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<th>Year</th>
<th>Month</th>
<th>Day</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>Aug</td>
<td>1</td>
<td>Fall semester schedule of classes available online</td>
</tr>
<tr>
<td></td>
<td>Aug</td>
<td>3</td>
<td>Tuition payment begins (new Local students &amp; current students)</td>
</tr>
<tr>
<td></td>
<td>Aug</td>
<td>17</td>
<td>1st stage course selection begins (for Fall semester)</td>
</tr>
<tr>
<td></td>
<td>Aug</td>
<td>20</td>
<td>1st stage course selection ends (for Fall semester)</td>
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<td>Aug</td>
<td>24</td>
<td>Tuition payment ends (new students)</td>
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<td></td>
<td>Aug</td>
<td>20</td>
<td>Last day to submit master thesis for Spring Semester 2020</td>
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<tr>
<td></td>
<td>Aug</td>
<td>25</td>
<td>2nd stage course selection begins (for Fall semester)</td>
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<tr>
<td></td>
<td>Aug</td>
<td>27</td>
<td>2nd stage course selection ends (for Fall semester)</td>
</tr>
<tr>
<td></td>
<td>Aug</td>
<td>27</td>
<td>On-site registration for new Local students starts</td>
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<td>Sep</td>
<td>9</td>
<td>Welcome Orientation for new International Students (NTU OIA)</td>
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<td></td>
<td>Sep</td>
<td>11</td>
<td>On-site registration for new International Students</td>
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<tr>
<td></td>
<td>Sep</td>
<td>11</td>
<td>Tuition payment ends (current students)</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>11</td>
<td>Chinese and English proficiency test for overseas Chinese and international students</td>
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<tr>
<td></td>
<td>Sep</td>
<td>13</td>
<td>Global MBA Orientation (mandatory)</td>
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<td>Sep</td>
<td>13</td>
<td>General Chinese-class placement test for new International students</td>
</tr>
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<td>Sep</td>
<td>14</td>
<td>Fall semester classes begin</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>14</td>
<td>Application for master's thesis defense begins</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>14</td>
<td>Online add/drop course begins</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>26</td>
<td>Make-up work/class day (for the holiday at October 2)</td>
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<tr>
<td></td>
<td>Sep</td>
<td>26</td>
<td>Online course-adding period ends at 6:00pm</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>27</td>
<td>Online course-dropping ends (System opens until Sept. 28 at 08:00 am)</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>28</td>
<td>Application for course withdrawal begins</td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>28</td>
<td>Online confirmation period for course selection results begins</td>
</tr>
<tr>
<td></td>
<td>Oct</td>
<td>1</td>
<td>Moon Festival (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Oct</td>
<td>2</td>
<td>Online confirmation period for course selection results ends</td>
</tr>
<tr>
<td></td>
<td>Oct</td>
<td>10</td>
<td>The National Day (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Oct</td>
<td>23</td>
<td>Reimbursement of 2/3 tuition for suspended/dropout students ends</td>
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<tr>
<td></td>
<td>Oct</td>
<td>26</td>
<td>Payment period for the 2nd stage course selection credit fees begins</td>
</tr>
<tr>
<td></td>
<td>Nov</td>
<td>2</td>
<td>Payment period for the 2nd stage course selection credit fees ends</td>
</tr>
<tr>
<td></td>
<td>Nov</td>
<td>9</td>
<td>Mid-term examinations begin</td>
</tr>
<tr>
<td></td>
<td>Nov</td>
<td>13</td>
<td>Mid-term examinations end</td>
</tr>
<tr>
<td></td>
<td>Nov</td>
<td>14</td>
<td>University anniversary &amp; Anniversary Carnival (No classes)</td>
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<tr>
<td></td>
<td>Nov</td>
<td>30</td>
<td>Application for master's thesis defense ends</td>
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<td></td>
<td>Dec</td>
<td>4</td>
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<tr>
<td></td>
<td>Dec</td>
<td>11</td>
<td>Application for course withdrawal ends</td>
</tr>
<tr>
<td>2021</td>
<td>Jan</td>
<td>1</td>
<td>National Founding Day (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>4</td>
<td>Spring semester class schedule available online</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>8</td>
<td>Fall Semester classes ends</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>8</td>
<td>Application for Student Leave of Absence ends</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>11</td>
<td>Final examinations begin</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>15</td>
<td>Final examinations end</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>18</td>
<td>Winter vacation begins</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>18</td>
<td>1st stage course selection begins (for Spring semester)</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>21</td>
<td>1st stage course selection ends (for Spring semester)</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>26</td>
<td>2nd stage course selection begins (for Spring semester)</td>
</tr>
</tbody>
</table>
# National Taiwan University Academic Calendar

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
<th>Day</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021</td>
<td>Jan</td>
<td>28</td>
<td>2nd stage course selection ends (for Spring semester)</td>
</tr>
<tr>
<td></td>
<td>Jan</td>
<td>31</td>
<td>Fall semester ends</td>
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<td></td>
<td>Feb</td>
<td>1</td>
<td>Spring semester begins</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>1</td>
<td>Master’s thesis defense ends</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>1</td>
<td>Tuition payment begins</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>6</td>
<td>Make-up work/class (for the Adjust holiday Feb. 10, 2021) (tentative)</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>11</td>
<td>Chinese New Year’s Eve (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>12</td>
<td>Chinese New Year holiday starts</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>16</td>
<td>Chinese New Year holiday ends</td>
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<td>Feb</td>
<td>19</td>
<td>Tuition payment ends</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>22</td>
<td>Spring semester classes begin</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>22</td>
<td>Online add/drop course begins</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>22</td>
<td>Application for master’s thesis defense begins</td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>28</td>
<td>228 Peace Memorial Day (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>6</td>
<td>NTU Azalea Festival Inauguration/ Student Club Expo</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>6</td>
<td>Online course-adding period ends at 6:00pm</td>
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<tr>
<td></td>
<td>Mar</td>
<td>7</td>
<td>Online course-dropping ends (System opens until Mar. 8 at 08:00 am)</td>
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<tr>
<td></td>
<td>Mar</td>
<td>8</td>
<td>Application for course withdrawal begins</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>13</td>
<td>Campus Recruitment Fair (first round)</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>15</td>
<td>Online confirmation period for course selection results begins</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>19</td>
<td>Online confirmation period for course selection results ends</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>21</td>
<td>Campus Recruitment Fair (second round)</td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>26</td>
<td>Payment period for the 2nd stage course selection credit fees begins</td>
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<tr>
<td></td>
<td>Mar</td>
<td>27</td>
<td>Campus Marathon Competition</td>
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<tr>
<td></td>
<td>Apr</td>
<td>1</td>
<td>Study day (adjusted holiday)</td>
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<tr>
<td></td>
<td>Apr</td>
<td>2</td>
<td>Make-up holiday for Children’s Day at weekend</td>
</tr>
<tr>
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<td>Apr</td>
<td>4</td>
<td>Children’s Day (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>5</td>
<td>Children’s Day (Holiday)</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>7</td>
<td>Reimbursement of 2/3 tuition for suspended/dropout students ends</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>8</td>
<td>Payment period for the 2nd stage course selection credit fees ends</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>19</td>
<td>Mid-term examination begins</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>23</td>
<td>Mid-term examination ends</td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>30</td>
<td>Application for master’s thesis defense ends (for Spring 2021)</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>7</td>
<td>NTU Art Festival Inauguration</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>14</td>
<td>Reimbursement of 1/3 tuition for suspended/dropout students ends</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>21</td>
<td>Application for course-withdrawal ends</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>5</td>
<td>NTU school-wide graduation ceremony</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>14</td>
<td>Dragon Boat Festival (holiday)</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>18</td>
<td>Application for Student Leave of Absence ends</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>18</td>
<td>Spring semester classes end</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>21</td>
<td>Final examination begins</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>25</td>
<td>Final examination ends</td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>28</td>
<td>Summer vacation begins</td>
</tr>
<tr>
<td></td>
<td>Jul</td>
<td>31</td>
<td>Master’s thesis defense ends</td>
</tr>
</tbody>
</table>
Degree Requirement

NTU Global MBA provides students with the theoretical and practical knowledge of various business, economics, finance, accounting, marketing, and management skills needed to excel in today’s competitive and fast-changing global market. The program has the goal of transforming students into future leaders in the global marketplace with the exposure and awareness to both international and Taiwanese talents. The distinguished faculty and diverse student body stimulate thought-provoking discussions in class and challenge students to think creatively. In addition, the NTU Global MBA provides students with opportunities of joining student exchange programs or dual degree programs with reputable partner schools to broaden their horizon and gain global awareness. Students will also have an opportunity to intern at leading companies in Taiwan or other countries.

