



## EXCHANGE PROGRAM FACTSHEET (2023-2024)

### CONTACT INFORMATION

#### CONTACT INFO

NTU College of Law International Affairs Coordinator

(Miss) Hoeyyi Ting

+886 2 3366 7281

ntulawintex@ntu.edu.tw

#### ADDRESS

International Office

College of Law, National Taiwan University

No. 1, Section 4, Roosevelt Road, Taipei, 106, Taiwan

#### OFFICIAL SITE

<http://www.law.ntu.edu.tw/index.php/eng>

### APPLICATION

Please contact the international office at your home institution for our latest application form and guidelines.

#### LEVEL OF STUDY

Undergraduate or graduate

#### PERIOD OF STAY

One or two academic semesters. Please refer to the student exchange agreement between your home institution and NTU College of Law.

#### ELIGIBILITY

Enrolled in your home institution for more than one year.

This is a program for non-Taiwanese citizens. If you have dual citizenship, please provide a copy of your non-Taiwanese passport. According to the Conscription Law, male students of conscription age who have a registered household here in Taiwan should enter Taiwan with their Taiwanese Passport.

#### DEADLINES

##### Fall semester (2023)

Nomination before **March 15, 2023**

Application before **March 31, 2023**

##### Spring Semester (2024)

Nomination before **October 6, 2023**

Application before **October 23, 2023**

## SUPPORTING DOCUMENTS

(1) a signed application form, (2) a passport size photo in JPG format, (3) a transcript of academic records, (4) a copy of your passport, and (5) a personal info sheet in excel format.

You may prepare the above mentioned documents in advance. All the documents (except the photo and personal info sheet) need be scanned in color and saved in PDF. **Please make sure all the details are clear in your PDF files.** Documents that are overdue will not be processed and your application will be considered unfinished.

## APPLICATION PROCEDURES

1. Students undergo an initial selection at their home institutions.
2. Nomination emails must be sent to NTU Law. The nominees have to submit supporting documents via email before the designated deadline.
3. NTU Law will review all the nominees' application documents. We will contact PRC passport holders for Exit and Entry Permit application, which usually takes 1 to 1.5 months to secure. The Permit will be sent via email.
4. Official letters of acceptance will be sent out via email, whereas original copies will be sent out only by request.
5. Students who are not PRC passport holders need to contact the nearest Taiwan embassy/consulate for visa application.
6. Information regarding course selection, accommodation, and orientation will be sent by email around late July (fall term) and early January (spring term).
7. Students have to **take a health exam within 3 months before arrival.**
8. Students need to **complete their Proposed Course Lists and be signed** by the exchange office coordinators at their home institutions.
9. Students **must purchase accident + health insurance.**
10. Come to NTU Law!

## PROGRAM INFORMATION

### COURSES

<https://nol2.aca.ntu.edu.tw/nol/guest/index.php>

### LANGUAGE OF INSTRUCTION

Mandarin Chinese and English

### CALENDAR

<https://www.aca.ntu.edu.tw/w/acaEN/Calendar>

### CREDIT SYSTEM

1 NTU credit = 16 teaching hours

9 NTU credit = 24 ECTS

11 NTU credit = 30 ECTS

## CREDIT REQUIREMENT

Exchange students are required to take at least 4 credits (or 2 Courses) each semester.

## ASSESSMENT OF PERFORMANCE

Written exams, take-home exams, projects, reports, presentations, group reports or essays. Final exams are given during the examination-week period (usually in January and June).

## TRANSCRIPT

You will be graded on your performance in all of your enrolled courses. Fall Semester transcripts are sent out in early February. Full Year and Spring Semester transcripts are sent out in late July. One copy will be sent directly to your home university.

## GRADING SYSTEM

Letter Grading System	Definition	Grade Points	Conversion Scale
A+	All goals achieved beyond expectation	4.3	90-100
A	All goals achieved	4.0	85-89
A-	All goals achieved, but need some polish	3.7	80-84
B+	Some goals well achieved	3.3	77-79
B	Some goals adequately achieved	3.0	73-76
B- (passing grade for graduate students)	Some goals achieved with minor flaws	2.7	70-72
C+	Minimum goals achieved	2.3	67-69
C	Minimum goals achieved with minor flaws	2.0	63-66
C- (passing grade for undergraduate students)	Minimum goals achieved with major flaws	1.7	60-62
F	Minimum goals not achieved	0	59 and below
X	Not graded due to unexcused absences or other reasons	0	0
W	Withdrawal		
NG	No grade reported		

## VISA INFORMATION

Once admitted, you will receive a letter of acceptance from NTU Law. You have to apply for a Visitor or Resident visa with this letter of acceptance before entering Taiwan. For more information on visa application procedures, please contact the nearest R.O.C. (Taiwan) overseas embassy and mission or visit: <https://www.boca.gov.tw/cp-166-284-6f5f7-2.html>

For People's Republic of China passport holders only:

學生入境臺灣需辦理入臺證，本院會再另行通知學生備妥應繳文件

## INSURANCE

Exchange students must provide a proof of accident insurance and medical insurance, both worth a minimum of TWD 1,000,000. The insurance must cover the entire exchange period. **Please purchase insurance in your home country.** In addition, according to Taiwan's Ministry of Education, exchange/visiting students are not entitled to the local student insurance plan unless they resident more than six months.

