial resources must be issued by a bank, not by a private organization, company or individual.

#### 四、申請日期及方式(Application Date and Method)

(一)申請截止日期 (Application Due Date)：2026 年 6 月 15 日截止。

Application is due on 15th June, 2026.

(二)申請方式(Application Method)：

1.線上入學申請(Website for online application form)：

<https://appliform.lhu.edu.tw/>

點選「相關法規及表格」項下→「簡章」

Click on "Related Regulations and Forms" → "Application Guide"

2.通訊報名/Documents sent via mail)：

相關申請資料請郵寄至

臺灣 333326 桃園市龜山區萬壽路一段 300 號

龍華科技大學 國際暨兩岸合作處

Please send the application documents to:

Office of International and Cross-Strait Cooperation,

Lunghwa University of Science and Technology

No.300, Sec.1, Wanshou Rd., Guishan District, Taoyuan City,

333326, **Taiwan** (R.O.C.)

3.E-mail 或傳真申請 (Email and Fax)

(1) 電話：+886-2-8209-3211 轉 2505(越南), 2509(馬來西亞),  
2511(越南), 2512(越南), 2514(印尼)

Tel：+886-2-8209-3211 ext. 2505(Vietnam), 2509(Malaysia),  
2511(Vietnam), 2512(Vietnam), 2514(Indonesia)

(2) 連絡信箱(Contact email): [sissithao@gm.lhu.edu.tw](mailto:sissithao@gm.lhu.edu.tw),  
[he325@gm.lhu.edu.tw](mailto:he325@gm.lhu.edu.tw), [tonynguyen@gm.lhu.edu.tw](mailto:tonynguyen@gm.lhu.edu.tw), [ice@mail.lhu.edu.tw](mailto:ice@mail.lhu.edu.tw)

(3) 傳真電話 (Fax)：+886-2-8209-1468

提出申請後，請務必來電確認。 Please confirm via phone after submission.

4. 約定現場報名(On-site Application)

(三)繳交表件 (Required Document Checklist) :

1. 入學申請表 (Application Form)
2. 境外學校最高學歷或同等學力證明文件及成績單 (Certificates and transcripts of the highest degree or equivalent of the overseas school)
3. 當地國護照影本 (A copy of Passport)。
4. 足夠在臺就學之財力證明 (Proof of applicant's having sufficient funds to live on while studying in Taiwan)。

**注意：**所繳證明文件有偽造、冒用或變造等情事者，撤銷其錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；畢業後始發現者，撤銷其畢業資格，並追繳或註銷其學位證書。

Note that if the documents submitted are forged, fraudulent or altered, the qualifications for admission shall be revoked. If the applicant has been enrolled, his or her student status shall be revoked and no relevant academic certificates shall be issued. If such cases are found out after graduation, their degree certificates must be cancelled.

(四)注意事項(Precautions) :

考生報名資料僅作為本校招生作業(含公告)、學籍資料及相關統計研究使用外，其餘均依照「個人資料保護法」相關規定處理。

Candidate registration information is used for enrollment only including announcement, registration documents, and related statistical studies, the rest of which is in accordance with the regulations of Personal Data Protection Law.

## 五、學費、宿舍費及其他費用收費標準(Tuition, Dormitory Fees and Other Fees)

### (一)學雜費(Tuition and Miscellaneous Fees)

本校115學年度學雜費收費標準(如下表)以每學期所收之學雜費供參考,所有金額以新台幣計算。

The 2026 academic year tuition and fees in new Taiwan dollars (NTD) are shown in the table below.

