

NCCU Exchange FAQ

General Questions :

Q : Can I change the module during the exchange duration?

A : No, exchange students CAN NOT change their module during the exchange duration. Please think twice before making the decision.

Q : What level of exchange am I ? What is the difference between university-level, college-level and department-level exchange?

A : Students whose contact person at NCCU is Deborah Lee will be the university-level exchange. Different level exchange students have different coordinators. Please go to your level's coordinator for assistance. Each level of exchange coordinators has their own regulations, for example some department-level exchange may be required to choose certain amount of course under their enrolled department.

University-level exchange students can choose **All** the departments under NCCU(though it is not guaranteed the department will accept you.); while college-level/department-level exchange students have limited options. For example, college of commerce level exchange students can only be enrolled under College of Commerce, they CAN NOT choose to be enrolled under College of International Affairs.

However, university level exchange who choose to be enrolled under dept of Diplomacy and is accepted will be the same as the department of Diplomacy level exchange who have to enroll under dept of Diplomacy. Thus, different level of exchange may end up with the same result, so which level of exchange students are CAN NOT be judged by the dept the student enrolled under.

Only the university-level exchanges can choose the "Intensive Mandarin + Academic courses" module.

Q : What is the expected time I can receive the admission letter?

A : For the Fall semester, it is usually sent on mid-May and for Spring semester, it is usually sent on mid-Nov. The admission letter will be sent in hard copy to your home university international office.

Q : How to apply for the housing?

A : Students can choose their accommodation priority at the NCCU exchange

application system. OIC will try to arrange it according to your priority list, however the room is limited, it is not guaranteed that you will get the room. I-House is a popular option for exchange students and usually there will be 300~400 students applying for the 100 vacancies, thus students are suggested to also take a look for off-campus housing at the same time. We also have student volunteers (Buddy Program) to assist students in finding suitable off-campus housing.

Q : Why do I need to buy the overseas insurance before coming to Taiwan?

A : NCCU have the required safety insurance for exchange students (in your NCCU registration bill), but it is only the accidental insurance. Please still buy the overseas medical insurance in your home country. NCCU won't regulate which amount of reimbursement for your overseas medical insurance, but we will provide you the following numbers for your reference so you can have an idea which amount is suitable.

Normal cold/flu : NT\$500~600 in clinic. Over NT\$1000 in public hospitals.

Hospitalized overnight : Over NT\$2000 for 4 person room in public hospitals. For 2 person room, it is more expensive. For private hospitals, it is also more expensive.

NCCU Program/Department :

Q : Am I able to choose which department I wish to enroll under NCCU?

A : Yes, all the students choosing the "Part-time Mandarin + Academic Courses"/"Academic Courses Only" module can choose the dept they wish to enroll under. However, it is not guaranteed that students can get what they choose since it is decided by the department whether they want to accept it or not.

For students who choose the "Intensive Mandarin + Academic courses" module, we will enroll you under the Dept of Chinese Literature since your main focus is Mandarin during the exchange.

Q : How will the exchange students department be arranged/assigned?

A : For students who choose the "Intensive Mandarin + Academic courses" module, we will enroll you under the Dept of Chinese Literature since your main focus is Mandarin during the exchange.

For students who choose the different departments under College of Commerce, we will enroll you under the College of Commerce (the student list still need to be reviewed and approved by College of Commerce, so it is not guaranteed).

For students who choose other departments, we will have the department to approve whether they accept it or not.

Q : Why can't I choose which department I wish to enroll under NCCU? Why is the dept option blocked?

A : For students who choose the "Intensive Mandarin + Academic courses" module, we will enroll you under the Dept of Chinese Literature since your main focus is Mandarin during the exchange.

Q : Am I guaranteed to be enrolled under the department I choose I wish to?

A : It is not guaranteed that students can get what they choose since it is decided by the department whether they accept it or not.

Q : How to choose which department I wish to enroll under NCCU?

A : Students are suggested to choose the department related to their major. If the students who have special reasons to choose the department NOT related to their major, please state the reasons (for example, it is their minor or there is a related family business and so on) on the "Statement of Purpose". However, it is decided by the department whether they accept it or not.

Q : Am I able to take courses open by the dept I didn't enroll under?

A : Yes, exchange students can choose courses cross departments. However, some department opens the course will set up the limit to guard their major/double major degree students so the chance for exchange students getting courses varies according to the setting of the department opens the course (how many guards they set up).

