



國立臺北商業大學
National Taipei University of Business

113學年度外國學生申請入學 招生簡章

NTUB Admission Brochure for
International Students Application,
Academic Year 2024-2025



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113學年度外國學生申請入學招生重要日期

Important Dates for International Students Application & Admission

項目 Event	日期 Date
招生簡章公告起始日 Releasing the Admission Brochure	2023/11/30(星期四) ~ Thursday, November 30, 2023 ~
繳交申請表件起迄日 Deadline for Submitting Application Documents	2024/01/03(星期三)00:00 ~ 2024/05/02(星期四)23:59 Wednesday, January 3, 2024, 00:00AM~ Thursday, May 2, 2024, 23:59PM
公告錄取名單 Admission Results Publish on NTUB Website 寄發錄取通知函及入學通知書 Sending Letter of Acceptance and Admission Notification	2024/05/28(星期二) Tuesday, May 28, 2024
註冊 Registration	2024/09 September, 2024

壹、申請資格及相關規定

I. Qualifications and Related Regulations for Application

一、申請資格

Applicant Eligibility

(一)符合下列各項條件，始具備外國學生申請入學基本資格：

Applicants have to fit all of the following conditions to be entitled to apply as foreign students.

1. 具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格者。

The applicants should hold a foreign nationality without having held R.O.C. nationality. They are not allowed to have the Overseas Chinese Student status when they apply for admission.

2. 具外國國籍並符合下列規定，且最近連續居留海外六年以上者。(計算至2024年8月1日)。

If the applicants hold a foreign nationality, fit all of the following conditions and have stayed overseas for six consecutive years (up to August 1, 2024), they are entitled to apply for admission according to the Act.

(1)申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

If the applicants also have R.O.C. nationality when they apply for admission, they shouldn't have registered a permanent residence in Taiwan before.

(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。

If the applicants had held R.O.C. nationality before application and they don't have it any more when they apply for admission, they have to be deprived of the R.O.C. nationality for at least 8 years since the date approved by the Ministry of the Interior.

(3)前二款均未曾以僑生身分在臺就學，且未於當學年度經海外聯合招生委員會分發。

For the above two clauses, students have not studied in Taiwan previously with the overseas student status or have not accepted assignment from the Overseas Joint Recruitment Committee for the academic year of application.

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 Agreement on Educational Cooperation, a foreign national selected by a foreign government, organization, or school, is not subject to the limitations as prescribed in the preceding two paragraphs (however, the individual will still need to obtain approval from relevant Taiwan government agencies). Please note: this is applicable only to applicants who have never been registered as part of a household in Taiwan.

3.具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請於香港、澳門或海外連續居留滿六年以上者。

An applicant holding foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided in Hong Kong, Macau, or another foreign country (overseas) for no less than 6 years is qualified to apply for admission under these regulations.

4.曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者。

An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided overseas for no less than 6 years is qualified to apply for admission under regulations.

第2、4項所稱在海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每歷年在國內停留時間不超過120日。

The term “overseas” as prescribed in Paragraph 2 and 4 is limited to countries or regions other than Mainland China, Hong Kong and Macau. The phrase “continuously reside overseas” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year.

但符合以下情形之一且具相關證明文件者，不在此限；其國內停留期間，不併入海外居留期間計算：

The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supportive proof:

a.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;

b.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，合計未滿兩年。

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;

c.交換學生，其交換期間合計未滿2年。

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

d.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2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)欲申請就讀學士班者，須未曾在我國以外國學生身分申請並完成高中學校學程。

Applicants who graduated from a junior high school in ROC while registered as a foreign student may not apply to a bachelor degree program.

(三)未曾遭入學學校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學者。

International students who withdraw from any university/college after admission due to behavior issues, poor academic performance or a conviction under the Criminal Code may not thereafter apply again.

(四)須未曾因違反本校校規情節重大而遭本校註銷選讀資格者。

Applicants who have been previously disqualified from participating in NTUB courses as a result of any violation of university regulations are ineligible to apply.

(五)須符合招生簡章各系所個別要求之申請條件。

Applicants must meet all of the departmental requirements respectively.

(六)修讀各級學位之入學資格：

Requirements to apply for each program of study:

1.外國學生具高中畢業資格者，得申請入學本校四年制學士學位班；具專科畢業資格者，得申請入學本校二年制學士學位；具學士學位者，得申請入學本校碩士班。

International students with a high school diploma are eligible to apply for the four-year bachelor's program; students with an associate degree are eligible to apply for the two-year bachelor's program; students with a bachelor's degree are eligible to apply for the master's program at NTUB.

2.具有與我國學制相當之同等學力資格者。

Applicants with qualifications equal to our academic degree system can apply for admission.

二、語言要求相關規定：依系所規定。

Language ability requirement : Applicants should follow the individual departmental requirements.

貳、申請日期及方式

II. Application Timeframe and Procedure

一、申請日期：2024年01月03日(星期三)上午0時0分至2024年05月02日(星期四)下午11時59分(臺灣時間GMT+8)。

Application Timeframe: Wednesday, January 3, 2024, 00:00AM to Thursday, May 2, 2024, 23:59PM (Taiwan Time, GMT+8).

二、申請方式：通訊報名或網路報名。

Submission of Application: By Mailing or Online Application

(一)通訊報名 By Mailing

申請表件請於2024年05月02日(星期四)前寄至本校：

100025臺北市中正區濟南路一段321號「國立臺北商業大學教務處收」。

Application to be submitted by correspondence: Applications must be mailed to the address below by **Thursday, May 2, 2024** and must be postmarked before the deadline of the application time frame.

Academic Affairs Office, National Taipei University of Business

No. 321, Section 1, Ji-nan Road, Zhongzheng District, Taipei City 100025, Taiwan (R.O.C.)

(二)網路報名 Online Application

請於2024年01月03日(星期三)上午0時0分至2024年05月02日(星期四)下午11時59分(臺灣時間GMT+8)，至本校報名網頁：<https://mbasignup.ntub.edu.tw/> 進行線上報名及上傳所有申請文件。

Online Application from January 3, 2024, 00:00AM to May 2, 2024, 23:59PM (Taiwan Time, GMT+8). Upload all the required documents to the online application system, and confirm your information before the deadline. (Website:<https://mbasignup.ntub.edu.tw/>)

參、申請文件

III. Documents Required for Application

◎**通訊報名**：請將申請所需各項表件依下列順序，由上而下整理齊全，用迴紋針夾在左上角以信封袋裝妥。如因表件不全致延誤報名者，概由考生自行負責。報名繳交之證件一概不予退還。

By Mailing: Please submit the required documents in the order listed below, clipped or stapled together on the upper left corner. Applications won't be accepted if any of the following materials are not included. Submitted documents won't be returned.

◎**網路報名**：請將申請所需各項表件依報名網頁規定之檔案格式(jpg/pdf)上傳。2024年05月02日下午11時59分(臺灣時間GMT+8)前務必完成，逾期申請、申請資料不完整恕不予受理。

Online Application: Please upload the required documents with the upload format based on the online application webpage (jpg or pdf).

The above process must be completed before May 2, 2024, 23:59 PM (Taiwan Time, GMT+8), or your application will be invalid. Late or incomplete submission are not be processed.

一、入學申請表 (貼2吋半身脫帽照片1張)。

The application form for admission. (Please attach a recent 2-inch bust and hatless photo.)

二、護照影本1份 (申請選讀課程者，除經教育部專案核定者外，應另附外僑居留證影本)。

One copy of the applicant's passport. (Applicants with non-degree status also have to offer a copy of their Alien Resident Certificate unless specially authorized by the Ministry of Education.)

