

# China Medical University International Student Handbook



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## Contact Information of CMU Administrative Offices

### Office of Global Affairs, China Medical University

Dean of Global Affairs: Professor Liang-Yo Yang

Associate Dean of Global Affairs: Professor Ching-Ju Lin

Director, International Education Center: Professor Ching-Ju Lin

Project Coordinator: Wan-Ling Liao and Luke Lu

### Contact

International Education Center (previously International Student Center, ISC)

Email: [wangling.liao@cmu.edu.tw](mailto:wangling.liao@cmu.edu.tw) or [isc@mail.cmu.edu.tw](mailto:isc@mail.cmu.edu.tw)

LINE: add the official account of International Education Center with the ID  
"@tap0419v"

Facebook: <https://www.facebook.com/oia.cmu/> (for posting announcements only)

Taichung – Shuinan Campus (11F of Excellence Building)

Tel.: 04-22053366 # 1613 or # 1629

Add.: No. 100, Sec. 1, Jingmao Rd., Beitun Dist., Taichung City 406040, Taiwan R.O.C.

### Office of Academic Affairs

Email: [adm06@mail.cmu.edu.tw](mailto:adm06@mail.cmu.edu.tw)

Website: <https://adm06.cmu.edu.tw/page/42>

### Office of Graduate Student Affairs

Email: [adm07@mail.cmu.edu.tw](mailto:adm07@mail.cmu.edu.tw)

Website: <https://gsa.cmu.edu.tw/?q=en/node/34>

Yunlin – Beigang Campus

Office of Student Affairs

Tel.: 05-7833039 # 1105

Add.: No. 123-1, Xinde Rd., Beigang Township, Yunlin County 651012, Taiwan (R.O.C.)

Campus Guard (24-hour contact)

Taichung: 04-22022205

Beigang: 05-7832020

## Contact Information of Government Agencies

National Immigration Agency (For ARC)

Taichung First Service Center

Tel.: 04-2472-5103

Fax: 04-2472-5017

Add.: 1F., No.22, Wenxin S. 3rd Rd., Nantun Dist., Taichung City, Taiwan

Service Hour: Monday - Friday, 8:00-17:00 (No lunch break).

Other Service Centers in Taiwan

<https://www.immigration.gov.tw/5475/5478/141386/127061/127076/>

Ministry of Foreign Affairs (For VISA and Documents Authentication after you graduate from CMU)

Central Taiwan Office

Tel.: 04- 22510799

Fax: 04- 22510700

Add.: No. 503, Section 2, Liming Rd, Taichung City 408205, Taiwan

Service Hour: Monday – Friday, 08:30 - 17:00

## Buildings & Maps of 3 Campuses in CMU



Excellence Building

B2 – Prayer Room  
4F – Information Center,  
Computer Room,  
Printing Service  
7F – Library  
8F – Department Offices  
10 & 11F – Administrative  
Offices



Innovation & Research  
Building

Labs and Professors'  
Offices



Solicitude Building  
(Also called Care  
Building)

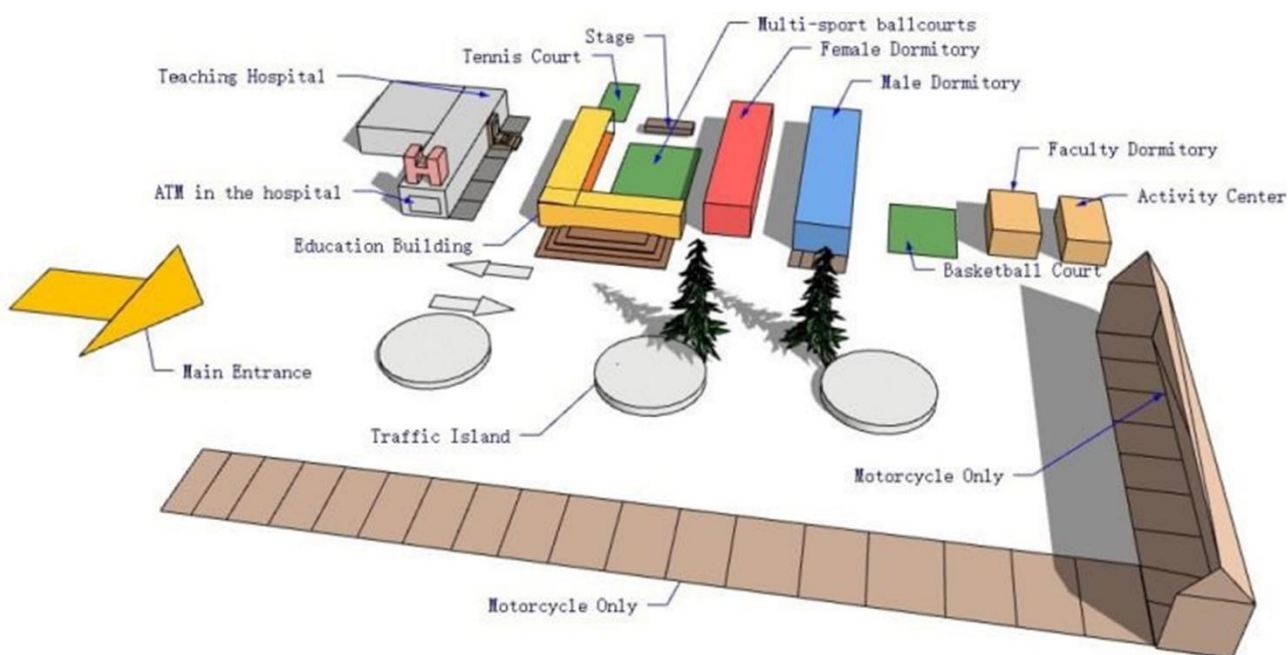
B1 – Office of Student  
Affairs, Cafeteria  
2F – Health Center  
3F – Study Room  
4~13F - Dormitory

☆ Buildings in Shuinan Campus

☆ Map of Yingcai Campus



☆ Map of Beigang Campus



# Shuttle Bus Schedule

學校電話：04-22053366

## Shuinan - Yingcai Weekdays



Yingcai Campus Departs at	07:25*	08:00*	08:30
	09:00	09:30	10:00
	10:30	11:00	11:40
	12:10*	12:40*	13:30
	14:00	14:30	15:00
	15:30	16:00	16:30
	17:15*	17:40*	18:15
	18:40	19:10	19:40
	20:10	20:40	21:10
	21:40	22:10	

Shuinan Campus Departs at	07:25*	08:00*	08:30
	09:00	09:30	10:00
	10:30	11:00	11:40
	12:10*	12:40*	13:30
	14:00	14:30	15:10
	15:40	16:10	16:40
	17:15*	17:40*	18:15
	18:40	19:10	19:40
	20:10	20:40	21:10
	21:40	22:10	

圖例	12:00	一班車
● 端點站	12:00	兩班車
○ 單側設站	12:00	三班車
	12:00	中停捷運

**Note:**

- A. Red mark: 2 buses, black mark: 1 bus
- B. Star mark: bus stops at MRT station
- C. See another schedule for weekends and vacations

CMU Student Association

2021.11 Version

中國醫藥大學學生會

2021.11修正版

學校電話：04-22053366

## Shuinan-Yingcai Weekends & Vacations



Yingcai Campus Departs at	07:25*	08:00*	08:30
	09:00	09:30	10:00
	10:30	11:00	11:30
	12:10*	13:00*	13:30
	14:00	14:30	15:00
	15:30	16:00	16:30
	17:10*	17:40*	18:15
	19:10	20:10	21:10
	22:10		

Shuinan Campus Departs at	07:25*	08:00	08:30
	09:00	09:30	10:00
	10:30	11:00	11:30
	12:10*	13:00*	13:30
	14:00	14:30	15:00
	15:30	16:00	16:30
	17:10*	17:40*	18:15
	18:40	19:40	20:40
	21:40		

圖例	12:00	一班車
● 端點站	12:00	兩班車
○ 單側設站	12:00	中停捷運

**Note:**

- A. Buses depart based on this schedule during weekends, summer & winter vacations.
- B. Star mark: bus stops at MRT station
- C. See another schedule for weekdays

CMU Student Association

2021.08 Version

中國醫藥大學學生會

2021.08修正版

Taichung -  
Beigang



Yingcai  
Campus

**06:40** 08:10 10:40  
Departs at **13:10**

Shuinan  
Campus

**06:55** 08:35 11:05  
Departs at **13:35 15:05 15:35**  
(Tuesday only)

CMUH

**14:40 15:10**  
Departs at (Tuesday only)

Note:

- A. Please apply in advance via CMU portal before taking the bus to Beigang.
- B. Red ones would stop at Huwei, while the rest head to Beigang directly.
- C. Black ones are suspended during summer & winter vacation.
- D. Those with bottomlines depart as usual in Saturdays while the rest don't in weekend & Holidays.