Starting from Fall 2017, we offer students one-year or part-time options. Students may complete the program in one or two years. In 2018, we had 2 students successfully finish the program in one year and in 2019, we had another 3 students conquer this challenge.

The academic year commences annually in the Fall and begins in September while the Spring semester begins in February. The program requires students to complete 39 credits and submit a master’s thesis.

Only core courses offered by Global MBA program can be used towards fulfilling students' graduation requirements. If you decide to take the two-year program, we recommend you to take the majority of the core courses in your first year to gain a solid business foundation. Then based on your interests, select the specific electives that you would like to learn in detail.
Core Courses offered by G MBA

<table>
<thead>
<tr>
<th>1ST SEMESTER</th>
<th>2ND SEMESTER (TENTATIVE, SUBJECT TO CHANGE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL</td>
<td>SPRING</td>
</tr>
<tr>
<td>Financial Reporting</td>
<td>Financial Management</td>
</tr>
<tr>
<td>Organizational Behavior</td>
<td>Management Accounting</td>
</tr>
<tr>
<td>Service and Operations Management</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>Statistics and Data Analysis</td>
<td>Organizational Behavior</td>
</tr>
<tr>
<td>Strategic Management</td>
<td>Strategic Management</td>
</tr>
</tbody>
</table>

Elective Courses offered by G MBA

- Asian Business Consulting (KIT)
- Business Ethics and Practice
- Chinese Family Business
- Cross-Cultural Management
- Cultural and Creative Industries: Theories and Practices
- Customer Management in the Digital Era
- Data Analytics Foundations
- Data Science and Business Analytics
- Entrepreneurship and Innovation
- Entrepreneurship in Practice
- Financial Statement Analysis and Firm Valuation
- Fit to Lead
- Global Consulting Practicum
- Global Entrepreneurial Finance: Venture Capital and Private Equity
- Global Management Practice
- Global Value Investment
- Human Resource Management
- Investment: Lessons and Applications
- Leading Systems Change: Systems Thinking for a Sustainable World
- Management Information System
- Managerial Economics
- Managing Strategic Alliances from a Global Perspective
- Negotiation Strategies and Skills
- Platform Strategy
- Responsible Leadership
- Social Entrepreneurship and Social Business
- Strategic Management of Technological Innovation
- Systems Thinking and Learning Organization

Elective Courses offered by 5 Departments at College of Management

Please search online
https://nol2.aca.ntu.edu.tw/nol/coursesearch/search_for_02_dpt.php

Elective courses offered by departments of Business Administration, Accounting, Finance, International Business, and Information Management.
Elective Guidelines

In addition to GMBA, the College of Management has 5 departments (Business Administration, Accounting, Finance, International Business and Information Management) that offer courses in the Bachelor, Master and PhD levels.

Elective courses at the Master/Graduate level (courses with "M" or "U" codes) offered by GMBA or by these 5 departments at the NTU College of Management can be used towards fulfilling Global MBA's graduation requirement. Among these U-or-M elective courses, up to six(6) credits of Chinese-taught courses can be counted toward graduation elective credits.

Graduation Credits Example

<table>
<thead>
<tr>
<th>Offered By</th>
<th>Taught in</th>
<th>Plan 1</th>
<th>Plan 2</th>
<th>Plan 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td>GMBA</td>
<td>English</td>
<td>24</td>
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<tr>
<td>Elective Courses</td>
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<td></td>
</tr>
<tr>
<td>with M or U codes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Five Departments</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>English</td>
<td></td>
<td></td>
<td>15</td>
<td>12</td>
</tr>
<tr>
<td>Five Departments</td>
<td></td>
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</tr>
<tr>
<td>Chinese</td>
<td></td>
<td></td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Thesis</td>
<td></td>
<td></td>
<td>V</td>
<td>V</td>
</tr>
</tbody>
</table>

Others

- If you plan to do an exchange or dual degree, please contact Lisa Wu at lisawu2018@ntu.edu.tw.
- Please note that those who are not in the EMBA Program are not allowed to take EMBA courses.
- If the names of the taken courses are the same, only ONE can be used towards fulfilling a students' graduation requirement even if the curriculum numbers/curriculum identity numbers are different.
# Graduation Planning

## One-Year Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Agenda</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>1st Semester</td>
<td>12 Core Credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9 Elective Credits</td>
</tr>
<tr>
<td>October</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>November</td>
<td></td>
<td></td>
</tr>
<tr>
<td>December</td>
<td></td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>February</td>
<td>2nd Semester</td>
<td>12 Core Credits</td>
</tr>
<tr>
<td>March</td>
<td></td>
<td>6 Elective Credits</td>
</tr>
<tr>
<td>April</td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Summer Break</td>
<td>Master Thesis Completion</td>
</tr>
<tr>
<td>July</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Two-Year Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Agenda</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>1st Semester</td>
<td>6 Core Credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6 Elective Credits</td>
</tr>
<tr>
<td>October</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>November</td>
<td></td>
<td></td>
</tr>
<tr>
<td>December</td>
<td></td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>February</td>
<td>2nd Semester</td>
<td>6 Core Credits</td>
</tr>
<tr>
<td>March</td>
<td></td>
<td>6 Elective Credits</td>
</tr>
<tr>
<td>April</td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Summer Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>July</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>1st Semester</td>
<td>6 Core Credits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 Elective Credits</td>
</tr>
<tr>
<td>October</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>November</td>
<td></td>
<td></td>
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<tr>
<td>December</td>
<td></td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>Winter Break</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td>February</td>
<td>2nd Semester</td>
<td>6 Core Credits</td>
</tr>
<tr>
<td>March</td>
<td></td>
<td>Master Thesis Completion</td>
</tr>
<tr>
<td>April</td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>Summer Break</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Graduation Planning

For 1.5 years of the GMBA schedule, I listed two options for your reference. You may adjust based on your actual needs.

<table>
<thead>
<tr>
<th></th>
<th>Option 1</th>
<th>Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester 1</strong></td>
<td>12 core credits + 5 elective credits</td>
<td>12 core credits + 6 elective credits</td>
</tr>
<tr>
<td><strong>Winter Break</strong></td>
<td>Thesis Preparation</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td><strong>Semester 2</strong></td>
<td>12 core credits + 5 elective credits</td>
<td>12 core credits + X* elective credits</td>
</tr>
<tr>
<td><strong>Summer Break</strong></td>
<td>Thesis Preparation</td>
<td>Thesis Preparation</td>
</tr>
<tr>
<td><strong>Semester 3</strong></td>
<td>5 elective credits</td>
<td>(9-X*) elective credits (studied in exchange or GMBA or CoM)</td>
</tr>
<tr>
<td><strong>Winter Break</strong></td>
<td>Master Thesis Completion</td>
<td>Master Thesis Completion</td>
</tr>
</tbody>
</table>

- Strongly suggest X*>=2
- Students may transfer up to 7 credits for elective courses, and only master-level management-related courses are transferrable. Credit transfers and the number of applicable credits may only happen to new students or students who join the exchange program at the discretion of the GMBA Committee.

Academic Ethic Course

Graduate students admitted from the academic year 2018-2019 onwards are required to pass six hours of academic ethics courses according to the regulations of National Taiwan University. Online academic ethic courses are available here: [http://ethics.nctu.edu.tw/](http://ethics.nctu.edu.tw/). After you complete the courses and pass the final exam, you may download the certificate of completion from noon wards on the very next day. Please show this certificate when you apply for your graduation.

[Online Ethics Course Guideline](http://ethics.nctu.edu.tw/)
General Chinese Courses for International Graduate Students

International master’s degree students at National Taiwan University are allowed to enroll in General Chinese Courses at the start of their first semester and these courses are taken continuously for up to two semesters. There are no additional tuition fees for the Chinese Course if the student is enrolled as an international student. There may be, however, the cost of textbooks and other course materials. The credits from the General Chinese Courses will count towards the students’ overall GPA, but will not count towards the graduation credit requirements.

