**Application Form Instructions**

**Application Form**

All exchange students are required to submit an application form along with other supporting documents. Below are some instructions.

1. **Personal Information**

**Full Name in English**: As shown on your passport

**Full Name in Chinese**: You need to have a Chinese name for official use during your stay in Taiwan (the name will be used on your student ID) and your Chinese name should remain consistent once chosen. There are two ways to fill in this item.

A. If you already have a Chinese name, please fill it in.

B. If you do not have a Chinese name and will accept an alternative name given by the Department, please tick “accept a given Chinese name”. We will give you a Chinese name based on the pronunciation of your original name.

**Nationality**: Please provide all the countries of which you are holding a passport. We do not accept students with Taiwanese nationality. However, dual citizenships holders are NOT restricted to this regulation, but a copy of non-Taiwanese passport still has to be provided.

1. **Contact Information**

Please make sure the contact information you provide is correct to avoid missing any important information we send to you.

1. **Emergency Contact**

Please provide information on someone we can contact in case of an emergency.

1. **Home School Information**

You must indicate clearly the name of your department/program, school, and level of study. It is also required to indicate which year is the current year of your study at your home school.

1. **Study at the Department of Civil Engineering at National Taiwan University**

It is important that you read carefully the three alternatives for the duration of study at the Department and choose ONLY ONE you wish to apply for.

1. **Proficiency in Chinese Language**

The Department does not require Chinese proficiency for incoming exchange students. However students can take Chinese language courses at NTU.

For more information, please refer to: <http://oia.ntu.edu.tw/study-at-ntu/why-study-at-ntu/learning-chinese/generalch>

1. **Accommodation**

Accommodation is guaranteed if the application is received before the deadline. If you tick “Yes”, your accommodation will be automatically arranged without further notice. Please note that there is no on-campus accommodation for couples or families.

**Types of Accommodation** (1 NTD ≒ 0.033USD ≒ 0.0249 Euro)

|  |  |  |  |
| --- | --- | --- | --- |
| **Type** | **Room** | **Fee** **(subject to change)** | **Note** |
| A | Single Suite with Communal Kitchen-NTU Prince House | TWD 8,800 per month (water included) | a single room with a private bathroom and a communal kitchen shared among five residents |
| B | Single Suite-NTU Prince House | TWD 7,400 per month (water included) | a single room with a private bathroom |
| C | Twin Suite-NTU Prince House | TWD 4,900 per month (water included) | a room with a private bathroom shared by two residents |
| D | Triple Suite-NTU | TWD 4,400 per month (water included) | a room with a private bathroom shared by three residents |
| E | Twin Suite-International Youth Center (IYC) | TWD 11,900 or 12,900 per semester(water and electricity included, but aircon excluded) | All rooms are shared by at least two persons. It is not feasible to apply for a single room or choose your roommate. |

**Important Note**: Due to the limited number of rooms, we cannot guarantee that your most preferred type will be granted.

For any further questions, please contact

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