 中國醫藥大學學生會  
CMU Student Association

Beigang -  
Taichung



Beigang  
Campus

**10:40 12:00 12:15 13:20**  
Departs at **15:30 17:35**  
(Only Saturday)

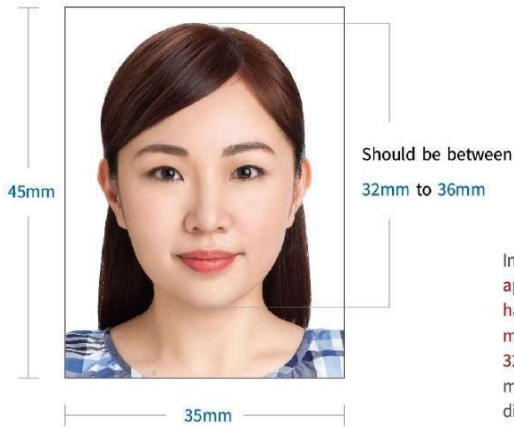
Note:

- A. Please apply in advance via CMU portal before taking the bus.
- B. Red ones would stop at Huwei, while the rest head to Taichung directly.
- C. Black ones are suspended during summer & winter vacation.
- D. Except the one marked with Saturday, the rest don't depart in weekend & Holidays.

 中國醫藥大學學生會  
CMU Student Association

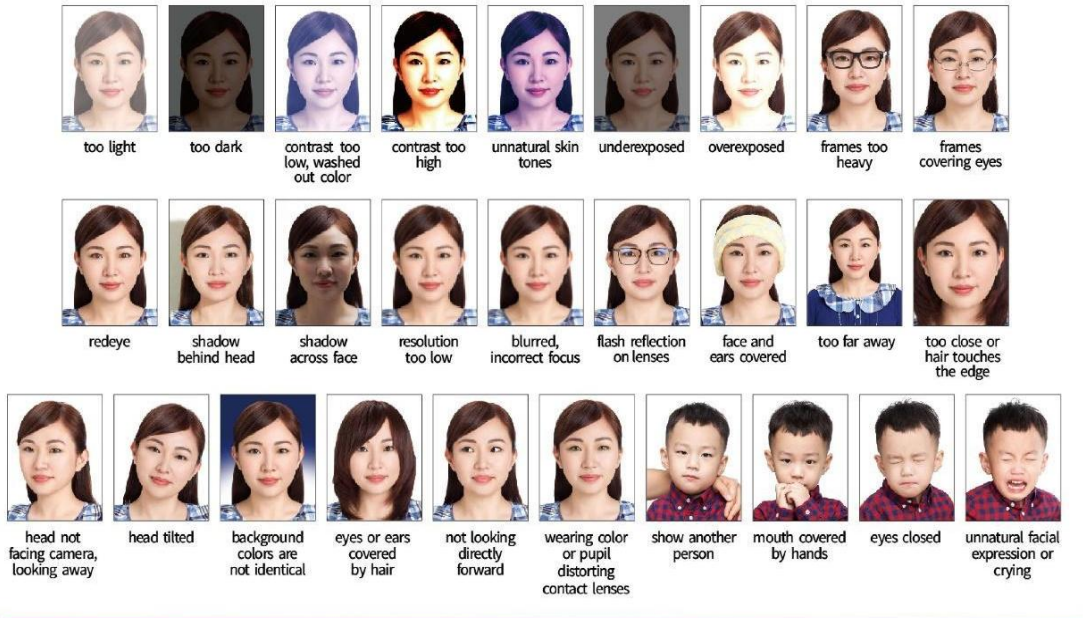
# Photo Format for All Kinds of ID

Reminder: Always 2-inch size with the white background



In compliance with regulations of the International Civil Aviation Organization, applicants should submit two identical color, 35 mm x 45mm, front, without hat, with facial features, white background photographs taken within six months (the length from the top of the head to the chin should be between 32mm to 36mm). The Subject must not wear color eyeglasses. Eyes, nose, mouth, face, outline of ears, special moles, birthmarks, and scars should be distinct and uncovered. Photographs must not be modified, and photomontages are not allowed.

## Unqualified Photographs



 Bureau of Consular Affairs, Ministry of Foreign Affairs reminds you as above

## **ARC - Application & Extension**

- **ARC (Alien Resident Permit) – First time application**

For international students, the ARC serves as the 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 be aware of its expiry!

Moreover, whether you have entered Taiwan with Resident Visa or obtained Resident Visa within Taiwan, please remember to apply for the ARC at your local office of National Immigration Agency, within 30 days upon arrival or of the issuance of your resident visa.

To apply ARC online: <https://coa.immigration.gov.tw/coa-frontend/student/entry>

\*\*☆ Documents for ARC application☆ (digital files ONLY)

- A. 2-inch photo (white background only)
- B. Certificate of enrollment (see instructions below to download the proof of enrollment)
- C. Passport
- D. Resident VISA
- E. The Entry Stamp on your Passport
- F. Certificate of accommodation (rental contract, or the utility bill that shows the address where you currently stay)
- G. Payment after approval: NT\$1,000 (One-year valid), NT\$2,000 (Two-Year valid), NT\$3,000 (Three-Year valid) + service fee. For Ministry of Education or Ministry of Foreign Affairs Taiwan Scholarship Recipients, they can choose to apply for the validation in accordance with the duration of the scholarship when applying with the certificate of Taiwan Scholarship.

- **ARC – Extension**

\*\*☆ Documents for ARC extension☆ (digital files ONLY)

- A. 2-inch photo (white background only)

- B. Certificate of enrollment (see instructions below to download the proof of enrollment)
- C. Passport
- D. Copy of ARC (both sides)
- E. New rental contract if you move to a new place
- F. Payment after approval: NT\$1,000 (One-year valid) + service fee

Working days required for NIA's review: 7-10 working days (not including weekends / national holidays or if supplementary document / information modification is requested)

Note: You can apply for ARC extension [3 months before its expiry](#), please apply in advance.

### **Collection your new ARC card**

Please bring your old one (if you have) and the receipt downloaded from NIA application system.

- If you would like ISC personnel to collect your ARC card from NIA (we collect the card once a week or every other week), please choose "collect in person" and "Taichung First Service Center" when applying.
- If you prefer to collect the card by yourself, please send us the photo (front and back) of your card to update its validity in the CMU system after collection.

## ARC – Overstaying, Change of Address or Reissuance due to Lost or Damage

- **ARC - Fine of overstaying**

Online extension is not possible if you overstay, please go to the immigration agency to pay the fine and extend your ARC in person.

Days of Overstaying	Amount of penalty
1~10 days	NT\$ 10,000
11~30 days (You will be asked to leave Taiwan if the overstay exceed 30 days)	NT\$ 20,000
31~60 days	NT\$ 30,000
61~90 days	NT\$ 40,000
Over 91 days	NT\$ 50,000

- **ARC - Change of address**

Please update your new address **within 30 days** of the change

Times of violation	Amount of penalty
First-time violator	NT\$ 2,000
Second-time violator	NT\$ 5,000
Third-time violator	NT\$ 10,000

If you are not the person who signs the rental contract, you can also provide the utility bill that shows the address of your current residence as the proof of accommodation.

### **Important Reminder**

Your ARC is closely related to your passport and National Health Insurance (NHI)

If your ARC expires, your NHI will be invalid.

If your passport expires, your ARC will be invalid.

Therefore, please make sure to pay for registration fee (you need to pay for the insurance fee even having tuition waiver) before the deadline of each semester (to apply for your certificate of enrollment) so that you can extend your ARC.

- **Reissuance for loss of ARC**

A. 2-inch photo (white background only)

B. Passport

C. Statement

D. Payment after approval: NT\$ 500

10 working days required (not including weekends / national holidays or if supplementary document / information modifications are requested).

