



國立中央大學

NATIONAL CENTRAL UNIVERSITY

Office of International Affairs

**2020 Fall**

International Degree Student  
**Student Handbook**

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# **PART 1: Important Dates in September, 2020**

Date	Event
<b>August - September 6<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Arrive Taiwan</li> <li>● Conduct home quarantine (2 weeks) &amp; self-health management (7 days)</li> </ul>
<b>September 7<sup>th</sup> - 11<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Registration &amp; Orientation Week</li> </ul>
<b>September 4<sup>th</sup> - 6<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● International students arrive NCU</li> <li>● Dormitory check-in</li> <li>● Find off-campus housing or accommodation</li> </ul>
<b>September 8<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Health Examination (8AM-9AM)</li> </ul>
<b>September 9<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Registration</li> </ul>
<b>September 10<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Freshmen session</li> </ul>
<b>September 13<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Tuition payment deadline</li> </ul>
<b>September 14<sup>th</sup></b>	<ul style="list-style-type: none"> <li>● Classes begin</li> </ul>
<b>September 8<sup>th</sup> - 22<sup>nd</sup></b>	<ul style="list-style-type: none"> <li>● Online course selection (Add &amp; Drop)</li> </ul>



## **PART 2: Preparation and Arrival**



● **Apply for Resident Visa:**

✧ Required documents **in original & photocopy**

- ✓ Application Form
- ✓ Two photos (refer to page 8)
- ✓ Passport
- ✓ Admission Acceptance Letter
- ✓ Scholarship Certificate
- ✓ Financial Statement, which declares the account could be withdrawn in Taiwan (with amount approximately NT\$300,000 to NT\$500,000) and is verified by Taipei Economic and Culture Office either domestic or abroad.
- ✓ Original Diploma & Transcript (with verification by Taipei Economic and Culture in foreign country)
- ✓ Certificate of Enrollment (After paying the fee, students can apply it from Registry Office with NT\$10)
- ✓ Tuition Receipt
- ✓ Health Certificate
- ✓ Fee: NT\$3,000 (NT\$5,280 for U.S citizens)

✧ Where to apply :

Overseas: Please refer to <https://www.boca.gov.tw/lp-191-2.html>

Taiwan: Taipei Bureau of Consular Affairs (BOCA) (<http://www.boca.gov.tw>)

Add.: 3-5 Fl, No. 2-2, Section 1, Jinan Rd, Taipei City

Tel: 02-23432888

Transportation: Taipei MRT to NTU Hospital Station



**BOCA - The Bureau of Consular Affairs**

MOFA - The Ministry of Foreign Affairs

NTUH - National Taiwan University Hospital

LY - The Legislative Yuan Republic Of China

MOE - Ministry Of Education

SCHOOL - Kai-Nan High School

● **Apply for ARC :**

✧ Required documents **in original & photocopy** :

- ✓ Multiple-Purpose Application Form for Foreigners
- ✓ One photo (refer to page 8)
- ✓ Passport
- ✓ Resident Visa
- ✓ Certificate of Enrollment (After paying the fee, students can apply it from Registry Office with NT\$10)
- ✓ Receipt of Tuition Payment
- ✓ Housing contract or dormitory certificate
- ✓ Student ID Card (if applicable)
- ✓ Old ARC (if applicable)
- ✓ Fee: NT\$1,000

✧ Where to apply :

**National Immigration Agency Taoyuan City Service Center**

Add.: 1F, No.106, Xianfu Rd., Taoyuan City

Tel: 03-3314830 、 03-3310409 、 03-3318243

Transportation: Taoyuan Bus #1





## II. Money Exchange

If you are not sure whether the currency in your country can be exchanged into NT Dollars, you should exchange it for U.S. Dollars in your home country first and then change into NT Dollars at the Taiwan Taoyuan International Airport.

## III. Cell Phone (pre-paid card)

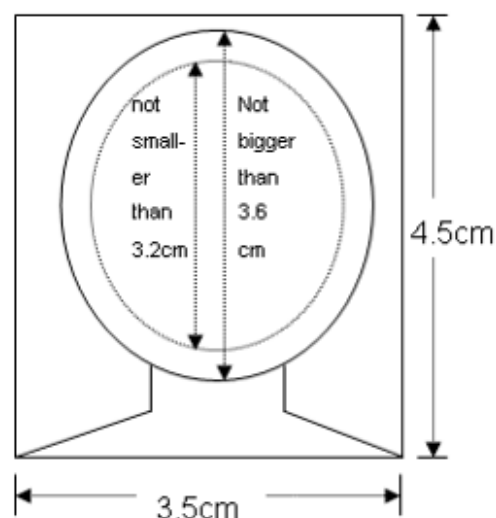
1. System used in Taiwan: GSM System

2. **Where to get pre-paid card: Taiwan Taoyuan International Airport:** Purchasing a cellphone (or a phone card) upon arrival is **strongly recommended**. A cellphone is the ideal line of communication should emergencies arise. **Acquiring a phone prepaid card at the airport will be a lot easier and quicker** than doing it after arriving campus as the only identification you need is a passport. For more information, please visit: [http://www.taoyuan-airport.com/english/store3\\_1/1106](http://www.taoyuan-airport.com/english/store3_1/1106)

