



**College of International Affairs (CIA), National Chengchi University**  
**Application Guideline for Exchange Program**  
**(2025 Fall & Spring Semester)**

**PART I: APPLICATION PROCEDURE**

**1. Recommended Level of Language Proficiency**

- Mandarin-taught courses:
- Students are advised to achieve a minimum of **TOCFL Superior** or **HSK Level 4** if they want to take Mandarin-taught academic courses. Some colleges/departments (e.g. College of Informatics and College of Science) may require a higher level of Mandarin proficiency.
- English-taught courses:
- Students who wish to take academic classes taught in English are advised to demonstrate English proficiency at least equivalent to **TOEFL iBT 80** / **IELTS 6.0** / **TOEIC 700** / **CEFR B2**.

**2. Period of Study**

- One semester(Fall or Spring) or one academic year.

**3. Application Deadline**

**Fall semester (2025/09-2026/01): April 20**

**Spring semester (2026/02-2026/06): October 20**

**4. Class Begins/Ends**

**2025 Fall Semester: September 2025 to January 2026**

**2026 Spring Semester: February 2026 to June 2026**

## 5. Available Area of Study/Courses

Dept./Program	Degree
Department of Diplomacy	Undergraduate and Graduate
Graduate Institute of East Asian Studies	Graduate
Graduate Institute of Russian Studies	
Master's Program in Japanese Studies	
International Master's Program in International Studies (IMPIS) (*English-Taught Program) * IMPIS offers all English-taught courses.	Graduate



### Reminders:

- All departments/programs in CIA (except IMPIS) offer limited English-taught courses.
- Students of Chinese nationality cannot choose Graduate Institute of East Asian Studies.
- For more information, please refer to:  
<https://ocia.nccu.edu.tw/eng/PageFront?fid=767>
- University-Wide Course Search Engine: <https://qrysub.nccu.edu.tw/>



## 6. Application Required Documents

- a. NCCU Incoming Exchange Students Application Form
- b. One certificate of nomination from home institution
- c. One home institution certificate of enrollment in English
- d. One original official transcript in English from home institution (inclusive of the grading/credit system explanation)
- e. One photocopy of passport
- f. One 2-inch photo
- g. One curriculum vitae
- h. Statement of purpose written in Chinese or English
- i. Certificate of Chinese or English Language Proficiency

## 7. Application Submission:

Please email to Mr. Kenelm Tsai ([ocia@nccu.edu.tw](mailto:ocia@nccu.edu.tw))

## 8. Notification of Results:

Fall semester: Email notification **by the end of May 2025.**

Spring semester: Email notification **by the end of November 2025.**

## PART II: POST-ADMISSION & PRE-ARRIVAL

### 1. Arrival Time:

- Students are recommended to arrive Taiwan **7-10 days** before the course starts. There will be an orientation held by NCCU Office of International Cooperation one week before the semester start.

### 2. Estimated Expenses

For a one-semester exchange student

- Tuition (paid to home institution)
- Medical insurance (paid to your insurance company)
- Taiwanese visitor visa
- On-campus health check-up: NT\$ 600 (About EUR19)
- NCCU safety insurance: NT\$126
- On-campus dormitory: NT\$23,000 + NT\$1,000 deposit
- Food: NT\$15,000 per month
- Public Transport: NT\$3,000 per month
- Textbooks: NT\$5,000-NT\$8,000 per semester

### 3. Student Housing

- Please fill in your preference in application form. Due to limited space in dorms and I-House, NCCU will conduct first-come-first-serve method to arrange housing for applicants.
- Besides the dorm fee, student will also need to pay NT\$1,000 dorm deposit separately, which will be returned after checking out if the room is clean and undamaged.
- On-campus Dormitory
  - 4-person room for undergraduate; around NT\$11,000 per semester
  - 2-person room for master's students; around NT\$23,000 per semester
- Off-campus International House (I-House) (<https://oic.nccu.edu.tw/Post/467>)
  - limited single suites and double suites are available.
  - Double Suites: NT\$38,250 per semester
  - Single Suite: NT\$58,500 per semester.
  - Additional Fees: refundable deposit of one-month rent, phone call and electricity fees (if exceeds the free basic quota).
- Off-campus House Rental: Fees range from NT\$8,000-20,000 per month.

#### 4. Health Insurance

- NCCU Student Safety Insurance (group insurance):

Applies to all NCCU students (local students / international degree & exchange students).  
NT\$183 per semester.

- For one-semester exchange: Overseas Medical Insurance

Students who only exchange for 1 semester, please purchase your own medical insurance in your home country to cover your medical expenses during your entire stay in Taiwan

- For one-year exchange: Overseas Medical Insurance + NHI (National Health Insurance):

Students are required to join NHI after 6 months of continuous residence in Taiwan. Before joining NHI, you will need to have your own overseas medical insurance to cover your medical costs during the first 6 months.

NT\$4,956 per semester.

- For more information, please refer to NHI Official Website:

<https://www.nhi.gov.tw/en/mp-2.html>

#### 5. Health Check-up

- For one-semester exchange:

Students are required to participate on-campus health checkup (date to be advised)  
Fee: NT\$ 600

- For one-year exchange:

Students have to provide health check-up report to the immigration bureau for ARC application.

#### 6. Exchange Students VISA & ARC

- Two types of Visas for international students:

- Visitor Visa: short-term visa; for stay less than 180 days
- Resident Visa: long-term visa; for stay longer than 180 days

- For one-semester exchange:

60- or 90-day Visitor Visa → Visitor Visa Extension (twice as the maximum extension times)

- For one-year exchange:

- If enter in Taiwan with Visitor Visa → apply for Resident Visa → apply for ARC → join National Health Insurance after 6 months
- If enter in Taiwan with Resident Visa → apply for ARC → join National Health Insurance after 6 months



**\*\*Alien Resident Certificate (ARC) (one-year exchange only)\*\***

- Students who enter Taiwan with a Resident Visa will need to apply for the ARC at the Immigration Agency within 15 days after landing.
- Your ARC will have multiple entries before the expiration date.
- Application fee: NT\$ 1,000
- Information can be found at OIC website: <https://oic.nccu.edu.tw/Post/548>

**7. Mandarin Course**

- OIC offers 3-credits Part-time Mandarin course free of charge to exchange students. Whether the credits could be transferred will be decided by the student's home university.

**8. Recommended Number of Credit per semester**

- 9 to 18 credits of academic courses per semester.

**9. CIA Office Contact:**

- Coordinator (CIA Office): **Kenelm Tsai**
- Email: [ocia@nccu.edu.tw](mailto:ocia@nccu.edu.tw)
- Tel: +886 2 2939 3091 #51104



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