

真理大學 Aletheia University
115學年度國際專修部招生
簡章

**2026-2027 International Students Admission
Prospectus for International Foundation Program**

申請重要時程

Applications Key Dates



工作項目 Schedule of Events	秋季 Fall	春季 Spring
線上申請入學開放報名 Online Application Period	February 23, 2026	October 01, 2026
申請截止日期 Application Deadline	May 15, 2026	November 10, 2026
放榜 Application Results	July 01, 2026	December 10, 2026
學期開始 Start of Semester	September, 2026	February, 2027

※正取生入學意願書回覆截止日：未回覆者視為放棄錄取資格，缺額由備取生依規定遞補。

Applicants who fail to confirm their acceptance by the deadline shall forfeit their offer and the vacancy will be filled by candidates on the waiting list.

※中英文版本如有出入，以中文版為準。

In the event of any discrepancy between the English translation and the original Chinese version, the Chinese version shall prevail.

※若主管機關延後函覆考生來台紀錄，將另行公告放榜等相關時程。

If the competent authority delays in replying to the applicants' entry and exit records, a separate announcement will be made on the release of results and other relevant schedules.

※本校外國學生招生事務，除宣傳、推廣及協助學生辦理來臺必要程序外，本校並未委外辦理招生事務。

Except for dissemination, promotion and assistance in necessary admission procedures, Aletheia University does not authorize any external organizations or individuals to conduct international student recruitment.



目錄

CONTENTS

- 申請重要時程 Applications Key Dates 1
- 申請資格 Eligibility 3
- 招生學系及名額 Academic Programs and Admissions quota 3
- 報名方式 How to Apply 4
- 網路報名流程圖 Online Application Process Flowchart 5
- 申請費用 Application Fee and Payment Information 6
- 申請應繳交文件 Materials Required for Application 8
- 修業年限 Duration of Study 9
- 審查與錄取 Admission Review and Decisions . . . 10
- 放榜 Release of Application Results 11
- 註冊入學 Registration Information 12
- 學雜費參考標準 Reference Standards for Tuition and Miscellaneous Fees 13
- 獎助學金 Scholarship Information 17
- 學生休退學退費作業要點 Regulations Governing Student withdrawal and Tuition Refund 18
- 實用聯絡資訊 Useful Contact Information. 21
- 其他申請注意事項 Miscellaneous 22

附件 Annexes

- 外國學生身分具結書 Declaration of Foreign Student Status

申請注意事項

APPLICATION GUIDELINES

申請資格 ELIGIBILITY

1. 申請資格須遵守及符合教育部「入學大學同等學力認定標準 (<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0030032>)」、「外國學生來臺就學辦法 (<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0110001>)」以及中華民國「國籍法」第 2 條 (<https://law.moj.gov.tw/LawClass/LawSingle.aspx?pcode=D0030001&flno=2>)之規定。

Application qualifications must comply and meet with the “Standards for Recognition of Equivalent Educational Levels for University Admission (<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>)”, “Regulations Regarding International Students Undertaking Studies in Taiwan (<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0110001>)” of the Ministry of Education, and Article 2 of the Nationality Act (<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=D0030001>) of the R.O.C.

2. 凡申請資格不合或繳交之申請資料經查證有偽造、假冒、不實者，本校將取消報名資格、取消錄取資格、開除學籍或撤銷學位，並不發給任何學歷證明。

If the application qualifications are not met or the application materials submitted are found to be forged, counterfeit or untrue, Aletheia University will cancel the application qualification, cancel the admission qualification, expel the student or revoke the degree, and will not issue any academic certificate.

招生學系及名額 ACADEMIC PROGRAMS AND ADMISSIONS SLOTS

- 1 招生名額：210名 (秋季班未招滿之名額將流用至春季班招生)
Admissions Quota: 210students (The unfilled spaces in the Fall semester will be applied to the Spring semester enrollment.)
2. 招生學系班別 Academic Program Available :
 - 觀光事業學系學士班** Bachelor's Degree in Tourism
 - 資訊工程學系學士班** Bachelor's Degree in Computer Science and Information Engineering
3. 課程規劃：
 - 一年華語先修課程 + 四年正式學位課程
 - Curriculum: One year of Chinese language preparatory study plus four years of formal degree study

報名方式 Application submission

線上申請 Apply Online(請參考下一頁的流程圖Please refer to the flowchart on the next page.)

直接上網申請，不必將資料寄回。

Apply online and upload the required materials; the materials uploaded are not necessary to be sent to AU.

<https://sso.au.edu.tw/AU/RecLogin.aspx>

1. 申請帳號 Apply for an account.
2. 填寫入學申請表 Fill in the online application forms.
3. 上傳應繳文件 Upload the required materials.
4. 學生得同時申請兩個系所，但需分別完成報名及繳費，並註明意願順序
Students may apply to two departments simultaneously, but must submit separate applications and indicate their order of preference.