<table>
<thead>
<tr>
<th>Course</th>
<th>General Chinese</th>
<th>Enhancing Chinese</th>
<th>Applied Chinese</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Credits</strong></td>
<td>3</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Levels</strong></td>
<td>Elementary Levels 1-3</td>
<td>Intermediate Levels 1-3</td>
<td>Advanced</td>
</tr>
<tr>
<td><strong>Contact Hours</strong></td>
<td>6 hours per week</td>
<td>4 hours per week</td>
<td>2 hours per week</td>
</tr>
<tr>
<td><strong>Class Time</strong></td>
<td>Mon, Wed, Fri, 08:10-10:00</td>
<td>Mon, Wed, 18:25-21:05</td>
<td>Tue, Thu, 08:10-10:00</td>
</tr>
</tbody>
</table>

Course registration and placement test: September 13th, 2020

https://oia.ntu.edu.tw/current-students/mandarin-for-overseas-students/registration-and-placement-test-avow
Course Selection Important Dates for 2020 Fall

- **The First Stage:**
  The system will open during 8/17-8/20 (daily 09:00 ~03:00).
  Please inquire about the result after 8/24 15:00PM.

- **The Second Stage:**
  The system will open during 8/25-8/27 (daily 09:00~03:00).
  Please inquire about the result after 8/31 15:00PM.

- **The Last Stage**
  You may still add or drop courses online from 9/14 to 9/26. Please refer to the table below.

### Detailed Schedules of Course Selection in the Last Stage

<table>
<thead>
<tr>
<th>日期 Date</th>
<th>9:00～12:00</th>
<th>12:00～15:00</th>
<th>15:00 ～03:00 next day</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/14 (Mon)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/15 (Tue)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/16 (Wed)</td>
<td>系统闭合</td>
<td>系统闭合</td>
<td>系统闭合</td>
</tr>
<tr>
<td>9/17 (Thu)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/18 (Fri)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/19 (Sat)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/20 (Sun)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/21 (Mon)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/22 (Tue)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/23 (Wed)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/24 (Thu)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/25 (Fri)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
<tr>
<td>9/26 (Sat)</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
<td>網絡加選、退選、登記</td>
</tr>
</tbody>
</table>
Course Selection Steps

1. Find the courses you would like to enroll in. You can search for courses under [http://nol2.aca.ntu.edu.tw/nol/guest/index.php](http://nol2.aca.ntu.edu.tw/nol/guest/index.php) Click on “English” for the English version of the website

2. For English-taught courses, click on the “Courses Conducted in English” section.

3. Browse through the course list and select courses that you would like to take.
A. Please note down the Serial Number for each course.

B. The class time for NTU courses are listed as study blocks, please see the chart below for your reference: (e.g., Wed234 = the class will be held on Wednesdays from 9:10~12:10)

<table>
<thead>
<tr>
<th>Block</th>
<th>Class Time</th>
<th>Block</th>
<th>Class Time</th>
<th>Block</th>
<th>Class Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>7:10-8:00</td>
<td>5</td>
<td>12:20-13:10</td>
<td>10</td>
<td>17:30-18:20</td>
</tr>
<tr>
<td>1</td>
<td>8:10-9:00</td>
<td>6</td>
<td>13:20-14:10</td>
<td>A</td>
<td>18:25-19:15</td>
</tr>
<tr>
<td>2</td>
<td>9:10-10:00</td>
<td>7</td>
<td>14:20-15:10</td>
<td>B</td>
<td>19:20-20:10</td>
</tr>
<tr>
<td>3</td>
<td>10:20-11:10</td>
<td>8</td>
<td>15:30-16:20</td>
<td>C</td>
<td>20:15-21:05</td>
</tr>
<tr>
<td>4</td>
<td>11:20-12:10</td>
<td>9</td>
<td>16:30-17:20</td>
<td>D</td>
<td>21:10-22:00</td>
</tr>
</tbody>
</table>

C. Selection method:

“1” If there is no limitation on the number of people allowed for the course, please add your selection directly online.

“2” Should an authorization code from the course instructor be needed, acquire it from the instructor before you add it to your selection.

“3” If there is a limitation on the number of people allowed for the course, please add your selection online and wait for allocation.

4. To start registering for courses, please go to https://my.ntu.edu.tw/Default.aspx?lang=eng

Online Course Selection System is divided into two to balance the loading process; systems 1 and 2 are equivalent.

→ Click on the “Online Course Selection System I”
5. Click on the “preliminary course selection stage 1” section to enter
6. Login with your Student ID and Password.
   - Account name = Your NTU student no.
   - For students with a R.O.C identification no., your default password = First alphabet of your ID + the last 4 digits of your ID no. e.g. If your ID No. = A123456789 password = a6789
   - For students without a R.O.C identification no., your default password = a + month and day of your birthday. e.g. if your birthday = 1 September password = a0901
7. Select Register, key in course serial number and priority, and then press “Confirm”

8. Please login to the registration system again after the stage 1 preliminary course selection period to ensure all courses selected were successfully added.

Note:
1. There are 3 stages to the NTU course selection, 1st stage online course selection, 2nd stage online course selection, and online add/drop period.
2. It is very important that students log into the system during the confirmation period of each stage to ensure all courses selected were successfully added.
3. If course selection is unsuccessful during the 1st and 2nd stages of online course selections, you are advised to attend classes in the first week of class and add the courses during online add/drop period (usually the first 2 weeks of the semester).
4. You can add most of the GMBA courses during the online course selection period except Global Management Practice (1) which do not open in course pre-registration period (stage 1 & stage 2).
5. "Selection Method" is just for the course add/drop period (the last stage).

Online Add/Drop Categories
*How to Add this Course (The number in the column of "Selection Method" indicates how you can add the course during the course add/drop period.)

'1' -- There is no upper limit of the number of students in the course. You are free to add the course online.
If there is no limitation on the number of people allowed for the course, please add your selection directly online.
Course Withdrawal

For students who wish to withdraw from courses, please follow instructions below:

Applicants should apply online and print the application form with approval from the department head and submit the form to the Office of Academic Affairs before the deadline. The online webpage can be found at https://my.ntu.edu.tw

1. Application Period: Please refer to the school calendar or date provided in the system.
2. The withdrawn course(s) will still be shown on the applicants’ official transcripts and will be marked as ‘WITHHOLD’. Credits for withdrawn course(s) will not be included in the total credits of the semester.
3. Applicants should pay full credit fees whether or not any course(s) is/are withdrawn. Those who have paid the credit fees but later withdraw a course(s) will not receive any refund; those who have not paid for the credit fees should still make full payment for the credit fees from the withdrawn course(s).
   (*Note: Applicants should make up the credits fees without objection even if a course withdrawal is applied before the payment.)
4. Applicants may withdraw one course per semester only.
5. For Global MBA students, not less than one subject (including thesis) should be registered after withdrawn.
Download documents

Certificate of enrollment
1. Go to following link https://if163.aca.ntu.edu.tw/eportfolio/defaulteng.asp

Grade transcript
2. Select Grades inquiries
Tuition Fee Payment

The payment for each semester is separated into two parts:

1. The tuition and miscellaneous fees
2. The credit fee (NT$11,000/Credit)

The tuition and miscellaneous fees are set amounts to be paid at the beginning of the semester. The credit fee is based on the number of credits for which the student is registered and to be paid about a month after the semester begins. A letter of notification will be sent to the students’ NTU mail regarding the payment schedule.

The copies of the billing statements can be found in the following:

https://mis.cc.ntu.edu.tw/reg/default.asp

There are different methods of tuition payment:

• Cash: the student needs to have a copy of the billing statement when using the cash payment method. For amounts less than NT$60,000, the fees may be paid at any convenient store. For amounts more than NT$60,001, cash payments must be made at any post office branch.

• Direct deposit: Deposit your tuition payment with your tuition invoice at any counter at any branch of the Chinatrust Commercial Bank or post office (Processing fee will be paid by Chinatrust Commercial Bank).

• ATM transfer: Make a money transfer with your ATM card with the post office or any financial institutions before the deadline. You will have to pay for the NT$17 transfer fee. To make your tuition payment via ATM transfer, please refer to the directions on the invoice for more information.

• Internet money transfer: To make money transfers over the internet, please apply for this service with your financial institution and you will be informed about operation procedures by your bank.

• Telephone money transfer: If you have an account with Chinatrust Commercial Bank (and have applied for telephone money transfer service), you may make money transfers via telephone 24-7. Call the service hotline nearest you (Taipei Area, Chungli Area, Taichung Area, Tainan Area, Kaohsiung Area) and follow the instructions over the telephone (P.S. When asked to enter the recipient’s account number, please enter the number printed on your tuition invoice). You will be informed of the operation procedures by your bank.

