



文藻外語大學

WENZAO URSULINE UNIVERSITY OF LANGUAGES

107 學年度外國學生入學申請表(碩士)

Application Form for the Admission of International Students (Master Degree) in Academic Year 2018/2019

Date 日期: / /

Name in English / in Your Own Language 英文名字/本國語文名字 First and Middle Name 名字: _____ Last (Family) Name 姓氏: _____		Two-inch Photo 二吋照片	
Name in Chinese 中文姓名: _____			
Nationality 國籍: _____	Birth Place 出生地: _____	Date of Birth (m/d/y) 生日: _____	Gender 性別: <input type="checkbox"/> M or <input type="checkbox"/> F
Father's Name & Nationality 父親姓名及國籍: _____		Mother's Name & Nationality 母親姓名及國籍: _____	
Contact Address & Phone Number (Native Country) 本國聯絡地址與電話: _____			
Highest Degree Possessed & Name of the Institution 最高學歷及學校名稱: _____		Passport No. 護照號碼: _____ Expiry Date 有效期限: _____ (M)/ _____ (D)/ _____ (Y)	
Graduation Department 畢業科系: _____		Graduation Date 畢業日期: _____	
Contact Address 聯絡地址: _____ E-mail Address 聯絡電子郵件信箱: _____		Contact Phone Number 聯絡電話: (H) _____ (M) _____	
Applied Institutes/Departments 申請所系科: _____ Institute/Department			
Application for Wenzao's Scholarships: <input type="checkbox"/> Yes <input type="checkbox"/> No 是否申請「文藻外語大學外國語學生獎學金」 (Guidelines for International Student Scholarships are Stated on P.9 below.)			
Remarks: international students who would like to apply for Wenzao's scholarships have to submit: the documentations of parents' yearly incomes (such as the income documents offered by the employers or the copies of the bank account books proving that the income is monthly deposited by the employers) and the scholarship application form (P.10 of this file) along with the application documents.			
Guardian Signature 監護人簽名: If student is under 20 years old, the Guardian should sign here. (M) / (D) / (Y)		Student Signature 學生簽名: (M) / (D) / (Y)	

※Documents prepared and submitted and application deadlines are on next two pages.

I. Graduate institute/Master's degree program in academic year 2018/2019

A. General application documents:

Item		General submitted documents of applicants
1	2 copies of the application form	A. Please check the following 2 pages for other required documents of the graduate institutes and master's degree program
2	2 recent 2-inch photos	Full-face photos are affixed on the application form; the applicant's name and applied program and institute/department, written at the back of the photos.
3	1 photocopy of the documentation of academic credentials	<p><u>Requirements:</u></p> <p>A. The photocopy has to be verified by the Embassy of the Republic of China, representative offices, offices, or other organizations authorized by the Ministry of Foreign Affairs (hereby named overseas embassies).</p> <p>B. If the documentation of academic credentials is in other foreign languages beyond Chinese and English, the Chinese or English translated version should be attached additionally.</p> <p>C. The applicants who are going to graduate this June may submit the photocopies of their student ID cards or English certificates of current enrollment verified by the overseas embassies first, but the documentation of academic credentials that is verified by overseas embassies should be submitted when they enroll.</p> <p><i>*Remarks: "documentation of academic credentials" is elaborated in the Article V of "Wenzao Ursuline University of Languages Admission Regulations for International Students" (http://d021.wzu.edu.tw/category/137676)</i></p>
4	copy of health document/report of a public hospital	Please complete the body check items in Form B (file attached on the website). (http://d021.wzu.edu.tw/category/137676)
5	financial proof or document with sufficient funds (USD3,500)	<p><u>Requirements:</u></p> <p>A. Officially offered by a bank to support an international student's study in Taiwan</p> <p>Or a statement offered by a government, institution of higher learning or civic organization providing full scholarship or aid.</p>
6	required documents	B. Like the following instructions below. All the required documents of the graduate institutes and master's degree program are listed in the following table.

