

來臺交換生 重點事項提醒

REMINDERS FOR
INBOUND
EXCHANGE
STUDENTS



臺北市立大學
UNIVERSITY OF TAIPEI

VISA 1 (Confirm what kind of visa and the duration you got)

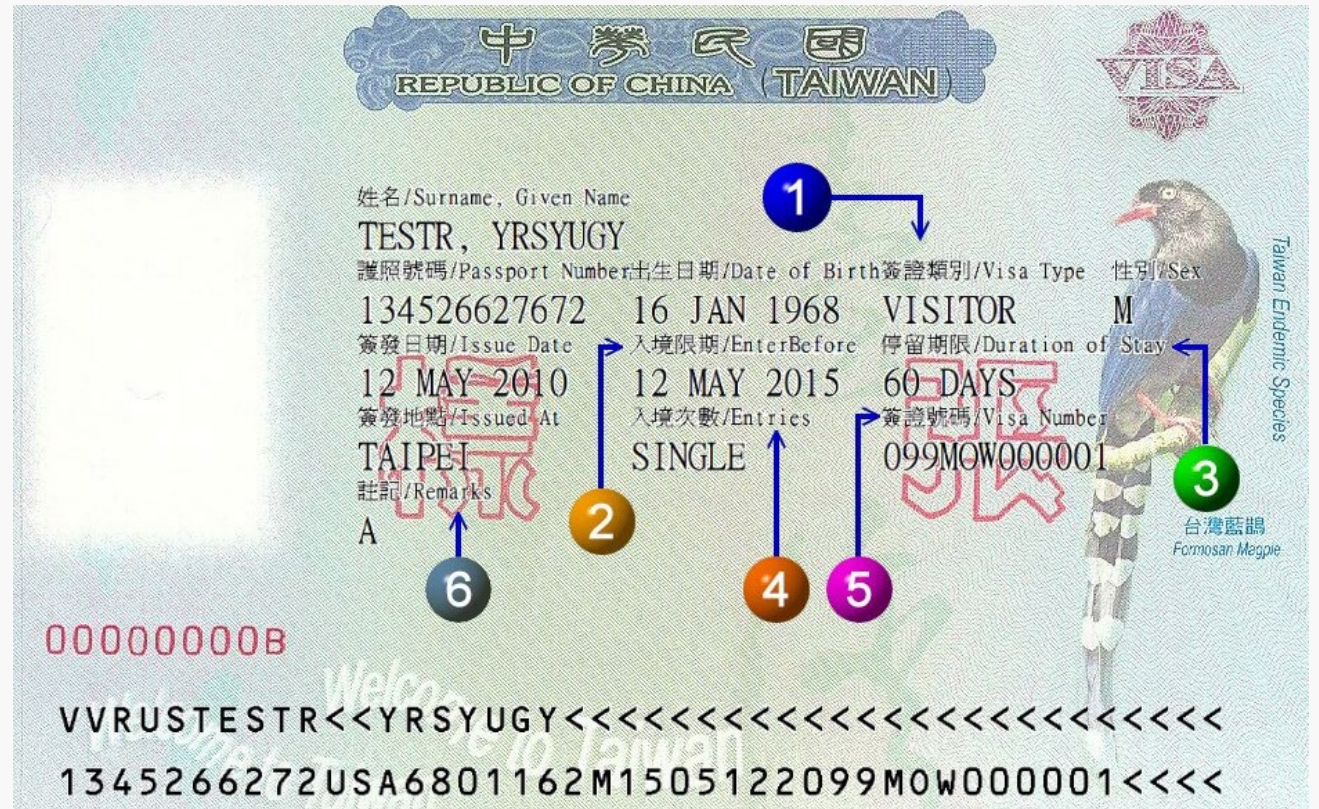
1. Visa Type

VISITOR VISA: stay in Taiwan for less than 180 days.

RESIDENT VISA: stay in Taiwan for 180 days or more.

3. Duration of Stay

- The duration of stay is generally 14 days, 30 days, 60 days, 90 days, etc.
- Will present “***“symbol if you get a resident visa.



VISA 2

VISITOR VISA

- Must be applied **15 days prior** to the end of the authorized period of stay.(Valid period of stay is calculated from the date of entry)
- Apply at local service centers of the National Immigration Agency for an extensions.
- Required Documents : Application Form, Passport(Original and one photocopy), Visa (Original and one photocopy), Admission Letter from UT and Certificate of enrollment.
- Page for more info:
https://www.immigration.gov.tw/5475/5478/141465/141808/310793/cp_news



RESIDENT VISA

- Resident Visa must apply for an **Alien Resident Certificate** at local service centers of National Immigration Agency.
- Must **apply within 15 days from the next day of arrival online**. Duration of stay will be noted on the Alien Resident Certificate.
- Application information please refer to the following sheet.

CERTIFICATE OF ENROLLMENT

(For those who need ARC or VISA extension)

- Please follow these steps to apply for Certificate of Enrollment :

Download application sheet from :

<https://reg.utaipei.edu.tw/p/412-1031-7180.php?Lang=zh-tw>

File Name: 中文在學證明申請書(免費)



Get a form like the one on the right.
Please put the front side of your student ID and
the back side of ID in the two spaces.

Bring this paper application form, student ID card,
and proof of payment to the Registrar Division,
Office of Academic Affairs 教務處註冊組.