班別 Division	系別 Departments	收費標準 (每學期)
國際專修部 International Foundation Program	電機工程系 Department of Electrical Engineering	22,315 元
	半導體工程系 Department of Semiconductor Engineering	
	資訊管理系 Department of Information Management	
	數位行銷暨跨境商務系 Department of Digital Marketing and Cross-Border Commerce	
四年制學士 Bachelor Program (four years)	觀光休閒系 Department of Tourism and Leisure	44,630 元
	資訊管理系 Department of Information Management	
	數位行銷暨跨境商務系 Department of Digital Marketing and Cross-Border Commerce	
	觀光休閒系 Department of Tourism and Leisure	51,308 元
	電機工程系 Department of Electrical Engineering	
半導體工程系 Department of Semiconductor Engineering		

### 備註(Remarks)：

第一年除學雜費外,另收費明細如下:

In addition to tuition fee, other fees in the first year are as follows.

1. 學生平安保險費一學期新台幣 440 元  
Student safety insurance fee is NTD 440 per semester.
2. 為維護國際學生健康,自入學註冊時均應參加六個月的傷病醫療保險約新台幣 4020 元。領有有效居留證件之國際學生,於來臺連續居留滿 6 個月且期間只出境 1 次未逾 30 日,依法參加全民健保。(如有變動,須依相關規定辦理)。

All international students should purchase six months of injury medical insurance in about NTD 4020 at the time of enrollment in the first semester. Those with a valid alien resident certificate (ARC) and stay in Taiwan for 6

months continuously or only leave Taiwan for less than 30 days within 6 months, can participate in the National Health Insurance (NHI) according to the law. Any change is subject to the applicable laws and regulations.

第二年後，除上述費用外增收

In addition to the above miscellaneous fees, the following fees may be charged after the second year.

3. 網路使用費新台幣 500 元；Internet fee: NTD 500.

4. 電腦實習費新台幣 1200 元(有修習電腦實習課程者才需繳納)。

Students who take computer-related courses will be charged NTD 1,200.

除了學雜費及住宿費用外，生活費每個月約 8,000 元～ 10,000 元；書籍費依照所修習的課程而有不同。

In addition to tuition and accommodation fees, living expenses are about NTD 8,000～10,000 each month and book fees vary based on the courses taken.

(二)住宿費(Accommodation Fees)

詳細如下表(See below for details):

- ◆ 實際住宿費依當學年度公告金額為主 (the accommodation fees may change according to the announcement on the current academic year)

項次	宿別	類別	收費/人(台幣)	說明
1	女生一宿 (女一舍)	四人房	15,600	<ul style="list-style-type: none"> <li>◇ 四人一間套房。</li> <li>◇ 以 18 週計算，寒、暑假另計。</li> <li>◇ 冷氣費自行加值另計。</li> </ul>
2	女生二宿 (女二舍)	四人房	10,750	<ul style="list-style-type: none"> <li>◇ 四人一間非套房。</li> <li>◇ 以 18 週計算，寒、暑假另計。</li> <li>◇ 冷氣費自行加值另計。</li> </ul>
3	男生宿舍	四人房	10,750	<ul style="list-style-type: none"> <li>◇ 四人一間非套房。</li> <li>◇ 以 18 週計算，寒、暑假另計。</li> <li>◇ 冷氣費自行加值另計。</li> </ul>
4	涵青館 (第三宿舍)	四人房	19,600	<ul style="list-style-type: none"> <li>◇ 四人一間套房。</li> <li>◇ 以 18 週計算，寒、暑假另計。</li> <li>◇ 冷氣費自行加值另計。</li> </ul>

No.	Dormitory Types	Room Types	Expense/ Per Person	Description
1	1 <sup>st</sup> Female Dormitory	4 people per room	15,600	<ul style="list-style-type: none"> <li>◇ 4 people in a suite (a room with a restroom)</li> <li>◇ 18 weeks excluding winter and summer vacations</li> <li>◇ Air-condition fee is not included</li> </ul>
2	2 <sup>nd</sup> Female Dormitory	4 people per room	10,750	<ul style="list-style-type: none"> <li>◇ 4 people in a room (without restrooms inside)</li> <li>◇ 18 weeks excluding winter and summer vacations</li> <li>◇ Air-condition fee is not included</li> </ul>
3	Male Dormitory	4 people per room	10,750	<ul style="list-style-type: none"> <li>◇ 4 people in a room (without restrooms inside)</li> <li>◇ 18 weeks excluding winter and summer vacations</li> <li>◇ Air-condition fee is not included</li> </ul>
4	Young Dormitory	4 people per room	19,600	<ul style="list-style-type: none"> <li>◇ 4 people in a suite (a room with restroom).</li> <li>◇ 18 weeks excluding winter and summer vacations</li> <li>◇ Air-condition fee is not included.</li> </ul>