Q : Why do students who choose the "Intensive Mandarin + Academic courses" module CAN NOT choose the dept they wish to enroll under at NCCU?

A : For students who choose the "Intensive Mandarin + Academic courses" module, we will enroll you under the Dept of Chinese Literature since your main focus is Mandarin during the exchange.

Q : What is the level of study to fill in while apply on-line?

A : Please fill in the level of study you are now at your home university and you should be enrolled at the same level in NCCU as well. For example, if you are currently at the second year of undergraduate program (sophomore), please fill in undergraduate level. Then you will be enrolled as undergrad at NCCU during your

exchange.

There is one exception. For some schools, there is programs that students can get the master admission directly after their bachelor program in same school/same dept. If you are currently at your last semester for bachelor and will be the first semester of master when you come to NCCU, please choose the master level then and also provide me the proof of it. Otherwise, in normal cases, students should be enrolled at the same level of their current level.

Mandarin Module(Intensive Mandarin/Part-time Mandarin) :

Q : What is the restriction for students who choose the “Intensive Mandarin + Academic courses” module?

A : This module is only open to university-level exchange students, thus students who are college-level/department-level exchange CAN NOT choose it.

Students with Mainland China, Hong Kong, Macau, and Taiwan nationality will not be able to choose any exchange module with Mandarin language course since it is their mother tongue.

We have strict regulation about students’ attendance for the “Intensive Mandarin + Academic courses” module students. Students who are absent for certain extent will be graded zero to part of/all Intensive Mandarin credits.

“Intensive Mandarin + Academic courses” module students can only choose the academic courses NOT in time clash with the Intensive Mandarin courses. The suggested extra academic course loading is 1~2 courses(3~6 credits), but it will be up to the exchange students if they want to take more or less/none. The maximum credits per semester is 25 credits and the Intensive Mandarin is 12 credits so there is absolutely room for academic courses. Please put the heavy loading of Intensive Mandarin courses before choosing other academic courses.

Q : What is the eligibility for choosing the Mandarin related module(“Intensive Mandarin + Academic courses”/“Part-time Mandarin + Academic Courses”)?

A : Students with Mainland China, Hong Kong, Macau, and Taiwan nationality will not be able to choose any exchange module with Mandarin language course since it is their mother tongue. In other words, they can only choose the “Academic Courses Only” module. However, they can still take other Mandarin-taught/English-taught Academic courses in NCCU.

Q : What is the Intensive Mandarin? What is Part-time Mandarin? What is the difference between Intensive Mandarin and Part-time Mandarin?

A : Intensive Mandarin is 12 credits(lecture hours per week) and Part-time Mandarin

is 3 credits(lecture hours per week). Both Intensive Mandarin and Part-time Mandarin course are free of charge to exchange students, but there is strict regulation for the attendance.

Students who choose Intensive Mandarin will be mainly focus on Mandarin learning during the exchange. Students who choose Part-time Mandarin will be mainly focus on academic courses learning during the exchange while also learn some basic Mandarin.

Students with Mainland China, Hong Kong, Macau, and Taiwan nationality will not be able to choose any exchange module with Mandarin language course since it is their mother tongue. In other words, they can only choose the “Academic Courses Only” module. However, they can still take other Mandarin-taught/English-taught Academic courses in NCCU.

Q : I never learn Mandarin before(I am a total beginner for Mandarin), can I choose the Mandarin related module(“Intensive Mandarin + Academic courses”/“Part-time Mandarin + Academic Courses”)?

A : Yes, we have total beginner class for both Intensive Mandarin and Part-time Mandarin. Students who have never learned Mandarin before is welcome to choose these modules.

Q : I have learned Mandarin before, which level of Mandarin course will I be assigned to?

A : For both Intensive Mandarin and Part-time Mandarin, there will on-line test and oral test before we decide your level. We will assign you to the level of Mandarin course that suits you.

Q : Could the Mandarin course credit be transferred?

A : The Mandarin course credits will be listed on the NCCU official transcript, but it will be decided by students’ home university if it is transferrable or how many credit/ECTS it will be.

System Fill-in :

Q : How to fill in the on-line application system?