## IV. Required Format of ID Photo

Photos are required for school registration and ARC, NHI card application. Therefore please prepare some photos in advance. Here's the format for photo:

- Should be identifiable, shouldn't be modified or composed
- Color photo with white background
- Be taken in six months
- 4.5cmx3.5cm
- From the top of the head to the chin: between 3.2cm to 3.6cm



## V. Buddy system

Student buddies (Taiwanese students) will be assigned to assist incoming students before/when they arrive in Taiwan. During the orientation week, buddies will help on registration, payment, course selection, health examination and etc.

## VI. Transportation from Taiwan Taoyuan International Airport to NCU

- Address: No. 300, Zhongda Rd., Zhongli District, Taoyuan City 32001, Taiwan  
地址：桃園市中壢區中大路 300 號
- The closest airport to NCU is Taiwan Taoyuan International Airport.  
(<https://www.taoyuan-airport.com>)
- Transportation
  - Taxi (NT\$500~1000): It takes approximately 30 minutes.
  - City Bus (NT\$54): From airport→Zhongli Main Station (take bus 132) → NCU
  - Metro+ Taxi /Bus: From airport→ HSR Metro station (by Metro)  
HSR Metro station → NCU (by Taxi/by bus 132A、172)
  - For more information please refer to:  
[http://www.ncu.edu.tw/en/visitors/public\\_transportation](http://www.ncu.edu.tw/en/visitors/public_transportation)

## **PART 3: Orientation**

Date	Item	Task
Sept. 1 <sup>st</sup> - 6 <sup>th</sup>	Dormitory Check-in	<p>Please go to dormitory and provide your passport and approved dormitory application form to check in.</p> <p>If you have reserved to stay in off-campus accommodation, please also go directly to the place you have reserved.</p>
<p>◆Please activate your account first. Then you can download your payment bill from Portal system.</p>	<p>Activate Portal account and fill personal information (ONLINE)</p>	<p>For your right and obligations, student should fill out the required personal information online. Please make sure your English name shown on the site is the same as the one in your passport.</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-bottom: 10px;"> <p>Register online</p> <p><a href="https://tarot.cc.ncu.edu.tw/UnixAccount/enableaccount.php">https://tarot.cc.ncu.edu.tw/UnixAccount/enableaccount.php</a></p> </div> <p>ID No.: Your student ID No.          Password: Set up <b>by yourself</b> and remember it</p> <p style="text-align: center; color: red;">↓ Wait for 5 minutes</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-bottom: 10px;"> <p>Get the email/Portal account from Computer Center</p> </div> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px; text-align: center; width: 45%;"> <p>Fill in your personal Information</p> <p><a href="https://portal.ncu.edu.tw/login">https://portal.ncu.edu.tw/login</a></p> </div> <div style="border: 1px solid black; padding: 5px; text-align: center; width: 45%;"> <p>Fill in your personal Information</p> <p><a href="https://portal.ncu.edu.tw/login">https://portal.ncu.edu.tw/login</a></p> </div> </div> <div style="border: 2px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>Completed</p> </div>
Before Sept. 13 <sup>th</sup>	Payment	<p>The payment for the tuition and miscellaneous fee should be finished <b>before Sept. 13<sup>th</sup> (Sun.)</b>.</p> <ol style="list-style-type: none"> <li>1. Pay for the tuition at the convenience store (FamilyMart, 7-11)</li> <li>2. If students fail to pay before Sept. 13<sup>th</sup>, they will be asked to apply for deferral of registration before Sept. 26<sup>th</sup>.</li> <li>3. Keep the receipt</li> <li>4. Make a copy and submit the copy on OIA registration.</li> </ol>
Sept. 8 <sup>th</sup> Tue. 08:00-09:00	On campus Health Examination	<ol style="list-style-type: none"> <li>1. Location: Yi-Reng Hall</li> <li>2. <b>Please do not eat or drink 8 hours before the examination</b></li> <li>3. Fill out the "NCU Student Health Form" in advance</li> <li>4. Every student needs to complete the health examination; otherwise, you will not get the student ID card.</li> <li>5. Fee: NT650</li> </ol>

6. **Please wear a mask.**

7. If you are not available on Sep. 8<sup>th</sup>, you can go to nearby Hospital to do health examination by yourself, and the fee is about NT650-800. (Ten-Chan General Hospital:  
[http://www.tcmg.com.tw/eng/index\\_en.php?Key=3](http://www.tcmg.com.tw/eng/index_en.php?Key=3)