報名
Apply

報名條件 Application Requirements

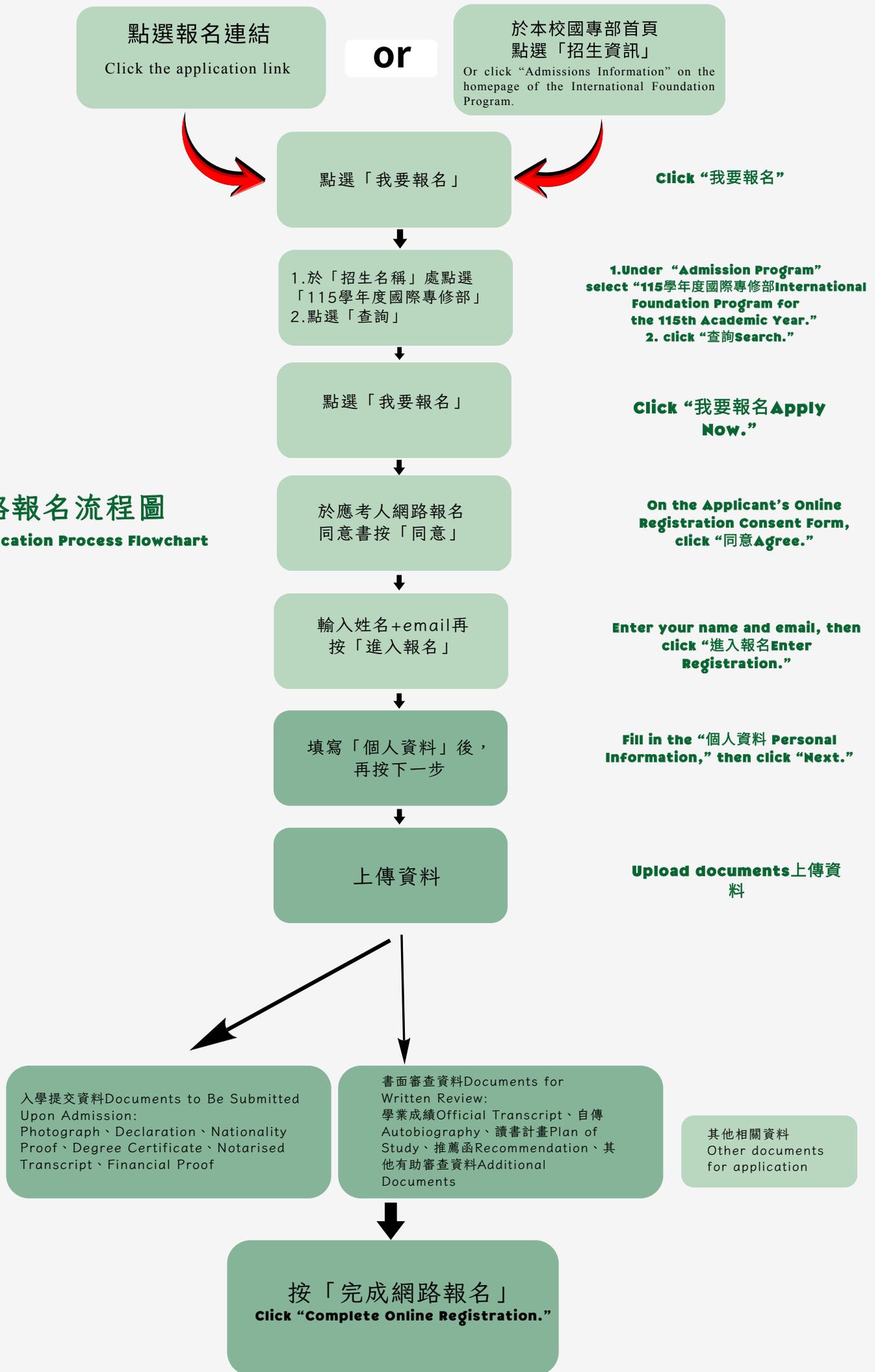
1. 年齡：年齡以18至22歲者優先。Priority will be given to applicants aged 18 to 22.
2. 高中畢業。High school graduate.
3. 未曾於台灣就學、就業。Must not have previously studied or worked in Taiwan.
4. 無須提供外語能力證明。No foreign language proficiency certificate is required.

- 本校收到申請資料後，會於7個工作天內以電子郵件通知確認。此時，報名程序才算完成。若未收到確認電子郵件，請務必與國際專修部聯繫。

Once Aletheia University receives the application documents, a confirmation email shall be sent to the applicant within seven working days. If no email is received, applicants should contact: ifp@o365.au.edu.tw

- 申請文件不完整，視為不合格件，申請者必須負完全責任。
Applicants with incomplete documentation must assume full responsibility for a rejected application.
- 如遇不可抗力情事，無法如期於所通知之面試日期舉行面試，本校將另行通知舉行日期。
In the event that examinations cannot be held on the scheduled date owing to unforeseen circumstances, a revised date will be announced in due course.

網路報名流程圖 Online Application Process Flowchart



申請費用

Application Fee and Payment Information

- 報名費：新台幣300元整/系
- 繳費方式：可透過金融卡轉帳、華南銀行臨櫃繳款或跨行匯款。
- 報名費係屬本校辦理招生文件審查及行政作業之必要費用，性質為行政服務費，一經繳納恕不退還。
- 報名費在台繳納請統一匯入本校專戶，帳戶資訊如下：
 - 銀行名稱：華南銀行
 - 帳戶名稱：財團法人真理大學
 - 帳戶號碼：167-20-003353-4
- 報名注意事項：
 1. 請務必確認報名費繳交方式與期限，並於報名截止日前回報繳費資訊（於報名備註欄位填寫匯款後4碼或Email 告知匯款後4碼），至報名截止日如仍未繳費，視同報名失敗。
 2. 同時申請兩個系所者，需各繳一次報名費。
- Application Fee: NT\$300 per department
- Payment Methods: Payment can be made via debit card transfer, in-person at a Taiwan Bank branch, or interbank remittance.
- The application fee is required for the university's review of admission documents and administrative processing. It is deemed an administrative service fee and is non-refundable once paid. If the application fee is **paid in Taiwan**, please remit it to the University's designated account. The account information is as follows:
 - Bank Name: HUA NAN BANK
 - Account Name: 財團法人真理大學
 - Account Number: 167-20-003353-4
- Important Notes for Application:
 1. Please ensure that the application fee is paid using the correct method and within the specified deadline. After payment, report the payment information before the application deadline (either fill in the last four digits of the remittance in the application remarks field or email the last four digits). Failure to pay by the deadline will be considered a failed application.
 2. Applicants who apply to two departments/programs simultaneously are required to pay the application fee separately for each department/program.