三、經我國駐外使領館、代表處、辦事處或其他經外交部授權機構驗證之外國學校最高學歷或同等學力證明文件及歷年成績單(中、英文以外之語文，應附中文或英文譯本)

One copy of the diploma of the highest degree or equivalent qualifications and official transcript for all semesters, verified by Taiwan Overseas Mission, Representative Office, Field Office, or Organization authorized by Ministry of Foreign Affairs. (A notarized copy of the translation in Chinese or English is necessary if the original diploma is not written in Chinese or English.)

(一)大陸地區:應依大陸地區學歷採認辦法規定辦理。

Academic credentials from Mainland China: The Regulations Governing the Accreditation of Schools in Mainland China shall apply.

(二)香港或澳門地區：應依香港澳門學歷檢覈及採認辦法規定辦理。

Academic credentials from Hong Kong or Macau: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macau shall apply.

(三)其他地區學歷:

Academic credentials from other areas:

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials earned at overseas Taiwanese schools of Taiwanese schools in Mainland China shall be regarded as the same as those at domestic schools with equivalent levels.

2. 前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

Academic credentials referred to in the preceding two items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from schools or branches established in Mainland China by foreign institutions shall require public notarization in Mainland China and be verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan.

※成績單須有在校每學期課程所修讀之成績。

Transcripts must show grades for every semester for study in which you were enrolled at that institution.

※應屆畢業生申請者，申請時可不須繳交畢業證書，但註冊時必須繳交，否則取消錄取資格。

Recent graduates do not hand in their diploma with their application. The diploma must be submitted at the time of registration, however, or the admissions offer will be revoked.

※駐外館處網站請至外交部網站(<https://www.taiwanembassy.org>)查詢。

For any further information, please visit the Ministry of Foreign Affairs website: (<https://www.taiwanembassy.org>)

四、具結書

Declaration

五、中文或英文自傳1份。

One autobiography written in Chinese or English.

六、中文或英文就學計畫書1份。

One study plan written in Chinese or English.

七、美金3,000元以上財力證明或獎學金證明(請選擇以下任一方式繳交)

(一)最近三個月內經金融機構開具之足夠在臺就學之財力證明影本一份

(二)存款證明非申請人帳戶者，需附上資助者之財力保證書。其存款證明如非臺灣金融機構所開立，亦需經我國駐外館處驗證蓋章。

A financial statement with a minimum balance of US\$3,000 or a copy of a scholarship award notification (Please select one of the following payment methods).

1. Photocopy of a financial statement that demonstrates financial sustainability for study in Taiwan (issue by a financial institution within the past three months).
2. If the financial statement provided is not under the name of the applicant, a financial guarantee is also required from the sponsor. Financial statements issued outside of Taiwan must be authenticated by an ROC overseas representative office.

八、各系所規定應另繳交之資料。

Additional documents and materials required by the departments or graduate programs.

九、中、英文能力證明(詳細規定請見各系所之規定)

Certificate of Language Proficiency (For more details, please see the evidences required by the department or institute.)

十、寫明可收件地址與姓名之信封乙只(16cm×23cm以上大小)寄發通知用，信封不需黏貼郵票。

Self-addressed envelope (16cm×23cm and above) for delivery of the notification. No postage is required.

※註:/Note :

1. 申請費用規定/Application Fee Guidelines

申請費免收/ Application Fee: None

2. 送審所附書面資料不齊致權益受損，概由申請人自負；送審資料一律不歸還。

The incomplete submission of documents may result in a rejected application, for which the applicant shall bear responsibility. All submitted documents will not be returned.

肆、招生系所

IV. Departments and Institutes Open to International Students

系所/學程 Dept./ Graduate Institute/ Program	四年制學士班 Four-year Bachelor's Program	二年制學士班 Two-year Bachelor's Program	碩士班 Master
財經學院 College of Accounting and Finance			
會計資訊系暨碩士班 Department of Accounting Information (Master's Program Included)	7 中文 B2	/	2 中文 C1
國際行銷學院 College of International Marketing			
貿易實務法律暨談判碩士學位學程 Master's Program in Law and Negotiation for Global Trade	/	/	5 English B2
國際商務系暨碩士班 Department of International Business (Master's Program Included)	7 中文 A2	/	2 中文 B1
應用外語系 Department of Applied Foreign Languages	5 中文 A2	5 中文 A2	/
管理學院 College of Management			
資訊與決策科學研究所 Institute of Information and Decision Sciences	/	/	2 中文 A2
企業管理系暨碩士班 Department of Business Administration (Master's Program Included)	7 中文 A2	/	2 中文 B1
資訊管理系 Department of Information Management	7 中文 A2	/	/
創新設計與經營學院 College of Innovative Design and Management			
創意設計與經營研究所 Institute of Creative Design and Management	/	/	1 中文 B2
創意科技與產品設計系 Department of Creative Technologies and Product Design	5 中文 A2	/	/

會計資訊系暨碩士班
Department of Accounting Information
(台北校區 Taipei Campus)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
碩士班 Master's Program	2	中文 Chinese	華語文能力 測驗 流利級 (TOCFL) CEFR C1 Level 5	資料審查 Document review	自傳, 包括家庭背景、求學歷程、申請動機及自我期望。 Autobiography (including family background, previous studies, motivation to apply and self-expectations.)	課程以中文教學為主, 須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension, speaking, reading, and writing in Chinese is required.
四年制 學士班 Four-year Bachelor's Program	7	中文 Chinese	華語文能力 測驗 高階級 (TOCFL) CEFR B2 Level 4			

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※E-mail : muforjob@ntub.edu.tw ※Fax : +886-2-2322-6369

Professional Core Competencies

Professional Practical Skills

01

Inviting industry experts to collaboratively design the curriculum and participate in off-campus internship programs.

Innovative Research Skills

02

Applying for grants such as 'Thematic Research Projects' and 'Project-based Development Programs'.

Professional Knowledge Skills

03

Emphasis on both theory and practice, encouraging students to obtain professional certifications.

International Perspective

04

Encouraging our students to participate in student exchange programs at sister universities abroad, inviting international and mainland scholars for lectures, and encouraging students to pursue international certifications.

Professional Teaching Staff

Our department currently consists of 9 professors, 7 associate professors, and 3 assistant professors, all of whom are professionals in the fields of accounting, finance, taxation, and information technology. Additionally, we have also appointed industry experts as adjunct faculty to bridge the gap between academia and industry.

Graduate Development

Our graduates predominantly serve in the accounting firms and public sector organizations.

2024

Master's Program on Law and Negotiation for Global Trade

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定 應另繳文件 Documents Required by Department	中文 程度要求 Level of Proficiency in Chinese
碩士班 Master's Degree	5	英文 English	英語文 能力測驗 CEFR B2	資料審查 Document review	1.自傳 Autobiography 2.就學計畫 Study Plan 3.其他有助於審查之資料（如專題、得獎記錄、證照...等） Supporting documents (e.g. special topic, awards, etc.)	None



- Offering MBA degree
- Courses combining theory and practice: WTO Rules, Trade and Business Negotiation, International Business Transactions, Contract Drafting, Dispute Management, and much more...
- Flexible class hours: courses mostly in afternoon and evening
- Internship opportunity in professional institutions/organizations
- Career prospects in public/private sectors

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+886-2-2322-6358

For enquiry please contact: cckao1972@ntub.edu.tw or billy.wu@ntub.edu.tw



國際商務系暨碩士班

Department of International Business (Master's Program Included)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
碩士班 Master's Program	2	中文	華語文能力 測驗 (TOCFL) CEFR B1 Level 3 進階級	資料審查 Document review	1. 自傳(包括家庭背景、求學歷程、申請動機及自我期望) Autobiography (including family background, previous studies, motivation to apply and self-expectations.) 2. 就學計畫 Study plan	課程以中文教學為主, 須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.
四年制 學士班 Four-year Bachelor's Program	7	中文	華語文能力 測驗 (TOCFL) CEFR A2 Level 2 基礎級			