B. Required documents of the graduate institutes/master's degree program:

Graduate Institutes	Documents submitted by applicants	Interview
Department of English (Master of Arts in English) * English Instruction	1. English or Chinese complete official transcript of Bachelor degree. 2. English Curriculum Vitae 3. English study plan 4. Copy of English proficiency test record (E.g., CSEPT, TOEFL, TOEIC, IELTS, BULATS) 5. Reference Letter, copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works.	Required. The date, time and way of the interview will be arranged and informed

Graduate Institutes	Documents submitted by applicants	Interview
Graduate Institute of Foreign Language Education and Cultural Industries (Master Program) * English Instruction	<ol style="list-style-type: none"> 1. English or Chinese complete official transcript of Bachelor degree. 2. English or Chinese autobiography (one typed A4 page) 3. English or Chinese study plan (one typed A4 page) 4. Copy of English proficiency test record (E.g., TOEFL, TOEIC, IELTS, BULATS) or copy of Chinese Proficiency test record (E.g., TOCFL/TOP or HSK) 5. Reference Letter, copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works. 	by the respective coordinators of the departments. ✘The transcript and the diploma needs to be verified by R.O.C Representative Office
Graduate Institute of International Business and Cultural Practices (Master Program)	<ol style="list-style-type: none"> 1. English or Chinese complete official transcript of Bachelor degree. 2. English autobiography (one typed A4 page) 3. English study plan (two typed A4 pages) 4. Copy of English proficiency test record (E.g., TOEFL, TOEIC, IELTS, BULATS) or copy of Chinese Proficiency test record (E.g., TOCFL/TOP or HSK) 5. Reference Letter, copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works. 	
College of English and International Studies (Master's Degree Program of International Affairs) * English Instruction	<ol style="list-style-type: none"> 1. English or Chinese complete official transcript of Bachelor degree. 2. English diploma of Bachelor Degree 3. Curriculum Vitae in English 4. English study plan 5. Copy of English proficiency test record (E.g., TOEFL, TOEIC, IELTS, BULATS), except English native speaker 6. Two reference letters 7. Other relevant licenses, certificates, awards, performance of international activities, essays or theses, if applicable 	
Graduate Institute of Multilingual Translation and Interpreting (Master Program)	<ol style="list-style-type: none"> 1. English or Chinese complete official transcript of Bachelor degree. 2. English and Chinese autobiography (one typed A4 page) 3. English and Chinese study plan (one typed A4 page) 4. Copy of English proficiency test record (E.g., TOEFL, TOEIC, IELTS, BULATS) or copy of Chinese Proficiency test record (E.g., TOCFL/TOP or HSK) 5. Reference Letter, copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works 	
Master of Arts in Southeast Asian Studies	<ol style="list-style-type: none"> 1. English or Chinese complete official transcript of Bachelor degree. 2. English autobiography (one typed A4 page) 3. English and Chinese study plan (two typed A4 pages, including how you are interested in the field of Southeast Asia.) 4. Copy of English proficiency test record (E.g., TOEFL, TOEIC, IELTS, BULATS) or copy of Chinese Proficiency test record (E.g., TOCFL/TOP or HSK) 5. Reference Letter, copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works. 	

Graduate Institutes	Documents submitted by applicants	Interview
Graduate Institute of Teaching Chinese as a Second Language (Master Program)	1. English or Chinese complete official transcript of Bachelor degree. 2. English or Chinese autobiography (one typed A4 page) 3. English or Chinese study plan (two typed A4 pages) 4. Copy of Chinese proficiency test record (E.g., TOCFL/TOP or HSK) 5. Copies of other foreign languages proficiency test records, other related licenses, outstanding performance and achievement works ※Remarks: Applicants are urged to submit the autobiography and study plan written in Chinese.	Not required.

Recruitment quota: the total number of seats shared by the above institutions is 7.