**Registration (OIA → Department → Registry Division)**

**Sept. 9<sup>th</sup>  
(Wed.)**

OIA Registration  
**Science Building  
#1**

**Location: 秉文堂 BING WEN HALL, Science Building #1**

**Submit one copy of the following documents and bring the original copy for confirmation:**


● **You MUST have a copy of each document ready before registration.**

1. Graduation certificate and transcript that have been verified by Taiwan Embassy Office Abroad (Original and one copy)
2. Passport (Original and one copy)
3. Visa **with the arrival stamp** (Original and one copy)
4. International student information form (Original)\*Attachment02
5. Personal information collection agreement (Original)\*Attachment03
6. Authorization for emergency treatment (Original)\*Attachment04
7. Payment receipt for Spring semester 2019 (one copy)
8. Housing contract/ Accommodation certificate (one copy)
- 
9. Alien Resident Certificate (ARC), if applicable (one copy)
10. National Health Insurance (NHI) Card, if applicable (one copy)
11. Post office account book, if applicable (one copy)

**\*Note\***

- All original documents will be returned after the registration. You should notice and double check with your own original documents before leaving the office. You must assume full responsibility of the loss of the original documents.
- Please complete International Student Information Form, Authorization for emergency treatment and Personal information collection agreement before come to OIA registration.

<p><b>Sept. 9<sup>th</sup></b> <b>(Wed.)</b></p>	<p>Department Registration</p>	<p>✧ Get course list or other notifications from your department. ✧ Please submit:</p> <ul style="list-style-type: none"> <li>● NCU International Student Registration form (Original)*Attachment01 with one photo and one passport/ARC copy</li> <li>● The original letter of acceptance</li> <li>● Original highest academic diploma</li> <li>● Original highest academic transcript</li> <li>● Copy of the graduation certificate and transcript that have been verified by Taiwan embassy office abroad.</li> </ul> <p><i>*Note*</i></p> <ul style="list-style-type: none"> <li>● The registration form should be stamped by your department.</li> <li>● All original documents will be returned after examination. You should notice and double check your own original documents before leaving the office. Students must assume full responsibility of the loss of the original documents.</li> </ul>
<p><b>Sept. 9<sup>th</sup></b> <b>(Wed.)</b></p>	<p>Registry Division Registration</p>	<p>After Department Registration, you should submit the following documents to Registration Division (3<sup>rd</sup> floor, Administrative Building):</p> <ul style="list-style-type: none"> <li>● Registration form with your identification documents, a photo &amp; stamp from department.</li> <li>● Copy of the graduation certificate and transcript that have been verified by Taiwan embassy office abroad.</li> </ul> <p><i>*Note*</i></p> <ul style="list-style-type: none"> <li>● Your registration form should be stamped by your department.</li> <li>● All original documents will be returned after examination. Students should notice and double check your own original documents before leaving the office. Students must assume full responsibility of the loss of the original documents.</li> </ul>
<p><b>Sept. 10<sup>th</sup></b> <b>(Thur.)</b></p>	<p>Freshman Session</p>	<p>Location: 秉文堂 <b>BING WEN HALL, Science Building #1</b></p> <ul style="list-style-type: none"> <li>● Introduction of units at NCU</li> <li>● VISA application / ARC application</li> <li>● Scholarship</li> <li>● Insurance</li> <li>● Life around NCU</li> </ul>

<b>Sept. 14<sup>th</sup> Mon.</b>	Classes begin	Classes begin.
<b>From Sept. 14<sup>th</sup> Mon.</b>	Library Registration	Sign "The Statement of Patron's Privileges along with NCU Library Announcement for Personal Data Collection and Consent" <a href="https://www2.lib.ncu.edu.tw/pbatch/">https://www2.lib.ncu.edu.tw/pbatch/</a>  *You will need to complete this procedure in order for your card to work.