A : Please go to the on-line application system. First, you need to create an account, then you can start to fill in the questions in the application system. All the questions with the start sign(*) is required to fill in. Some questions will change from start

sign(*) to gray(blocked) or non- start sign(*) to start sign(*) according to the answer you choose since they are related. For example, if you choose you have learned Mandarin before, you are then required to tell us for how long and what is the learning frequency. If you choose you have never learned Mandarin before, those questions will turn gray(blocked) or become not required to answer.

Only when students complete all the required questions in start sign(*), will you be able to click the “confirm and print” button. If you miss some required questions, there will be a pop-up window telling you which question you miss.

You can log in the on-line application system with your account info to print out the application form, to see the application status and so on.

Q : Am I required to fill in the column for the Taiwan contact person?

A : No, that column is not mandatory. However, the emergency contact person column is required to fill in. Normally the emergency contact person will be exchange student’s parent/spouse.

Q : Why can’t I click the “confirm and print” button?

A : Only when students complete all the required questions in start sign(*), will you be able to click the “confirm and print” button. If you miss some required questions, there will be a pop-up window telling you which question you miss.

Q : Is there any MUST NOT DO while applying on-line?

A : Please do not press the go to previous page button on the server while apply since it may cause some cookies issues and be a problem in the end.

After System Fill-in :

Q : What is the next step after the on-line application?

A : Nominees of our partner universities should fill in the online application form and send all required materials by post/courier to OIC.

1. Print-off online application form (with a photo attached, home university signed and stamped, student stamped)*1
2. Certificate of nomination from home university*1
3. Home university enrollment certificate in English*1
4. Official transcript in English from home university*1
(Please also attach the grading/credit system explanation)
5. Photocopy of passport*1
6. Statement of purpose in Chinese or English*1

(State why you choose Taiwan/NCCU and what you expect to study/experience during the exchange)

7. Passport size 2 inch photos*2

Q : How do I know if my application hard copy is well-received by NCCU?

A : Students can log in the on-line application system with your account info to see the application status. If the document is well-received, OIC will change the status to "All required application documents received; application in process". OIC will also send the system mail to students to inform students the status change. If students miss certain required documents, OIC will email the students to inform them which document is missing.

However, please use the trackable courier (EMS, DHL, FedEx and so on) that provide the tracking numbers you can track. Please also track the delivering status on your own. If possible, send out the application documents by courier earlier, don't wait until the last moment to send out.

Q : Is it required to have the application hard copy sent by my home university international office?

A : Partner universities can help assemble all the nominated students' application documents and send from the international office contact window to NCCU Office of International Cooperation(OIC) or ask the students to send it via courier on their own as well.

Mandarin Name :

Q : Do I need a Mandarin name?

A : Yes, the Mandarin name is required since you need the Mandarin name to register in NCCU's registration system and the Mandarin name will also show on your NCCU student ID. For Japanese/Korean students, normally you have a name translated from your Japanese/Korean name but in Mandarin characters, please use that one as your Mandarin name.

Q : What if I don't have a Mandarin name?

A : Please choose the button that you authorize OIC to name one for you when creating the account at the NCCU on-line application system.

Q : Can I provide NCCU the roman spelling of my Mandarin name?

A : No, in Taiwan we use Mandarin characters rather than the roman spelling. If you

already have Mandarin name, please provide us in Mandarin characters.

Q : I am Japanese/Korean, but I don't have a given Mandarin name. What should I do?

A : For Japanese/Korean students, normally you have a name translated from your Japanese/Korean name but in Mandarin characters, please use that one as your Mandarin name. If you only have your last name/family name in Mandarin, please name one Mandarin name on your own. As far as I know, there is a translation system that you can choose certain Mandarin characters from for your Japanese/Korean name.

NCCU Courses :

Q : When will the courses for the exchange semester be announced?

A : For the Fall semester, it is usually announced on mid Jul and for Spring semester, it is usually announced on mid Jan. Please use the previous year same semester as reference before the course is announced (Ex : 2018 Fall semester as the reference of 2019 Fall semester). The previous year same semester course list will be similar to the upcoming one, but not exactly the same since there will be modification due to lecture professor retire, meeting the new market trends and so on.

Credit Transfer :

Q : How many ECTS is one NCCU credit?

A : 1 credit at NCCU = 18 lecture hours = 2 ECTS. However, it is still decided by students' home university.

Q : How is the NCCU credit transfer back to my home university?

A : 1 credit at NCCU = 18 lecture hours = 2 ECTS. However, it is still decided by students' home university. OIC will send the transcript hard copy by post to student's home university international office.