Remarks:

1. English or Chinese official transcript mentioned above should be verified by the overseas embassies.

2. For Vietnamese applicants, Please be reminded that ONE of the following Language Certificates will have to be submitted when applying for VISA:

✧ **Applying to Graduate Institute of International Business and Cultural Practices/ Graduate Institute of Multilingual Translation and Interpreting/ Graduate Institute of Teaching Chinese as a Second Language:**
TOCFL Chinese proficiency test record (at least Level 2/基礎級 or above)

✧ **Applying to Department of English (Master of Arts in English)/ Graduate Institute of Foreign Language Education and Cultural Industries/ College of English and International Studies (Master's Degree Program of International Affairs):**
TOEFL: iBT score: 26 or above/ pBT score: 385 or above
or TOEIC Score: 375 or above
or IELTS Score: 3.0 or above

C. Application deadline: April 30, 2018.

D. Please post the above documents to: Section of Overseas Students Affairs, Wenzao Ursuline University of Languages (Address: 900 Mintsu 1st Road Kaohsiung 80793, Taiwan R.O.C.)
Please also email the documents to: oiccrecruit@mail.wzu.edu.tw

Remarks: incorrect or untrue documents found will lead to immediate cancellation of the application, no appeals and grievances from the applicants is accepted.

外籍生切結書 Declaration for International Students

一、本人保證未具僑生身份且不具中華民國國籍法第二條所謂中華民國國籍，或已喪失中華民國國籍滿八年。

I, the undersigned applicant, guarantee that I have neither overseas Chinese status nor R.O.C. citizenship as referred to in Article 2 of the Nationality Act, or have I been an R.O.C. national in the last eight years.

國籍法第二條所稱具中華民國國籍者為：

According to Article 2 of the Nationality Act, a person shall have the nationality of the Republic of China under any of the conditions provided by the following subparagraphs:

1. 出生時父或母為中華民國國民。 His / Her father or mother was a national of the Republic of China when he/she was born.
2. 出生於父或母死亡後，其父或母死亡時為中華民國國民。 He/ She was born after the death of his/ her father or mother, and his/ her father or mother was a national of the Republic of China at the time of death.
3. 出生於中華民國領域內，父母均無可考，或均無國籍者。 He/ She was born in the territory of the Republic of China, and his/ her parents can't be ascertained or both were stateless persons.
4. 歸化者 He/ She has undergone the nationalization process.

二、本人所提供之最高學歷畢業證書(報名大學部者為高中畢業證書、研究所者為大學或碩士畢業證書)均為教育部認可、經駐外單位驗證屬實，保證於錄取報到時繳交經駐外單位驗證之外國學校畢業證書正本。(中文或英文翻譯本)

The diploma I provided (secondary degree diploma for applying for undergraduate program, bachelor or master's degree diploma for graduate program) is recognized by the Ministry of Education and verified by the Taiwan's overseas representative office. Upon registration, a photocopy of the certificate of diploma obtained from a foreign education institution and verified by the Taiwan's overseas representative office shall be submitted with a notarized translation in either Chinese or English.

三、本人未曾遭中華民國各大專校院退學。如違反此規定並經查證屬實者，取消其入學資格並註銷學籍。

I have never been expelled from other colleges and universities of the Republic of China. Should I breach any of the regulations, I will be denied admissions and student status.

四、上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事屬實者，本人願意學校註銷學籍處分，絕無異議。

I agree to authorize Wenzao Ursuline University of Languages to verify any information provided above. If any of it is found to be false, I have no objection to being deprived of registered student status.

申請人簽名 Applicant's signature:

日期 Date:

個人資料蒐集同意書

Personal Data Collection Agreement

文藻外語大學（以下簡稱本校）為蒐集、處理、利用個人資料，依個人資料保護法之規定以本聲明及同意書向您行書面告知並徵求您同意。當您於頁末簽名處簽署本同意書時，表示您已閱讀、瞭解並同意接受本同意書之所有內容。

According to the Personal Data Protection Act, Wenzao Ursuline University of Languages (hereinafter as WZU) issues its statement of personal data protection and collection agreement to notify you of your responsibilities and rights and solicit your consent to the collection, processing and use of your personal data by WZU. Your signature below indicates that you have read, understood and accepted the contents set forth in this agreement.