Course Selection ( <a href="http://pdc.adm.ncu.edu.tw/Course/course/COUR_S.pdf">http://pdc.adm.ncu.edu.tw/Course/course/COUR_S.pdf</a> )		
Sept. 8 <sup>th</sup> – 22 <sup>nd</sup>	Course Selection	<ul style="list-style-type: none"> <li>● Add &amp; Drop courses online: <a href="https://cis.ncu.edu.tw/Course/main/news/announce">https://cis.ncu.edu.tw/Course/main/news/announce</a></li> <li>● System maintenance from 7am to 9am every day. The service will be stopped temporarily.</li> <li>● Do not take two or more courses that are offered at the same time, otherwise, you will fail in adding or dropping courses.</li> <li>● If the classes need course code number for selecting the course, please ask your course instructor for the “code number”.</li> </ul>
Sept. 24 <sup>th</sup> – 28 <sup>th</sup>	Manual Course Selection (costs NT\$100 for each handling fee)	<ul style="list-style-type: none"> <li>● Add /Drop the course online first, then print the application form, get the signature/stamp/approval from the teacher (lecturer) and department, then submit the form to the Curriculum Section, 3<sup>rd</sup> floor of Administration Building.</li> <li>● NCU Course Schedule Planning System : <a href="https://cis.ncu.edu.tw/Course/main/news/announce">https://cis.ncu.edu.tw/Course/main/news/announce</a></li> </ul>
Sept. 24 <sup>th</sup> – 29 <sup>th</sup>	Course Selection Reconfirmation	Students go to course selection system to confirm course selection list.
Oct. 7 <sup>th</sup> – 21 <sup>st</sup>	To pay the credit fee	Students can download the bill in Portal and pay it in the convenient store (FamilyMart, 7-11).
Oct. 26 <sup>th</sup> – Dec. 11 <sup>th</sup>	Course Withdrawal	<ul style="list-style-type: none"> <li>● Applications for Course Withdrawal (ONLY ONE Course)</li> <li>● Withdraw the course online first, then print the application form, get the signature/ stamp/ approval from the teacher (lecturer) and department, then submit the form to the Curriculum Section.</li> <li>● NCU Course Schedule Planning System : <a href="https://cis.ncu.edu.tw/Course/main/news/announce">https://cis.ncu.edu.tw/Course/main/news/announce</a></li> </ul>

### Student ID Card

After going through the registration procedure above (OIA registration, Department registration, Register online, payment, health examination, etc.), you will receive your student ID. After students complete the procedures above, please collect it directly from the **Registry Division**.



## **PART 4: Standard for Tuition and Miscellaneous Expenses**

## I. Tuition and Credit Fee

	<b>College/ Department/Institute</b>	<b>Tuition/ Sundry Expenses</b>	<b>Credit Fee</b>
<b>Undergraduate</b>	Liberal Arts (Expect Inst. of Art)	NT\$ 45,691	NT\$2,000/credit
	Science & Earth Science & Health Science and Technology	NT\$53,183	NT\$2,220/credit (except Math Depart. NT\$2,100/credit)
	Engineering & Electrical Engineering (include Dept. of Information Management)	NT\$52,668	NT\$2,220/credit
	Management (except Dept. Of Information Management)	NT\$46,091	NT\$2,040/credit
	<b>College/ Department/Institute</b>	<b>Tuition/ Sundry Expenses</b>	<b>Credit Fee</b>
<b>MASTER &amp; PHD</b>	Liberal Arts (except Inst. of Art) Hakka Studies	NT\$22,200	NT\$3,140/credit
	Science & Earth Science & Health Science and Technology	NT\$25,700	NT\$3,140/credit
	Engineering & Electrical Engineering (include Inst. of Information Management & Industrial Management & Art)	NT\$26,620	NT\$3,140/credit
	Management (except Information Management, Engineering Management)	NT\$22,500	NT\$3,140/credit

## II. Other fees

Item	Expense
School Group Accidental Insurance	NT\$209 / semester
Health Examination	NT\$1,000~2,000 Only for first semester enrollment
Internet Access Fee	NT\$600 / semester
Dormitory Internet (alternative fee)	NT\$800 / semester
Dormitory Air conditioner (alternative fee)	NT\$500 / card Depends on the usage
Cathay Insurance	NT\$3,000 6 months
National Health Insurance	NT\$4,494/semester Starting from the second semester
Dormitory Deposit	NT\$1,000 Once only during the enrollment of the first semester
ARC (Alien Resident certificate) application	NT\$1,000/year
Beddings Set (alternative fee)	NT\$1,500 Only for the first semester
Food (alternative fee)	NT\$50-150/meal
Transportation (alternative fee)	NT\$18/NT\$36 (bus) NT\$89 (train to Taipei) NT\$155 (HSR to Taipei)

### III. Standard for Dormitory Fee

Dorm	Fee (NT)		
	Semester	Summer Vacation	Winter Vacation
M3	5,130	3,120	1,060
G6	7,290	4,450	1,460
M6	5,200	3,170	1,060
M7	5,360	3,250	1,060
M9A	7,220	4,400	1,460
M9B	7,040	4,290	1,460
M11	5,330	3,250	1,060
M12	5,330	3,250	1,060
M13	6,720	4,100	1,360
G1	5,480	3,340	1,120
G2	4,920	3,000	960
G3	5,540	3,370	1,090
G4	6,750	4,110	1,400
G14 (undergraduate)	7,470	4,550	1,520
G14 (graduate)	Fall semester-8,230 Spring semester-11,320	Summer vacation: 1month-1,637 2months-3,274 (more than 2 months, extra charge by days)	
BM (undergraduate)	7,640	4,660	1,530
BM (graduate)	Fall semester-8,930 Spring semester-12,500	Summer vacation: 1month- 1,785 2months- 3,570 (more than 2 months, extra charge by days)	
International Dorm (graduate)	Fall semester-11,930 Spring semester-16,700		

More details about NCU dormitory rating, please refer to:

<https://in.ncu.edu.tw/~ncu7221/OSDS/dorm.php>

## **PART 5: Insurance**

## I. Safety Insurance (Student insurance for NCU students)

All the NCU students have Safety Insurance and pay it with tuition bill.