## 六、錄取 (Admission)

- (一) 申請國際專修部入學，依本校程序由國際專修部招生受理及一般資格文件審查，由各系所審查申請者專業能力進行評分，再依報名順序分批進行面試，再由校招生委員會會議審理，通過錄取名單。

Applicants applying for admission to International Foundation Program at Lunghwa University for admission. The program conducts a preliminary review for eligibility. After preliminary review, all applicants will then be evaluated by the department they apply. Then interviews will be conducted in batches according to the order of application. After that, student admission list will be reviewed by the University Reviewing Committee.

- (二) 若發生招生紛爭可向本校國際專修部反應申訴，經過本校招生委員會討論議決處理。

In the event of enrollment disputes, the applicant may appeal to International Foundation Program and the University will discuss such case in the Admissions Committee to solve disputes.

- (三)錄取新生須繳驗下列正式文件，始得註冊入學(Enrollment Official Document Checklist)：

1. 護照正本及影本(Valid passport and a photocopy of the passport)
2. 高中畢業證書（或同等學力證明文件）正本(Senior high school diploma or equivalent academic certificates).
3. 高中畢業成績單正本 (Official high school transcripts)
4. 最近3個月內之健康檢查合格證明 (Proof of health checkup within the last 3months)
5. 兩吋半身脫帽相片四張 Four pieces of your recent 1"x 2" photos (without hat on)
6. 入學申請表。 Application Form
7. 入學通知書。 Admission Notice
8. 身分資格認定聲明書(具結書)Identity Qualification Statement (Declaration)
9. 財力證明 Financial Statement

## 七、註冊入學 (Enrollment)

- (一)錄取考生應依規定如期辦理註冊手續；未依學校規定申請延期或延期期滿未辦理註冊入

學手續者，取消入學。

Candidates who are admitted should enroll as scheduled. Admission will be cancelled for those who do not apply for extension or enroll before the extension expires.

- (二)所繳證明文件有資格不符、偽造、冒用或變造等情事，本校將撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；畢業後始發現者，撤銷其畢業資格，並追繳或註銷其學位證書，申請人不得異議。

Anytime the submitted documents are found out to be altered, forged, or fabricated, the university will cancel his or her enrollment. If the student has already enrolled, the enrollment will be revoked and the university will not issue any academic proof. If the student has graduated, the graduation certificate awarded by the university will be canceled. No objection is allowed.

- (三)經依本管道入學本校之僑外學生，不得申請就讀我國大專校院所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但在臺已具有合法居留身分者或其就讀之班別屬經教育部專案核准之課程者，不在此限。

International or overseas Chinese students who are enrolled in this program are not allowed to apply any school levels of supplementary or extension education schools (institutions), continuing education programs offered by colleges, or other programs taught only at night or on holidays. However, this does not apply to foreign students who already have legal residency in Taiwan or whose program was approved by the Ministry of Education.

- (四)僑外學生違反前項規定者，本校將撤銷其自行轉讀或升讀之學籍，且不發給任何相關學業證明；畢業後始發現者，撤銷其畢業資格，並追繳或註銷其學位證書。

If a foreign or overseas Chinese student violates the provisions of the preceding paragraph, student academic status will be cancelled and the university will cancel the student transfer or any further education and will not issue any relevant academic certificate. If such case happens after graduation, the degree certificate will be cancelled.