報名費在海外匯款請統一匯入本校專戶

If the application fee is paid via overseas remittance, please transfer it to the University's designated account.

銀行名稱 Bank Name	HUA NAN COMMERCIAL BANK, LTD.
地址 Add	NO. 28 ZHONGZHENG RD., DANSHUI DIST., NEW TAIPEI CITY, TAIWAN, R. O. C.
分行 Branch	DANSHUI BRANCH
電話 TEL	886-2-26219680
傳真 FAX	886-2-26232275
SWIFT CODE	HNBKTWTP167
收款人名稱 (A/C Name)	ALETHEIA UNIVERSITY
收款人帳號 (A/C No.)	167160000405
報名費 Application fee	NT\$300

• 海外匯款注意事項

1. 於匯款前主動與本校聯繫。
2. 報名費因海外匯款所產生之額外費用如匯款手續、第三方銀行手續費，一律由學生自行吸收。
3. 匯款單據請備註學生中、英文姓名、護照號碼。
4. 於匯款後提供匯款單據。

1. Contact the University proactively before making the remittance.
2. Any additional fees incurred from overseas remittance, such as transfer charges or third-party bank fees, shall be borne by the student.
3. Please indicate the student's full name (in both Chinese and English) and passport number on the remittance slip.
4. Provide the remittance slip after completing the transfer.

申請應繳交文件

Materials Required for Application

以下資料請直接上傳招生網站

(Please upload the following materials directly to the admissions website for registration)

- 2吋脫帽半身照片近照 2-inch close-up of a half-body photo with hat off
- 具結書 Declaration
- 國籍證明文件影本 Verification of Nationality (a photocopy of your passport)

- 視個案情況，得另外要求申請者檢附由內政部發給的「喪失國籍許可證明書」影本、移民署提供之「入出國證明書」、親筆簽名之未設戶籍具結書或其他證明文件。

Where applicable, Aletheia University may request the applicant to provide a photocopy of the Certificate of Loss of Nationality issued by the Ministry of the Interior, “Certificate of Entry and Exit Dates “issued by National Immigration Agency, signed Non-Household Registration Declaration or other official certificates.

- 畢業證書或最高學歷證明文件影本(中、英文以外之語文，須加附經公證之中文或英文譯本一份)

One photocopy of the diploma of the highest academic degree (A notarised translation in either English or Chinese is required if the original diploma is issued in another language.)

- 持大陸地區學士學位者，須繳交「學位證明書」。

Applicants with bachelor’s degree or above obtained from the schools in Mainland China which are specifically recognized by MOE are also required to submit the certificate of degree conferral.

- 應屆畢業生申請時請繳交由其學校出具的「預計畢業證明書(中文或英文)」正本一份。Current graduates are required to submit an official certificate of expected graduation (English or Chinese) issued by the school in lieu of the diploma at the time of graduation.

- 成績單正本一份(中、英文以外之語文，須加附經公證之中文或英文譯本一份) One original transcript of the highest education (one notarized copy of the translation in English or Chinese is necessary if the original transcript is not in English or Chinese.)

- 中文或英文自傳 Autobiography in Chinese or in English

- 中文或英文讀書計畫 Plan of Study in Chinese or in English

- 財力證明 Financial affidavit showing financial sustainability for study in Taiwan.

3個月內由金融機構開立之美金3,000元以上或等值的存款證明。

A financial statement issued by a recognised financial institution within the past three months, showing a balance exceeding USD 3,000 or its equivalent.

修業年限

Duration of Study

- 學生入學後第一年須於國際專修部修習華語先修課程，期間不得轉系。學生每週修習20小時以上，一年至少720小時，第一年修業期滿前應達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級A2標準。

In the first year, students are required to take Chinese language prerequisite courses in the International Foundation Program, and no department transfer is allowed during this period. Students must take at least 20 hours per week and at least 720 hours a year, and must meet the Level 2 (A2) standard of the TOCFL's Listening and Reading Test by the end of the Program.

- 第一年華語先修期間未能通過華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級A2標準者，本校將予以退學，學生須依規定離境。

Students who fail to pass the TOCFL Listening and Reading Test Level 2 (A2) during the first year in the International Foundation Program will be expelled from Aletheia University, and students will be required to leave Taiwan.

- 華語先修期間不得轉系或轉學，但於正式修讀學士班專業課程1年後，學生得於6領域相關系所申請轉系或轉學。

During the Chinese Language Preparatory Program, students are not permitted to change their department or transfer to another institution. However, after completing one year of formal undergraduate major coursework, students may apply to change departments or transfer to related departments within the six designated academic fields.

- 學生於入學後第二年起就讀觀光事業學系、資訊工程學系學士班大一，在升讀大二前應達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級B1標準。

Students will be enrolled in the freshman year of the bachelor's degree program of the Department of Tourism and from the second year of admission. Students should meet the Level 3 (B1) standard of the TOCFL's Listening and Reading Test before entering the sophomore year, and can apply for a transfer to a different field of study such as in manufacturing, construction, agriculture, service industry, E-commerce or long-term care within Aletheia university or at other universities.