一、基本資料之蒐集、更新及保管

(一)本校係依據中華民國「個人資料保護法」與相關法令之規範，蒐集、處理及利用您的個人資料。

(二)請提供您本人正確、最新及完整的個人資料。

(三)本校因執行業務所蒐集您的個人資料包括表單內所需欄位等。

(四)若您的個人資料有任何異動，請主動向本校申請更正，使其保持正確、最新及完整。

(五)若您提供錯誤、不實、過時或不完整或具誤導性的資料，您將可能損失相關權益。

(六)您可依中華民國「個人資料保護法」，就您的個人資料行使以下權利：

1.查詢或請求閱覽。

2.請求製給複製本。

3.請求補充或更正。

4.請求停止蒐集、處理或利用。

5.請求刪除。

但本校各單位因執行職務或業務所必需者，本校得拒絕您上述之請求。且因您行使上述權利，而導致權益受損時，本校將不負相關賠償責任。

I. Basic Data Collection, Renewal and Management

(I)WZU will collect, process, and use your personal data in accordance with the Personal Data Protection Act and relevant laws and rules enacted in Taiwan, the Republic of China.

(II) Please provide your accurate, latest and complete personal data.

(III)Your personal data collected by WZU to facilitate its administration includes the information in the columns marked as required on the form.

(IV)Please inform WZU of any change to your personal data to maintain the latest information.

(V)You may lose certain rights or benefits if you provide incorrect, untrue, outdated or incomplete information.

(VI)According to the Personal Data Protection Act (ROC), you are entitled to make the following requests:

1. To check or review the collected data.

2. To receive a photocopy of the collected data.

3. To supplement or revise the collected data.

4. To cease the collection, processing or use of the collected data.

5. To delete the collected data.

However, WZU may reject your requests in order to meet the administrative needs of its offices and institutes. Moreover, should you suffer any losses due to such requests; WZU shall not be held responsible for any compensation.

二、蒐集個人資料之目的

(一)本校係基於「教育行政業務需求」之特定目的而蒐集您的個人資料。

(二)當您的個人資料使用方式與本校蒐集的目的不同時，我們會在使用前先徵求您的書面同意，您可以拒絕向本校提供個人資料，但您可能因此喪失您的權益。

II. Purpose of Personal Data Collection

(I)WZU collects your personal data to meet the needs of educational administration.

(II)We will solicit your consent in a written form in advance before using your personal data to serve a purpose other than the one specified in Item (I) of this article. While you may refuse to provide your personal data to WZU, you may lose certain rights or benefits as a consequence.

三、基本資料之保密：本校如違反「個人資料保護法」規定或因天災、事變或其他不可抗力所致者，致您的個人資料被竊取、洩漏、竄改、遭其他侵害者，本校將於查明後以電話、信函、電子郵件或網站公告等方法，擇適當方式通知您。

III. Basic Information Security Should your personal information be stolen, disclosed, altered or infringed upon due to the violation of the Personal Data Protection Act by WZU the occurrence of any natural disasters, incidental changes or other unavoidable circumstances, WZU shall inspect the cause and inform you by phone, mail, email or website notice.

四、同意書之效力

(一)當您簽署本同意書時，即表示您已閱讀、瞭解並同意本同意書之所有內容。

(二)本校保留隨時修改本同意書規範之權力，本校將於修改規範時，於本校網頁(站)公告修改之事實，不另作個別通知。如果您不同意修改的內容，請依上述第一條第六款向本校主張停止蒐集、處理及利用個人資料。否則將視為您已同意並接受本同意書該等增訂或修改內容之拘束。

IV. Validity of Agreement

(I)Your signature on this agreement indicates that you have read, understood and accepted its contents.

(II)WZU is entitled to amend the contents of this agreement, and any amendments will be publicized on the WZU website. Should you disagree with any amendments, please exercise your right to request that WZU discontinue to collect, process or use your personal data according to Item VI of Article I.

Otherwise, you are considered to have agreed to the amendment.