- (五)來臺入學辦理簽證時，須繳交由醫院出具之健康證明（包含 HIV 病毒、麻疹及德國麻疹抗體陽性報告或預防接種證明相關檢查）**至駐外單位辦理**，且於註冊時繳交一份至本校衛生保健組，並參加本校入學新生團檢。

When students come to Taiwan to apply for a visa, they must provide a health certificate issued by the hospital (including HIV virus, measles and German measles antibody positive report or

vaccination certificate related inspection) to the overseas embassies, and hand in a copy at the time of registration to the health care section, and participate in the freshmen health examination organized by the university.

(六)本簡章若有未盡事宜，悉依外國學生來臺就學辦法、本校招收外國學生就學招生規定等相關法令或本校招生委員會決議處理。

If there are any unfinished matters in this guide, please refer to the relevant laws and regulations for the foreign student admission to the university, the admission regulations for foreign students of the University or consult the Admissions Committee.

(七)入學許可並不保證簽證取得，簽證須由我國駐外館處核給而錄取學生來臺升學，依下列方式辦理入境及在臺居留手續：持外國護照者，憑護照（效期須超過6個月以上）、6個月內2吋白底彩色半身照片2張、簽證申請表、入學通知書及最近3個月內由衛生福利部疾病管制署或僑居地駐外館處認可之國外合格醫院出具之健康檢查合格證明，檢查項目詳見衛生福利部疾病管制署網址：<http://www.cdc.gov.tw/>點選國際旅遊健康/外國人健檢/居留健檢）及我駐外館處要求之其他相關證明文件，向我駐外館處申請居留簽證來臺，並於入國後15日內向居留地內政部移民署(以下簡稱移民署)服務站申請外僑居留證。

The admission permit does not guarantee the visa. The visa must be approved by the Foreign Affairs Office. Students who are admitted to study in Taiwan shall apply for the entry and residency in Taiwan with the following documents: a passport (valid more than 6 months), 2 passport photos (2 x 2 inches in size; taken within the past 6 months; full face, front view with a plain white or off-white background), visa application form, admission letter, and physical checkup certificate within 3 months issued by a qualified foreign hospital approved by the Disease Control Office, the Ministry of Health and Welfare or the Overseas Taipei Economic and Cultural Office, as well as other relevant supporting documents required by our Foreign Affairs Office.

For more information on the checkup items, please go to the website of the Disease Control Office (<http://www.cdc.gov.tw/>). Click on International Tourism Health, Foreigner Health Check, and Residential Health Check.

Apply for an alien residence permit at the service station of the Immigration Department of the Ministry of Internal Affairs within 15 days after entering the country.

## 八、學雜費退費標準 Refund Criteria

依龍華科技大學學生休、退學退費標準，相關退費比例如下表：

According to the standard of withdrawal and refund for students of Lunghwa University of Science and Technology, the relevant refund rates are as follows:

收費制度/休、退學時間 Tuition/ Withdrawal	學雜費制 Tuition and Fees	學分學雜費制 Credit Fees
1. 註冊日前休、退學者 Withdrawal before the registration date	免繳費 No Payment	免繳費 No Payment
2. 註冊日後上課前休、退學者 Withdrawal after the registration date and before the class start date	學費退還 2/3，雜費及其餘各費全部退還 2/3 of the tuition and all other fees will be refunded.	學分學雜費退還 2/3，學分費及其餘各費全部退還 2/3 of the credit fees and all other fees will be refunded.
3. 上課後未逾學期 1/3(1-6 週) 而休、退學者 Not more than one-third of the semester (1 <sup>st</sup> to 6 <sup>th</sup> weeks) after attending classes	學雜費及其餘各費退還 2/3 Refund 2/3 of tuition and all other fees	學分學雜費及其餘各費退還 2/3 Refund 2/3 of credit fees and all other fees
4. 上課後逾學期 1/3，未逾學期 2/3(7-12 週) 而休、退學者 More than 1/3 of a semester and less than 2/3 of a semester (7 <sup>th</sup> to 12 <sup>th</sup> weeks) after attending class	學雜費及其餘各費退還 1/3 Refund 1/3 of tuition and all other fees	學分學雜費及其餘各費退還 1/3 Refund 1/3 of credit fees and all other fees
5. 上課後逾學期 2/3(13 週以後) 而休、退學者 More than 2/3 of a semester (after 13 <sup>th</sup> week)	所繳各費均不退還 All fees are non-refundable	所繳各費均不退還 All fees are non-refundable