- 觀光事業學系、資訊工程學系學士班修業年限為四至六年，含國際專修部總修業年限為五至七年。

The duration of the bachelor's degree program in the Department of Tourism and Department of Computer Science and Information Engineering is 4 to 6 years, and the total duration of study at Aletheia University including the International Foundation Program is 5 to 7 years.

審查與錄取 Admission Review and Decisions

本招生由國際專修部受理報名，學生申請資料若通過初審方可參加本部辦理面試，經審查合格者送本校招生委員會審議決定錄取名單。

Applications for this admission are handled by the International Foundation Program. Applicants whose application materials pass the preliminary review will be invited to attend an interview conducted by the Program. Those who pass the review will then be submitted to the University Admissions Committee for deliberation and final approval of the admission list.

本校核發之錄取通知書並不保證取得來臺簽證，各項入出境簽證手續，請自行依有關法令規章辦理。

The admission notice issued by Aletheia University does not guarantee the acquisition of a visa to Taiwan, and all entry and exit visa procedures should be handled in accordance with relevant laws and regulations.

- 同時申請兩個系所者，如同時錄取，僅能擇一入學。
Applicants who apply to two departments and are admitted to both may enroll in only one.
- 本校在公告正取名單的同時，亦會公告備取名單，如正取生因故放棄入學，將依序遞補並通知備取生。
When the University announces the list of admitted applicants, it will also announce the waitlist. If an admitted applicant withdraws for any reason, waitlisted applicants will be admitted in order and notified accordingly.
- 錄取最後一名如有二人以上總成績分數相同時，以學業成績高低決定優先錄取順序。
In the event of a tie in total scores, academic transcripts shall serve as the determining criterion for admission.

放榜 Release of Application Results

- 錄取名單將公告於本校國際專修部(<https://admissions.au.edu.tw/>)，申請結果通知單將寄發至申請者所填列之郵寄地址。

The admission list will be announced on the website of the International Foundation Program of Aletheia University (<https://admissions.au.edu.tw/>). The official admission result notification will be sent to the mailing address provided by the applicant.

- 郵寄地址請確實填寫，如因資料有誤，無法投遞以致錯失報到期限，申請者須負完全責任。

Please provide an accurate mailing address for sending the Acceptance/ Non-acceptance letter. Applicants must assume full responsibility for the consequences if the Acceptance/Non-acceptance letter is undeliverable due to an incorrect mailing address.

- 入學意願書回覆連結將寄發至申請者所填列之電子信箱。

The reply link for the Letter of Intent to Enroll will be sent to the email address provided by the applicant.

- 未於期限內回覆入學意願書者，視為放棄錄取資格，缺額由備取生依規定遞補。

Students who fail to reply before the deadline will result in their positions filled by other applicants on the waiting list.

錄取考生驗證及報到 Process after Admission Letter Is Received

- 請依入學通知規定時間內辦理報到手續。

Admitted students shall follow the instructions and schedule specified in the offer of admission to complete the registration procedure.

取得入學許可後，應依以下規定繳交經相關單位驗證之畢業證書，學位證書（適用於持大陸地區學士及以上學位者）及成績單與其他相關學歷證明文件並辦理報到，始得註冊入學。

Admitted applicants must submit the required academic credentials verified by the relevant authorities in accordance with the following regulations before completing registration.

※持國外學歷者，應依教育部『大學辦理國外學歷採認辦法』規定辦理。

Students whose qualifications are awarded by overseas institutions (excluding those in Hong Kong, Macao and Mainland China) shall comply with the Regulations Governing the Assessment and Recognition of Foreign Academic Qualifications for Institutions of Higher Education.

※持香港或澳門學歷者，應依『香港或澳門學歷檢覈及採認辦法』規定辦理。

The students whose degrees are conferred by the prescribed schools in Hong Kong or Macau shall comply with the “Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao” for the requirement of relevant academic certificates.

※持大陸地區學歷者，應依『大陸地區學歷採認辦法』規定辦理。

The students whose degrees are conferred by the schools in Mainland China which are specifically recognized by MOE shall follow the “The Regulations Governing the Accreditation of Schools in Mainland China” for the requirement of relevant academic certificates.

註冊Registration

- 請依入學通知規定時間內辦理報到手續。

Please follow the instructions of the admission notice and go through the registration procedures within the specified time.

- 請依新生註冊須知規定事項辦理註冊，於入學註冊時，應檢附已於國外投保自入境當日起至少六個月效期之醫療及傷害保險。前項國外之保險證明，應經駐外館處驗證。

At the time of registration, admitted students must follow the registration regulations for first year students by presenting proof of insurance, which includes both medical and personal accident coverage for a period of at least six months from the date of their arrival in Taiwan. Proof of overseas insurance must be authenticated by a Taipei Representative Office or other designated mission of the Taiwan.

- 外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，由本校撤銷其畢業資格並註銷其學位證書。

Any international student submitting forged, fabricated, or altered papers for the purpose of AU application shall be subject to cancellation of qualifications for enrollment; or revocation of student status and denial to the request of any certificate pertaining to study. If the said student is already enrolled, he (she) shall be subject to cancellation of qualifications for graduation and revocation of any degree or diploma conferred by Aletheia University.