簽名 Signature: _____

護照號碼 Passport number: _____

日期 Date of Signature(YYYY/MM/DD): _____

文藻外語大學 Wenzao Ursuline University of Languages

緊急醫療授權書

Authorization for Emergency Medical Treatment

本人_____ (父母或監護人之姓名)，已瞭解如本人之子女 (姓名)
_____ 遭遇緊急危險時，文藻外語大學將會試圖緊急通知本人或本人於本授權書中所指定之下列緊急聯絡人。

I, [name of parent/guardian]_____ (given name/family name), understand that in the case of emergency of my child, [name]_____ (given name/family name), *Wenzao Ursuline University of Languages* will try to notify me or the person I have listed below as an emergency contact.

本人子女如需接受緊急醫療通知，基於任何原因致本人或本人所指定之緊急聯絡人無法接獲該通知時，本人在此謹全權授予文藻外語大學及其受雇人代表本人及本人子女為下列行為：

In case of a medical emergency concerning my child, at a time when I or my listed emergency contact, for any reason, cannot be reached, I hereby grant with full power to *Wenzao Ursuline University of Languages* and its employees to act on my or my child's behalf the following treatments:

1. 提供第一時間之救助
2. 授權醫生對本人子女為檢查及醫療行為
3. 安排本人子女之運送(不論利用救護車或其他交通工具)，以前往適宜施行緊急醫療之場所，包括醫院之急診室、醫生之診療室或診所，但不以上述場所為限。
- 4 於醫療機構中為獲得相關醫療或手術，得簽署任何經醫療機關判斷後，所要求出具之相關文件。

1. Administer first aid;
2. Authorize a medical doctor to examine or treat my child;
3. Arrange for the transportation of my child, whether by ambulance or otherwise, to a proper facility where emergency medical treatment is normally administered, including but not limited to, an emergency room of a hospital, a doctor's office, or a medical clinic; and
4. Sign releases as may be required in order to obtain any medical or surgical treatment as is required in the judgment of medical authorities at the facility.

本人在此並同意負擔所有因治療意外或傷病所生之相關費用。本人亦同意於尋求或提供上述醫療行為之過程中，不論文藻外語大學或其受雇人皆無須負擔任何因處理前開相關事務，所可能引起之事實上或法律上之責任。

I hereby agree to accept the financial responsibilities for any cost thus incurred in the treatment of any illness, accident. I further agree that in the process of seeking or providing such treatment, neither nor its employees shall be liable, de facto or de jure, for any complications that may arise thereof.

如無法聯絡本人時，本人所指定本人子女之緊急聯絡人如下：

The following persons are appointed as my/our child's Emergency Contact (if I/we cannot be reached):

1. 姓名 Name _____
住所電話 Home Phone Number _____
公司電話 Office Phone Number _____
行動電話 Cell Phone Number _____

2. 姓名 Name _____
住所電話 Home Phone Number _____
公司電話 Office Phone Number _____
行動電話 Cell Phone Number _____

3. 姓名 Name _____
住所電話 Home Phone Number _____
公司電話 Office Phone Number _____
行動電話 Cell Phone Number _____

立書人(即父母或監護人簽名) _____ 立書日 年 月 日
Signature of Parent/Guardian _____ Date _____ MM/DD/YY

住所電話 Home Phone Number _____
公司電話 Office Phone Number _____
行動電話 Cell Phone Number _____

簽名後即具法律效力。

本資訊將由**文藻外語大學**所持有並加以保密，然必要時得提供予相關醫療機構使用。

This information will be kept confidential in the possession of *Wenzao Ursuline University of Languages*. Should the need arise; this information may be given to the proper medical authorities.

境外生住宿申請表

On/Off-Campus Accommodation Application for Overseas Students



姓名 Name: _____

科系 Department: _____

住宿地點 On/Off-Campus	費用 Rent
校內宿舍 On-campus Dormitory	<input type="checkbox"/> 四人房 Room for four (一學期住宿費用為新台幣 12,000 元，不含寒假及暑假) NT\$12,000 per semester (not including summer and winter vacations)
校外宿舍-達亞國際 e 化大樓 Off-campus DaYa International Apartment	<input type="checkbox"/> 小單人房 Small Single Room (NT\$ 5,600/ per month) <input type="checkbox"/> 大單人房 Big Single Room (NT\$ 6,600/ per month) <input type="checkbox"/> 雙人房 Room for two (NT\$ 7,600/ per month)

PS. If you choose On-campus dormitory, please remit payment after being admitted in order to reserve your right.