• Inter-bank Remittance: You can make your tuition payments via inter-bank remittance at all financial institutions across the island (remittance fee: NT$30~NT$100)
  1. Fill out the inter-bank remittance form.
  2. Put down Chinatrust Commercial Bank Chengdong Branch as your recipient bank.
  3. Put down the account number on your invoice as the Recipient Account Number.
  4. Put down National Taiwan University as the Recipient’s Name.
Procedures for Leave of Absence from School

For students who need to apply for leave of absence from school, please see the following procedures. Please note the maximum total semesters for Global MBA students for leave of absence from school is four (4) semesters.

For local students:
• For the Leave of Absence from School Application on MyNTU→ Click on 生活資訊→Click on 休學申請
• Please follow the steps listed in the application.

For International students:
• Please visit the following website: http://www.aca.ntu.edu.tw/gra/forms.asp?id=9
• Click 休學申請書 to download the application form.
• The form is in Chinese only, so foreigners might need some assistance from local students.

For more information, please contact Graduates Academic Affairs Division, Office of Academic Affairs at (02) 3366 2388 #403~412
Transfer Credits

The Global MBA program does NOT accept any credits obtained prior to your acceptance to NTU or credits obtained outside of NTU.

Only credits obtained from participating in the exchange program at NTU are eligible for credit transfer. For Global MBA students participating in the exchange program at NTU, please note the following:

1. Only graduate-level management-related courses will be considered for credit transfer.
2. Up to nine (9) credits obtained during the exchange period may be used towards fulfilling your graduation requirements. Credits obtained during the exchange period can only be transferred as elective credits.
3. Courses taken during exchange period with a course description that is similar to courses that the students have taken at NTU will not be granted credits.
4. Students will receive 1 NTU credit for every 18 lecture hours at the exchange school.
   a. For example, a course with 36 lecture hours at the exchange school can be transferred as 2 NTU credits.
   b. If the credits do not calculate to a whole number (e.g. 2.77 credits from a 50 lecture hour class), then it is up to the discretion of the Global MBA Committee to decide whether to give out either 2 or 3 credits. This decision will be based on your grade and the course description.

In addition, the Global MBA Office is not in a position to evaluate and confirm exchange program transfer credits before students go on their exchange programs. Credits obtained during the exchange period must be accredited by the Global MBA Committee AFTER the students complete their exchange programs in order to be used towards fulfilling graduation requirements.

1. To apply for credits transfer, please submit the following documents to Global MBA Office:
   a. Course syllabus (including lecture hours)
   b. Original transcript from the partner school
   c. Credits transfer through Exchange Program Application Form (Please visit the Chinese website: http://www.aca.ntu.edu.tw/sitemap.asp to download the form.

d. Students are also required to go online to myNTU to register the courses (myNTU →交換生國外成績登錄). Please make sure the information matches the transcript.
2. Once the credits have been approved for transfer, please be sure to pay the credit fees in order for the credits to transfer successfully.
Exchange Student Program

NTU College of Management has established a dynamic College-Level (Discipline-Specific) program of collaborations with leading business schools from around the world. Students can have an opportunity to develop their networks, to investigate the international job markets, to increase their language skills, or simply to immerse themselves in a new country and culture.

NTU College of Management Students can participate in the Exchange Program for one semester. For further information regarding to credits transferring through the Exchange Program, please refer to “Transfer Credits” section of this handbook.

Application Procedures
1. Attend the Information Session for Outgoing Student Exchange Program.
2. Submission of Application Materials.
3. Application Materials will be assessed and an acceptance list will be generated.

General Application Process Timeline

<table>
<thead>
<tr>
<th>Nov</th>
<th>Dec</th>
<th>Jan/Feb</th>
<th>Mar/Apr</th>
<th>May/Jun</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submission of Application Documents</td>
<td>Formal nominations selected students</td>
<td>Acceptance Letter from host schools available</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Selection Process Commences</td>
<td>Application Information from host schools available</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Students participating in the exchange program are exempt from tuition fees at the host schools, but are required to pay tuition fees to National Taiwan University and other associated living costs in host country. The costs for your exchange period will depend on your exchange destination and your own spending habits.

For further information about College-Level exchange program, please visit the website of CoM OIA at:

In addition, the Office of International Affairs of National Taiwan University also provides opportunities for participating in Exchange Programs on university base. The online application process generally begins in November each year. For further information and application deadlines, please visit the website of Office of International Affairs, National Taiwan University.
http://oia.ntu.edu.tw/
Dual Degree Program

The highly competitive Global MBA dual degree program presents students with the opportunity to augment their education with a second master’s degree from one of three partner schools. Students who decide to take the dual degree program must be aware of a longer study period in completion of Global MBA program. An application process typically begins during students’ third semester at NTU. See below for a profile on each participating institution.

More details under: https://management.ntu.edu.tw/ia/Dual-DegreeProgram/overview

Kyoto Graduate School of Management, Japan

**Duration:** One year

**Application Procedure:** Applicants are selected by the College of Management. The application period is around mid-September and results will be announced around late September. For the detailed application procedure, please download the application guide.

**Tuition Fee:** Accepted students shall pay the tuition and credit fees of Global MBA Program and are exempt from the tuition and credit fees of Kyoto Graduate School of Management.

**Degree:** Full master degrees from Kyoto Graduate School of Management

Guanghua School of Management, Peking University, China

**Duration:** One year

**Application Procedure:** Applicants are selected by the College of Management. The application is around late September and results will be announced around late October. For the detailed application procedure, please download the application guide.

**Tuition Fee:** In addition to the tuition of NTU, students will need to pay tuition to Peking University. Students are required to pay the tuition of first year. Full-time MBA program tuition is RMB100, 000.

**Degree:** Full master degrees from Guanghua School of Management, Peking University
Resident Visa
Resident Visa holders (or ones who obtained Resident Visa within ROC by visa change) are required to apply for the Alien Resident Certificate and Re-entry Permit at their local office of Ministry of Interior National Immigration Agency within 15 days after their arrival.

Required Documents
- Visa Application form
- Two 2-inch photos taken in the last six months (on the application form)
- Original passport with at least six months of validity and a photocopy of passport
- Original Admissions Notice to NTU and one photocopy of it
- Health Certificate, if applicable.
- Supporting documents or official letters of approval from a competent authority of the ROC; and other relevant documents.

VISA Application

Following information regards to international students only, if students have questions related to this section in general, please contact the Office of International Affairs at (02) 3366 2007 or http://oia.ntu.edu.tw/

Submit visa application to the Bureau of Consular Affairs
The consular officer will examine the application and request an interview if necessary
Issuing Visa

Submit visa application to the overseas missions of the Republic of China (ROC)
The consular officer will examine the application and request an interview if necessary
Rejection
Send visa application to the Bureau of Consular Affairs for further examination
Notify the overseas mission to issue visa
Enter the ROC with resident visa

Notify the overseas mission to reject visa

Apply for an “Alien Resident Certificate” (ARC) at the local office of Ministry of Interior National Immigration Agency
Request the local office of Ministry of Interior national Immigration Agency to extend the validity of ARC & Re-entry permit before they expire.
**ARC Application or Renewal**

For international students, the Alien Resident Certificate (ARC) serves as their temporary ID card, which can prove your resident status in Taiwan. It is a very important document and we advise you to take good care of it and pay attention to its expiration date!

**You have to apply for the ARC within 15 days after your arrival at Taiwan! The renewal of the ARC has to be done within 1 month before the expiry date.**

1. **Required Documents**
   a. Application Form
   b. Alien Resident Certificate (except for first-time applicants)
   c. 2-inch photo (2 photos for first-time applicants; 1 photo for applicants for ARC extension.)
   d. Original Passport and Resident Visa and one copy of each
   e. Original Student ID Card or Enrollment Verification and one copy of it. (First-year students may use the NTU admission letter as a form of verification. The National Immigration Agency Service Office will grant an ARC with 1 to 6 months validity depending on students’ status. When students accomplish registration and receive their student ID cards, they should extend their ARC to 12 month validity.)

2. **Application Procedure**
   When applying for an ARC, please prepare the required documents and deliver them to the local service of Ministry of Interior National Immigration Agency. The process can be done in person or by an agent who is provided a certificate of entrustment signed by the applicant. However, first-time applicants shall apply for the ARC personally.