They will stamp it.
Then the application for the certificate of
attendance will be completed.

臺北市立大學中文在學證明書

111.08.01 版

- 1、本校業經 103 學年度第 10 次行政會議通過，自 104 學年度起取消學生證蓋註冊章(舊生貼“免蓋註冊章貼紙”)規定。
- 2、學生證遺失者，請先辦理補發作業。
- 3、依據教育部規定，學生證正反面影本，即為中文在學證明。學生若仍有在學證明用印需求，請自行貼妥學生證正反面影本，連同學雜費繳交證明及學生證正本至註冊組蓋戳章，免收費。
- 4、高鐵公司已於 104 年 8 月 1 日於網頁訊息加註本校為免蓋註冊章之大學校院。
- 5、學生證影本黏貼方式如下圖示(正面在左側、反面在右側，蓋妥教務處戳章方為有效、塗改無效)：

學生證影本正面	學生證影本反面

該生為本校 111 學年度第 1 學期在學學生，特此證明。

申請日期：_____

(日期由核發單位填寫)

COURSE SELECTION

第二階段	全校網路加退選 (含一年級及轉學生)	9月7日(四) 10:00	9月17日(日) 17:00	Online
	人工加退選	9月15日(五) 09:00 9月18日(一) 09:00	9月15日(五) 17:00 9月19日(二) 17:00	Use the form (Optional)
選課確認(採網路方式)		9月19日(二) 09:00	9月21日(四) 17:00	Online

臺北市立大學 112 學年度第 1 學期國際學生加退選課程申請單
University of Taipei ☒ (1st Semester) ☐ (2nd Semester)
Course Selection Sheet for International Students

系 所 名 稱 Department / Institute		申請日期 Date: 年 月 日 / y / m / d	
學 號 Student Number	學生簽章 Signature	總計學分 Total Credits	
聯絡電話 Phone Number (Taiwan)	電 子 信 箱 EMAIL		

☐ 加 ☐ 退選課程 (Add or Drop Courses)

選課代碼 Course Code	課 程 名 稱 Course Name	學分數 Credits	必修/選修/通識/教育 Require / Elective / General / Education	任課教師 Lecturer	星期/節次 Time	備註 Remark

審核流程 (Please follow the Process from 1 to 4.)

1. 學系 (所) 承辦人及主管 Department / Institute	2. 通識教育中心 承辦人及主管 General Education Center
3. 師資培育及職業發展中心 承辦人及主管 Teacher Education and Careers Service Office	4. 課務組 承辦人及主管 Curriculum Division

說明 Instructions:

- 交換生選課方式，詳填寫本選課單以書面方式辦理選課。
Exchange students can select courses with this "Course Selection Sheet".
- 本選課單由學生填妥各項資料，並送請任課教師簽名或蓋章後，於選課期間結束之前 (09-19-2023 前) 送交所屬教務單位。
Please fill out this sheet, take it to the lecturers for their approval and signatures, and return it to the Office of Curriculum Division before the end of the Course Selection Period (before September 19, 2023).

- 交換生除特殊情形全校課程都可以選
- Can take all courses (except under special circumstances)
- 第一週都還可以線上加退
- First week classes still can be added or dropped online.
- 如果要上修，第一週上課找老師確認
- Check with the teacher at the first class for taking a upper grade course.
- 先排好自己的課表等9/7直接選
- Make your schedule and wait for 9/7 to select directly.
- 學伴們請儘量協助
- Buddies, please help ☺

Handbook (C)P26 (E)P31

CHINESE LESSONS WITH CREDITS

Beginner

通識課程 (博愛)	1258	國文類	國文(I)：閱 讀與思辨	Chinese (I) : Reading and Thinking	2.0	學期	必修	2.0	55 / 15 / 0	博愛	張于忻 (一)3-4(C402)
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通識課 程(博愛)	2424	共同選修	初級華語 文閱讀與 表達	Elementary Mandarin for Beginners on reading and speaking	2.0	學期	選修	2.0	55 / 15 / 1	博愛	張于忻 (一)1-2(C402)
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1. For foreign students only 僅供外籍生選讀
2. 外國學生修習後，得採認為自由選修、不可採認為通識共同選修

Intermediate (A2)

通識課程 (博愛)	1257	國文類	國文(I)：閱 讀與思辨	Chinese (I) : Reading and Thinking	2.0	學期	必修	2.0	55 / 15 / 0	博愛	陳嘉琪 (五)1-2(G313)
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1. Need to select courses manually 需填人工加選單
2. 第一周上課找老師加選

Handbook (C)P45 (E)P51

FREE CHINESE LANGUAGE COURSES AND ACTIVITIES

- 2023年9月19日至2023年12月19日
- 每週二下午2時10分至下午5時
- 有語言及文化(含3次實地教學)課程
- 提供證書
- September 19, 2023 to December 19, 2023
- Every Tuesday, 2:10 p.m. to 5:00 p.m.
- Language and Culture (including 3 field lessons) courses available
- Certificates provided

CHINESE CHATTING ROOM

- 分組由同學帶領
- 每週約1小時
- 每組3-4位成員
- 練習口說
- Groups are led by UT students
- Approximately 1 hour per week
- 3-4 members per group
- Speaking practice



-END-

歡迎大家的到來

有任何問題不要害羞，請找我們！

Welcome to all of you.

Don't be shy to contact us if you have any questions!