※ Website : <https://ib.ntub.edu.tw>

※ Phone : +886-2-2322-6393

※ E-mail : aichueh@ntub.edu.tw

※ Fax : +886-2-2322-6395

教學特色

Teaching Characteristics

- To strengthen practical knowledge and ability in legal concepts of the international market
- Appreciate Digital technology applications for Cross-border electronic commerce business
- Study how to use Cyber-Physical business to create Cross-border electronic commerce
- Planning and execution Cross-border e-commerce marketing and brand strategy
- We already have an MOU with IEAT

就業選擇

Employment Opportunities

International Trade

國貿專員 International Trading Specialist
 跨境物流協調員 Cross-Border Logistics Coordinator
 進出口專員 Import/Export Specialist
 跨境貿易風險分析師 Cross-Border Trading Risk Analyst

International Marketing

行銷企劃 Marketing / PR Personnel
 國際品牌專員 International Brand Specialist
 全球市場分析師 Global Market Analyst
 國外業務人員 International Sales Representative

International Financial

國際財務專員 International Finance Researcher
 跨境投資分析師 Cross-Border Investment Analyst
 國際財務策劃師 International Financial Planner
 國際會計師 International Accountant

International Business

國際專案管理專員 International PM Specialist
 國際供應鏈專員 International Supply Chain Analyst
 跨文化溝通專員 Cross-Cultural Communication Specialist
 國際人資專員 International HR Personnel

DEPARTMENT OF APPLIED FOREIGN LANGUAGES (DAFL)

DAFL aims to improve students' English proficiency and cultivate language-related professionalism. It emphasizes multilingual skills (English, Japanese, Spanish, German, French, etc.) alongside business courses, encouraging practical application in internships and projects for real-world readiness.



班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
二年制 學士班 Two-year Bachelor's Program	5	英文/中文 English & Mandarin	華語文能力測驗 (TOCFL) CEFR A2 Level 2 基礎級	資料審查 Document Review	1. 自傳Autobiography 2. 學歷證明 Proof of Diploma or Degree 3. 讀書計畫 Study Plan 4. 其他有助於審查之資料 (如專題、得獎記錄、證照...等) Other Supporting Documents (e.g. capstone project results, prizes & awards, licenses, certificates, etc.)	課程以英文及中文教學為主，須具備中文聽說讀寫基本能力。 Courses are taught in both English and Chinese. Applicants shall have a basic command of Chinese in listening, speaking, reading and writing.
四年制 學士班 Four-year Bachelor's Program	5	英文/中文 English & Mandarin	華語文能力測驗 (TOCFL) CEFR A2 Level 2 基礎級			

FEATURES

- ✦ Small-class teaching model for personalized guidance and an engaging environment
- ✦ Core business courses (e.g., Management Studies, Organizational Behavior) taught in English, applying language skills in business
- ✦ Diverse elective courses
- ✦ Regular lectures by experts to enhance literacy, communication, and global perspectives

Curriculum / Career Prospects

DAFL's curriculum aims to develop professionals skilled in foreign languages, business, and management, focusing on language instruction, international business, translation, digital literacy, and creativity. Encouraging further education, it offers diverse English and second language courses to enhance students' global mobility. The program includes business and information-related courses, urging students to blend language proficiency with practical business knowledge to excel in international settings with mastery in major foreign languages.

Website : <https://afl.ntub.edu.tw> Phone : +886-2-2322-6421
E-mail : ntubafll@ntub.edu.tw Fax : +886-2-2322-6422



資訊與決策科學研究所
Institute of Information and Decision Sciences
 (台北校區 Taipei Campus)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
碩士班 Master's Program	2	中文	華語文能力 測驗 (TOCFL) CEFR A2 Level 2 基礎級	資料審查 Document review	1.自傳 Autobiography 2.就學計畫 Study Plan 3.其他有助於審查之 資料(如專題、得獎 記錄、證照...等) Supporting documents (e.g. special topic, awards and licenses/certificates, etc.)	課程以中文教學 為主,須具備中 文聽說讀寫基本 能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.
※Website : https://ids.ntub.edu.tw ※Phone : +886-2-2322-6291 ※E-mail : crystal000@ntub.edu.tw ※Fax : +886-2-2322-6293						

系所特色：

專業課程模組－規劃「資料科學」、「商業模型與決策」、「計算理論與應用」三個專業選修課程模組，強化學生以實務為導向的專業知能。

業界教師協同教學－增聘業界教師，加強技職教育及產業接軌，提供學生產業科技認知，縮短學校教育與業界人才之距離。專題演講－邀請專家學者及業界專家蒞臨本校進行學術與實務方面的專題演講，並分享寶貴的工作經驗或是學術研究成果。

培養學生國際觀－積極辦理國際學術交流講座活動，以提升本所師生學術研究視野及增加學術研究產出。

優良學習環境－本所引進完善之教學及研究設備，設有一般專業教室及 Mac 專業教室，並針對設備定期汰舊換新，以供本所師生有良好學習、研究環境。

提供產學合作機會－為學生爭取相關研究計畫與產學合作機會，從產學合作的過程中獲得寶貴的實務經驗，使同學落實從做中學學習的手腦並用教育目標、提升就業競爭力。

輔助學生職涯發展－開設證照輔導課程，鼓勵學生考取以就業為導向的專業證照，落實一手文憑、一手證照之政策，強化學生未來職場競爭力。同時培養學生英語聽說能力，以符合社會及產業對熟悉外語人才的需求，並有助於學生就業工作。

Features of the Institute:

Professional Course Modules – Designing three specialized elective course modules: "Data Science," "Business Models and Decision Making," and "Computational Theory and Applications," to enhance students' practice-oriented professional capabilities.

Industry Collaboration in Teaching – Hiring industry professionals to co-teach courses, strengthening the connection between technical and vocational education and industry. Providing students with industry insights to bridge the gap between academic education and industry talent.

Guest Lectures – Inviting expert scholars and industry professionals to deliver keynote speeches, sharing valuable work experiences or academic research achievements.

Cultivating International Perspectives – Actively organizing international academic exchange seminars to broaden the academic research horizon of faculty and students and increase academic research output.

Excellent Learning Environment – Introducing advanced teaching and research equipment, including both general classrooms and specialized Mac classrooms. Regularly updating equipment to maintain a conducive learning and research environment for faculty and students.

Providing Industry-Academia Collaboration Opportunities – Advocating for students to participate in relevant research projects and industry-academia collaboration opportunities, allowing them to gain valuable practical experience. This approach ensures students learn by doing, aligning with the goal of hands-on education and enhancing employability.

Career Development Support for Students – Offering guidance courses for professional certifications, encouraging students to obtain job-oriented professional certifications. Implementing a policy of obtaining both diplomas and certifications simultaneously to strengthen students' competitiveness in the future job market. Simultaneously, fostering students' English listening and speaking skills to meet the demand for foreign language-proficient talents in society and industry, contributing to their employment prospects.