學雜費參考標準

Reference Standards for Tuition and Miscellaneous Fees

以下提供115學年度學雜費收費標準供參考，實際費用依最新公告為準，真理大學保留相關修改之權利。

The following is a reference for the tuition and miscellaneous fees for 2026-2027 academic year, and the actual costs are based on the latest announcement, and Aletheia University reserves the right to revise the relevant fees.

入學後第一年華語先修期間應繳費用

First year of study Tuition and Miscellaneous Fees in the International Foundation Program

學系 Department	學期 Semester	學費 Tuition	雜費 Miscellaneous
觀光事業學系 Department of Tourism	第一學期 First Semester	NT\$10,000	NT\$3,000
	第二學期 Second Semester	NT\$29,000	NT\$3,000
資訊工程學系 Department of Computer Science and Information Engineering			

入學後第二至五年就讀學士班（大學）期間每學期應繳學雜費

Tuition and Fees per Semester for the Four-Year Bachelor's Degree Program in Tourism

學系 Department	學費 Tuition	雜費 Miscellaneous
觀光事業學系 Department of Tourism	NT\$37,330	NT\$8,530
資訊工程學系 Department of Computer Science and Information Engineering	NT\$39,040	NT\$13,200

其他費用 Other Fees

項目 Item	付費對象 Fee Payer	收費方式 Payment
電腦實習費 Computer Courses	使用電腦教室課程 學生 Students enrolling in computer courses	依時數收費，前2小時，每小時500元；第3、4小時，每小時250元；第5小時起，每小時125元 Charged by hour, the first 2 hours NT\$500 per hour; the third and fourth hours NT\$250 per hour; from the fifth hour NT\$125 per hour
語言教學實習費 Languages Courses	使用語訓教室課程 學生 Students enrolling in language courses	依時數收費，前2小時，每小時330元；第3、4小時，每小時165元；第5小時起，每小時82元 Charged by hour, the first 2 hours NT\$330 per hour; the third and fourth hours NT\$165 per hour; from the fifth hour NT\$82 per hour
網路資源使用費 Internet Fee	全校學生 All Students	NT\$200/每學期 per semester
全民健康保險 National Health Insurance	全校學生 All Students	NT\$826/每個月 per month
學生團體保險費 Student Safety Insurance	全校學生 All Students	NT\$550/每學期 per semester

本校所收學雜費之退費基準按「真理大學學生休退學退費作業要點 (<https://accounting.au.edu.tw/p/404-1003-67205.php?Lang=zh-tw>)」辦理。實際費用依最新公告為準。

The refund of tuition and miscellaneous fees collected by Aletheia University shall be handled in accordance with “Aletheia University Regulations Governing Student withdrawal and Tuition Refund (<https://accounting.au.edu.tw/p/404-1003-67205.php?>).” Actual fees are subject to the latest announcement

住宿費及附加費用 Campus Housing Rates and Additional Fees

宿舍費用參照115學年度繳費標準。
The rates apply to the 2026-2027 academic year.

宿舍房型與價位表（國際專修部華語先修期間）
Housing Rates of Room Types (During the Chinese Language Preparatory Period of the International Foundation Program)

項目Item	四人房 Quadruple Rooms			
	第一學期 1st Semester	第二學期 2nd Semester	寒假 Winter Break	暑假 Summer Break
定價list price	NT\$ 13,000	NT\$ 13,000	NT\$ 4,500	NT\$ 4,500*2
國際專修部住宿費補助 IFP housing subsidy	NT\$ 5,500	NT\$ 5,500	NT\$ 4,500	0
實付amount payable	NT\$ 7,500	NT\$ 7,500	0	NT\$ 4,500*2
住宿保證金Dorm Deposit	NT\$ 2,000	NT\$ 2,000	0	NT\$ 500
預收電費Electricity expenses	NT\$ 1,500	NT\$ 1,500	NT\$ 500	NT\$ 1,000

第一年暑假住宿：NT\$ 4,500/月，短期住宿以NT\$ 200/日計算
First-Year Summer Vacation Accommodation: NT\$4,500 per month; short-term stay is calculated at NT\$200 per day.

第二年起，寒、暑假住宿：NT\$ 4,500/月，短期住宿以NT\$ 200/日計算
From the second year onward, winter and summer vacation accommodation: NT\$4,500 per month; short-term stay is calculated at NT\$200 per day.

第二年至第五年，學期間之住宿費全免：NT\$13,000/學期*8學期=NT\$104,000全免

From the second to the fifth year, on-campus accommodation fees during the academic semesters are fully waived:

NT\$13,000 per semester × 8 semesters = NT\$104,000 (fully waived).

備註：

*水費、公共用電及學術網路免費。

Water, public electricity and campus internet access are provided free of charge..

*住宿保證金每學期初須繳交，次學期初將歸還。

Accommodation deposit is required at the beginning of each semester and will be refunded at the beginning of the following semester.

*預收電費每學期初須繳交，如不足須另行儲值。

Prepaid electricity fees are required at the beginning of each semester; any shortfall must be topped up.

健康保險 Insurance

依據教育部「外國學生來台就學辦法」規定，外國新生註冊時，應檢附已投保自入境當日起至少6個月效期之醫療及傷害保險或者提供我國全民健康保險證明。前項保險證明如為國外所核發者，應經駐外館處驗證。無法提供前項保險證明者，得加入學校統一辦理之短期商業醫療險，保險期間6個月，保費新台幣3,000元。

At the time of registration a new international student shall present proof of a medical and injury insurance policy which is valid for at least 6 months from the date the student enters Taiwan or present written proof that they have joined Taiwan's National Health Insurance Plan. The aforementioned proof of insurance issued abroad shall be verified by a Taipei Representative Office or an authorised overseas mission of Taiwan.