3. **Payment:**
   NT$1,000 (One-Year Validity), NT$2,000 (Two-Year Validity), NT$3,000 (Three-Year Validity).
4. Other Points for Attention
   a. Resident Visa holders (or ones who obtained Resident Visa within ROC by visa change) are required to apply for the Alien Resident Certificate and Re-entry Permit at the local office of the Ministry of Interior National Immigration Agency on the next day upon arrival or within 15 days of the issue of your resident visa.
   b. If Alien Resident Certificate holders need to leave and Re-enter ROC within the valid period of their ARC, they should apply for re-entry permits while applying for ARC.
   c. If the ARC expires during the summer vacation (from July to September), students are allowed to apply for extension from the 1st of June.
   d. For over-staying foreigners who did not apply for ARC extension, their residence will be ceased by the authorized agency, and they may be expelled from Taiwan.
   e. Applicants requesting ARC renewal due to the loss or damage of their ARC must pay NT$500 for the renewal process.

5. For more details, please contact the National Immigration Agency

   Website: http://www.immigration.gov.tw/
   Address: No.15, Guangjhou St., Jhong Jheng District, Taipei City
   Taipei Office Business Hours: Monday to Friday 8:00 – 17:00
   Tel: Main Line: (02) 2388 9393
   Manual Answering Line: (02) 2389 9983; 0800-024-111
   E-mail: boi@immigration.gov.tw

   College of Management
   Google Maps Location Link: https://goo.gl/maps/AZgd9F7xhXM2
   GPS: 25.014074, 121.538369

   Immigration Agency
   Google Maps Location Link: https://goo.gl/maps/yrFgWJ9VX142
   GPS: 25.035980, 121.508051
International Student Health Insurance Information

Background and Regulation:

According to National Health Insurance Act, any foreigner staying in Taiwan over six months is obligated to underwrite an insurance policy under NHI. **To be eligible for the NHI you only can leave Taiwan once and in total no more than 30 days during the first 6 month.**

Process of Payment:

The cost of National Health Insurance (NHI) should be included in the tuition fee every semester if you are eligible to underwrite an insurance policy under NHI. The cost is around TWD 749 each month (according to the fee criteria set by NHI), so payment per semester is around TWD 4,494 (from September to February and March to August). Newly arrived students cannot underwrite an NHI insurance policy until they are in Taiwan for six months. Thus, they join the group medical insurance instead (paying from September to February) at a cost of TWD 3,000.

Health Exam Reminder:

For graduate students, if you haven’t finished the Health Exam when required before applying the Alien Residence Certificate (ARC), please perform both Health Exams of ARC and NTU together at the suggested hospital--Taipei City Heping Hospital Family Medicine (It is the nearest one from the National Immigration Agency, NIA). Please download the NTU Health Exam form and carry it with you when doing the Health Exam. However, if you have already had ARC, please follow the school rule to finish the NTU Health Exam at NTU Hospital or other designated hospitals by the enrollment day. Please download the form via the following link:

http://oiasystem.ntu.edu.tw/exchange/index.php/print/pdf.health.exam/id/YToyOntzOjQ6InR5cGUoOiO2k6MTtzOjI6InNljitzOjU6ijExMDY3jyt9

Please use NTU designated form to finish NTU Health Exam.

For more details, please refer to The Bureau of National Health Insurance Website: [www.nhi.gov.tw/english/](http://www.nhi.gov.tw/english/)
Address: 5th through 9th floor, No 15-1, Gong Yuan Rd, Taipei
Tel: (02) 2191 2006; 0800-030-598
Office Hour: Monday to Friday, 8.30am-12.30pm; 1.30pm-5.30pm
Medical Insurance

Taiwan has a mandatory insurance policy which requires you to be covered by a health insurance to register in a university. For the first six months of your stay in Taiwan, you may apply for the “Group Medical Insurance” organized by NTU. This application process can be complete during the on-site registration day for international students at NTU. You can also apply for an insurance plan in your home country. To use your personal insurance policy in Taiwan, it has to be certified by a local ROC consulate first.

Please note: The “Medical Group Insurance” only covers 1,000NTD (30USD) per day! Costs exceeding this amount are on your own expense.

An example calculation:

<table>
<thead>
<tr>
<th></th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operation</td>
<td>+ 200,000 TWD</td>
</tr>
<tr>
<td>Hospitalization 3 Days</td>
<td>+ 9,000 TWD</td>
</tr>
<tr>
<td>Insurance Payment</td>
<td>- 3,000 TWD</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>206,000 TWD (around 6870USD) own payment</strong></td>
</tr>
</tbody>
</table>

Medical Treatment Procedures

If you wish to receive medical treatment, follow the following procedures:

1. Go to a hospital or clinic nearby for treatment. We recommend NTU students to go to the NTU Health Center (https://shmc.ntu.edu.tw/en/) as it is on campus and is easily accessible.
2. You need to pay for the full treatment first. Make sure to obtain both the payment receipt and your diagnosis.
3. The documents you need to bring to OIA consist of the following:
   a. The original receipts of payment
   b. The original diagnosis
   c. Photocopy of Post Office passbook cover
   d. Compensation Application
   e. Passport photocopy
   f. ARC photocopy

Bring all documents listed in point 3 to the NTU OIA and you will be further assisted with the claims process. If your documents are complete and within the coverage policy, the insurance company will transfer the claims payment into your post bank account in about 4 weeks.
Health Exam

To enroll in a Taiwanese university you are required to do a health exam similar to the exam already done during your visa application process. The health check-up has to be done BEFORE the registration day on September 7th.

Before you get to the hospital, download the health exam form: http://oiasystem.ntu.edu.tw/exchange/index.php/print/pdf.health.exam/id/YToyOntzOjQ6InR5cGUkJ2k6MTtzOjI6InNuIjtzOjU6IjExMDY3Ijt9

The health examination process takes about 2 hours. However, in some cases it may take up to 8 hours depending on the number of patients waiting with you.
Work Permit

Required documents for online application

1. Both sides of your student ID card.
2. Copy of passport.
3. Both sides of your ARC.
5. The receipt of fee transferring from post office (the amount is NT$100). You may transfer the application fee in a post office or pay at the counter of the Workforce Development Agency (WDA).

Account Name: 勞動部勞動力發展署聘僱許可收費專戶
Account Number: 19058848

Application tips:

- Create an account on the Workforce Development Agency website and follow the instructions in the manuals to submit an application.

  Website: Work Development Agency EZ Work Permit
  Manuals: Workforce Development Agency EZ Work Permit Manual

- For the “Faculty” field in the form, please fill in 管理學院企業管理碩士專班
- After you have submitted the online application, inform the GMBA office about the submission immediately.
- GMBA office begins the first approval process.
- The OIA begins the second approval process.
- As soon as your work permit is issued and received by NTU OIA, you will be informed by an email.

Other regulations:

1. Please note that if you hold a job without applying for the work permit, you may be fined for NT$30,000 to NT$150,000!
2. The maximum work hours are 20 hours per week, except during summer and winter vacation.
3. For applications made in the first semester, the work permit is valid until March 31th of the next semester; for applications made in the second semester, the work permit is valid until September 30th of the same year. The period validity of a work permit is six months at most.
4. If you have course-related jobs, such as teaching assistant or research assistant, you do not have to apply for work permit.
5. You should return the work permit (if valid) to the OIA if you suspend or discontinue their schooling.
Message from GMBA Student Council 2020

“To engage within, to connect beyond”
These are the two main goals that we envisage to achieve. On top of establishing relationships within the school community, we envision to extend our footprints beyond NTU, bringing in valuable relationships, and serving the society at the same time.
We hope that the NTU GMBA community can benefit from our vision for present or future career by building such extensive network.
As such, the activities and initiatives that we have in the pipeline will fall within the GMBA Sphere as shown below, aligning with the idea of “To engage within, to connect beyond”. Of course, GMBA Student Council 2020 is not able to achieve these vision without the support from you. We need your sincere feedbacks and participations in order to create a fulfilling and exciting GMBA journey. Together, we can make a difference.
GMBA Student Lounge and Lockers

The Global MBA Student Lounge is located on the 2nd floor of the College of Management, Building I. Your NTU student ID card serves as the access card to the GMBA Student Lounge. The lounge is accessible 24/365. Please take care of the inventory and follow the regulations listed below.