企業管理系暨碩士班
Department of Business Administration (Master's Program Included)
 (台北校區 Taipei Campus)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
碩士班 Master's Program	2	中文	華語文能力測驗 (TOCFL) CEFR B1 Level 3 進階級	資料審查 Document review	1.自傳(包括家庭背景、求學歷程、申請動機及自我期望) Autobiography (including family background, previous studies, motivation to apply and self-expectations.) 2.就學計畫 Study Plan	課程以中文教學為主，須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.
四年制 學士班 Four-year Bachelor's Program	7	中文	華語文能力測驗 (TOCFL) CEFR A2 Level 2 基礎級			

※Website : <https://ba.ntub.edu.tw>

※Phone : +886-2-2322-6401

※E-mail : hsin008@ntub.edu.tw

※Fax : +886-2-2322-6404

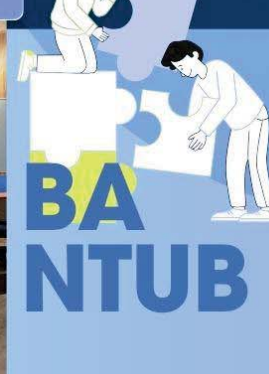
企業管理系

國立臺北商業大學

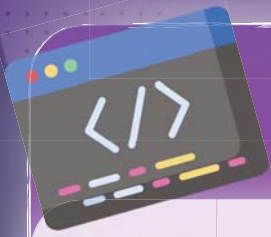
於1969年創立，以培育具有國際視野、新科技應用和對企業永續發展的管理人才為目標。本系的企業管理研究所亦於2004年成立，進一步強化對管理領域的研究與深耕，為學生提供更豐富的學術資源與發展機會。本系期許學生在畢業後能夠成為擁有創新力、領導力和社會責任感的企業管理精英，為企業的發展和社會的進步做出積極的貢獻。

The Department of Business Administration at National Taipei University of Business was established in 1969 with the aim of cultivating managerial talents with international perspectives, proficiency in new technology applications, and a deep understanding of sustainable corporate development. Furthermore, the Graduate Institute of Business Administration was founded in 2004, further enhancing research efforts and deepening engagement in the field of management, providing students with more abundant academic resources and development opportunities. The Department aspires for its students, upon graduation, to become innovative, leadership-oriented, and socially responsible elites in business management, actively contributing to corporate growth and social advancement.

課程五大領域 Five Areas of course



Bachelor's program in information management



資訊管理系

Department of Information Management

(台北校區 Taipei Campus)



班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
四年制 學士班 Four-year Bachelor's Program	7	中文	華語文能力 測驗 (TOCFL) CEFR A2 Level 2 基礎級	資料審查 Document review	自傳，包括家庭背景、求學歷程、申請動機及自我期望。 Autobiography (including family background, previous studies, motivation to apply and self-expectations.)	課程以中文教學為主，須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.

※Website : <https://imd.ntub.edu.tw>

※E-mail : miko9210@ntub.edu.tw

※Phone : +886-2-2322-6412

※Fax : +886-2-2322-6414



Understand and apply front-end and back-end software programming languages and eventually utilize them as a full-end developer.

Comprehend practices to connect information and management at the intersection of technical design, algorithmic thinking, and system management.

Offering internship opportunities in banks, information firms, and organizations.

Graduates can find various jobs in programming, information, and administration.

With skills in data analysis, system/app development, machine learning, project management, and business strategy, graduates go on to successful careers in established technology companies and start-ups in Taiwan and worldwide.



創意設計與經營研究所
Institute of Creative Design and Management
 (桃園校區 Taoyuan Campus)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
碩士班 Master's Program	1	中文	華語文能力 測驗(TOCFL) CEFR B2 Level 4 高階級	資料審查 Document review	1.自傳 Autobiography 2.就學計畫 Study Plan 3.其他有助於審查之資料(如專題、得獎記錄、證照...等) Supporting documents (e.g. special topic, awards and licenses/certificates, etc.)	課程以中文教學為主,須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.

※ Website : <https://icdm.ntub.edu.tw>

※ Phone : +886-3-450-6333#8128

※ E-mail : rubylove9999@ntub.edu.tw

※ Fax : +886-3-450-6323

Institute of Creative Design and Management

Institute of Creative Design and Management integrates its core curriculum with a spectrum of hands-on innovative technology, design and business management, focusing on academic research and practice application of creative design, innovative management and knowledge application.

Our students learn three core components of dynamic programs in the process:

- Knowledge Management and Design Concept
- Digital Marketing and Brand Management
- Creative Inspiration and Entrepreneurial Management

Institute of Creative Design and Management has forged deep ties with talented design professionals and business leaders as instructors, not only in academic fields, but across the industries in the real world.



Our goals

- To prepare a new generation of future business leaders and design professionals to the fields across a broad range of industries
- To create unlimited opportunities for students in the workplace
- To propel our students toward meaningful and impactful future careers



創意科技與產品設計系 Department of Creative Technologies and Product Design

(桃園校區 Taoyuan Campus)

班別 Degree Program	名額 Admission Quotas	授課語言 Program Language	入學語言 能力門檻 Language Certificate	審查方式 Admission Evaluation	系所指定應另繳文件 Documents Required by Department	中文程度要求 Level of Proficiency in Chinese
四年制 學士班 Four-year Bachelor's Program	5	中文	華語文能力 測驗 (TOCFL) CEFR A2 Level 2 基礎級	資料審查 Document review	自傳，包括家庭背景、求學歷程、申請動機及自我期望。 Autobiography (including family background, previous studies, motivation to apply and self-expectations.)	課程以中文教學為主，須具備中文聽說讀寫基本能力。 Since the teaching is held in Chinese, the basic level of listening comprehension and writing in Chinese is required.

創意科技與產品設計的專業訓練，整合科學、科技、人文藝術等基礎能力於產品設計。本系跨學科跨領域之專業訓練包含：產品設計、人機互動、AI 應用、機器人設計、實境科技、互動數位敘事、通用設計、智慧生活設計等，以及未來新科技，都將融入教學中，訓練啟發學生能夠應用新科技技術，發揮創意設計並完成作品。

The professional training of creative technologies and product design integrates science, technology, humanities and art into product design. The interdisciplinary and transdisciplinary training of our department encompasses product design, human-computer interaction, AI application, robot design, reality technologies, interactive digital narrative, universal design, smart life design, etc.

就業職缺 Employment Opportunities



伍、錄取公告及通知

V. Announcement of Admission Roster

錄取名單預定於**2024年5月28日(星期二)**在本校網頁公告，本校同時以專函寄發錄取通知。

The list of students admitted to NTUB will be published on the NTUB website on **Tuesday, May 28, 2024**. The letter of acceptance and admission notification will be delivered via mail.

陸、修業年限

VI. Study Years

一、四年制學士班：以4年為原則，但得視學系性質延長1年至2年。

Four-year Bachelor's Program: Usually for a period of 4 years. Students may extend 1-2 years based on the departmental or personal conditions.

二、二年制學士班：以2年為原則，但得視學系性質延長1年至2年。

Two-year Bachelor's Program: Usually for a period of 2 years. Students may extend 1-2 years based on the departmental or personal conditions.

三、碩士班：以2至4年為限。

Master's Program: within 2-4 years

柒、申請注意事項

VII. Application Instructions

一、本項招生應備文件及相關規定應以中華民國教育部公布之最新「外國學生來臺就學辦法」之規定為準，請申請人隨時查閱教育部網站（網址：<https://goo.gl/wbmaHb>）

The documents required for application are based on “MOE Regulations Regarding International Students Undertaking Studies in Taiwan.” The most recent regulations can be found on the MOE website: <https://goo.gl/wbmaHb>

二、申請人所繳之國外學歷證件、歷年成績單及財力證明書應經我國駐外館處驗證（加蓋驗證戳記）。

The foreign academic certificate, complete transcript of record and validated financial statement submitted upon making an application for admission must be authenticated by an ROC overseas representative office.

三、不具中華民國國籍之華裔外國籍學生，應依本身條件擇以教育部「外國學生來臺就學辦法」或「僑生回國就學及輔導辦法」申請入學，不得同時以僑生及外國學生身分申請入學；如違反此規定並經查證屬實者，撤銷其依此辦法所獲准之入學資格，或開除學籍。

Overseas Chinese Students who are not citizens of the Republic of China may apply for admission either as an “Overseas Chinese Student” or as an “International Student” based on their personal circumstances. Applicants must choose only one status. Applicants found to have applied using both statuses will have their acceptance and/or student status revoked.