## **ARC Transition for Transferring, Continuing Your Studies or Job**

### **Seeking after Graduation**

- Transfer to another university or continue your studies in Master / Ph.D. program:  
Please ask the personnel from the new university about ARC transition; you may also apply from the NIA system by yourself.

- ARC extension after graduation

Bring:

- A. Passport
- B. Your Current ARC
- C. 2-inch photo (white background only)
- D. Diploma
- E. New rental contract if you move to another place

And go to NIA to apply in person.

The ARC could be extended to 1 year for twice and the total extension is up to 2 years.

# Guidelines for Downloading the Certificate of Enrollment

1. Login the Student Information System  
登入學生資訊系統
- Click the website :  
<https://web1.cmu.edu.tw/student/>  
to login the student information system  
點擊上方網址進入學生資訊系統
2. Choose Authentication to SIS  
驗證模式請選擇學生資訊系統密碼(SIS)
- Account: your student number  
Password: please enter your birth date (yyyymmdd)  
帳號為學號，若為第一次登入，密碼則為出生年月日(yyyymmdd)

<https://web1.cmu.edu.tw/student/>

登入說明 (Login Help)

- 本校學生資訊登入帳號為學號，登入密碼可以使用校園人口網站密碼或學生資訊系統(舊網)密碼登入，請在登入時選擇要使用何種方式認證密碼。
- 非本校學生(校外建聯)，資料庫主權及權限與本校學生無法使用校園人口網站密碼方式登入，請使用學生資訊系統認證方式登入。
- 學生資訊系統認證密碼為主日(西元年日月日)8碼，例如1998年04月4日出生，初始密碼為19980604，初次登入時需要變更密碼。
- Facebook或Google+等社群帳號綁定登入的方式需先以學校系統的帳號登入且設定成功之後，才可以使用。
- 為確保資訊安全，使用Facebook或Google+等社群帳號綁定登入功能請注意應是應用於公用電腦環境，並注意應用設備應關閉網路。
- 當忘記學生資訊系統密碼，可利用校園人口網站或社群帳號登入系統之後，使用變更密碼功能重置密碼，或申請重置密碼，請向學生事務處、資訊中心或社會教育分組查詢密碼。
- The login username is student ID number; you can use the password for CMU Information Portal Site or Student Information System (Courses Selection System) which depends on your choice while signing in.
- Non-CMU Students can't choose CMU Information Portal Site authentication to sign in, please choose Student Information System authentication.
- The default password is birth date (yyyymmdd), please change password for the first time.
- To bind your Facebook or Google+ account, you need to sign in this system for the first time and set up successfully.
- To ensure information security, if you're on a public or shared device, don't forget to sign out so no one else can get in to your Facebook or Google+ account.

- ## Application for Certificate of Enrollment 申請在學證明
- Login to the student information system  
登入學生資訊系統
- Click the student information find the certificate of enrollment.  
選擇學生資料後點選在學證明

CMU Student Information System

M\*\*\*\*\* 10000952

Course Schedule and Course Selection Setting

Grade Information

Records

Applications

Status of Applications

Links

Student Information

Upload Photo for Student ID Card

Tuition fee payment proof print out

Personal Information

Rental Information

Mentors

Certificate of Enrollment

Office Hours of Faculties

Questionnaire

基本資料

學號 10000952

聯絡電話 0\*\*\*\*\*

手機 0\*\*\*\*\*

電子郵件 m40000@fake.mail.tw

Social login

Facebook 帳號綁定

- ## Application for Certificate of Enrollment 申請在學證明
- Choose the validity period(60 days or 120 days)  
選擇有效期限(60天或120天)
- Document will download to your computer automatically, please print it out.  
在學證明會自動下載，請列印出來使用。

Certificate of Enrollment

HOME / Records / Certificate of Enrollment

M\*\*\*\*\* 10000952

Department School of Dentistry Academic System Undergraduate 6 A

This document is the original copy in Chinese, if we find that the document is forged or revised, you will be subject to the punishment under the CMU regulation.

Please print out the copy with A4 size copier paper.

Before you apply for the certificate of enrollment, you must complete the payment of tuition and fees for this semester.

If the English copy is required, please apply for it at the Office of Academic Affairs or the Office of Graduate Student Affairs. By the way, you need to pay the application fees for it, too.

Don't hesitate to contact us at the telephone number +886-4-22053366, if you have any questions. For the undergraduates, please dial the extension number 1133. For the graduates, the extension number is 1360 or 1362.

The Validity Period: 60 days, 90 days, 120 days

Print

## Foreign Student Insurances:

- Student Group insurance (all students are required to register)

NT\$ 245 for one semester.

\*For hospitalization and accident ONLY

Required documents for reimbursement:

- a. Application form
  - b. The receipt of the payment (original copy)
  - c. Certificate of diagnosis (original copy, in Chinese)
  - d. Copy of bank account
  - e. Copy of ARC
  - f. Car accident report from the police officer (if any)
- Shin Kong Life Insurance for International Students
- Coverage is available starting from September for the Fall Semester or March for the Spring Semester, depending on the student's enrollment period.**

**Important:** Since the commercial insurance does not cover the first month of the semester, students arriving in Taiwan in August for the Fall Semester or February for the Spring Semester are required to arrange insurance from their home country for that initial month.

NT\$ 435 per month.

\*For sickness and accident

Required documents for reimbursement:

- a. Application form (will be provided in ISC)
- b. The receipt of the payment (original copy)
- c. Certificate of Diagnosis (original copy, in Chinese)
- d. Copy of bank account (PDF file can be exported via the banking app.)
- e. Copy of ARC

f. Car accident report from the police officer (if any)

- National Health Insurance (NHI)

Eligibility: Students must have resided in Taiwan for 6 consecutive months and can only leave Taiwan once within 30 days.

If you leave Taiwan, the eligibility will be postponed or canceled.

NT\$ 826 per month (For each semester, it is  $826 \times 6 \text{ months} = \text{NT\$ } 4,956$ )

After ARC is issued, NHI administration/Immigration will check your departure/entry record. We will apply for your NHI card when you are eligible. If you are not eligible to NHI after 6 months, you will continue to be covered by Shin Kong Life Insurance.

Effective resident date

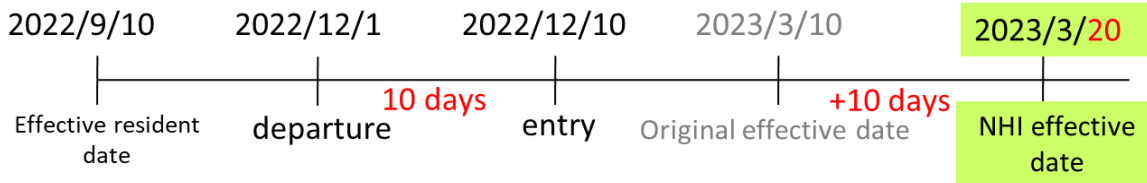
Came to Taiwan with Resident visa: arrival date

Came to Taiwan with Visitor visa: Resident visa issue date

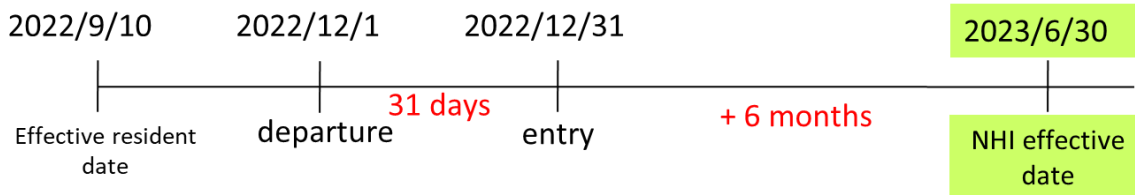
☆☆☆ If you leave Taiwan in the first 6 months:

**Situation 1: Departure for once, under 30 days**

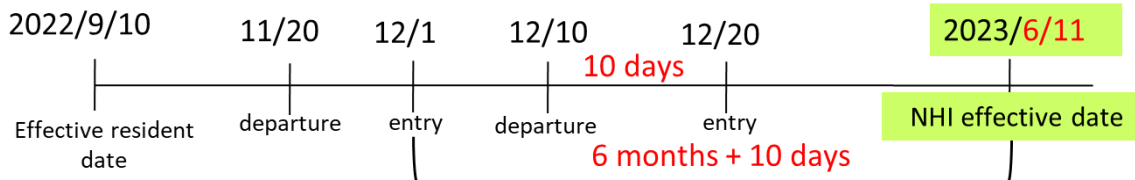
→ the number of your leaving days will delay the effective date



**Situation 2: Departure for once, above 30 days**



**Situation 3: Departure for more than once, below 30 days**



## Work permit:

Can I work in Taiwan?