註一、本標準所稱「休、退學時間」，係依本校行事曆中註冊日為計算期日。

Note 1: The "time of suspension and withdrawal" mentioned in this standard is based on the date of registration in the University's calendar as the calculation date.

註二、本標準所稱「其餘各費用」，係指除學雜費、學分費、學分學雜費以外之各項費用及代收代辦費；其代收代辦費得按實際情況處理，如已購置衣物、教科書等等，則發放實物。

Note 2: The term "other fees" in this standard refers to all fees other than tuition and miscellaneous, credit, and credit miscellaneous fees. The University may collect fees charged in advance on behalf of the students in accordance with the actual situation, such as the purchase of clothing, textbooks, etc. If the student has purchased clothing, textbooks, etc., the student will be paid in kind.

註三、休、退學退費時間計算，應依學生(或家長)向受理單位正式提出「休、退學

申請」為計算基準日。

Note 3: The calculation of the time of withdrawal and refund shall be based on the date of the student's (or parent's) formal "application for suspension or withdrawal" to the office.

註四、學生休、退學申請之程序、時程及核准事宜應依本校規定辦理，休、退學學生未於規定期限內完成離校手續，若原因歸責學生自身因素延宕相關程序，則以實際離校日為計算基準日。

Note 4: The procedures, timeline and approval of the student's application for suspension and withdrawal shall be handled in accordance with the University's regulations. If a student fails to complete the procedures within the prescribed period, the actual date of departure from school will be used as the base date for calculation if the reasons are attributable to the student's own delay in the relevant procedures.

註五、遞補之一年級新生及轉學生擬退學者(不保留學籍)，於校方招生遞補截止日前提出退學申請，校方僅得收取行政手續費後辦理全額退費；若逾招生遞補截止日提出休、退學者應依標準表第 1 點之規定辦理。

Note 5: If a new student or a transfer student wishing to withdraw (without retaining his/her student status) submits an application for withdrawal before the deadline for enrollment replacement, the university may only charge an administrative fee and process a full refund; if the student submits a withdrawal or withdrawal after the deadline for enrollment replacement, he/she should follow the provisions of point 1 of the standard form.

註六、延修生於延長修業期間欲辦理休、退學者，適用學分學雜費制度辦理退費。

Note 6: Extended students who wish to withdraw during the extended period of study are eligible for refund under the credit and miscellaneous fee system.

龍華科技大學 115 學年度第一學期國際專修部申請入學

Lunghwa University of Science and Technology  
International Foundation Program, Fall Semester, 2026

繳交資料檢核表 Required Document Checklist

申請班別(Applied Program) : \_\_\_\_\_

中文姓名(Chinese Name): \_\_\_\_\_ 英文姓名(English Name): \_\_\_\_\_

聯絡電話(Phone No.) : \_\_\_\_\_ Email : \_\_\_\_\_

\*應繳交表件(請申請人自行勾選所繳各項證件)

\*Applicants are requested to check the documents they will submit :

項次 Items	繳交表件 Submitted Documents	份數 copies	請勾選 Check(✓)
一、	入學申請表。 Application Form	1	
二、	護照影本。 A photocopy of valid passport	1	
三、	應屆畢業生之在學證明書或同等學歷證明文件影本或高中畢業證書影本。 A photocopy of the certificate of attendance or equivalent qualification certificate of the recent graduate or a copy of a senior high school diploma.	1	
四、	高中三年成績單影本。 A copy of 3-year transcript of high school	1	
五、	身分資格認定聲明書(具結書) Identity Qualification Statement (Declaration)	1	
六、	授權書 Authorization	1	
七、	財力證明 Financial Statement	1	
八、	其他(如語言能力證明)_____。 Other (e.g., proof of language proficiency)	1	
九、	兩吋半身脫帽相片二張 Two pieces of your recent 1"x 2" photos (without hat on)	1	