Wenzao Ursuline University of Languages

Guidelines for International Student Scholarships

Approved by the Administrative Committee on September 27th, 2005
Ratified by the College President on October 11th, 2005
Approved by the Administrative Committee on February 19th, 2008
Ratified by the College President on March 3rd, 2008
Approved by the Administrative Committee on June 15th, 2010
Ratified by the College President on August 24th, 2010
Approved by the Administrative Committee on December 20th, 2011
Ratified by the College President on December 26th, 2011
Approved by the Administrative Committee on November 27th, 2012
Ratified by the College President on December 10th, 2012
Approved by the Administrative Committee on August 6th, 2013
Ratified by the University President on August 15th, 2013
Approved by the Administrative Committee on December 3rd, 2013
Ratified by the University President on December 26th, 2013

- I. These Guidelines are enacted to encourage outstanding international students to attend and pursue degrees at the Wenzao Ursuline University of Languages (hereinafter “University”).
- II. In these Guidelines, the term “international students” refers to students as defined in paragraph 2 of the Regulations Regarding International Students Undertaking Studies in Taiwan by the Ministry of Education.
- III. Funds for International Student Scholarships are budgeted by the Office of Academic Affairs. Students in 5-year junior college programs may receive scholarships for up to 5 years. Students in undergraduate programs may receive scholarships for up to 4 years. Students in graduate programs may receive scholarships for up to 2 years.
- IV. In order to preserve and extend the educational mission and spirit of the Ursulines in founding high schools and vocational schools, students from developing countries are given priority. Details of the scholarships will be determined each year based upon the annual budget of the University and the subsidies from the Ministry of Education. Every academic year, the University will award 50 full scholarships and 100 partial scholarships in principle to be distributed among graduate, undergraduate and junior college students combined.
 - A. Full Scholarships: Full scholarship awardees are granted the total amount of tuition and fees for the current semester. Recipients may be awarded the scholarship only once a semester. It includes a year of Chinese language courses.
 - B. Partial Scholarships: Partial scholarship awardees are granted one half of the total amount of tuition and fees for the current semester. Recipients may be awarded the scholarship only once a semester. It includes a year of Chinese language courses.
- V. Application and Evaluation procedures:
 - A. International students may submit applications for International Student Scholarships to the Recruitment Section of the Office of Academic Affairs when they apply for admission.
 - B. Full and partial Scholarship recipients are determined by the Recruitment Committee of the University.
 - C. Scholarship recipients must have received grades of B or better in academic performance and conduct in the previous semester to continue applying for this scholarship to the Office of Academic Affairs. Otherwise, the scholarship will be temporarily discontinued. Students who regain the required level of performance in the following semester may resume receiving the scholarship.
- VI. International students who are already receiving a scholarship awarded by the government of the Republic of China (not including this scholarship) are not eligible.
- VII. Scholarship awardees who have not completed registration or enrollment deferment procedures for the current academic year will lose their eligibility to receive scholarships.
- VIII. Scholarship awardees who have provided forged or false information lose their eligibility to receive scholarships. Any amount of scholarship money awarded must be returned.
- IX. These Guidelines become effective after approval by the Administrative Committee and ratification by the University President. Amendments follow the same procedure.



文藻外語大學

WENZAO URSULINE UNIVERSITY OF LANGUAGES

107 學年度外國學生獎學金申請表

Scholarship Application Form for the International Students in Academic Year 2018/2019

Date 日期: / /

<u>Name</u> 姓名		<u>Name of the Institution</u> 學校名稱:			<u>Nationality</u> 國籍	
Family Information	Name	Relationship	Occupation	Organization	Age	
Self-introduction 自我介紹						
Please briefly state your study plan at our school 請簡述您在本校的讀書計畫						
Other extra-curricular activities/ rewards/ outstanding performance 其他課外活動經驗/獲頒獎項/傑出表現						