- Yes, if you have a valid work permit and conduct work less than 20 hours per week (Weekly working hours are not limited to 20 hours during summer / winter vacation).

How can I apply for a work permit?

- Online application:  
<https://ezwp.wda.gov.tw/wcfonline/wSite/Control?function=IndexPage>
- Fees: NT\$ 100 (pay at post office or ATM and keep the remittance)
- Complete the online application and send it out.
- Required documents: digital files only:
  - a. Student ID card (front and back)
  - b. Passport
  - c. ARC (front and back)
  - d. Remittance receipt
  - e. The enrollment certificate (must be uploaded to the file of "others")
- More information: [https://cmucia.cmu.edu.tw/english/s\\_work.html](https://cmucia.cmu.edu.tw/english/s_work.html)
- Please email your work permit to [isc@mail.cmu.edu.tw](mailto:isc@mail.cmu.edu.tw) after you receive it.

## Scholarships

### Scholarships from Taiwan government

#### Taiwan Scholarship from the Ministry of Education

Tuition waiver: Up to NT\$ 40,000 each semester

Monthly living allowance: NT\$ 15,000 or NT\$ 20,000.

A Taiwan Scholarship may be held for 4 years for undergraduate programs, 2 years for master's degree programs, and 4 years for doctorate programs.

Scholarship applications must be submitted to a Republic of China (ROC, Taiwan, NOT China, NOT PROC, People's Republic of China) overseas mission and applicants must apply separately to a university in Taiwan for admission.

More information: <https://english.moe.gov.tw/cp-24-16833-23C09-1.html>

#### Taiwan Scholarship from the Ministry of Foreign Affairs

Monthly stipend:

1. 1-year pre-degree of Language Enrichment Program: NT\$ 28,000
2. Degree programs: NT\$ 33,000.

Recipients are responsible for all expenses during their stay in Taiwan. MOFA will not provide any other subsidies. MOFA will, however, provide recipients with one-way, economy-class plane tickets for direct flights to and from Taiwan.

More information: <https://en.mofa.gov.tw/cp.aspx?n=1325>

### Scholarships from the Office of Global Affairs, CMU

CMU Admission Scholarship (Regulations applicable to students admitted after Fall, 2023)

Requirements	1. Full-time students. 2. Not received and are not currently receiving Taiwan Scholarships (provided either by the MOST, the MOFA or the MOE) or Indonesia RISTEKDIKTI Scholarship.
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	3. Ph.D. students must submit a certificate of English proficiency with IELTS score 6.0 (or above), or equivalent level of English proficiency tests.
Content of the Scholarship	<p><b>Ph.D.</b></p> <ol style="list-style-type: none"> <li>1. Tuition waiver for the 1st – 4th academic years</li> <li>2. A monthly stipend of NT\$ 20,000 up for 11 months.</li> </ol> <p><b>Master</b></p> <p>Tuition waiver for the 1st academic year.</p>

You will be automatically eligible if meeting the above requirements, there is no need to apply by yourself.

#### International Student Scholarship

Requirements	<ol style="list-style-type: none"> <li>1. Complete 1 semester study at CMU;</li> <li>2. GPA &gt; 3.7 for postgraduate students, GPA &gt;3.0 for undergraduate students; behavior Grade &gt; 80;</li> <li>3. No Demerit records.</li> </ol>
Application period	First month after courses start, eligible applicants will receive an email of notification.
Content of the Scholarship	A termly Stipend of NT\$ 10,000~50,000 for 70 foreign students (including undergraduate and graduate students).

## Scholarships from the Office of Graduate Student Affairs, CMU

### Outstanding Scholarship for PhD Students

Requirements	1. The 1 <sup>st</sup> -year doctoral students. 2. Must be a full-time student and already have an advisor.
Application period	In the beginning of September
Content of the Scholarship	A monthly stipend of NT\$ 40,000 for 3 years.

### Whetstone Scholarship for PhD Students

Requirements	1. The 2 <sup>nd</sup> to 5 <sup>th</sup> -year doctoral students. 2. Must be a full-time student.
Application period	In the beginning of September
Content of the Scholarship	A monthly stipend of NT\$ 10,000 for 1 year

You may find the application form of Outstanding and Whetstone Scholarship in section D: <https://gsa.cmu.edu.tw/?q=zh-hant/node/52>

### Graduate Student Assistantship Stipend

Requirements	1. The 1 <sup>st</sup> - and 2 <sup>nd</sup> -year master's students. 2. The 1 <sup>st</sup> - to 5 <sup>th</sup> -year doctoral students. 3. Must be a full-time student and has paid the tuition.
Content of the Stipend	A monthly stipend of NT\$ 1,000~NT\$ 2,000 for each semester (the amount is based on the program and budget of the year)

Notes on Application:

The Graduate Student Assistantship Stipend can be applied once per semester. Please complete the application within the first two weeks of the semester. Applicants shall log in to the "Student Information System" and fill out the survey of student status each semester.

The Stipend will be issued after your student status has been verified by your advisor, the director of your department, and the Graduate Education Council.

Please note, the requirements and content of the scholarships/stipend are subject to updated announcements from the offices in charge.

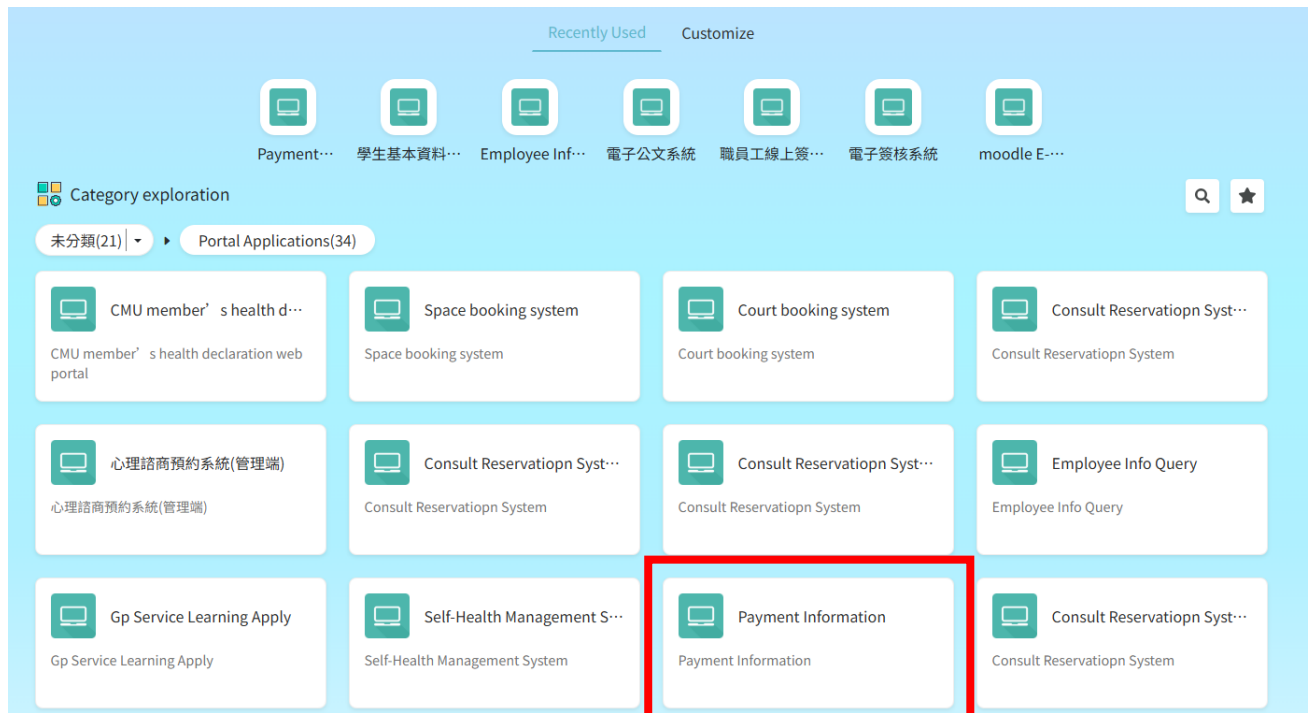
### **Scholarship from the Office of Student Affairs, CMU**

#### Academic Scholarship

Requirements	Scholarship will be given automatically to the best qualified students based on the academic performance, thus no need to apply.
Content of the Stipend	Termly scholarship: PhD - NT\$ 12,000 Master - NT\$ 10,000 Bachelor - NT\$ 5,000 ~ NT\$ 7,000

## Information on CMU payment

Route: CMU portal → More Applications → Portal Applications → Payment Information



Besides checking your email, you can usually find a machine to update your bank balance above or next to the ATM (must be the same bank of your account).