\*若同時符合外國學生及僑生身分資格者，請擇一身分申請，一旦提出申請後不得變更身分。

\*If you meet the qualifications of foreign students and overseas Chinese students at the same time, please apply for one identity and you must not change your status once you apply

龍華科技大學  
Lunghwa University of Science and Technology

國際專修部 入學申請表

Application Form for International Foundation Program

最近二吋照片  
Attach a recent  
photograph here  
( about 1"x2" )

申請人須詳細逐項填寫

TO THE APPLICANT: This application form should be completed.

● **Personal Information :**

姓名 (中文) \_\_\_\_\_ (英文) \_\_\_\_\_ (First) (Middle) (Last)  
Full name (In Chinese) \_\_\_\_\_ (In English) \_\_\_\_\_

住址  
Home  
address \_\_\_\_\_

電話 \_\_\_\_\_ E-mail \_\_\_\_\_  
Telephone \_\_\_\_\_

現在通訊處  
Mailing  
address \_\_\_\_\_

出生地點 \_\_\_\_\_ 出生日期 YYYY/MM/DD \_\_\_\_\_ 性別 男 Male  
Place of birth \_\_\_\_\_ Date of birth \_\_\_\_\_ Gender 女 Female

國籍 \_\_\_\_\_ 婚姻狀況 \_\_\_\_\_ 身份證字  
Nationality \_\_\_\_\_ Marital status \_\_\_\_\_ 號 \_\_\_\_\_  
Citizen ID \_\_\_\_\_

監護人姓名及住址  
Name and address of legal  
guardian \_\_\_\_\_

● **Education Background/ Bằng cấp :**

中等學校 Secondary school Trung học phổ thông			
學校名稱 Name of school			
學校所在地 City and country		學位 Degree granted	
畢業日期 Graduate year		主修 Major	
學院或大學 College or University Cao đẳng hoặc Đại học			
學校名稱 Name of school			

學校所在地 City and country		學位 Degree granted	
畢業日期 Graduate year		主修 Major	
<b>碩士班 Graduate school (Master Program) Trường sau đại học (Chương trình Thạc sĩ)</b>			
學校名稱 Name of school			
學校所在地 City and country		學位 Degree granted	
畢業日期 Graduate year		主修 Major	

- 擬申請就讀之系(所) Which department do you expect to study at LHU ?
- 請選擇一個科系 Please check (✓) only one.

<b>工程學院 College of Engineering</b>	
<input type="checkbox"/> 半導體工程系 Department of Semiconductor Engineering	
<input type="checkbox"/> 電機工程系 Department of Electrical Engineering	
<b>管理學院 College of Management</b>	
<input type="checkbox"/> 數位行銷暨跨境商務系 Department of Digital Marketing and Cross-Border Commerce	
<input type="checkbox"/> 資訊管理系 Department of Information Management	
<b>人設學院</b>	
<input type="checkbox"/> 觀光休閒系 Department of Tourism and Leisure	

- 擬定何時入學 When do you intend to begin your study at LHU ? \_\_\_\_\_
- 在華研習期間各項費用來源？ How will you finance the major portion of your study at LHU ?
  - 個人儲蓄 Personal savings
  - 父母供給 Parental support
  - 政府獎助金 Scholarship(s) from Government
  - 其他 Other (please specify)
- 如有疾病或缺陷請敘明之。 If you have any illness or handicap, please specify. \_\_\_\_\_

- 是否曾經學習中文？ Have you ever studied Chinese ?