**Lounge Rules**
1. The lounge is for Global MBA students only.
2. GMBA students are responsible for maintaining and keeping the lounge clean at all times. (pick up trash after eating, after meeting, etc.)
3. All unlawful activities, illegal and/or dangerous items are forbidden inside the lounge.
4. Before leaving the lounge, students must make sure the lights, projectors, PC and the AC turned off, clean up, and close the door completely when leaving. (printing machine may leave it ON)
5. Keep all the electronics in good shape. (TV screen; projector; AC, printing machine and coffee machine)

**Printing Machine**
1. Printing machine is maintained by GMBA office during business hours.
2. The user guide in digital version is saved in the lounge PC.
3. GMBA office may top up your student ID card with points for you to use the printing service in the student lounge. The minimum value is NTD100.
4. The price of printing service is listed below:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Photo copy (black)</td>
<td>1 NTD/ per page</td>
</tr>
<tr>
<td>Document scanning</td>
<td>Free of charge</td>
</tr>
</tbody>
</table>

**Locker Rules**
1. GMBA students who wants to use the lockers in the lounge must submit a registration form to GMBA office.
2. We reserve the priority for the first year students, then the second year students. If there are still free lockers available, third year students may apply on a first-come-first-serve basis.
3. Maximum period of using the lockers for each student is 2 years.
4. The rental fee is NTD0. The deposit fee is NTD500. The deposit will be returned on the day that the rental period expires or the user informs GMBA office and clean out his/her own locker.
5. The GMBA office will not provide additional reminder on this matter, and the office reserves the right to confiscate the items in the locker if the user doesn’t notify the office before leaving.
6. The NTD500 deposit will be automatically forfeited if the user damages the locker and will be responsible for all costs associated with the replacement thereof.
7. The GMBA Office is not responsible for any lost or damaged items stored in the lockers.
NTU Mail

Each student will be assigned to a NTU mail at enrollment. The username will be the student ID (i.e. RXX749XXX@ntu.edu.tw). Official announcements from NTU and important messages from the office of Global MBA and student council will be sent directly and only to student’s NTU mail. No official emails will be sent to your personal email. However, you may forward the NTU mails to your personal email account. You can find the option in the settings of the ntumail website.

Link for NTU Mail: [http://ntumail.cc.ntu.edu.tw/](http://ntumail.cc.ntu.edu.tw/)

Student ID Card

Lost Student ID Replacement Procedure

For Student who has lost their student ID and need to apply for a replacement, please follow the procedures listed below:

1. Please go to MyNTU and enter the lost ID report system under “教職申辦” to fill out application for new student ID.

2. Once online application is completed, please go to Cashier Division, Office of General Affairs and pay NT$150.

3. Please bring the receipt to Graduates Academic Affairs Division, Office of Academic Affairs to complete the process. Once your new student ID is issued, they will contact you to pick up your new student ID.

Although the website provides English content, foreign students still need assistance from a local student when filling out the online student ID card service application which is only in Chinese.
Scholarship & Financial Aid

Scholarships for New & Current Students
- GMBA Scholarship
- Financial Assistance Grant for International Students
- Rotary Club of Taipei Tienmou Scholarship

Scholarships for Prospective Students
NTU Scholarships
- Outstanding International Graduate Student Scholarship
- International Graduate Student Scholarship
- Financial Assistance Grant for International Students

Taiwan Government Scholarships
- MOE Taiwan Scholarship
- MOFA Taiwan Scholarship
- MOST Taiwan Scholarship

Other Scholarships
- Mekong 1000 project (Vietnamese only)
- Aceh Government Project (Aceh, Indonesian only)
- Fulbright Scholarship (American applying to Agricultural Economics Master's Program)
- TaiwanICDF Scholarship
- NTU-SEARCA Joint Scholarship Program on Global Agriculture Technology and Genomic Science
- E.SUN Bank ASEAN Scholarship (2019 Awardees)
- G. I. Bills (Only for US Veterans)

For more details, please go to the OIA website: https://oia.ntu.edu.tw/current-students/international-degree-and-dual-degree-students-wpwq/scholarships-6v27

Financial Aid

Students may apply to be student helpers in a GMBA assistantship. Assistantship helps in researching, assisting and making contribution to the office. The working hours will be maximum 8 hours per week during office hours in the GMBA office.
NTU Sports Center

The National Taiwan University Sports Center is located on the corner of XinSheng S. Rd. and Xinhai Rd. The sports center has a wide range of facilities like the fitness center, indoor swimming pool, squash courts, table tennis, indoor basketball courts, and many more.

- Building opening hours: Mon-Fri 6:00 ~ 22:00, Sat 9:00 ~ 22:00, Sun 9:00 ~18:00
- Reservation service time: Mon-Fri 8:00 ~ 22:00, Sat 9:00 ~ 22:00, Sun 9:00 ~ 18:00

National Taiwan University also has an outdoor swimming pool and the opening hours are:

- Summer time (5/1~10/31): Mo-Fr 06:00~21:30 / Sa 06:00~19:00 / Su 06:00~11:30
- Winter time(11/1~4/30): Mo-Fr 06:30~13:00 / Sa-Su 06:30~09:30

The sports center also has a small store where you may purchase swimming equipment.

The fitness center has a large variety of equipment including treadmills, elliptical machines, row machines, dumbbells, smith machines, etc. Both the pool and the fitness center have a separate shower. You must have a swim cap when using the swimming pool and a towel is required for the fitness center.

Membership fees (NTU student rate):
For more information about additional prices and other regulations, please call directly at (02) 3366 5959 or visit https://ntusportscenter.ntu.edu.tw/#/

<table>
<thead>
<tr>
<th></th>
<th>Year</th>
<th>Half-Year</th>
<th>Month</th>
<th>Single</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWIMMING POOL</td>
<td>NT$1800</td>
<td>NT$1000</td>
<td>NT$250</td>
<td>NT$50</td>
</tr>
<tr>
<td>FITNESS CENTER</td>
<td>NT$1350</td>
<td>NT$750</td>
<td>NT$200</td>
<td>NT$50</td>
</tr>
<tr>
<td></td>
<td>Mo-Fr, 06:00-17:00</td>
<td>Mo-Fr, 17:00-22:00</td>
<td>Weekend/Holidays</td>
<td></td>
</tr>
<tr>
<td>TENNIS</td>
<td>NT$400</td>
<td>NT$700</td>
<td>NT$700</td>
<td></td>
</tr>
<tr>
<td>TABLE TENNIS</td>
<td>NT$30</td>
<td>NT$40</td>
<td>NT$40</td>
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</tr>
<tr>
<td>SQUASH</td>
<td>NT$80</td>
<td>NT$100</td>
<td>NT$100</td>
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</tr>
</tbody>
</table>

Easy Life at NTU
For information regarding to students discounts, dining, living, and shopping on and around NTU campus, please visit Easy Life at NTU.
For Chinese Website, please visit http://life.ntu.edu.tw/
Career Development Office of College of Management

The Career Development office of College of Management (CarDO) (台大管院生涯發展服務中心) was founded in 2014. CarDO aims to prepare the College of Management undergraduates, graduate students, and alumni to make informed decisions about their futures by providing comprehensive resources, programs, and counseling on career development, internships, employments, and graduate schools.

**Internship info session**

To provide a platform for both enterprises and our students to communicate to each other. Students will be able to fully understand the importance and details of internship programs.

**Career talk**

Senior managers from different industries share their valuable real life experience on how to succeed in a career.

**Job search workshop**

To help students understand future trends, accumulate skill sets, and increase chances of getting a decent job.

**Tea chat with professional managers**

In a relaxing afternoon tea environment, students has the chance to get in touch with senior managers from top companies and to chat about the inside scoop.

**Career advisors program**

A program aim to link alumni and current students together, in order for the spirit and experience of NTU business school to be passed on.

**HR partners**

A long term relationship with HR from different industries aiming to grasp the current demand for talents.

CarDO Contact Information:
Email: ntucardo@ntu.edu.tw
Phone: (02) 3366 1800
College of Management Building I Room 306
http://www.management.ntu.edu.tw/CARDO
https://www.facebook.com/cardo.ntu
Student Clubs & Activities

NTU has hundreds of student clubs and associations from International Students Club to Flower Club. The Office of Student Affairs, Student Activities Division is responsible for working together with the university clubs and activities, and promoting new clubs opening. Moreover, the division organizes various events throughout the year such as Orientation Camp, NTU Azalea Festival (student clubs expo), Welcome Concert, Anniversary Carnival, Student Club Competitions, Social Service Campaign and more.

The [NTU Student Activities Division](http://host.cc.ntu.edu.tw/activities/) updated with the latest student activities news regularly.

Specific information about student clubs at NTU can be found at the Student Clubs Information System website ([http://host.cc.ntu.edu.tw/activities/](http://host.cc.ntu.edu.tw/activities/)). On this website, you can search for information related to the hundreds of student associations at NTU and the activities they hold. However, the names of the Student Clubs are in Chinese, so international students might need some help from a native Chinese speaker or may have to use translation software or apps.