Insert your passbook and the machine will update automatically.

## Post office / Huanan Bank near CMU

### Post Offices near CMU

#### Taichung - Shuinan Campus

- Shuinan Branch: No. 1, Siping Rd., Beitun Dist.
- Fengchia Branch: No. 268, Sec. 2, Henan Rd., Xitun Dist.

#### Taichung - Yingcai Campus

- Jianxing Branch: No. 190, Jianxing Rd., North Dist.
- Wuquan Branch: No. 311, Wuquan Rd., North Dist.

#### Yunlin - Beigang Campus

- No. 54, Wenhua Rd., Beigang Township

### Huanan Bank near CMU

#### Taichung - Shuinan Campus

- Shuinan Branch: No. 81, Sec. 4, Wenxin Rd., Beitun Dist.

#### Taichung - Yingcai Campus

- North Taichung Branch: No. 338, Wuquan Rd., North Dist.
- Taichung Branch: No. 174, Minquan Rd., Central Dist.

### Campus Service of Huanan Bank

#### Taichung - Shuinan Campus

- 12:40-13:00 on Tuesday & Thursday, 10F of Excellence Building (bank staffs would be at the Office of General Affairs counter, and will leave earlier if no one coming).

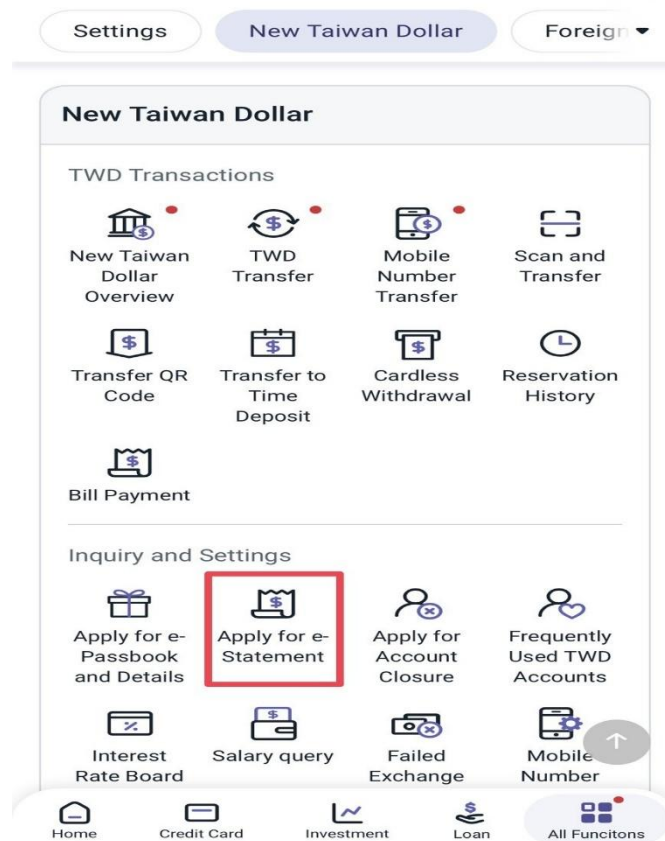
You can open the account during the campus service, but will take 1 week or more to receive your passbook. Thus, it is strongly suggested to go to the bank and open the account directly, and you will receive the passbook at the same day.

Items to prepare for opening the bank account:

1. Original and copy of your passport;
2. Original and copy of your ARC;
3. Stamp of your Chinese name (should also be the same on your ARC if you have); otherwise, you will be asked to sign instead;
4. NT\$ 1,000 to be saved into the newly opened account.

To update your bank account in CMU system, please take a photo of your passbook cover (the one having your account no.) to the Office of Global Affairs.

We recommend that you apply for an e-statement/e-billing service through the banking app after you open your bank account. Please refer to the picture below for your reference.



## FAQ

### Before Application

#### 1. Is there any requirement for English Proficiency Test for Prospective Students?

For Admission from Spring, 2026:

Applying for masters and doctoral programs:

Applicants must have an English proficiency certificate of CEFR Level B2 or above (or equivalent), such as TOEFL iBT 72, TOEFL ITP 543, IELTS 5.5, or other equivalent tests.

For more information, please refer to the website of CMU admission:

[https://web81.cmu.edu.tw/Std\\_international/docs/Application\\_Guidelines.pdf](https://web81.cmu.edu.tw/Std_international/docs/Application_Guidelines.pdf)

#### 2. What are “reference letters”?

Reference letters are the two letters made and signed by your previous supervisors/academic teachers that can explain your research performance, academic works, and English Language Skills.

#### 3. Can I apply for scholarships in Taiwan?

You should plan and apply for the MOE, and MOFA scholarship at the beginning of every year, at the same time you apply for CMU (Fall intake only). Some countries have special scholarships for their students who plan to study in Taiwan. Otherwise, you will be automatically considered for CMU admission scholarship that is a dual support by university and advisor and depends upon the funding of your advisor and his / her lab (for PhD students).

#### 4. Is it necessary to get the acceptance of professor for the admission in CMU?

Replied by Assistant Professor Peter Huang: We typically would not consider the students who have not received the Letter of Acceptances from CMU. In addition, please try to avoid sending spam email with the content like “I am interested in your research”

without specific mentioning what you are interested in. PIs would consider that you just changed the title and sent it to multiple PIs for phishing. These things will decrease your chance to be accepted. Do ask for the funding situation of the professors, which directly relates to whether he/she can support your MS/PhD study.

## Before Coming to Taiwan

### 5. What is the “financial statement” and how to get it?

Basically, two financial statements are requiring for the admission and VISA application. First statement needs to be submitted with the admission application, that can be received from your local bank and you can also download it from your app. Statement should contain your name and ID. Second statement is required during Visa process. The government of Taiwan needs this information to verify whether you have the basic financial support for your study in Taiwan.

Reference: Bureau of Consular Affairs, Ministry of Foreign Affairs, and Republic of China (TAIWAN): Resident Visas for Foreign Students (Full-time PhD, Master’s, Bachelor’s program, or senior high school Students and below): <https://www.boca.gov.tw/cp-166-283-c4da3-2.html>

### 6. How much money do we need in addition to Visa, Ticket Charges?

For PhD students: You would need at least NT\$ 50,000 - NT\$ 100,000 for the initial survival before you get the first-month stipend from the university.

For Master students: If you are unable to secure a supervisor and financial support before arriving in Taiwan, it is strongly suggested that you prepare approximately NT\$ 100,000 to NT\$ 200,000 or look for other financial resources in advance.

### 7. Is there any interview during Visa process?

It depends on the updated regulations of each representative offices.

References:

Taiwan Student Visa - Obtaining a Visa to Study in Taiwan (Visa Guide. World):

<https://visaguide.world/asia/taiwan-visa/student/#can-i-work-with-a-taiwan-student-visa>

Visa | Study in Taiwan: <https://www.studyintaiwan.org/stay/visa>

#### 8. Do we need to do health check-up for Visa application?

Yes, Please download the form from the website of Taiwan Centers for Disease Control:

<https://www.cdc.gov.tw/File/Get/xoylyML75ggevoZmvA9FhQ>

Students are required to complete another health check-up (different from the one required for the visa application) as mandated by the university. You may complete this health check-up after arriving in Taiwan, or in your home country using the specific form, which can be downloaded here:

<https://cmuhc.cmu.edu.tw/sites/cmuhc.cmu.edu.tw/files/imce/u187/%E4%B8%AD%E5%9C%8B%E9%86%AB%E5%A4%A7%E6%96%B0%E7%94%9F%E9%AB%94%E6%AA%A2%E8%A1%A8.pdf>

If you have completed the university-required health check-up form in your home country, please submit the form to the Clinic, located on the 2nd floor of the Care Building, Shuinan Campus, after your arrival in Taiwan.

