



入學通知書 (112 學年度春季班) Admission Notice (Spring 2024)

- 一、 此入學通知書之電子檔，可於[輔仁大學外國學生申請入學系統](#)下載。
The soft copy of the Admission Notice can be downloaded from [FJCU Application System for International Students](#).
- 二、 請定期收取電子郵件 (包含垃圾郵件) 並查看本校網站，以了解最新入學相關訊息。
Please regularly check your emails (including junk mail) and visit the university website to obtain the latest announcements about registration and enrollment.
- 三、 報到與註冊：2024 年 2 月 20 日或 21 日 (星期二或三) 9:00 至 16:00
Check-in and Registration: 9:00 a.m. - 4:00 p.m., Tuesday or Wednesday, February 20 or 21, 2024
- 四、 外國學位新生說明會：2024 年 2 月 22 日 (星期四) 10:00 至 12:30
地點：預計 2 月公告於國際學生中心網站之「[外國籍學位生之新生專區](#)」
Orientation for International Degree-Seeking Students: 10:00 a.m. -12:30 noon, Thursday, February 22, 2024
Venue: it will be provided in February on the [Freshmen Board of the ISC website for international degree students](#).
- 五、 開學上課日期：2024 年 2 月 26 日 (星期一)
Classes begin on Monday, February 26, 2024
- 六、 報到
Check-in
 1. 受理報到單位：教務處註冊組 (于斌樓 2 樓 YP209 室)
Where: The Registrar Division at the Office of Academic Affairs (Room YP209, 2nd floor of the Cardinal Yu Pin Administration Building)
 2. 應攜帶文件：
Required Documents:
 - (1) 經我國駐外館處驗證之最高學歷證明文件影本及驗證後影本各一份 (中文、英文以外之語文，應加附經公證之中文或英文譯本)

One photocopy of the certificate or diploma of your highest academic degree. This photocopy must be authenticated by an overseas representative office of the Republic of China (Taiwan). You must also provide one photocopy of the degree after it has been authenticated (a notarized copy of the translation in Chinese or English is necessary if the original document is in a language other than Chinese or English).

- (2) 經我國駐外館處驗證之歷年成績單正本及驗證後影本各一份 (中文、英文以外之語文，應加附經公證之中文或英文譯本)

One original copy of complete academic transcripts for each year of study. The original copy must be authenticated by an overseas representative office of the Republic of China (Taiwan). You must also provide one photocopy of the transcripts after they have been authenticated (a notarized copy of the translation in Chinese or English is necessary if the original document is in a language other than Chinese or English).

◎ 針對以上(1)與(2)之項目，我國未設有駐外館處之國家之學歷查證，應由學生向國外畢業學校申請出具修業情形、立案與否及成績單等英文證明，並由學校逕寄輔仁大學教務處註冊組。大陸地區學歷應依《[大陸地區學歷採認辦法](#)》規定辦理；香港或澳門學歷應依《[香港澳門學歷檢覈及採認辦法](#)》規定辦理。

If there are no overseas representative offices of the Republic of China (Taiwan) in your country to authenticate the diploma and transcripts mentioned in (1) and (2) above, you must apply to the academic institution from which you graduated for the required documents in English. The documents must specify the dates of your enrollment as well as your school's legal status (whether the school is legally registered or not), and your transcripts. Then, please have your former school mail the documents directly to the Registrar at the Office of Academic Affairs. Academic credentials earned in mainland China should be handled in accordance with [Regulations Governing the Recognition of Educational Qualifications from Mainland China](#). Academic credentials earned in Hong Kong or Macao should be handled in accordance with [Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao](#).

- (3) 護照正本及影本一份

Your original passport and one photocopy

七、 註冊

Registration

1. 請詳讀[本校註冊須知](#)，資訊預計於 2 月更新。

Please carefully read the [Course Selection & Registration Guidelines](#). The information will be updated in February.

2. 請詳讀國際學生中心網站之「[外國籍學位生之新生專區](#)」，資訊預計於 2 月更新。

Please carefully read the [the Freshmen Board of the ISC website for new international degree students](#). The information will be updated in February.

