



Fu Jen Catholic University

Information Sheet for Exchange Students

2017-2018 Academic Year

+ General Information

Academic Year	Fall	September 2017 to January 2018		Spring	February 2018 to June 2018
Office Hours	Monday - Friday, 8:00 - 12:00 / 13:00 - 16:30				
Student Exchange Program	Inbound	Christine TSAI	+886 2 2905 6376	089634@mail.fju.edu.tw	
	Outbound	Oilly LIN	+886 2 2905 2386	088837@mail.fju.edu.tw	
	General	Agnes CHANG	+886 2 2905 2944	048253@mail.fju.edu.tw	
Mailing Address	International Student Center Fu Jen Catholic University 510 Zhongzheng Rd., Xinzhuang Dist., New Taipei City 24205, Taiwan (R.O.C.)				
Campus Facilities	Libraries, cafeterias, computer center, multimedia rooms, swimming pool, gym and clinic				
Surrounding Area	Metro station, bus stops, hospitals, night markets, restaurants and shops				
Smoking regulations	FJCU is dedicated to maintaining a smoke-free campus. Anyone caught smoking on campus may be fined up to NT\$10,000.				
Website	Fu Jen Catholic University				

+ Applications

Deadlines	Fall	April 30, 2017	Spring	September 30, 2017
	▲ Incomplete or late applications will not be considered.			
Eligibility	Students who will be in their final semester of study are not eligible to participate in this exchange program.			
Language Proficiency Requirements	<p>【Chinese proficiency】</p> <ul style="list-style-type: none"> ● Courses taught in Chinese <ul style="list-style-type: none"> - TOCFL (Test of Chinese as a Foreign Language) Level 3 or - New HSK (Hanyu Shuiping Kaoshi) Level 5 or - Proof of 480 to 960 hours of Mandarin study in Taiwan or 960 to 1,920 learning hours of Mandarin study in another country. Must have a vocabulary of 5,000 words. <p>【English proficiency】</p> <ul style="list-style-type: none"> ● Courses taught in English <ul style="list-style-type: none"> - Proficiency equivalent to TOEFL iBT 79 or IELTS 6.0 ● BA program, Department of English Language and Literature <ul style="list-style-type: none"> - TOEFL iBT 79 or IELTS 6.0 ● MA Program, Department of English Language and Literature or Graduate Institute of Cross-Cultural Studies (MA in Translation and Interpretation Studies) <ul style="list-style-type: none"> - TOEFL iBT 100 or IELTS 7.0 <p>【Other language proficiency】</p> <ul style="list-style-type: none"> - An international language proficiency test for Japanese, French, German, Spanish or Italian is required for a student applying to the College of Foreign Languages. 			
Reserved Placement	<ul style="list-style-type: none"> ● Based on individual exchange agreements and the proportion of exchange students. ▲ FJCU reserves the right of final decision on accepting students to the Exchange Program. 			

Nomination Document	<ol style="list-style-type: none"> Nomination Form <p>▲ Students must receive nomination from their home institution. FJCU does not accept applications made by individual students.</p>
Application Documents	<ol style="list-style-type: none"> One passport photo (in JPG format with white background) Please save scanned color-copies of the documents below in a single PDF file: Application form, including: <ul style="list-style-type: none"> Application for on-campus accommodation Financial statement and declaration Study Plan Academic transcripts (in English) Recommendation letter from instructor Certificate of enrollment from home institution (in English) Copy of passport Other documents or proof of language proficiency required by the department or graduate institute to which you are applying.
Admission Documents	<p>Submit the following documents AFTER you are admitted:</p> <ol style="list-style-type: none"> Health Certificate Medical Authorization Form International medical and accident insurance
Website	FJCU International Student Exchange Program

+ Costs (Costs below are for one semester. Approximate exchange rate: 1 USD = 30 NTD)




Tuition	Based on exchange agreement
Books	Approximately NT\$6,000
Meals	NT\$70-\$150 per meal
Transportation	MRT: NT\$20-65 per trip
Campus Dormitory	Approximately NT\$11,000 plus an NT\$2,000 deposit for one academic year