#### 9. Is Taiwan safe?

Yes, Taiwan is relatively safe. Based on the Safety Index by City 2021 from Numbeo, Taipei, Taiwan is the 3<sup>rd</sup> safest city:

<https://www.numbeo.com/crime/rankings.jsp?title=2021&displayColumn=1>.

#### 10. Does CMU provide a dormitory?

CMU provides a dormitory ONLY for undergraduate students. For postgraduate students, CMU does not provide a dormitory.

#### 11. Do we need to arrange a room for ourselves?

Due to the increasing number of international students, it is recommended if you can find the possible living place before arriving. Please note that there are two major campuses, Shui-Nan main Campus and Yingcai Campus. It takes about 15 minutes for taking shuttle bus to travel between two campuses. ISC will assist if you have trouble in find a living place, but there is no guarantee of the room availability and if the room meets your requirement.

#### 12. What is the average expenditure for renting a room?

Average rent of a room is about NT\$ 5,000 - NT\$ 8000. Other extra fees may be charged (utility fees, internet charge, etc.)

#### 13. Can I change the currency of my country to New Taiwan dollars in Taiwan?

Students should bring the money in USD and exchange some to New Taiwan dollars at the airport (please exchange enough cash at least for one-month rent & two-month deposit & the living cost for the first month if possible). In Taiwan, foreign currency can only be exchanged in banks and not currencies from every country could be changed there.

#### 14. Any mobile Apps that are necessary or helpful?

Install LINE (<https://line.me/>) and Google Translator (<https://translate.google.com/>) on your cell phone. Most of the people in Taiwan use LINE for the real-time message.

\*Installing google translator in mobile can help you to talk, written translation and even prompt image translation into English.

Your browser should have translator extension to assist you to read Chinese websites by auto translation.

## Right after You Arrive

### 15. How to apply for ARC?

ISC would guide you apply for ARC, and we highly recommend you apply for ARC by yourself as soon as you receive the contract of your living place to avoid the problems in **opening the bank account** and **stipend transaction**. It is online (<https://coa.immigration.gov.tw/coa-frontend/student/entry>) and very easy process you can consult with ISC and seniors during application process.

You may also refer to page 10 for more details.

### 16. How to apply for a bank account?

Please refer to page 25 for more details.

### 17. How to apply for a Taiwanese phone number?

You can apply for a temporary phone number at the airport using your passport, and later apply for a permanent Taiwanese phone number once you receive your ARC card. We also recommend applying for e-billing to simplify payment management and avoid receiving paper statements.

### 18. How to do the on-site registration?

For graduate students, please bring your original authenticated diploma certificate and transcript to the Office of Graduate Student Affairs, located on the 10th floor of the Excellence Building, Shuinan Campus, for on-site registration.

## Later

### 19. What is the expenditure of the month for food?

The average expenditure on food is NT\$ 5,000 - NT\$ 7,000.

### 20. Is it allowed to work with Study legally? If yes then what kind of works do we get?

Very limiting works are legally allowed for a full-time student. International students who wish to work (as a TA, RA or tutor) or intern in Taiwan (either on campus or off campus) should apply and obtain the work permit before starting to work.

Office of Global Affairs: Work Permit: [https://cmucia.cmu.edu.tw/english/s\\_work.html](https://cmucia.cmu.edu.tw/english/s_work.html)

Application Steps:

[https://drive.google.com/file/d/1grMWZAdtAzwCk5dkB\\_nmcLL6V62gnQAH/view?usp=sharing](https://drive.google.com/file/d/1grMWZAdtAzwCk5dkB_nmcLL6V62gnQAH/view?usp=sharing)

### 21. Is Halal food available in Taiwan?

Yes, there are many Halal food and you can buy Halal meat from Mosque, online, also from Px Mart and Costco.

In Taichung City: <https://taiwanhalal.com/city/16/halal-list-in-taichung-city.html>

### 22. What is the weather condition in Taiwan?

Weather not too cold not too hot. The temperature dropped to 9 °C degrees and highest up to 35 °C degrees in Taichung City.

Some typhoons (hurricanes) would hit Taiwan during summer months (mostly from July-September), in this case, please store some food in your place in advance and avoid going out during that time.

How to prepare for a typhoon: <https://communitycenter.org.tw/typhoon-preparedness/>

Earthquakes happen sometimes in Taiwan as well, the best way to protect yourself is to DROP down onto your hands and knees; COVER your head and neck (and your entire body if possible) underneath a sturdy table or desk. HOLD ON to your shelter (or to your head and neck) until the shaking stops.

Earthquake preparedness: <https://communitycenter.org.tw/earthquake-preparedness/>

### 23. How to get the accommodation/hostel/room at arrival and what are the ideal initial expenses?

Firstly, Taiwan has a language barrier more or less, but still, you can try to find a suitable room (independent case) by the website and mobile app (\*591.com). If you successfully contact to the landlords or agents, you can inform the International Student Center (ISC).

The cost of room lies between in the range of NT\$ 5,000 - NT\$ 8,000 according to the location and facilities. The security deposit is two months' rent. So, you have to pay for three months' rent at the beginning, and electricity bill is separate. Electricity bill could be around NT\$ 500 - NT\$ 700 per month (you have to pay once in two month) and some of the buildings also charge NT\$ 300 - NT\$ 500 for Natural Gas, Water, elevator and maintenance charges.

You may consider using the renting platform in Taiwan (<https://www.591.com.tw/>). Using this platform to find the candidates of renting rooms will be easier than relying on the agency. However, the website is Chinese only and you need to verify the information carefully. Moreover, signing the contract usually need a person who can read Chinese.

#### 24. What might be the food related issues?

Food consumption has cultural diversity that is different from country to country. This will not be a major issue if you can contact and consult with the seniors. There are some supermarkets, vegetables market and grocery stores e.g., IKEA, Safe and Save and Costco (for Grocery), Shuinan and Yingcai vegetable market, Indian stores for traditional spices, wheat and rice. You can buy HALAL meat from Taichung Mosque. Clothing (Net, Safe and Save) has very affordable prices. There are some basement shops near either Shuinan or Yingcai campus that have relative cheap stationary stuff.

All in all, diverse items are available at very affordable prices. You just need to consult with seniors at the beginning to get a better suggestion by their comparative analysis and experience according to the national trends.

#### 25. Is there any prayer room in the Campus? Or where should I get more information as a Muslim student in Taiwan?

There's a prayer room available on the Shuinan Campus (B2, Excellence Building) and another on the Yingcai Campus (B1, Huchu Building). If you'd like to use the room, please contact the Office of Global Affairs for access.

You may find more information about Muslim-friendly restaurants, hotels, and the location of mosque (musala)

<https://www.taiwan.net.tw/m1.aspx?sNo=0020023>

<https://taiwanhalal.com/city/16/halal-list-in-taichung-city.html>

<https://eng.taiwan.net.tw/m1.aspx?sNo=0020323&keyString=%5E10019%5E>

## 26. How to get the driver license in Taiwan?

The driver licenses for cars and for motorcycles are different in Taiwan. You should be able to apply for a driver license for motorcycle in the Motor Vehicles Office in Taichung. For students from certain countries, you may be able to swap foreign and international licenses for local licenses.

Swapping Foreign and International Licenses for Local Licenses:

<https://www.thb.gov.tw/en/cp.aspx?n=616>

Apply to Register Your International Driving Permit (IDP) (the website is from Taipei City not Taichung): <https://tpcmv.thb.gov.tw/en/cp.aspx?n=10288>

Getting a Driver's License: <https://www.thb.gov.tw/en/cl.aspx?n=787>

Noah Buchan Dec 11, 2021: "How getting a driver's license in Taiwan drove me mad":

<https://www.taipeitimes.com/News/feat/archives/2021/12/11/2003769385>

# Some useful instructions of CMU system

## Taking a Leave online

For taking a leave online, please go to CMU Portal

<https://portal.cmu.edu.tw/index.do?thetime=1701677156966>

**1. Login the Student Information System**  
 登入中國醫藥大學校園入口網站  
 Click the website :  
<https://portal.cmu.edu.tw/index.do?thetime=1648004844192/>  
 to login the student information system  
 點擊上方網址進入校園入口網站

**2. LOGIN**  
 驗證模式請選擇校園入口網站

Account: student number.  
 Password: if this is your first time to login please try below number  
 (1) Birthday the month day (mmdd) four digits. (E.g. your birthday: 1998/6/21 ==> your default password: 0621)  
 (2) ARC number (lower case).  
 (3) Passport number (lower case).