## II. National Health Insurance (NHI)

Students with Valid ARC will be registered in the NHI program upon living in Taiwan for 6 months (6 months of continuous residence in Taiwan or with one trip abroad not exceeding 30 days when the actual residency period of 6 months is reached after the days abroad have been deducted).

When students are qualified to enroll NHI, OIA will apply it for international students, and students have to pay the fee with tuition bill.

※ When you just arrived in Taiwan, you are unable to apply for NHI. Instead, you will have Cathay insurance for the first year in NCU.

## III. Cathay Insurance (Group insurance for international students)

For international students who do not have National Health Insurance (NHI). With Cathay insurance, you can go to the clinic or hospital and pay the whole fee by yourself first. The coverage of reimbursement is as following:

Item	Insured Value	Remark
Clinic	Maximum of reimbursement NT\$1,000 (per day/visit)	If the insured suffers an illness or injury and receives treatment at a hospital as an inpatient, the company will reimburse the following expenses incurred.
Hospitalized	Maximum of reimbursement NT\$1,000 (per day)	The payment of benefit shall not exceed the limit of NT\$120,000 (per hospitalization)

Please be noted that the payment of reimbursement for Outpatient/Emergency treatment shall not exceed the limit of **NT\$1,000 (per visit)**.

Please submit the following documents to OIA for reimbursement application:

- A. The receipt
- B. The medical certificate (apply from the hospital)
- C. Post office account book、Passport、ARC (only for first time application)
- D. Application form (available at OIA)

OIA will apply the insurance medical subsidy by submitting the documents above to Cathay insurance company.

## **PART 6: Check List for the Registration**

Please confirm personal information and submit the documents while you come to registration.

### **OIA Registration**

- Graduation certificate and transcript that have been verified by Taiwan Embassy Office Abroad (Original and one copy)
- Passport and Visa **with the arrival stamp** (Original and copy)
- International student information form (Original)
- Authorization for emergency treatment (Original)
- Personal information collection agreement (Original)
- Tuition Payment receipt (copy)
- Housing contract/ Accommodation certificate (copy)
- ARC, NHI Card, Post office account book, if applicable (copy)

### **Department Registration**

- NCU International Student Registration form (with your identification documents and a photo)
- The original letter of acceptance
- Original highest academic diploma
- Original highest academic transcript
- Copy of the graduation certificate and transcript that have been verified by Taiwan embassy office abroad

### **Registry Office Registration**

- NCU International Student Registration form (with your identification documents, a photo & stamp from department).
- Copy of the graduation certificate and transcript that have been verified by Taiwan embassy office abroad.

- ※ Please make the copies of your documents by yourself at the convenient store first, including the NCU payment receipt.
- ※ To avoid your registration be delayed, please check and bring all the documents above before you come to register.



## **PART 7: Other Information**

## I. Student Opinions Boxes

If you have any comment, you could contact with Division of International Administrative Affairs, Office of International Affairs directly through emailing to [wandahuang@ncu.edu.tw](mailto:wandahuang@ncu.edu.tw) or [ncuoia@ncu.edu.tw](mailto:ncuoia@ncu.edu.tw).

Other ways for delivering your comments are listed as follows:

- NCU Suggestion Box:

[http://ncusec.ncu.edu.tw/suggestion\\_box/advice\\_form.php](http://ncusec.ncu.edu.tw/suggestion_box/advice_form.php)



The screenshot shows a web form titled "校長意見信箱 Suggestion Box". The form includes the following fields and options:

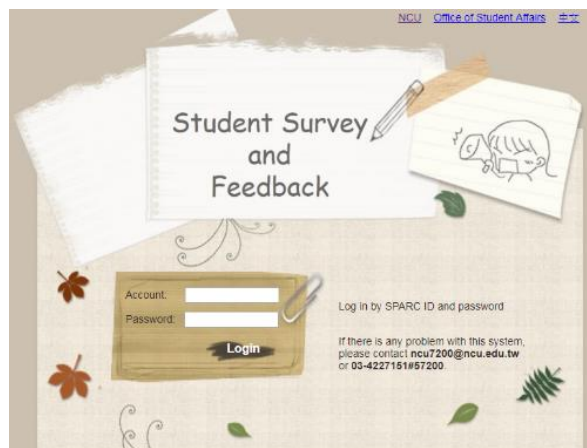
- \*為必填欄位: (Required fields)
- \*Email: [Text input field]
- \*身分: (Identity)
  - 學生(Student)
  - 教職員(Faculty and Staff)
  - 校外人士(Visitor)
- \*姓(Last Name): [Text input field] \*名(First Name): [Text input field]
- 連絡電話(Contact Number): [Text input field]
- \*陳情主旨(Subject)限50字以內: [Text input field]
- \*陳情內容(Message): [Large text area]

- Vice President for International Affairs E-mail:

[ncu57080@ncu.edu.tw](mailto:ncu57080@ncu.edu.tw) / [hhsu@ncu.edu.tw](mailto:hhsu@ncu.edu.tw)

- Boxes for Student Survey and Feedback:

Students' opinion can be provided through this link: <http://140.115.184.179/ncuCareYou/login.php?language=en>. Office of Student Affairs will reply general comments within 3 working days. If your case could not be replied within the deadline, OSA will explain the reasons to you, and will reply within 7 working days. If your special case require further discussion, regulation amendment or complicated situation, OSA will reply to you about the current procedure within 7 working days, they shall follow up with your case and reply to you no more than 30 days.



## II. Gender Equity Education Committee

The Gender Equity Education Committee of NCU endeavors to achieve campus-wide gender equity in various fields to cultivate NCU faculty, staff and students and thus prevent gender bias and sexual discrimination.

### ✧ The Aims of the Gender Equity Education Committee of NCU

- To coordinate and integrate related resources of the different offices of NCU to design and implement a gender equity education plan and review its practical performance.
- To plan and organize gender equity education activities for faculty, staff, students, and their families.
- To develop and promote gender equity education courses, teaching and performance review.
- To draft regulations for gender equity education, prevent incidents of sexual assault and sexual harassment on campus, establish a response system, and coordinate related resources.
- To investigate and deal with issues about gender equity education as well as complaints about sexual harassment and employment gender equity.
- To plan and establish a secure campus of gender equity.
- To promote family and social education about gender equity in the community around NCU.
- Other issues about gender equity in NCU or in the community.



## III. Weather

Taiwan is located at the subtropical climate area. The temperature in Zhongli area is 28-35°C in summer, and about 8-15°C in winter. Spring and Fall are the most enjoyable seasons during the year, but the “Plum Rain Season” lasting for about one month in May and June is an exception.

Website of Central Weather Bureau: <https://www.cwb.gov.tw/eng/index.htm>

## IV. Food

- ✧ Campus Restaurant:
  - The 7<sup>th</sup> Canteen & the 9<sup>th</sup> Canteen: Taiwanese style local food, fruit and drinks are provided. Students can also use these areas for gathering, discussion and exchange ideas.
  - Burger King: Delicious fast food is provided
  - LALA Kitchen: New Orleans food
  - Convenient Store: Various food, drinks and dessert are available here
  - Coffee Stand: coffee, drinks, waffle and sandwich are provided
- ✧ Restaurant out of Campus

When it comes to the satisfaction of daily needs, in addition to the many cafeterias on campus, you may want to check out the Midnight Snack Alley and Back Gate area, both located right outside the university parameter, where many faculties and students enjoy alternative food choices.

## V. Transportation

- ✧ Transportation to Zhongli Downtown (near Zhongli Train Station):
  - Bus: It is available on the campus, costing about NT\$18.
- ✧ Transportation to Taipei:
  - Bus: It costs about NT\$80 from Zhongli Downtown directly to Taipei (near Taipei Train Station).
  - Train: The fare varies depending on different kinds of train. It costs NT\$57-NT\$89.
  - High Speed Rail: It costs about NT\$155 to Taipei Main Station.
- ✧ You Bike: There are You Bike station in/near the campus, you can rent the bike around Taoyuan city.
- ✧ Information about public transportation
  - Taoyuan City Bus Time System: <https://ebus.tycg.gov.tw/NewTaoyuan/Dybus.aspx>
  - Taoyuan Metro: <https://www.tymetro.com.tw/tymetro-new/en/index.php>
  - Taiwan Railway Admission: <https://www.railway.gov.tw/en/index.aspx>
  - Taiwan High Speed Rail: [https://www.thsrc.com.tw/index\\_en.html](https://www.thsrc.com.tw/index_en.html)
  - Taoyuan City You Bike: <https://tycg.youbike.com.tw/home>
- ✧ EasyCard: You can use easy card to take bus, train, and rent a You Bike.  
EasyCard Website: <https://www.easycard.com.tw/en/>

## VI. Activities

Many kinds of activities will be held during the semester – welcome, farewell, folk festivals parties, and cultural trip. Information will be announced through email and OIA website.