<input type="checkbox"/> 是 曾學習中文多久？ How long have you studied Chinese ? _____	<input type="checkbox"/> 否
--	----------------------------

- 學位生申請簽證所需文件如下

Required Documents for Degree students to apply visa as follows,

- ◇ 本申請表 This Application Form
- ◇ 畢業證書原文與影本 Official Diploma and Its Photocopy

- ◇ **畢業證書 中文或英文翻譯本 English or Chinese Translations of the Diploma**
- ◇ **中文或英文成績單 Academic Records in English or Chinese**
- ◇ **護照影本 Photocopy of Passport**
- ◇ **財力證明書 Financial statement**
- ◇ **中文或英文語言檢定證書 Language Certificate of Chinese or English**

# 具結書

## DECLARATION for International Student Application

中英文版本如有出入時，以中文版為準。Should any discrepancy exist between the English text and the Chinese text, the Chinese text prevail.

一、 本人符合中華民國教育部公布之最新版『外國學生來臺就學辦法』所稱之外國學生身份。

I am qualified for legal student status pursuant to the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan".

二、 本人並未以「僑生回國就學及輔導辦法」申請入學中華民國國內大專院校。

I have not attended any other university or college in R.O.C. (Taiwan) in accordance with "Application Regulations for Overseas Chinese Student to Study in Taiwan."

三、 若本人兼具中華民國國籍，申請時應自始未曾在臺設有戶籍。

I hereby certify that if I have nationality of R.O.C. (Taiwan) at the time of my birth but I never hold a household registration while application.

四、 若本人曾兼具中華民國國籍，於申請時已不具中華民國國籍，且自內政部許可喪失中華民國國籍之日起至申請時已滿八年。

I hereby certify that if I have had nationality of R.O.C. (Taiwan), but while application I have lost my nationality of R.O.C. (Taiwan) and have annulled status regarding my nationality of R.O.C.(Taiwan) for no less than 8 years.

五、 本人所提供之所有相關資料（包括學歷、護照及其他相關文件之正本或其影本）均為合法有效之文件。All the documents provided (including diploma, passport, and other relevant documents, original or copy) to the University by me are valid and authentic.

六、 本人未曾在臺灣以外國學生（外籍生）身分完成高中以下學校課程或經入學學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍。

I have not obtained a high school degree as a foreign student in R.O.C. (Taiwan) and no educational institution in

Taiwan considers that my conduct or academic performance was unsatisfactory, or seriously violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue my studies or forfeited my status as a registered student.

七、 本人未曾遭致中華民國國內大專院校退學。

I have never been expelled from any university or college in R.O.C. (Taiwan).

八、 若於申請期間為在臺灣就學者，本人有義務於申請資料中告知目前之在學學籍。

I must disclose the department and university I attended if I have studied in Taiwan now/before.

九、 上述所陳之任一事項同意授權貴校查證，如有不實或不符合規定等情事，於入學後經查證屬實者，本人願接受 貴校註銷學籍處分並自行承擔後果，絕無異議。

Violation of any of the above-mentioned criteria will result in immediate cancellation of the applicant's admission or the deprivation of the applicant's recognized status as LHU registered student, or revocation of applicant's LHU diploma. No certificates will be awarded.

申請人（具結）人簽名 Applicant's signature : \_\_\_\_\_

日期 Date : \_\_\_\_\_

# AUTHORIZATION

## 授權書

我授權龍華科技大學去查證並驗證我提交的下列資料：

I authorize the Lunghwa University of Science and Technology to undertake a verification of the information I have provided and I authorize :

- 教育機構 Educational institutions
- 個人資訊 Persons
- 其他 Others

這些機構或單位有權提供我的資料，而且他們有責任提供。

To release information, they may have about me, and release them from any liability for doing so.

簽名 Signature (Full Name) : \_\_\_\_\_

身份證號碼 Social Security Number : \_\_\_\_\_

生日 Date of Birth : \_\_\_\_\_

簽名日期 Date : \_\_\_\_\_