四、有以下情形者，不得向本校申請入學，如違反規定經查屬實者，撤銷其所獲准入學資格或開除學籍：

(一)曾遭入學學校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學者；

(二)曾在本校選讀課程，因違反校規遭註銷選讀資格者。

Subject to school enrollment policies, the applicants specified below cannot be admitted to NTUB. Any violation of these policies will result in cancellation of the applicant's candidacy for admission.

I. International students who withdraw from university/college after admission due to behavior issues, poor academic performance or a conviction under the Criminal Code.

II. Applicants in a non-degree-granting program at NTUB who have had their student status revoked owing to violation of University regulations.

五、申請人以註冊入1學系(研究所)修讀一級學位為限。

For applicants admitted, registration is limited to one department or graduate institute and one degree program at a time.

六、所有申請文件概不退還，請自行保留備份。

Application documents will not be returned for any reasons. Please make copies for your own records if needed.

七、已申請或錄取之學生，如經發現申請資格不符規定或所繳交之證件有不實、偽造、假借、塗改、學歷資格不具合法有效等情事，即撤銷其申請、入學資格或學籍，且不發給任何相關學歷(力)證明。如係在本校畢業後始發現有上述情事者，除勒令繳回註銷其學位證書外，並公告撤銷其畢業資格。

Any violation of academic honor, general laws or the submitting of falsified documents by the applicant will result in dismissal from the University after being admitted to NTUB, or removal from consideration from the application process. Should the violation be discovered after the applicant's graduation, the University will deprive him/her of his/her former student status and revoke his/her diploma.

八、畢業年級相當於本國高級中等學校二年級之國外或香港、澳門同級同類學校畢業生，得以同等學力申請入學本校學士班一年級。但應增加畢業應修學分，或延長修業年限。

Those applicants having completed study at an equivalent foreign or Hong Kong / Macao High School which is equal to the sophomore of a senior high school in Taiwan may apply to the undergraduate program at NTUB; however, according to "NTUB Study Regulations," their required number of credits for graduation shall be increased or their length of study shall be extended at NTUB

九、入學申請表之「電子信箱」、「行動電話」及「聯絡電話」，請務必填寫正確。本校將依情況所需聯絡申請人，如申請人未能於期限內回覆，視同申請人放棄本身之權益。

Applicants are responsible for providing correct email addresses, cell phone numbers and contact phone numbers. If necessary, this institution will contact the applicant. Any failure by the applicant to respond to this institution's requests will be regarded as abandonment of the applicant's right of application.

十、本簡章若有未盡事宜，悉依相關法令規定及本校招生委員會決議處理。

Any cases not covered in this brochure will be resolved in accordance with this institution's regulations or, if necessary, evaluated by the NTUB Student Admission Committee.

十一、簡章中文版與英譯版語意有所差異時，以中文版為主。

Should there be any inconsistency or ambiguity between the Chinese version of this brochure and English version, the Chinese version shall prevail.

捌、註冊入學注意事項

VIII. Registration and Enrollment

一、本校台北校區位於台北市中正區，除有多線公車往來，並近捷運善導寺站，距台北車站步行約15分鐘，交通便利，台北校區於中和圓通寺設有宿舍設施，搭乘捷運約40分鐘到校。桃園校區位於桃園市中心的平鎮區，可搭乘公車或開車到校，設有宿舍設施。

NTUB Taipei Campus is located in the very heart of Taipei City with a convenient transportation system. Applicants have multiple choices to come to Taipei Campus, such as bus or MRT. Taipei

Campus is near the MRT Shandao Temple Station , and Taipei Main Station can be reached within 15 minutes on foot. Besides, Taipei Campus has dormitories close to Yuantong Temple, where it takes within 40 minutes to commute from dormitories to Taipei Campus by MRT. Taoyuan Campus, located in Pingzhen District, is the central part of Taoyuan City. You can come to Taoyuan Campus by bus or car. Also, Taoyuan Campus has dormitories.

交通資訊/Traffic Information: <https://www.ntub.edu.tw/p/412-1000-2178.php?Lang=en>

二、錄取生依入學通知書規定日期至教務處辦理報到，逾期未報到者視為放棄錄取資格。 Admitted students should check in for registration on the designated date specified on the admission notification at the Office of Academic Affairs.

Applicants who fail to complete procedures on time are regarded as giving up the admission.

三、報到應繳證件：

Documents required for registration:

- (一) 護照正本。
Applicant's passport.
- (二) 經我國駐外單位或代表處驗證之最高學歷畢業證書正本。
Applicant's highest degree diploma, verified by the Taiwan Overseas Mission or Representative Office.
- (三) 經我國駐外單位或代表處驗證之最高學歷歷年成績單正本。
One original transcript verified by the Taiwan Overseas Mission or Representative Office.
- (四) 經我國駐外單位或代表處驗證之財力證明書正本。
Financial statement, verified by the Taiwan Overseas Mission or Representative Office and declaring that the applicant can afford to study in R.O.C.
- (五) 中、英文能力證書。
Certificate of Language Proficiency (Please see the evidences required by the department or institute.)
- (六) 醫療及傷害保險或全民健康保險等相關證明文件；如未投保者，應於註冊時繳納保險費，由本校代辦投保事宜。
Proof of medical and accident insurance or documents issued by National Health Insurance Program. International students without insurance should pay the insurance fee upon registration, and NTUB will enroll students in an insurance plan.

四、本校113學年度外國學生學費收費標準：將依教育部規定配合辦理。

1.本校112學年度外國學生學費收費標準如下：

NTUB's charging standard of tuition for the international students, in the academic year 2024 will be conducted in terms of the regulations of MOE (Ministry of Education). The charging standard of tuition for the international students, in the academic year 2023 is as follows:

1. The tuition and fees for Bachelor's and Master's programs:

系別 Department	費用 fees	學制 Degree Program	學費 Tuition Per Semester	雜費 Miscellaneous Expenses Per Semester	合計 Total
貿易實務法律暨談判 碩士學位學程 Master's Program in Law and Negotiation for Global Trade		碩士班 Master's Program	NT\$26,826	NT\$20,800	NT\$47,626

系別 Department	費用 fees	學制 Degree Program	學費 Tuition Per Semester	雜費 Miscellaneous Expenses Per Semester	合計 Total
會計資訊系暨碩士班 Department of Accounting Information (Master's Program Included)		碩士班 Master's Program	NT\$32,626	NT\$20,800	NT\$53,426
		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
國際商務系暨碩士班 Department of International Business (Master's Program Included)		碩士班 Master's Program	NT\$32,626	NT\$20,800	NT\$53,426
		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
資訊與決策科學研究所 Institute of Information and Decision Sciences		碩士班 Master's Program	NT\$30,450	NT\$20,800	NT\$51,250
企業管理系暨碩士班 Department of Business Administration (Master's Program Included)		碩士班 Master's Program	NT\$38,426	NT\$20,800	NT\$59,226
		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
資訊管理系 Department of Information Management		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
應用外語系 Department of Applied Foreign Languages		二年制學士班 Two-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$13,080	NT\$43,040
創意設計與經營研究所 Institute of Creative Design and Management		碩士班 Master's Program	NT\$30,450	NT\$20,800	NT\$51,250
創意科技與產品設計系 Department of Creative Technologies and Product Design		四年制學士班 Four-year Bachelor's Program	NT\$29,960	NT\$21,600	NT\$51,560
※本表所列各項費用係每學期需繳費用，每一學年分2學期分別繳費。 The above-mentioned tuition and fees are to be paid twice per academic year in the fall and the spring.					