Another source of student activities information are the Student Activities Center website ([http://www.active.ntu.edu.tw/en-us/About_Staff.html](http://www.active.ntu.edu.tw/en-us/About_Staff.html)). Here, you can find the name & address of specific Student Clubs.

If you have any questions or concerns, please contact the NTU Foreign Students Association or the NTU International Student Information Service Club for further explanations.

**NTU Foreign Students Association**

NTU Foreign Students Association consists primarily of international students and arranges for orientation and fellowship activities to help new students adjust to the environment through sporting and social activities.

Contact information: ntuisa.tw@gmail.com

[https://www.facebook.com/ntuisa](https://www.facebook.com/ntuisa)
## Dining Options Near the College of Management

<table>
<thead>
<tr>
<th>Store Name (Chinese)</th>
<th>Store Name (English)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 二活</td>
<td>Food Court</td>
<td>Hot Pot, Subway, FamilyMart</td>
</tr>
<tr>
<td>2 卓越聯合中心</td>
<td>Food Court</td>
<td>Taiwanese, Italian, 7/11-Store</td>
</tr>
<tr>
<td>3 小小福</td>
<td>Xiao Xiao Fu</td>
<td>Taiwanese Lunch Boxes</td>
</tr>
<tr>
<td>4 大一女生宿舍餐廳</td>
<td>Student Cafeteria</td>
<td>Taiwanese, Korean, Buffet,…</td>
</tr>
<tr>
<td>5 活大</td>
<td>Student Cafeteria</td>
<td>Taiwanese, Korean, Buffet,…</td>
</tr>
<tr>
<td>6 公館夜市</td>
<td>Night Market</td>
<td>Taiwanese Cuisine</td>
</tr>
<tr>
<td>7 台科大學生餐廳</td>
<td>Student Cafeteria</td>
<td>Taiwanese, Korean, Buffet,…</td>
</tr>
<tr>
<td>8 麥當勞/肯德基</td>
<td>McDonalds, KFC</td>
<td>American Fast food</td>
</tr>
</tbody>
</table>
Parking Information

• Please register for an on-campus parking pass on https://my.ntu.edu.tw/ntupass. The parking passes will be given by a lottery.
• The registration period usually starts in August until mid September for first semester.
• There are many parking areas to register for, the one closest to Management Building is the GongGuan Parking Area (公館停車場).
• Fare for parking in the parking space is relatively inexpensive compared to parking spaces outside of NTU, it is usually around NT$3500 per semester, however, the actual fare may vary from year to year.
• For more information, please search “臺大停車場,” or call Office of General Affairs directly at (02) 3366 2234.

Bike-Pass Registration

• Students who wish to ride bikes on campus should register for bike-pass to avoid the bike being towed away due to illegal parking on campus.
• Please visit http://mybike.ntu.edu.tw/ to apply for your bike-pass. Once completed, you may go to the location below to pick up your bike-pass
• Should your bike get towed on campus due to illegal parking, please also visit No. 18, ShuiYuan Street and bring your student ID to reclaim your bike.
• Used bike auction is also held at No.18, ShuiYuan Street. It is a good chance to purchase used-bike for only NT$400. Please visit http://mybike.ntu.edu.tw/ for specific dates on which the auctions are held.

NTU Bike Management
Google Maps Location Link: https://goo.gl/maps/uRpndgirvMm
GPS: 25.014248, 121.528458

College of Management
Google Maps Location Link: https://goo.gl/maps/AZgd9F7xhXM2
GPS: 25.014074, 121.538369
Applying for Official Documentation

If you wish to apply for official documentations: official transcript, proof of enrollment, etc., you may proceed with the Automatic Documentation Application Pay Machine located at the 1st floor of the Administration Building I. The instructions are in both English and Chinese. Log-in with your student ID and password.

There are three methods of payment: (1) EasyCard, (2) Bills, and (3) Coins. You can also go to the office 210 to apply for any document may needed.

The following is the Automatic Documentation Application Pay Machine:

Administration Building I
Google Maps Location Link: https://goo.gl/maps/YQNDfEUgayK2
GPS: 25.015811, 121.536692

College of Management
Google Maps Location Link: https://goo.gl/maps/AZgd9F7xhXM2
GPS: 25.014074, 121.538369
Useful Links & Important Offices

MyNTU - https://my.ntu.edu.tw/
course registration, grades inquiries, online course information

NTU Mail - http://ntumail.cc.ntu.edu.tw/
school mailbox

CEIBA - https://ceiba.ntu.edu.tw/
online teaching platform, course materials, syllabus

appointment schedule, online registration

教務處研教組
Graduates Academic Affairs Division, Office of Academic Affairs
http://www.aca.ntu.edu.tw/
Address: Room 201, 2nd floor of the 1st Admin. Build.
Tel: (02) 3366 2388#403~412

總務處出納組
Cashier Division, Office of General Affairs
http://cashier.ga.ntu.edu.tw/?locale=en
Address: 1st floor of the 2nd Admin. Build.
Tel: (02) 3366 2013

國際學生事務處
Office of International Affairs
http://oia.ntu.edu.tw/
Address: Room 418, the 4th floor of the 2nd Admin. Build.
Tel: (02) 3366 2007; (02) 2362 6801; Fax (02) 2362 0096

圖書館
National Taiwan University Library
http://www.lib.ntu.edu.tw/
Tel: (02) 3366 2353 (Circulation) | (02) 3366 2326 (Reference)
Please click on the English name in the table to get directly in the Google Maps navigation.

For a detailed interactive campus map please visit [http://map.ntu.edu.tw](http://map.ntu.edu.tw).
Instructions for the projector

• The projector can be seen when you first enter the lounge.

• This is the projector remote. (Please do not confuse it with the remote for the TV or the A/C remote)
Instructions for the projector

1. Turn on the projector

2. The projector’s lights should change color and its fan will start running. This is how you know it is turning on.

3. When the projector is on, the screen will look like this. This is telling you that the projector currently has no input and you need to connect your computer.
Instructions for the projector

4. Locate the connection wire you would like to use. The wires for the projector are the ones connected to the wall. It is suggested to use the HDMI cord, which looks like this.

5. Insert the HDMI cord into your computer.
   If your computer doesn’t have an HDMI port, you can easily purchase an adapter.

6. After connecting the HDMI cord to your computer, your computer screen should appear.
Instructions for the projector

7. The HDMI cord is connected to HDMI 1 in the projector. If you plug in your computer and nothing happens, you might be on the wrong input setting (such as HDMI 2).

*If this happens, use the remote to switch back to HDMI 1.

8. When you’re done using the projector, unplug the HDMI cord. Return cord neatly to its original spot.
Instructions for the projector

9. To turn off the projector, using the remote control, press the button NEXT to the ON button.

*Agree to the prompt to turn off the projector by pressing the “ENTER” button on the remote control.
Instructions for the screen

• Press and hold the top left red button (3~5 seconds), to turn on the TV.

• You might need to get close to the TV on/off sensor on the bottom left corner of the screen.

• Connect your computer to TV screen one of he input options shown below. (you will find the cables near the TV)

Input Option 1 : HDMI

Input Option 2 : VGA
Instructions for the screen

• Press the input button to start selecting the input option.

• Use the left/right buttons to change selection.

• You can connect the sound cable to sound system port in your computer, to use TV speaker (optional).
Applying for work permit

- **Important reminder**: According to Taiwan regulations, work permits are required for every international student intending to work in Taiwan (either on campus or off campus). Students can start to work only after getting a work permit. If an international student works without a work permit, he/she may be fined for NT$30,000 to NT$150,000 and ordered to leave the country immediately!

1. Account Application (For first time applicants. If you already have an account, please refer to #2.)
   1) Online application website: [ezwp.wda.gov.tw/wcfonline/wSite/Control?function=IndexPage](ezwp.wda.gov.tw/wcfonline/wSite/Control?function=IndexPage) Enter the website, and click on the “Work Permit for Foreign Students, Overseas Chinese Students and Ethnic Chinese Students” button.

   ![Image of online application website]

2) Click “Apply for an account”
Applying for work permit

3) Read the statement, and click “Apply”.

4) Fill in the blanks; fields marked with “**” is required. Please pay attention to the words in RED! After completing the form, click “confirm” to finish applying for an account.
Applying for work permit

2. **Work Permit Application**
   
   1) Online application website:
      ezwp.wda.gov.tw/wcfonline/wSite/Control?function=IndexPage
      Enter the website, and click “Work Permit for Foreign Students, Overseas Chinese Students and Ethnic Chinese Students” button as following.