Students who fail to provide these documents are required to join the International student medical insurance provided by AU. This insurance is provided by Insurance Companies in Taiwan. The insurance premium is NT\$3,000 for a period of six months.

生活費 Living Expenses

依個人開銷而定，每學年生活費約新臺幣壹拾貳萬元。

The estimated living expenses in Taiwan are approximately NT\$120,000 per academic year, subject to individual lifestyle and spending habits.

獎助學金 Scholarship Information

- 入學後第二年，即就讀學士班一年級（大學），獎學金申請可參照真理大學國際專修部華語先修生獎助辦法辦理 <https://reurl.cc/laN3VQ>

In the second year after enrollment, which corresponds to the first year of undergraduate study, scholarship applications may refer to Aletheia University Regulations Governing Incentives for Outstanding Overseas Students.(Aletheia University reserves the right to adjust scholarship regulations per the latest announcement.) (<https://reurl.cc/laN3VQ>)



- 入學後第三年至第五年，即就讀學士班（大學）二年級至四年級，獎學金申請可參照真理大學優秀境外學生獎助辦法辦理(本校保留調整獎學金辦法之權利，依最新公告辦理。) (<https://reurl.cc/pK9Q8l>)

From the third to the fifth year after enrollment, which corresponds to the second to the fourth year of undergraduate study, scholarship applications may refer to Aletheia University Regulations Regarding Subsidies for Overseas Students.(Aletheia University reserves the right to adjust financial aid regulations per the latest announcement.) (<https://reurl.cc/pK9Q8l>)



- 入學後第二年至第五年，即就讀學士班（大學）一年級至四年級，獎學金申請可參照真理大學境外學生助學辦法辦理(本校保留調整獎學金辦法之權利，依最新公告辦理。) (<https://reurl.cc/pK9Q8l>)

From the second to the fifth year after enrollment, that is, during the first through fourth years of the undergraduate (bachelor's) program, scholarship applications shall be subject to the Aletheia University Regulations Regarding Subsidies for Overseas Students (the University reserves the right to adjust the scholarship regulations, and the latest official announcements shall prevail).(<https://reurl.cc/pK9Q8l>)



學校保有調整獎學金辦法之權利並依最新公告辦理。

The University reserves the right to revise the scholarship regulations and will implement them in accordance with the latest official announcement.

學生休退學退費作業要點

Regulations Governing Student withdrawal and Tuition Refund

- 一、本要點根據教育部頒布之「專科以上學校學雜費收取辦法」及「專科以上學校向學生收取費用辦法」訂定。
- 二、本校向學生收取之費用分為學費、雜費、使用費及代辦費等四類。
- 三、使用費之收費項目如下：宿舍費、電腦實習費、語言教學實習費、音樂指導費、音樂系琴房使用費、宿舍電費及寢室還原金、電腦及網路通訊使用費及其他使用費
- 四、代辦費之收費項目如下：學生平安保險費、僑生及外籍生全民健康保險費、其他代辦費。
- 五、本校向學生收取之費用依下列規定辦理退費：
 - (一) 學費、雜費及使用費(不含宿舍電費及寢室還原金)：
 1. 一般規定：
 - (1) 學生於註冊日(含當日)前申請休、退學者，免繳費；已收費者，全額退費。
 - (2) 學生於註冊日之次日起至上課(開學)日之前一日申請休、退學者，學費、學分學雜費退還三分之二，雜費、學分費及其餘各費全部退還。
 - (3) 學生於上課(開學)日(含當日)之後而未逾學期三分之一申請休、退學者，學費、雜費及其餘各費退還三分之二。
 - (4) 學生於上課(開學)日(含當日)之後逾學期三分之一，而未逾學期三分之二申請休、退學者，學費、雜費及其餘各費退還三分之一。
 - (5) 學生於上課(開學)日(含當日)之後逾學期三分之二申請休、退學者，所繳學費、雜費及其餘各費，不予退還。
 2. 有遞補制度之一年級新生及轉學生於本校招生遞補截止日(含)之前申請退學者(不保留學籍者)，學雜費扣除行政手續費後，全額退費，其行政手續費，依學生應繳之學雜費、學分費、學分學雜費等費用之總和的百分之五收取；其申請休學者(保留學籍者)及逾本校招生遞補截止日後始申請休、退學者，依一般規定辦理退費。
訂有合約之特殊班別之學生申請休、退學者，依一般規定辦理退費，其相關權利義務(如違約賠償等)仍依其合約辦理。
 3. 註冊日、上課(開學)日及學期之計算等，依本校正式公告之行事曆認定之。
 4. 學生申請休學或自動退學者，其休、退學時間依學生(或家長)向本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，退學時間依本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。休、退學之學生應於本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。
 - (二) 宿舍電費及寢室還原金：宿舍電費依辦理退宿時之剩餘金額退費；寢室還原金全額退費。
 - (三) 各項代辦費：
 1. 學生平安保險費：
 - (1) 未逾學期三分之一前，申請退學者全額退費，申請休學者得選擇不退費續保或全額退費。
 - (2) 逾學期三分之一後不予退費。
 2. 僑生及外籍生全民健康保險費：依申請休、退學日次月起之剩餘費用退費，申請休學者得選擇不退費並由本校代繳至學期結束。
- 六、退費程序：
 - (一) 學生向教務處(台北校區教務行政組)申請休、退學，填寫「休、退學申請書」。
 - (二) 學生持下列表單至會計室辦理退費額度之核定：休退學申請書、退宿申請表及宿舍電費退費證明單(表單向宿舍管理單位申請)。
 - (三) 僑生、外籍生全民健康保險費由學生向國際事務中心申請辦理退費。國際事務中心彙總造具所有退費學生名冊後請款退費。
休學生申請學生平安保險費退費須先至軍訓室(台南校區為教學事務組)填寫自願退費切結書。
 - (四) 學生向出納組提供學生金融機構帳號，以匯款方式退費。若學生提供家長金融機構帳號，則須檢附學生身分證影本。
- 七、本要點經行政會議通過，校長核定後施行，修正時亦同。