## VII. Estimate Living Cost

- ◇ It depends on what kind of accommodation you live in. The total monthly budget is between NT\$10,000~15,000. The following prices should also help:
  - McDonald’s Big Mac: NT\$120
  - Lunch Box: NT\$80~100
  - 600 ml mineral water: NT\$20

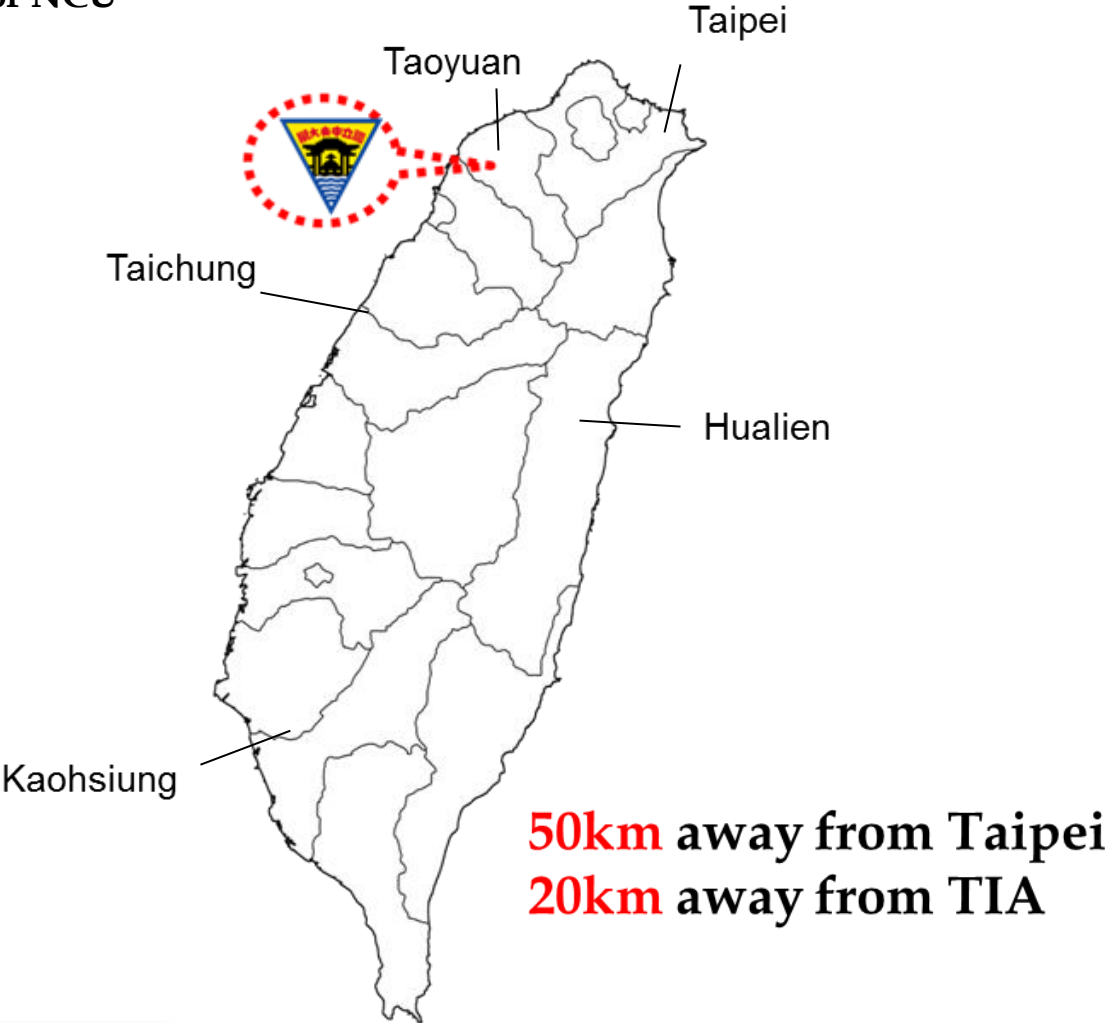
## VIII. Standard Scores in the Transcript

The best academic achievement score for undergraduate students and graduate students is 100. 60 is a passing score for undergraduates and 70 for graduates.