2.其他費用:/Extra fees:

- A.電腦資訊資源使用費：非住宿生 400 元 (住宿生 600 元)
 Information resources charge: NT\$ 400. (Resident Student charge: NT\$ 600.)
- B.外國學生平安保險費依生輔組通知收費。

Campus Life Guidance Section assesses charges on the international student's account for the corresponding insurance fee.

C. 外國學生健保 (有關健康保險事宜請洽詢[境外學生服務組](#))

National Health Insurance (Please check with the Office of Overseas Students Services Section for information regarding medical insurance: <https://stud.ntub.edu.tw/p/412-1007-2453.php?Lang=zh-tw>)

D. 住宿費：有關住宿費用洽[學生事務處](#)

Dormitory fees: Students can ask any questions about dormitory fees at Student Affairs Division. (<https://stud.ntub.edu.tw/>)

※臺北校區宿舍【中和圓通雅筑】地址: 235新北市中和市工專路26-38號

No. 26-38, Gongzhuan Rd., Zhonghe Dist., New Taipei City 235, Taiwan (R.O.C.)

交通資訊/Traffic Information: <https://stud.ntub.edu.tw/p/406-1007-67928.r1074.php?Lang=zh-tw>

※桃園校區宿舍地址: 324桃園平鎮區福龍路一段100號

No.100,Sec. 1,Fulong Rd.,Pingzhen Dist,Taoyuan City 324,Taiwan(R.O.C)

交通資訊/Traffic Information: <https://meo.ntub.edu.tw/p/412-1012-4115.php>

※外國學生註冊時，應檢附於國外投保自入境當日起至少六個月，並經駐外館處認證且得於台灣使用之健康保險。

Until they are eligible to enroll in the National Health Insurance Program, international students should purchase their own health insurance (for the first six months of their stay in Taiwan).

Overseas insurance should be certified by a Taiwan Overseas Representative Office in the student's home country or the nearest Taiwan Overseas Representative Office.

備註:

Note :

1. 外國學生得於在入境前向中華民國(台灣)駐外單位或代表處申請政府核發之「台灣獎學金」，有關獎學金訊息請參考教育部國際及兩岸教育司網頁。

https://depart.moe.edu.tw/ed2500/Content_List.aspx?n=269B2A0B3B272499

International students can apply for the Taiwan Scholarship, which is granted by the central government, through a Taiwan Overseas Representative Office before their arrival in Taiwan. For further information, please visit:

https://depart.moe.edu.tw/ed2500/Content_List.aspx?n=269B2A0B3B272499.

2. 本校設有外國學生獎助學金，可參考網址：<https://oia.ntub.edu.tw/p/412-1006-3714.php?Lang=zh-tw>

NTUB scholarship for international students is as follows for reference.

<https://oia.ntub.edu.tw/p/412-1006-3714.php?Lang=zh-tw>

3. 學雜費退費標準請參考附表1

Tuition Fee Refund Policy: Please refer to Appendix I.

五、錄取生報到時未能取得學歷證明文件者，請填寫簡章附表7之切結書，並於2024年9月3日(星期二)前補繳，逾期未繳者取消入學資格。

If the admitted students do not obtain their academic certificates by the time for registration, they will need to fill out the Declaration form (see Appendix VII) and hand in all the required documents by Tuesday, September 3, 2024. Admissions will be revoked for those who fail to turn in the related certificates in time.

專科以上學校學雜費退費基準表

Tuition Fee Refund Policy

學生休、退學時間 Time of Leave of Absence or Withdrawal of Studies	學費、雜費退費比例 Refund Percentage	備註 Remarks
一、註冊日（包括當日）前申請休退學者 1. Students who apply for leave of absence or withdrawal on or before the registration date.	免繳費，已收費者，全額退費 No payment required. Full refund for those who have already paid tuition.	
二、於註冊日之次日起至上課（開學）日之前一日申請休、退學者 2. Students who apply for leave of absence or withdrawal after the registration date until the day before the first day of classes (start of the academic term).	學費退還三分之二，雜費全部退還 Refund 2/3 of the tuition fees. Full refund of the miscellaneous fees.	其採學分學雜費或學雜費基數核算者，退還學分費全部、學雜費基數（或學分學雜費）三分之二 In cases where tuition and miscellaneous fees are assessed based on credits or a base amount, 2/3 of the tuition fees and the entire miscellaneous fees (or tuition and miscellaneous fees based on credits) shall be refunded.
三、於上課（開學）日（包括當日）之後而未逾學期三分之一申請休、退學者 3. Students who apply for leave of absence or withdrawal after the first day of classes but not exceeding 1/3 of the semester.	學費、雜費退還三分之二 Refund 2/3 of the tuition fees. Full refund of the miscellaneous fees.	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之二 In cases where tuition and miscellaneous fees are assessed based on credits or a base amount, two-thirds of the tuition fees and the entire miscellaneous fees (or tuition and miscellaneous fees based on credits) shall be refunded.
四、於上課（開學）日（包括當日）之後逾學期三分之一，而未逾學期三分之二申請休、退學者 4. Students who apply for leave of absence or withdrawal after the first day of classes, past 1/3 but not exceeding 2/3 of the semester.	學費、雜費退還三分之一 Refund 1/3 of the tuition fees. Full refund of the miscellaneous fees.	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之一 In cases where tuition and miscellaneous fees are assessed based on credits or a base amount, 1/3 of the tuition fees and the entire miscellaneous fees (or tuition and miscellaneous fees based on credits) shall be refunded.
五、於上課（開學）日（包括當日）之後逾學期三分之二申請休、退學者 5. Students who apply for leave of absence or withdrawal after the first day of classes exceeding 2/3 of the semester.	所繳學費、雜費，不予退還 No refunds.	

備註：

Remarks:

一、表列註冊日、上課（開學）日及學期之計算等，依各校正式公告之行事曆認定之；學校未明定註冊日者，以註冊繳費截止日為註冊日。

1.The registration date, first day of classes (start of academic term), and semester calculations shall be based on the official calendars announced by each university; for universities that have not specified a registration date, the registration deadline shall be considered as the registration date.

二、學生申請休學或自動退學者，其休、退學時間應依學生（或家長）向學校受理單位正式提出休、退學申請之日為計算基準日；其屬勒令退學者，退學時間應依學校退學通知送達之日為計算基準日。但因進行退學申復（訴）而繼續留校上課者，以實際離校日為計算基準日。

2.For students applying for a leave of absence or withdrawal, the date on which the student (or parent) formally submits the application to the designated unit by the university shall be the calculation base date. For those who are expelled from the university, the date of withdrawal shall be calculated based on the date of receipt of the withdrawal notice from the university. However, for those who continue to attend classes on campus due to the process of appealing the withdrawal decision, the actual date of leaving the university shall be the calculation base date.

三、休、退學之學生應於學校規定期限內完成離校手續；其有因可歸責學生之因素而延宕相關程序者，以實際離校日為計算基準日。

3.Students applying for a leave of absence or withdrawal are required to complete the procedure/ process before the university's specified deadline. In the event of any delay attributable to the student, the refund calculation will be based on the actual date of departure from the university.

四、各校不得於學校行事曆所定該學期開始日前預收任何費用。

4.Universities are not allowed to collect any fees prior to the scheduled starting date of the semester as defined in the academic calendar.