Article 1. These regulations are formulated based on the "Measures for Collection of Tuition and Miscellaneous Fees for Colleges and above" and "Measures for Collection of Fees from Students by Colleges and above" promulgated by the Ministry of Education.

Article 2. The fees charged by the school from students are divided into four categories: tuition, miscellaneous fees, usage fees and agency fees.

Article 3 The usage fee items are as follows: Dormitory fees, Computer lab fees, Language lab fees, Music guidance fees, Music Department piano room usage fee, Dormitory electricity bills and dormitory restoration fees, Computer and Internet communication usage fees and Other usage fees.

Article 4. Other collection for are as follows: Student safety insurance premium, National health insurance premiums for overseas Chinese and foreign students, Other agency fees.

Article 5. The fees charged by the school from students will be refunded in accordance with the following regulations:

1. Tuition, miscellaneous fees and usage fees (excluding dormitory electricity bills and dormitory restoration fees):

(1) General provisions:

A. Students who apply for leave or withdrawal before the registration date (including the same day) are exempt from paying fees; students who have already paid fees will be refunded in full.

B. For students who apply for leave or withdrawal from the day after the registration date to one day before the class (start) day, two-thirds of the tuition fees, credit miscellaneous fees will be refunded and all miscellaneous fees, credit fees and other fees will be refunded.

C. If a student applies for leave or withdrawal after the class start date (inclusive) but within one-third of the semester, two-thirds of the tuition, miscellaneous fees and other fees will be refunded.

D. If a student applies for leave or withdrawal more than one-third of the semester after the class start date (including that day) but less than two-thirds of the semester, one-third of the tuition, miscellaneous fees and other fees will be refunded.

E. If a student applies for leave or withdrawal more than two-thirds of the semester after the start of class (including the same day), the tuition, miscellaneous fees and other fees paid will not be refunded.

(2) For freshmen and transfer students in the first grade under the back-up system who apply for withdrawal before the school's admissions back-up deadline (inclusive) (those who do not retain their student status), the tuition and miscellaneous fees will be refunded in full after deducting the administrative handling fee. The administrative handling fee is charged at 5% of the total tuition and miscellaneous fees, credit fees,

credit-based tuition and miscellaneous fees payable by the students; those who apply for leave of absence (those who retain their student status) and those who apply for leave of absence or dropout after the deadline for enrollment in the school shall be charged according to the general Provides for refunds. Students in special classes with a contract who apply for leave or withdrawal will be refunded in accordance with general regulations and their relevant rights and obligations (such as compensation for breach of contract, etc.) will still be handled in accordance with their contract.

(3) The registration date, class start date, semester calculation, etc. shall be determined according to the calendar officially announced by the school.

(4) For students who apply for suspension of study or voluntarily withdraw from school, the date of suspension or withdrawal shall be based on the date when the student (or parent) formally submits the application for suspension or withdrawal to the school's acceptance unit. For students who are ordered to withdraw from school, the date of withdrawal shall be based on the school's withdrawal notice. The date of delivery is the base date for calculation. However, for those who continue to stay in school due to filing a withdrawal application (suit), the actual date of departure from school will be used as the base date for calculation.

Students who retire or withdraw from school should complete the departure procedures within the time limit specified by the school; if the relevant procedures are delayed due to factors that can be attributed to the student, the actual departure date will be used as the base date for calculation.

2. Dormitory electricity bills and dormitory restoration funds: Dormitory electricity bills will be refunded based on the remaining balance when checking out; dormitory restoration funds will be refunded in full.

3. Various agency fees:

(1) Student safety insurance premium:

A. Those who apply for withdrawal before one-third of the semester will receive a full refund. Those who apply for leave of absence may choose to renew the policy without refund or receive a full refund.

B. No refund will be given after one-third of the semester has passed.

(2) National health insurance premiums for overseas students and foreign students: The remaining fees will be refunded starting from the month after the date of application for leave or withdrawal. Those who apply for leave of absence may choose not to refund and the school will pay the fee until the end of the semester.

Article 6. Refund procedures:

1. Students apply for leave or withdrawal from the Academic Affairs Office (Taipei Campus Registration Section) and fill out the "Leave or Withdrawal Application Form".

2. Students should bring the following form to the Accounting Office to determine the refund amount:

(1) Application for withdrawal from school.

(2) Check-out application form and dormitory electricity bill refund certificate form (apply to the dormitory management unit for the form).

(3) Students must apply to the International Affairs Center for refund of the national health insurance premiums for overseas Chinese and foreign students. The International Affairs Center compiles a list of all refunded students and requests for refunds.

Students on leave of absence who apply for a refund of student safety insurance premiums must first go to the Military Training Office (Tainan Campus is the Teaching Affairs Section) to fill out a voluntary refund declaration form.

(4) Students provide the student financial institution account number to the cashier office for refund by remittance. If the student provides a parent's financial institution account number, a copy of the student's ID card must be attached.