## HEALTH EXAM

To meet NTU and government requirements, all new students must take a health exam by a qualified doctor and complete each examination listed on the [NTU health exam form and Form C](#). If your exchange period is more than six months and you are going to apply for ARC, please conduct [Health Certificate for Residence Application](#) instead of Form C. You can take the health exam outside of Taiwan, as long as the exam includes all the required items, and is signed by the doctor as well as stamped by the hospital or clinic. You must take the exam **within 3 months before arrival**.

NTU Health Center: <https://shmc.ntu.edu.tw/en/>

## DORMITORY

Exchange students may apply for NTU Student Residence, which costs between TWD 4,600-7,800 per month, depending on different room types. If you decide to stay with NTU, your accommodation will be arranged automatically, and those who are assigned to the Prince House Dorm will receive an email notification for the confirmation payment in early February or August respectively.

Note: The Chang-Hsing Prince House Dorm is the nearest dorm to NTU College of Law.

For more information, please visit:

[https://ntudorm.prince.com.tw/Introduction\\_List.aspx](https://ntudorm.prince.com.tw/Introduction_List.aspx)

## ESTIMATED LIVING EXPENSES

The estimated cost of living provided below is only for your reference. The expenses are all calculated in TWD, which can be roughly converted into USD at a rate of **1 USD ≈ 31.2 TWD**.

Cost of living **per month**:

Food	TWD 9,000
Public Transportation	TWD 1,000
Campus Internet Access Fee (for a semester)	TWD 600 (Required for all students)
Housing	On-campus single room TWD 7,800
	Off-campus TWD 13,000
Entertainment / Miscellaneous	TWD 3,000
Total	TWD 21,400-26,600

## COURSE ENROLLMENT

1. The course list for the First/Second Semester is available only from the beginning of August/January and the online course selection begins 2 to 3 weeks prior to the start of semester.
2. Students should make a preliminary plan based on previous courses offered and adjust the plan when the latest course list is available. For questions regarding to a specific field/course, please contact the relevant department or the course instructor directly.
3. The first two weeks of classes are crucial for students as this is the course add/drop period where students can make final changes to their course schedule.
4. Exchange students can apply for a **FREE Chinese language course** (for non-native speakers) during their exchange period. Please check the link below for more information:  
<https://oia.ntu.edu.tw/en/internationalstudents/chinese/overview>

# 2023 Fall Exchange Student Application

The application package should be emailed to: [ntulawintex@ntu.edu.tw](mailto:ntulawintex@ntu.edu.tw)  
**We do not accept hard copies sent by post.**

**Application Deadline: March 31 2023**  
**Late application will NOT be accepted**

---

## Checklist

**\*The following documents must be included in your application package:**

- ☐ Application form (*scanned PDF file*)
  - ☐ Personal Info sheet (*in excel format*)
  - ☐ A passport size photo. (*The file must be in JPG format and the file name should be your name.*)
  - ☐ An official transcript (*scanned PDF file*)
  - ☐ A copy of your passport (*scanned PDF file*)
- The file names shall be in English/Chinese.
  - We do not accept photos taken with mobile phones. Please make sure all the documents are scanned in color and all the details are clear, or we will not process your documents.
  - Documents that are overdue will not be accepted and your application will be considered unfinished.

**\*The following items should be submitted in hardcopies upon registration at NTU Law**

- ☐ A proof that you have purchased the required accident and medical **insurances** in your country.
- ☐ A **health exam form** (The exam must be conducted within 3 months before your arrival.)
- ☐ A **Proposed Course List**, which shall be signed by your advisor or the international office at your home institution.

***\*Please note that student ID Cards will only be given after all required documents are handed in.***

**Information for incoming exchange students:**

<https://oia.ntu.edu.tw/en/internationalstudents/exchange/overview>

*(Application procedure on this website is for University-Level Exchange, College-Level Exchange should follow the instructions in this brochure.)*

#### **THEMIS curriculum components: one-year-format**

- **Selection**

Students will be selected by their home university and they will exchange on the fall term of the following academic year.

All students must demonstrate a superior level of academic performance, strong linguistic ability, as well as the desire and motivation for an international experience.

- **Study abroad term**

It offers the opportunity to acquire core knowledge and skills in an international context. While on the exchange, students will have the chance to create their own study plan by choosing their courses out of those offered by the partner school and approved by the network.

- **Joint Seminar**

The THEMIS seminar provides students with a chance to delve deeper into an area of international law relevant to their academic career. The seminar will focus on different subject each year and will be conducted in English. The program will develop by professors from the partner schools, local experts, and international faculty members. It will also provide the students with the opportunity to meet and share information with fellow network participants.

- **International Internship**

The internship is considered to be an integral part of the THEMIS educational experience. The internship gives the student a chance to put their academic knowledge into practice and begin developing their professional career. The THEMIS partners strongly recommend international internship or internships conducted abroad in an international environment (law studios, European organizations, multinationals...) and for 6 weeks. Students develop their ability to work in an international setting through their professional internships, creating a profile well-appreciated by international organizations.