+ Curriculum

Curriculum Guidelines	<ul style="list-style-type: none"> Exchange students must take at least 2 courses each semester from the program or college they are enrolled in. Exchange students may take up to 2 General Education courses per semester, but they must be in different subject areas. Students must go to scheduled classes and attend the mid-term and final exams. Students may not request the instructor to alter exam times for any reason. Students who do not attend scheduled classes or the final exam will not be issued transcripts or any other type of document related their studies at FJCU.
Course registration	<p>▲ Students may be unable to take courses they initially planned on for a variety of reasons: the class is full, there is a scheduling conflict, the course does not open, facilities are limited, the student did not take a prerequisite, the student does not meet course requirements, etc.</p> <ul style="list-style-type: none"> Students must consult with the secretary of their program before registering for courses. Please pay attention to course regulations and registration schedules. If you have any questions, please consult with the secretary of your program or ask your buddy for help. Students must receive the seal of the instructor and the program hosting the course in order to register. The following courses are not available to exchange students even if students offer to pay fees: <ul style="list-style-type: none"> Non-conventional courses such as courses for credit degree programs, in-service programs, or minors Courses that require additional expenses such as fees charged per credit or

	<p>language practice fees</p> <ul style="list-style-type: none"> – Courses that cannot be added through the HEC Open Course Registration Slip ● The Department of Chinese Literature does not offer language training or courses in teaching Chinese as a foreign language. ● The College of Foreign Languages keeps classes small, so students who are not enrolled in the College may not attend as guests. ● Students may not observe classes in the Center of Chinese Language and Culture. ● The 2017 Fall Term is the First Semester of the 106 (2017-2018) Academic Year; The 2018 Spring Term is the Second Semester of the 106 (2017-2018) Academic Year.
Courses taught in English	A list of courses taught in English will be sent to students three weeks before a semester begins.
Transcripts	Transcripts will be sent directly to the student's home institution 2 months after final exams .
Website	<ul style="list-style-type: none"> ● Course Information Search System ● Course Outline Search System <p>Courses information will be announced two months prior to the start date of classes.</p>

✦ Student Support

Insurance	<p>Exchange students are responsible for arranging their own private health insurance for medical costs in Taiwan. Insurance coverage must start from the date of the student's arrival in Taiwan and last until the student's departure. The insurance policy must include cover for :</p> <ul style="list-style-type: none"> – Accidental death or disability – Medical treatment for accidents and sickness (outpatient and inpatient treatment) – Emergency repatriation and transport
Airport Pick-up	FJCU does not provide airport pick-up.
Buddy Program	Exchange students are assigned a buddy (a student volunteer from FJCU) who will help with anything related to studies at FJCU.
Free Mandarin Courses	<ul style="list-style-type: none"> ● Free non-credit courses in the evening (6 hours per week). ● Registration dates will be announced AFTER a semester starts. ● There is a deposit of NT\$1,000. It will be returned at the end of the semester as long as a student is absent for less than 12 hours.
Campus Dormitory	<ul style="list-style-type: none"> ● On-campus housing is available, but NOT guaranteed. Lixue Dorm is not available for exchange students. ● If you have special requirements because of a physical disability, please make sure to specify them on your initial application. Changes cannot be made after the application has been submitted. ● Smoking and cooking are strictly prohibited in all dorm rooms. ● Students will be notified of their bed/room placement after registration. Your buddy will help you check-in at the dormitory. Students may not change dormitories, rooms, beds, or cancel their reservation after arriving in Taiwan. ● Dormitory rooms are not available for early check-in or late check-out. Students must arrange for their own accommodation off-campus if they arrive in Taiwan before check-in or intend to stay after check-out. ● All showers and washrooms in dormitories are public. ● Room type: Three-person or four-person rooms ● Rooms come furnished with bunk beds, desks, chairs, closets, air conditioners, internet, Wi-Fi, and phones (cannot be used for outgoing calls) ● We do not provide pillows, blankets, mattresses, or box springs. They may be purchased near the University. <div style="display: flex; justify-content: space-around;">    </div>

+ Breakdown of Steps