Article 7. This key point shall be implemented after being approved by the Executive Meeting and approved by the president of the University. The same applies to revisions.



真理大學學生
休退學退費作業要點

實用聯絡資訊

USEFUL CONTACT INFORMATION

- 國專部學生申請入學業務承辦單位：真理大學國際事務中心
Office in charge of International Foundation Program Student Admissions: Aletheia University Office of International Foundation Program Affairs.
網址 Website: <https://ifp.au.edu.tw>
E-mail: ifp@o365.au.edu.tw
電話 Tel: +886-2-26290228
- 外國學生申請入學業務承辦單位：真理大學招生中心
Office in charge of international students' application for admission: Aletheia University Admissions Center.
網址 Website: <https://admissions.au.edu.tw/>
E-mail: admission@o365.au.edu.tw
電話 Tel: +886-2-26290228
- Emergency Services :
Police: 110
Fire/Ambulance: 119
Office of Military Education and Training:
+886 912-540-895 / (02)2621-1266
- 真理大學首頁 Aletheia University, website: <https://www.au.edu.tw>
- 真理大學教務處 Aletheia University Office of Academic Affairs, website: <https://acad.au.edu.tw>
- 教育部 Ministry of Education, website: <https://www.edu.tw/>
地址：臺北市濟南路一段2-2號3~5樓
Address: 3-5F, No. 2-2, Section 1, Jinan Road, Taipei City 100, Taiwan (R.O.C.)
Website: www.boca.gov.tw
- 外交部領事事務局 Bureau of Consular Affairs
- 內政部
Ministry of the Interior
地址：100臺北市中正區徐州路5號
Address: No. 5, Xuzhou Road, Zhongzheng District, Taipei City 100, Taiwan (R.O.C.)
Website: <https://www.moi.gov.tw>
- 內政部入出國及移民署
National Immigration Agency, Ministry of the Interior
地址：108臺北市廣州街15號
Address: No. 15, Guangzhou Street, Taipei City 108, Taiwan (R.O.C.)
Website: www.immigration.gov.tw

其他申請注意事項

MISCELLANEOUS

- 本校已實施「外語畢業標準檢定辦法」，學生須符合標準始得畢業。
In compliance with “AU Rules Governing Foreign Language Graduation Examination” by AU, international students are required to fulfill the prescribed requirements in order to graduate.

- 依教育部規定，外國學生經入學學校以操行不及格或學業考核未達規定、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得再經由本管道申請入學。違反此規定並經查證屬實者，撤銷其所獲准入學資格。

In accordance with the regulations of the Ministry of Education, any international student who has been expelled or whose student status has been revoked by a university in Taiwan due to misconduct, unsatisfactory academic performance, violation of laws, or other serious breaches of university regulations shall not be permitted to apply for admission through this channel. Any verified violation of this provision shall result in the revocation of the admission qualification previously granted.

- 依教育部規定，外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但符合下列情形之一者，不在此限：1.入學方式與我國內一般學生相同。2.依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍。3.符合外國學生來臺就學辦法第二條第一項規定且依國籍法第三條至第七條申請歸化取得中華民國國籍。

In accordance with the regulations of the Ministry of Education, an international student who, during his or her period of study in Taiwan, has been permitted to establish initial household registration, to move household registration to Taiwan, or to acquire or restore the nationality of the Republic of China (Taiwan) shall lose his or her status as an international student and shall be required to withdraw from the University. However, this provision shall not apply to those who meet any of the following conditions: The student has been admitted through the same process as domestic students. The student has acquired R.O.C. nationality through naturalisation pursuant to Subparagraphs 1 to 3, Paragraph 1, Article 4 of the Nationality Act. The student meets the requirements set forth in Paragraph 1, Article 2 of the Regulations Regarding International Students Undertaking Studies in Taiwan, and has acquired R.O.C. nationality through naturalisation pursuant to Articles 3 to 7 of the Nationality Act.

- 依行政院衛生署疾病管制局規定，自2009年1月起，凡申請來臺居留簽證，須檢具麻疹及德國麻疹抗體陽性報告或預防接種證明。詳請參閱外交部領事事務局網站 (<https://www.boca.gov.tw>)。

According to regulations of Centers for Disease Control (CDC), Department of Health, Executive Yuan, R.O.C., since January 2009 those who apply for a resident visa need to submit a medical report showing immunity to measles and rubella or proof of vaccination against measles and rubella. Please refer to the BOCA website (Bureau of Consular Affairs, Ministry of Foreign Affairs, R. O. C.): <https://www.boca.gov.tw> for details.

- 持居留簽證入境或已經換發居留簽證者，請於入境30天內，盡速向居留地之內政部入出國及移民署各縣市服務站辦理居留證。

For international students, the Alien Resident Certificate (ARC) serves as their temporary ID card which can prove their resident status in Taiwan. For international students who have either entered Taiwan with the Resident Visa or obtained the Resident Visa through visa change within Taiwan, please apply for the Alien Resident Certificate and Re-entry Permit at the local office of Ministry of Interior National Immigration Agency on the next day upon arrival or within 30 days of the issue of the resident visa.

- 申請表件若有未盡事宜，悉依本校招生委員會決議辦理。

Any application matters not stipulated here will be at the Admission Committee's discretion.

- 本校保有獎學金辦法調整之權利，若有變更，均以最新公告內容為主。

The Center may modify the scholarship regulations as necessary; in the event of any changes, the official announcement shall prevail. The Center may modify the scholarship regulations as necessary; in the event of any changes, the official announcement shall prevail.