3. 請繳交以下文件至國際學生中心（耕莘樓 1 樓 A111 室）：
Please submit the following documents to the International Student Center (ISC) (Room A111, 1st floor of the Cardinal Tien Memorial Hall):
- (1) 護照正本及影本一份
Your original passport and one photocopy
 - (2) 有居留證之同學請攜帶居留證正本與影本一份
If you currently hold an Alien Resident Permit (ARC), please bring it along with one photocopy
 - (3) 2 吋合格照片 1 張
One 2-inch passport photos
 - (4) 投保自入境當日起至少六個月效期之醫療及傷害保險證明文件影本一份，已於國外投保者須經我國駐外館處驗證。或提供有效之臺灣全民健康保險卡正本與影本一份。若註冊時未出示投保文件者，必須由本校代辦投保事宜，直至加入臺灣全民健康保險，其保險費用約為 6 個月新臺幣 3,000 元。
Please present a photocopy of the insurance policy you have purchased for injury and medical treatment. (The insurance must cover at least 6 months after your date of arrival in Taiwan). This photocopy must be authenticated by an Overseas Office of the Republic of China (Taiwan). If you hold a valid National Health Insurance (NHI) card in Taiwan, you may provide the original and one photocopy instead of purchasing insurance. If you are unable to present proof of insurance when you register, the University will purchase medical insurance on your behalf to cover your first six months in Taiwan (i.e. until you receive National Health Insurance). You will be charged approximately NT\$3,000 for this insurance.
 - (5) 緊急事件授權同意書。此同意書附於通知書後。建議請由您的父母親或是法定代理人簽署。若您年齡未滿 18 歲，則為必須由您的父母親或是法定代理人簽署。若您無在臺灣緊急聯絡人，請無須填寫在臺緊急聯絡人及緊急聯絡電話的欄位。
The FJCU Authorization Form for Emergency Treatment is attached to this notice. If you are under 18 years old, a parent or legal guardian must sign it. If you are over 18 years old, it is not required, although FJCU still recommends that a parent or legal guardian sign it. If you do not have an emergency contact in Taiwan, please leave that section blank.
 - (6) 臺灣獎學金學生（教育部獎學金、外交部獎學金），或是輔仁大學外國籍新生獎學金學生，註冊時請繳交「自己的郵局帳戶儲金簿影本」一份。
Taiwan scholarship students (e.g. Ministry of Education Scholarship or MOFA Scholarship) and recipients of the FJCU scholarship for new international students should bring one copy of their personal bank book for their Chunghwa Post Office account to the International

Student Center (ISC) when registering.

八、 其他注意事項

Additional Information

1. 請於回覆入學意願期間登入[輔仁大學外國學生申請入學系統](#)申請宿舍、學伴。國際學生中心為外籍生設置學伴制度，由臺灣同學協助引導您適應在校生活。宿舍、學伴的申請結果，預計於開學前公布。

Please log into the [FJCU Application System for International Students](#) to request a buddy and to apply for on-campus residency during the period of submitting your intent to enroll. ISC assigns a buddy to all international students to help them adjust to life on campus. You' ll be informed of the results of your application for residency as well as your buddy' s contact information before the classes begin.

2. 學校住宿由宿舍服務中心安排，惟因本校床位有限，宿舍服務中心擁有床位調整及安排之權力，且宿舍與房號由校方分配，並未開放新生選擇宿舍以及房號，也無法為夫妻或家庭安排住宿。開學抵校後，若有任何住宿問題，包含之後續住或申請入住等疑問，請直接與宿舍服務中心聯繫。宿舍介紹及收費標準，請見[宿舍服務中心網頁](#)。

On-campus residency is handled by the Dormitory Service Center. Dormitory spaces are limited and the Dormitory Service Center (DSC) reserves the right to assign rooms and make adjustments. DSC assigns students to particular buildings and rooms; new students may not choose where they reside on campus. In addition, DSC cannot provide accommodations for spouses and other family members. After enrolling, students with further requests or inquiries about on-campus residency (including applications for the next semester) should contact DSC directly. Please refer to the [website of the Dormitory Service Center](#) for general information and specifics on fees and payments.

3. 入學許可並不保證簽證取得，簽證須由我國外交部領事事務局或駐外館處核給。相關簽證申請規定，請逕向臺灣駐外館處查詢。更多訊息請參考[外國學生申請居留簽證手續說明](#)。

The Certificate of Admission does not guarantee the issuance of a visa. A visa can only be approved by the Bureau of Consular Affairs at the Ministry of Foreign Affairs or by an Overseas Office of the Republic of China (Taiwan). For visa requirements, please contact the Overseas Office of the Republic of China (Taiwan) in or near your country. For more information, please see the [page of Resident Visas for Foreign Students](#).