Numeric Grade	93	88	82	78	75	72	68	65	62	50
Letter Grade	A+	A	A-	B+	B	B-	C+	C	C-	D

## **PART 8: Appendix**

I. Location of NCU



## II. Units in NCU

These are some units at NCU you should know:

Unit	When you may need it	Location	Office Hour
Office of International Affairs	NCU scholarship, International student admission/registration, international student Cathy insurance application, student exchange information	1 <sup>st</sup> floor, Center of Innovative Incubator <a href="http://oia.ncu.edu.tw/index.php">http://oia.ncu.edu.tw/index.php</a>	Monday~Friday 8:00am-5:00pm
Registry Office	Registration, student ID, transcript application, enrollment of certificate and diploma	3 <sup>rd</sup> floor, Administration Building	Monday~Friday 8:00am-5:00pm
Section of Curriculum	Academic performance, Course Selection and credits	3 <sup>rd</sup> floor, Administration Building	Monday~Friday 8:00am-5:00pm
Cashier Office	Payment Internet Card Purchasing	1 <sup>st</sup> floor, Administration Building	Monday~Friday 8:30am-5:00pm
Dorm Service Center	Dormitory application, Move in/move out from dorm.	1 <sup>st</sup> floor of International Dorm	Monday~Friday 8:30am-5:00pm
Health Center	Emergent medical treatment, outpatient service traumatic medical treatment and NCU student insurance	1 <sup>st</sup> floor, Chung-Cheng Library	Monday~Friday 8:30am-5:00pm
Extracurricular Office	Student Activity affairs, student association& student club management	1 <sup>st</sup> floor, Chung-Cheng Library	Monday~Friday 8:30am-5:00pm
Military Office	Student campus safety, lost & found	1 <sup>st</sup> floor, Chung-Cheng Library	Monday~Friday 8:30am-5:00pm



<b>Unit</b>	<b>When you may need it</b>	<b>Location</b>	<b>Office Hour</b>
Library	Borrow and return books, searching for thesis and journals	Library <a href="https://www.lib.ncu.edu.tw/en/">https://www.lib.ncu.edu.tw/en/</a>	Sunday~Friday 8:00~23:00 Sat.:8:00~17:00
Computer Center	Campus Internet, Portal Account and E-mail problem	1st floor, Zhi-Xi Building	Monday~Friday 8:00~23:00 Weekends and holiday: 9:00~16:00
Post Office	Deposit and withdraw money and postal service	1st floor, G14 Dorm	Monday~Friday 8:30am-5:00p

- **Campus Emergency Phone Call: 03-2805666 (24 hours)**

### III. Building Symbols in NCU

(<http://pdc.adm.ncu.edu.tw/Course/course/building.htm>)

大樓代碼 Building Symbol	大樓名稱 Building
A	文學館大樓 Liberal Arts Building I
C2	文學二館大樓 Liberal Arts Building II
E	工程一館(土木工程學系) Engineering Building 1(Department of Civil Engineering)
E1	工程二館(資電學院) Engineering Building 2(College of Electrical Engineering & Computer Science)
E2	機械館大樓 Engineering Building 3 (Mechanical Engineering Building)
E3	環工化工館大樓 Engineering Building 4 (Environmental & Chemical Engineering Building)
E4	機電實驗室 Engineering Building 4
E5	大型力學實驗室 Experiment Center for Civil Engineering
E6	工程五館大樓 Engineering Building 5(College of Engineering)
H2	理學院教學館(原普化實驗大樓) Science Teaching Building
I	志希館大樓 Zhi-Xi Hall (School of Management)
I1	管理二館 Management Building 2
LS	人文社會科學大樓 Humanities and Social Sciences Building
IL	國鼎光電大樓 Kwoh-Ting Optoelectronics Building
L3	國鼎圖書資料館 K. T. Lee Library
M	鴻經館大樓 Hong-Jing Hall
O	綜合教學大樓(語言中心) General Education Building(Language Center)
R2	遙測中心 Research Center Building 1
S	科學一館 Science Building 1(College of Earth Science)
S1	科學二館 Science Building 2(College of Science)
S2	科學三館 Science Building 3
S4	科學四館 Science Building 4
S5	科學五館 Science Building 5
YH	體育館(依仁堂)Office of Physical Education (Yi-Reng Hall)
HK	客家學院大樓 Hakka Studies building

## IV. Other Units you may want to know in Taiwan

**Bureau of Consular Affairs, Ministry of Foreign Affairs**

<http://www.boca.gov.tw>

**National Immigration Agency**

<http://www.immigration.gov.tw>

**Tourism Bureau**

<http://eng.taiwan.net.tw/>

**Taiwan Taoyuan International Airport**

<http://www.taoyuan-airport.com>

**Taoyuan Police Department**

<https://www.typd.gov.tw/>

**Bureau of National Health Insurance**

<http://www.nhi.gov.tw/>

**Ministry of Labor**

<https://english.mol.gov.tw/>

**Taiwan Railways Administration**

<https://www.railway.gov.tw/tra-tip-web/tip>

**Taiwan High Speed Rail**

<http://www.thsrc.com.tw>

**Taipei Metro**

<https://english.metro.taipei/>

**Contact Taiwan**

<https://www.contacttaiwan.tw/main/index.aspx?lang=2>