   2) Enter your account information and sign in
Applying for work permit

3) Select “案件新增及管理” → “260_Student Application Management.”

4) Click “add application.”
Applying for work permit

5) Select application type as “work permit” and click “add”.

6) Complete the application form. Note that blanks with “*” is compulsory. Click “save application” to save the information you have filled.

Note: For “Faculty,” you must 1) use Chinese and 2) fill in the full title of your department, which can be found on your department website or your student ID card.
Applying for work permit

7) Click the “upload file” tab to switch to the documentation page.

8) Upload the required documentations as stated in file title. Only the first three files, “Photocopy of student ID card”, “Photocopy of passport”, “Front and back of photocopy of the ARC” are required. After you have uploaded the required documents, click “confirm”.

Note: For “Photocopy of student ID card” file, you need to upload a scan of your student ID card and a current “Certificate of Enrollment (在學證明)”, which can be downloaded from NTU e-portfolio: if163.aca.ntu.edu.tw/eportfolio/defaultteng.asp

Refer to “Download enrollment certificate” for the application of a “Certificate of Enrollment.”
Applying for work permit

9) To complete your application, you have to pay the examination fee via post office, then fill in payment information found on the transaction receipt.

![Transaction receipt issued by the post office](image)

(SAMPLE)
You should fill in:
Remittance Date: 1061128
Receipt No.: 00000983
Post Office of Remittance: 000123
Applying for work permit

10) After completing all procedures, click “submit for school examination”.

11) Application will then be ready for review by the relevant offices.

Note: Please stop by the department office and inform your department coordinator about your work permit application after you have submitted it.
Downloading documents – Enrollment Certificate

Note: During Winter or Summer Vacation, it may not able to download the “Certificate of Enrollment” on NTU ePortfolio, please contact Office of Academic Affairs (Graduate Division for graduate students or Undergraduate Division for undergraduate students) regarding this issue.

Application of a “Certificate of Enrollment.”

Website: https://if163.aca.ntu.edu.tw/eportfolio/defaulteng.asp

Enter the website and “Sign-in”

Once sign-in, click on “Certificate of Enrollment” from the side bar.
Downloading documents – Enrollment Certificate

Enter your English name in the form provided

*Please enter the English name shown on your student ID card!
Downloading documents – Enrollment Certificate

- Sample: Certificate of Enrollment printed from NTU e-portfolio
Downloading documents – Up to date GPA

• Go to the website and sign in
  https://if163.aca.ntu.edu.tw/eportfolio/defaulteng.asp

• Go to “Grade Inquiry”
Downloading documents – Transcript

1. Go to the website and sign in http://www.aca.ntu.edu.tw/eaca/service.asp

2. Services> Academic Records > Online Transcript Ordering System, or you can go to the
Cashier in front of the Office of Students Affairs to print a transcript.
Download transcript

2. Click on “Grade Inquiries”
3. Sign in

   ![Login screen](image)

   Student ID
   Password

4. Click to download

   ![Download screen](image)
Reporting lost student ID card

1. Go to myNTU and sign in https://my.ntu.edu.tw/ (keep the language in Chinese)
2. Click on 學生專區 (Students) → 個人資訊 (Personal Info)
3. Click on 學生、教職員工證卡片掛失/退費 (LOST)
Reporting lost student ID card

4. Start the reporting process: Click on 卡片掛失 (點選此處掛失)

5. Agree to the term of Reporting Missing Student ID Card: Click on 同意 (Agree)

Your student ID card will be locked in the process and you will receive the money stored in it ($20 NTD of which will be charged as service fee).
Reporting lost student ID card

6. Fill your telephone number in the column 聯絡電話 (telephone), your cell phone number in column 行動電話 (cell-phone), and a frequently used e-mail in EMAIL.

7. Verify your reason of reporting the missing Student ID Card: Select 遺失 (Card Missing). If there is money stored in your Student ID, select 已儲值.
Reporting lost student ID card

8. Choose the method you want to receive refunds

A. If you want to receive refund by registered mail, select □以掛號方式郵寄退費單:
   - Enter your Chinese name in 收件人 (Receiver)
   - Enter your postal code in 郵遞區號 (postal code)
   - Enter your valid address in 收件地址 (address)

B. If you want to receive refund through bank accounts, select □以匯款方式退費:
   - Enter the account owner’s name in 戶名 (Depositor)
   - Enter your ID number in 身分證號 (Identification Number)
   - Enter the name of your bank in 匯款銀行 (Bank Name)
   - Enter the your bank code in 銀行代號 (Bank Code)
   - Enter your account number in 帳號 (A/C No.)
Reporting lost student ID card

9. Final confirmation

You may review your personal information on this page. Click 上一步 to return to the last page if you want to edit any information. Click 送出申請 to finalize the report.

Please note, once you proceed, your student ID card will lose its effect.

Successfully reported!

To obtain a new card, please follow these steps:

1. Go to the Cashier (出納組), pay a $150 NTD fee and get a receipt. The Cashier is on 1F, Administration Building No.2.

2. Bring your receipt to the Office of Academic Affairs (*see maps on the next page) and apply for a new student ID card.

3. Obtain your new student card after the next day.
Booking discussion room in the library

1. Discussion area (B1)
   • Opening hours: 08:00-22:00, Monday to Sunday
   • Closed on national holidays and school holidays.
   • Closed at 17:00 on the last Sunday of each month and reopened at 8:00 on the following Monday

2. Eligibility: NTU faculty, staff, and students.

3. How to use:
   • Eligible patrons can enter with NTU ID cards, no application needed.
   • Patrons are free to use the facilities in the Area, no application needed.
   • Library regulations are applicable to the Area.

4. Discussion Room (2F, 3F)
   • Opening hours:
     • Regular Semesters: 08:20-22:00, Monday to Saturday
       08:20-17:00, Sunday
     • Winter and Summer Breaks: 08:20-21:00, Monday to Friday
       08:20-17:00, Saturday to Sunday

5. Booking a discussion room:

   Follow the link [http://ci70.lib.ntu.edu.tw:8080/DiscussRoom/](http://ci70.lib.ntu.edu.tw:8080/DiscussRoom/) and log in with NTU student ID

   The discussion room is limited 3 to 8 people to use it. NTU faculty, staff, and students can apply for discussing room. Please bring more than 3 staff/student ID cards to 1F Circulation Desk for registration within 15 minutes after the start of application time.
6. Read the guideline and agree

7. Check for the availability of the time slots and proceed with the booking
NTU sports center

Sports center website [https://ntusportscenter.ntu.edu.tw/#/](https://ntusportscenter.ntu.edu.tw/#/)

<table>
<thead>
<tr>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building opening hours:</td>
<td></td>
</tr>
<tr>
<td>Monday - Friday</td>
<td>6:00 – 22:00</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 – 22:00</td>
</tr>
<tr>
<td>Sunday</td>
<td>9:00 – 18:00</td>
</tr>
<tr>
<td>Reservation service time:</td>
<td></td>
</tr>
<tr>
<td>Monday - Friday</td>
<td>8:00 – 22:00</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 – 22:00</td>
</tr>
<tr>
<td>Sunday</td>
<td>9:00 – 18:00</td>
</tr>
</tbody>
</table>

1. Making reservation: Click on reservation and log in with student ID
### NTU sports center

2. Check for the availability of the badminton/table tennis court, Practice room

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Fully Booked</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/10(四)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/11(五)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/12(六)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/13(日)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Booking**
- **Fully booked**
- **Available**
Student lounges in Building #2

College of Management building 2 have many areas for students to have group discussions and meetings on 3rd, 8th, and 9th floors.

3rd floor: Room 303 and Global lounge 306
Student lounges in Building #2

College of Management building 2 have many areas for students to have group discussions and meetings on 3rd, 8th, and 9th floors.

8th floor

9th floor
Getting towed bike back

Step 1: Check this NTU website and see whether your bike was towed by NTU or stolen by a thief. [http://mybike.ntu.edu.tw](http://mybike.ntu.edu.tw)

If you HAVE a NTU sticker, type in your registered number (can be your ARC# or passport#). Then you will see your bike’s code.

If you DO NOT HAVE a NTU sticker, select the date that your bike was missing and try to find a matched picture. Write down/show the code of your bike when picking it up at the “bike pound”.

Step 2: Go to the prince house Shuiyuan dorm and turn left when you arrive at the Starbucks. There you will see a map orienting you to the “bike pound”