4. 持本校入學許可而申請獲發簽證者，入境後若因故未能如期完成本校報到註冊程序，應主動以電子郵件通知國際學生中心。

Students who have been issued a visa with the Certificate of Admission but are unable to complete the registration process after arrival in Taiwan as scheduled should contact the International Student Center by email.

5. 國際學生中心提供每週 6 小時之免費夜間華語課程，及免費一對一華語輔導計畫。申請時程將於新生說明會公告。

ISC offers 6 hours a week of free Mandarin courses during evenings and free one-on-one Mandarin tutoring courses. The registration period will be announced during orientation.

6. 學生應自行負擔在本校就讀期間所需各項費用，學雜費收費標準請見[學雜分費專區](#)。

You are solely responsible for all expenses incurred during your studies at Fu Jen Catholic University. Please refer to the [Tuition and Fees website](#).

7. 本校外國籍新生獎學金受獎名單預計於開學前公告於[本校招生網站](#)。

The recipient list of Fu Jen Catholic University Scholarships for New International Students will be announced on the [Admissions page of the University website](#) before the classes start.

九、 諮詢服務

Information Services

- [國際學生中心](#)
[International Student Center](#)
- [各學系、研究所](#)
[Departments and Graduate Institutes](#)
- 國際學生中心林仕勛先生
Mr. Laurence LIN
Tel: +886 (0)2 2905 2544
089757@mail.fju.edu.tw
- [行政單位](#)
[Administrative Offices](#)

十、 [校園地圖](#) [Campus Map](#)

由於貴子弟來臺就讀，路程遙遠，為全面照顧保護貴子弟之生活學習及身心健康，在校期間，若貴子弟發生醫療、意外、法律等一切緊急事故，必須貴家長填具緊急事件同意書，始能接受代為妥善處理(例：住院、手術等)或其他必要之手續，如貴家長不克適時前來簽署，可授權本校或同意本校再次授權予相關人員代為簽具相關同意書。此事攸關貴子弟健康安全及在臺權益，本校尊重貴家長意見，隨函附上緊急事件授權同意書一份，俾憑因應緊急事件之需要。請於本同意書上簽名表示同意或不同意，並由貴子弟於註冊時繳回，以釐清責任歸屬。此，順請
台安

Your child has decided to study in Taiwan. Given the great distance he or she travelled to get here, we want to fully look after his/her studies and health. While at FJCU, if your child needs emergency medical treatment, has an accident, or faces legal issues, your authorization for emergency situations is required. If, in this kind of emergency situation, you are unable to personally be there to initiate the required procedures (such as emergency medical treatment), then a FJCU employee will do so on your behalf. However, we first require your signed authorization for us to act on your behalf. As you can see, an authorization form for emergency treatment is attached below. Please complete this form and submit it along with all other application documents on the day of registration.

輔仁大學 敬啟 Fu Jen Catholic University

緊急事件授權同意書

FJCU Authorization Form for Emergency Treatment

本人係 貴校_____系學生_____，因緊急事件需要
I am _____, in the Department of _____, in the case of emergency, I hereby

同意授權 貴校或 貴校再次授權予相關人員代為簽具醫療、意外、法律等一切緊急事件同意書，本人願承擔一切責任。

I Agree and allow FJCU or its employees to act to obtain any medical treatment required, medical care in the case of an accident or recourse on legal issues. I hereby declare myself willing to take this responsibility.

不同意授權 貴校代為簽具醫療、意外、法律等一切緊急事件同意書，本人願承擔一切責任。

I Disagree and do not allow FJCU or its employees to act to obtain any medical treatment required, medical care in the case of an accident or recourse on legal issues. I hereby declare myself willing to take this responsibility.

此致 To

輔仁大學 Fu Jen Catholic University

立書人/ Applicant Signature:

(未滿 18 歲者由法定代理人簽署/For minors under the age of 18, the applicant is the legal representative)

電話號碼/ Phone Number (Cell):

在臺緊急聯絡人/ Emergency Contact Person(Taiwan):

緊急聯絡電話/ Emergency Telephone Number:

立書日期/ Date of authority : _____ 〈年/Y〉 _____ 〈月/M〉 _____ 〈日/D〉