帳號為學號，若為第一次登入，密碼則為出生年月日(yyyymmdd)，護照號碼或ARC號碼

Find "More Applications" in the middle of the page.  
 在頁面右側找到"應用系統"

Choose the "Ask for leave"  
 選擇"學生請假作業"

Click to fill in the form  
點選並填寫請假單

中國醫藥大學學生請假單  
Student Leave Application

1. 中國醫藥大學 法政學院 學生請假規則  
Student requests for leave shall be handled according to Guidelines for Absences.

2. 本系學期課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

3. 本系學期課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

4. 請假單數扣除課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

填寫學生請假單 (Fill in the form)

Choose the type of absence  
選擇假別

Fill in the duration with  
Republic Era (current year  
minus 1911) and the reason  
填入請假日期(民國年, 並  
說明理由)

Attach the supporting  
information (if any)  
夾帶副檔以佐證請假申請  
(視請假別而定)

中國醫藥大學學生請假單  
Student Leave Application

1. 中國醫藥大學 法政學院 學生請假規則  
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2. 本系學期課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

3. 本系學期課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

4. 請假單數扣除課功課規定：學生如學期上課數，將一科目請假單數扣除課功課百分之五；扣除課功課百分之十；扣除課功課百分之十五；扣除課功課百分之二十；扣除課功課百分之二十五；扣除課功課百分之三十；扣除課功課百分之三十五；扣除課功課百分之四十；扣除課功課百分之四十五；扣除課功課百分之五十；扣除課功課百分之五十五；扣除課功課百分之六十；扣除課功課百分之六十五；扣除課功課百分之七十；扣除課功課百分之七十五；扣除課功課百分之八十；扣除課功課百分之八十五；扣除課功課百分之九十；扣除課功課百分之百。

假別:  
Type of absence: 事假(Personal Leave)  病假 (Medical Leave)  其他 (Other)

請假日期:  
Duration: 起(From) 1113121 迄(To) 1113125 (民國年 - Example 1000200)

理由:  
Reason:

Submit proving document

Add the application

選擇要請假的科目  
(Select the course you  
would like to take a leave)

請假日期: 起(From) 1113121 迄(To) 1113125 (民國年 - Example 1000200)

理由:

電子附件:

提交申請

課程查詢

請選擇學年度: 113 上學期

請輸入課號: 課程名稱:

查詢 重新查詢

系所年級	課號	性別	課名	類別	課別	學分	主授講師
醫學院藥學系士班1年級	78A00007	A	專業討論(一) (78A00007)	必	學	1	徐麗娟(Luo Joo-Ching)
	99J99999		ESL課程				
	SPEC_001		學生輔導課程				
	SPEC_002		運動會				



# Course Selection System

Check the course on the  period on

Department: [Master] Department of Physical Therapy, Graduate Institute of Rehabilitation Science x Find out more courses by selecting other departments

Grade: 1

Campus: Select

The selectable courses list

- 1 ? 漢 42000005/A, Pain science & research methods, 2 credit(s), Elective
- 2 ? 漢 42000011/A, Seminar (II), 1 credit(s), Required
- 3 ? En 42000016/A, Independent studies on rehabilitation science (II), 1 credit(s), Elective
- ? 漢 42000039/A, Researches & innovations in rehabilitation industry, 2 credit(s), Elective
- ? 漢 42000040/A, Research design & statistical analysis, 2 credit(s), Required
- ? 漢 42000061/A, Neurobehavioral basis of movement science, 2 credit(s), Elective
- ? 漢 42000065/A, Special topics of pharmacology in physical therapy, 2 credit(s), Elective
- ? 漢 42000069/A, Measurement theory and practice of motor assessment, 2 credit(s), Elective

Elective

- ? 漢 42000071/A, Critical thinking within scientific research, 2 credit(s), Elective
- ? 漢 42000073/A, Data engineering for research in rehabilitation science, 2 credit(s), Elective
- ? 漢 42000075/A, Geriatric physical therapy & long-term care, 2 credit(s), Elective

The selected courses list

- 4 ? 漢 42000011/A, Seminar (II), 1 credit(s), Required

1. Click "?" you can see the course information. You can also find more information by <https://web1.cmu.edu.tw/courseinfo/>
2. Click "+" if you would like to select this course.
3. International students can only select courses taught in English. If you would like to choose Chinese-taught courses, please submit your qualified certificate in SIS (see next page).
4. Click the red button to drop the course chosen.

代理人: eileen

System

Edit e-portfolio

Course Schedule and Course Selection Setting

Grade Information

Records

Applications

- 特殊教育獎助學金申請
- Suspension Application
- Upload Off-Campus English Test Certificate
- Upload Chinese Test Certificate
- Application for Off-Campus EMI Activity Certification
- Personal English ability

CMU Student Information System

Personal Data

Student ID No.

Contact number

Mobile phone

Email

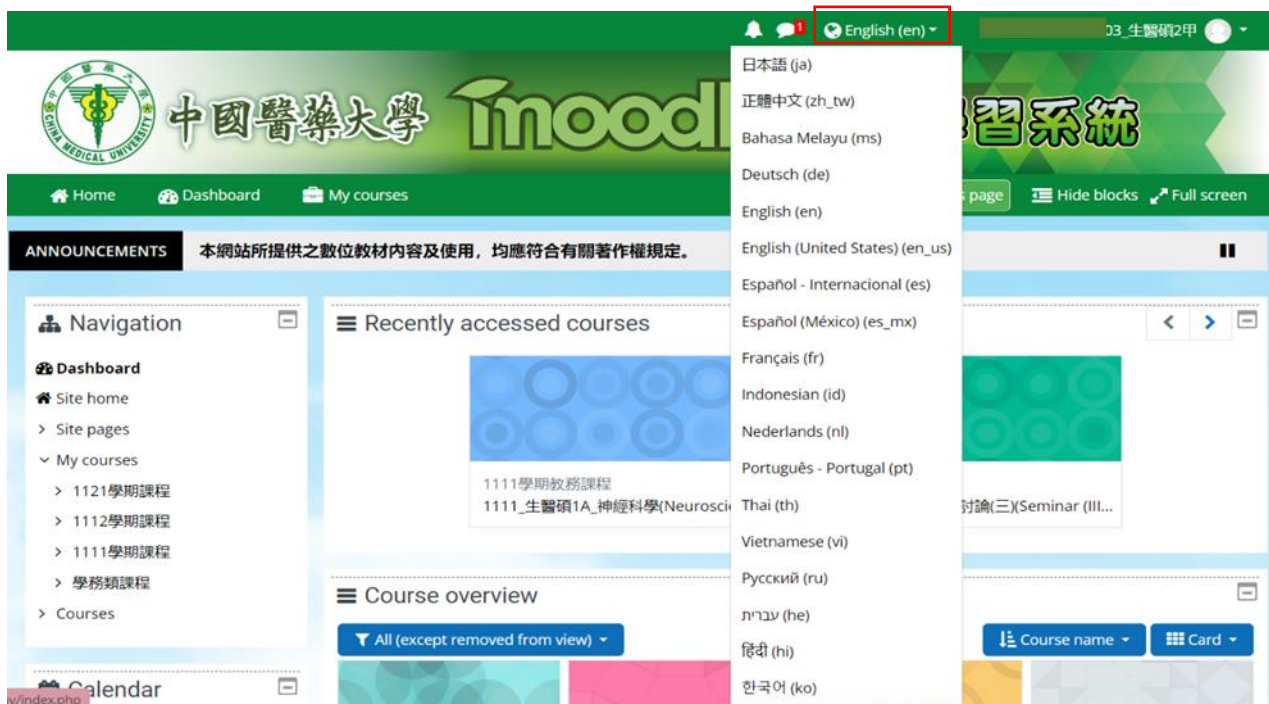
Save

https://web1.cmu.edu.tw/student/applications/STD6081

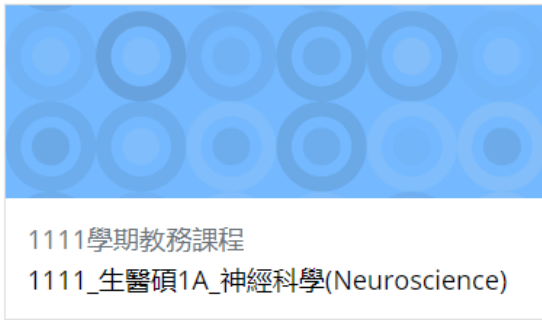
# Moodle System



1. Go to <https://moodle.cmu.edu.tw/login/index.php>
2. Click the bottom left, “繁體中文”, to change language
3. Type in your student ID to the top blank space and the password to the bottom one.
4. Click the blue bottom to log in.