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NTUB

ational Taipei University of Business

附表2 Appendix II

國立臺北商業大學外國學生入學申請表

National Taipei University of Business

Application Form for International Students Admissions

擬申請就讀之系(所)及學制 Department/Graduate Institute and Degree Program Sought					
申請系所 Department/Graduate Institute you wish to apply to			申請學制 Degree Program		
			<input type="checkbox"/> 四年制學士班 Bachelor (four-year program) <input type="checkbox"/> 二年制學士班 Bachelor (two-year program) <input type="checkbox"/> 碩士班 Master		
申請人資料 (Personal Information)					Application Number (For Official Use Only)
中文姓名 (Skip if no Chinese name)	(姓)	(名)		最近二吋相片 Attach a recent photograph here (about 2-inch)	
Full Name (English as appeared on passport)	(first name)	(middle name)	(last name)		
國籍 Nationality		性別 Gender	<input type="checkbox"/> 男(Male) <input type="checkbox"/> 女(Female)		
出生地 Place of Birth		電話 Telephone			
手機 Mobile Phone		電子信箱 Email			
通訊地址 Mailing Address					
婚姻狀況 Marital Status	<input type="checkbox"/> 已婚(Married) <input type="checkbox"/> 未婚(Single)	出生日期 Date of Birth	(Month)	(Day)	(Year)
健康情形 Health Condition	(Specify your health problems, if any)				
父親姓名 Father's Name			父親出生地 Father's Birth Place		
父親國籍 Father's Nationality			父親電話 Father's TEL		
母親姓名 Mother's Name			母親出生地 Mother's Birth Place		
母親國籍 Mother's Nationality			母親電話 Mother's TEL		
申請人或申請人之父母是否曾擁有中華民國國籍？如果是,請必須提供放棄國籍證明。 Have you or your parents ever held the R.O.C. nationality? <input type="checkbox"/> 是(Yes) <input type="checkbox"/> 否(No) If yes, please provide the proof of the renounced R.O.C. nationality.					

在台聯絡人 (Contact Person in Taiwan)			
姓名 Name		關係 Relationship	
電話 Contact Number		Email	
在台地址 Address in Taiwan			
學歷 (Educational Background)			
高中 High School	學校名稱 Name of School		學校所在地 City and Country
	學位 Degree Conferred		主修 Major
	就學期間 Period	____ (mm) / ____ (yyyy) ~ ____ (mm) / ____ (yyyy)	
學院或大學 College or University	學校名稱 Name of School		學校所在地 City and Country
	學位 Degree Conferred		主修 Major
	就學期間 Period	____ (mm) / ____ (yyyy) ~ ____ (mm) / ____ (yyyy)	
碩士班 Master Program	學校名稱 Name of School		學校所在地 City and Country
	學位 Degree Conferred		主修 Major
	就學期間 Period	____ (mm) / ____ (yyyy) ~ ____ (mm) / ____ (yyyy)	
在本校就讀期間各項費用來源 What are your major financial resources during the study at NTUB?		<input type="checkbox"/> 臺灣獎學金 Taiwan Scholarship <input type="checkbox"/> 個人儲蓄 Personal Savings <input type="checkbox"/> 其他獎(助)學金 Other Scholarship <input type="checkbox"/> 父母供給 Parental Support <input type="checkbox"/> 其他 Others (Please specify) _____	
中文語言能力 (Chinese Proficiency Level)			
聽 Listening	<input type="checkbox"/> 優Excellent <input type="checkbox"/> 佳Good <input type="checkbox"/> 尚可Average <input type="checkbox"/> 差Poor <input type="checkbox"/> 不會None		
說 Speaking	<input type="checkbox"/> 優Excellent <input type="checkbox"/> 佳Good <input type="checkbox"/> 尚可Average <input type="checkbox"/> 差Poor <input type="checkbox"/> 不會None		
讀 Reading	<input type="checkbox"/> 優Excellent <input type="checkbox"/> 佳Good <input type="checkbox"/> 尚可Average <input type="checkbox"/> 差Poor <input type="checkbox"/> 不會None		
寫 Writing	<input type="checkbox"/> 優Excellent <input type="checkbox"/> 佳Good <input type="checkbox"/> 尚可Average <input type="checkbox"/> 差Poor <input type="checkbox"/> 不會None		
是否參加過中文語文能力測驗或課程? 何種測驗? 分數? Have you taken any tests or courses of Chinese language? <input type="checkbox"/> 是(Yes) <input type="checkbox"/> 否(No), Name of the test _____; Your scores _____ Name of the course _____			
本人保證以上資料均由本人填寫，正確無誤。 I certify that I have completed this application form by myself, and that all the information I have provided is true and correct to the best of my knowledge.			
申請人簽名 Applicant's Signature _____ 日期 Date ____ / ____ / ____ (mm / dd / yyyy)			

附表3 Appendix III

國立臺北商業大學外國學生入學申請具結書
National Taipei University of Business
DECLARATION for International Student Application

1.本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定。

I hereby attest that I am qualified to apply for admission as an international student under the Regulations Regarding International Students Undertaking Studies in Taiwan as promulgated by Ministry of Education, Republic of China(ROC).

2.保證符合以下其中之一：

I hereby attest that I fulfill one of the following conditions:

具外國國籍且未曾具有中華民國國籍，於申請時不具僑生資格

At the time of application, I am holding foreign nationality and have never held ROC nationality. Moreover, I do not have Overseas Chinese Student status.

具外國國籍及兼具中華民國國籍者，自始未曾在臺設有戶籍，且最近連續居留海外6年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

At the time of application, I am holding both foreign and ROC nationalities but have never been registered as part of a household in Taiwan. Moreover, I have been living abroad continuously for more than 6 years, have never studied as an Overseas Chinese Student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

具外國國籍，且曾兼具中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿8年，並於申請時已連續居留海外6年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

I am holding foreign nationality and once had ROC nationality but have not been registered as part of a household in Taiwan, as determined by the Ministry of Interior, for at least 8 years. I have been continuously living abroad for more than 6years. Moreover, I have never studied as an Overseas Chinese Student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍。申請時於香港、澳門或海外連續居留滿6年以上者。

An applicant holding foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, has never been registered as part of a household in Taiwan and, at the time of application, has resided in Hong Kong, Macau, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外6年以上者。

An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided overseas for no less than 6 years is qualified to apply for admission under these regulations.

3.本人所提供之最高學歷畢業證書(申請大學部四技者提出高中畢業證書;申請大學部二技者提出專科畢業證書;申請碩士班者提出大學畢業證書),在畢業學校所在地國家均為合法有效取得畢業資格,並所持之證件相當於中華民國國內之各級合法學校授予之相當學位。本人在華未以僑生身分申請其他大學校院。

The highest degree diploma I offer (high school diploma for undergraduate applicants, college school diploma for undergraduate applicants, university diploma for master's program applicants) is valid and was legally awarded in the country where I graduated. The certificate I have is equivalent to that is awarded by a lawful academic school in R.O.C. I don't employ Overseas Chinese Student status to apply for any other college or university in R.O.C.

4.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及影本)均為合法有效之文件,如有不符規定或變造之情事,經查屬實及取消入學資格,且不發給任何有關學分之證明。

All of the documents provided (including diploma, passport and other relevant documents, original or copy) are valid. Should any documents be found to be invalid or false, my admission to NTUB will be revoked, and no proof of attendance will be issued.

5.本人取得入學許可後,在辦理報到時,須繳交我國駐外館處、行政院設立或指定之機構或委託之民間團體驗證之畢業證書或成績單(認證章)正本,始得入學,屆時若未如期繳交,即由貴校取消入學資格,絕無異議。

At the time of registration, admitted applicants must provide the original academic degree diploma and transcripts verified by a Taiwan overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. If the related certificates cannot be submitted on time, the admissions offer will be revoked.

6.本人不曾在台以外國學生身分完成高中學校學程,亦未曾遭中華民國國內大專院校退學處分。

I have never completed or been expelled from any academic program in R.O.C.

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,於入學後經查證屬實者,本人願意接受貴校註銷學籍處分,絕無異議。

I authorize NTUB to verify all of the above information provided. If any document is found to be false after admission, I have no objection to being deprived of registered student status.