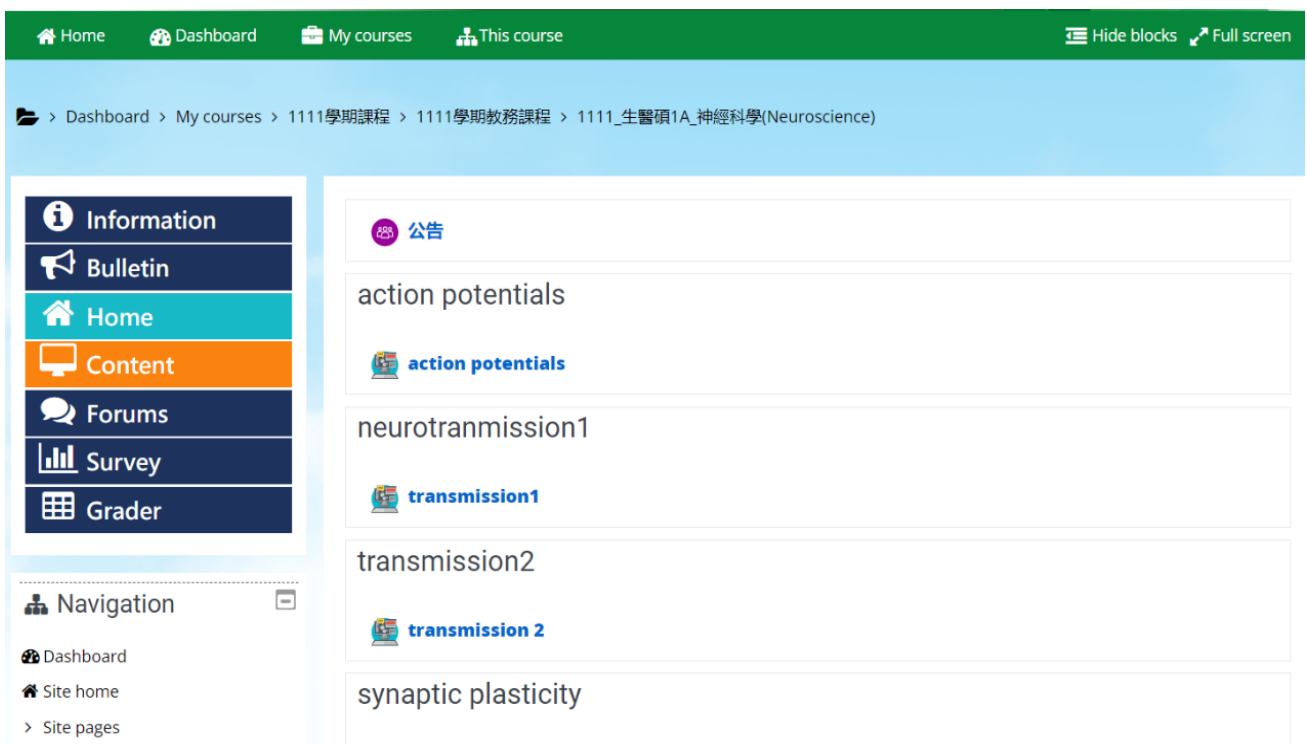


1. Go to the top of the website, which is the red box, to change language.
2. “Course overview” is where you can find all of your registered courses.
3. “My courses” is where the system stratified all of your courses based on semester, which you can easily assess the course that you need by selecting the corresponding semester.



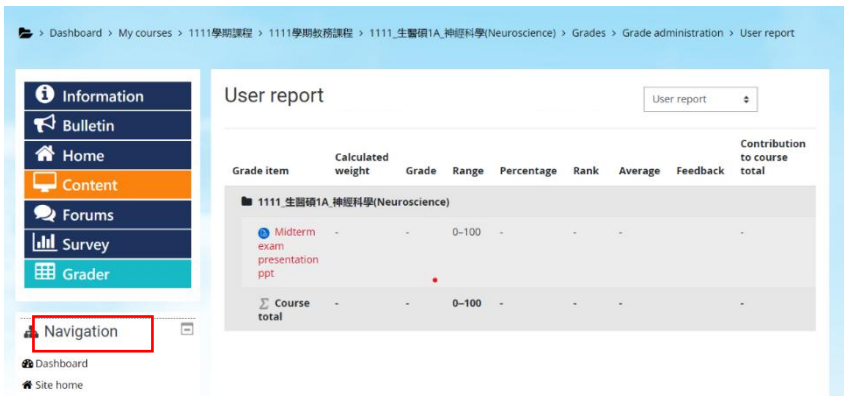
### Class Tab/Icon

1. “1111” stands for the semester that you take this class.
2. “生醫碩 1A” stands for your department and class.
3. “神經科學(Neuroscience)” stands for the name of the class.



After you click the class tab/icon, you will enter to the page shown above.

1. This is where you can find all the information of the class and sometimes professors will upload their slides to here.
2. “Bulletin” is where the messages of the professors are posted.
3. “Forums” is where the online discussion of the class held.
4. “Grader” is where you submit your work/file/HW/slides to Moodle.



For submitting your work, please click the “Grader” and a list of assignments will be presented. Click the assignment that you want to submit.

Submission status

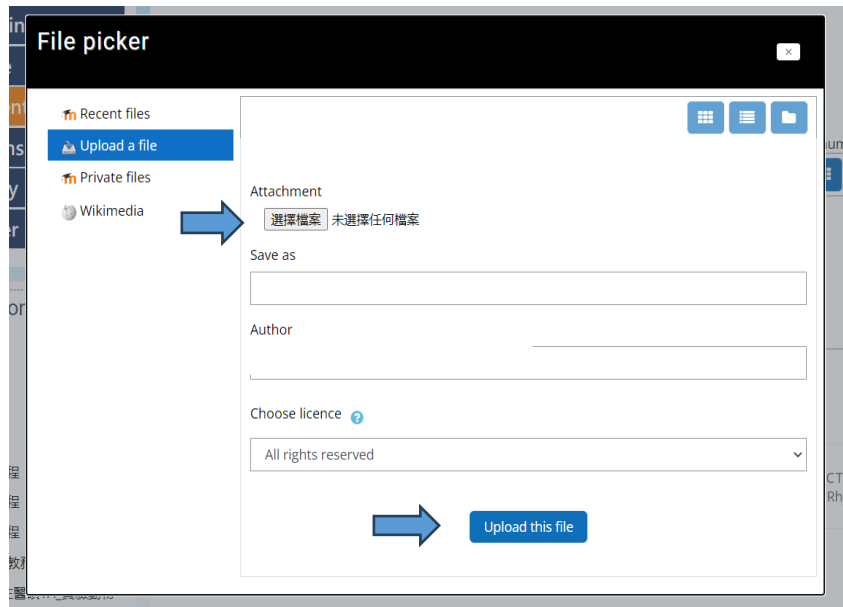
<b>Submission status</b>	No attempt
<b>Grading status</b>	Not graded
<b>Due date</b>	Friday, 9 December 2022, 12:00 AM
<b>Time remaining</b>	Assignment is overdue by: 360 days 15 hours
<b>Last modified</b>	-

Submission comments ▶ Comments (0)

Add submission

You have not made a submission yet.

1. Click “Add submission”.



1. Click the button pointed by the blue arrow to select the uploaded file from your computer.
2. After the uploading process is completed, click the “upload this file” button to submit your file.
3. Last but not least, click the “save changes” button to save the file to Moodle.