申請人簽名

日期

Applicant's Signature _____ Date _____

附表4 Appendix IV

文件驗證具結書

Affidavit (of admissions document to be verified)

考生_____申請貴校_____外國學生入學，保證於報到註冊時補交
(請填寫姓名) (請填寫申請系所)

下列文件：

I, _____, applying for the _____ at NTUB, hereby promise
(Full name) (Program name)
that I will submit the following verified documents to NTUB at the time of registration.

註記 Check(✓)	項 目 Items
	經駐外單位驗證之國外最高學歷證件正本1份 One original highest educational diploma authorized by the Taiwan Overseas Representative Office
	經駐外單位驗證之最高成績證明正本1份 One original highest educational transcript authorized by the Taiwan Overseas Representative Office

若在報到時無法提供繳驗經駐外單位驗證之學歷證明及成績單正本；本人願放棄錄取資格，絕無異議。（*中英文以外之語文，應附經驗證之中文或英文譯本）

Furthermore, at the time of registration I will present my original diploma and transcript to NTUB. I understand that if I cannot submit the copies of the verified documents or the original diploma or transcript at the time of registration, my qualification for enrollment will be revoked.

(Note: If the original documents are not in English or Chinese, an English or Chinese translation notarized by a Taiwan overseas representative office is also required.)

具結人簽章Applicant's Signature _____ 日期Date _____

國立臺北商業大學外國學生財力保證書
Financial Guarantee for National Taipei University of Business
International Applicants

本人_____，與被保證人_____關係是_____，願擔保被保證人在
(請填寫姓名) (請填寫被保證人姓名)

國立臺北商業大學就學及生活所需一切費用支出。

此致

國立臺北商業大學招生委員會

I, _____, and the applicant, _____,
(guarantor's name) (applicant's name)

our relationship being _____, hereby guarantee
that the applicant's total living and tuition expenses while
attending National Taipei University of Business will be
paid in full.

Submitted to
National Taipei University of Business
Admissions Committee

保證人 Guarantor : _____

護照(居留證)號碼 Passport(ID) No. : _____

電話 Phone : _____

電子郵件 Email : _____

具結日期 Date : _____ Y _____ M _____ D

附表6 Appendix VI

申請人通訊欄

APPLICANT'S CONTACT INFORMATION

請將您的聯絡地址填入下列三欄空白表格中，後續通知函將以此欄裁切並黏貼寄回；
請務必確認您所提供資料之正確性，若因填寫有誤至權益受損，請申請人自行負責。

Please fill in the required contact information. The columns will be cut down and labeled on the mail notifications. Make sure that you offer the correct information. Should any rights be violated on account of wrong contact information provided. The applicants are held responsible.

(姓名 Name)	_____
(地址 Address)	_____ _____
(電話 Contact No.)	_____
(姓名 Name)	_____
(地址 Address)	_____ _____
(電話 Contact No.)	_____
(姓名 Name)	_____
(地址 Address)	_____ _____
(電話 Contact No.)	_____

聲明書 Declaration

本人因缺繳學歷證書，未能完成國立臺北商業大學113學年度外國學生新生報到手續，請准予暫行登錄備案，並於註冊日2024年9月3日前完成補交，以取得入學資格。如逾期未完成繳交，即表示本人放棄權利，由貴校逕行取消本人入學資格。

I, the undersigned, fail to complete the check-in procedure as an admitted international student of the academic year 2024 to NTUB because I am not able to present my academic certificate. Please put my name on the record and grant me permission to submit the documentation later. I guarantee I will submit all the necessary documents by the registration day (September 3, 2024) to complete the procedure and obtain my student status. If the related certificates are not presented on time, I will accept revocation of my qualification to register.

※繳證地點：行政大樓3樓教務處，電話：+886-2-3322-2777#6050

Location for turning in the documentation: Office of Academic Affairs, the 3rd floor, Administration Building.

Tel No.: +886-2-3322-2777#6050

E-mail : ntubadmis@ntub.edu.tw

錄取系所： Department: _____

姓名： Name: _____

學號： Student No.: _____

切結人簽名： Signature: _____

電話： Tel No. _____

行動電話： Mobile Phone No.: _____

通訊地址： Mailing Address: _____

E-MAIL _____

附表8 Appendix VIII

國立臺北商業大學外國學生申請入學文件檢覈表

National Taipei University of Business Application Checklist

請檢查您所繳交資料項目

A complete application package must include the following items, please check (✓) the completed items for your own confirmation.

Check 註記	Items of Documents for Admission Application 入 學 申 請 繳 交 資 料 項 目
	入學申請表 A completed NTUB Application Form
	具結書 Declaration
	自傳 Autobiography
	各學系所另訂應附繳之資料 Other materials required by each department/institute (please specify)
	經驗證之外國學校最高學歷之原文畢業(學位)證書或同等學力證明文件影本 (原文畢業證書非中文或英文者需繳交經公證之中文或英文翻譯本) A verified photocopy of certificate of the highest degree diploma. (A translation of the notarized copy is required if the original document is written neither in English nor Chinese.)
	經驗證之外國學校最高學歷之原文歷年成績單影本 (原文成績單非中文或英文者需繳交經公證之中文或英文翻譯本) A verified photocopy of the official transcript. (A translation of the notarized copy is required if the original document is written either in English nor Chinese.)
	經驗證之財力證明書 (或台灣獎學金獲獎證明) A verified financial statement issued by a bank (or a proof of Taiwanese scholarship award)
	國籍證明 Nationality Document
	文件驗證具結書 Affidavit (of admissions document to be verified)
	推薦書 Letters of Recommendation
	就學計畫書 Study Plan
	其他能力證明資料: Documents or Proofs of Other Competences: _____
	申請人通訊欄 Applicant's Contact Information
	信封乙只(16cm×23cm以上大小),寄發通知用,不需黏貼郵票。 Self-addressed envelope (16cm×23cm and above) for delivery of the notification. No postage is Required.
申請人簽名 _____ 日期 _____ Applicant's signature _____ Date: _____	

附表9 Appendix IX

申請編號：
收件日期：
(本欄申請人請勿填寫)
Please do not fill in this column

報名專用信封封面

請勾選內附資料，並將本表貼於報名信封上，以限時掛號郵寄。
(海外地區建議使用 DHL 或 FedEx 等快遞服務)

Please check items below that included, attach this form on the envelope, and send by registered mail.
(DHL or FedEx service is recommended for application packages mailed from overseas.)

國立臺北商業大學

113 學年度外國學生申請入學資料審查專用袋 Application for Admission for 2024-2025 Envelope cover page

申請系所 Department/Graduate Institute Applied _____ _____	申請學制 Degree Program Applied <input type="checkbox"/> 四年制學士班 Bachelor-4 years <input type="checkbox"/> 二年制學士班 Bachelor-2 years <input type="checkbox"/> 碩士班 Master
--	--

FROM: 申請人姓名/name _____ (Name in Chinese)
 _____ (Name in English)

申請人地址/Address _____

Mail to:
 100025 臺北市濟南路一段 321 號
 國立臺北商業大學 教務處收
 Academic Affairs Office
 National Taipei University of Business
 No.321,Sec.1,Ji-Nan Rd., Zhongzheng District,
 Taipei City 100025, Taiwan (R.O.C.)

授權書

Authorization

I, undersigned, authorize National Taipei University of Business undertake a verification of the information I have provided and I authorize all corporations, companies, educational institutions, persons and former employers to release information they may have about me, and release them from any liability for doing so.

簽名
Signature (Full Name) _____

以正楷書寫全名
Print Full Name _____

護照號碼
Passport Number _____

外僑居留證號碼
ARC (Alien Resident Certificate) Number _____

出生年月日
Date of Birth (dd/mm/yy) _____

簽署日期
Date (dd/mm/yy) _____