

大三出國作業流程

申請資格及相關規定 Eligibility & Related Regulations

一、申請資格 Eligibility

(一) 本校大學部二年級、三年級在學學生。Applicants must be sophomore or junior or master's students.

(二) 學生在校學業成績總平均 75 分以上或系成績百分比前 40%；經所屬系、所、院初選通過，並獲推薦者。Applicants need to have an average grade of 75 or top 40% of the department (Please refer to the transcripts). Applicants must be recommended by the department and college.

(三) 語言能力檢定合格者 Language proficiency qualification

1、英語組須檢附托福 iBT 70 分以上，或 IELTS 5.5 (學術組) 成績證明，如各姊妹校另有規定請依各校規定檢附。

English group must attach certificates of TOEFL iBT 70 or IELTS 5.5 (academic). If partner universities have other regulations, please follow theirs accordingly.

2、赴法、德、西、俄語組須檢附該種語文之語言能力證明：法語組(B1)；德語組(A2)；西文組(B1)；俄語組(TORFL: Level 2)，以助甄選資格審查。

French, German, Spanish and Russian Groups must attach certificates: French (B1); German (A2); Spanihs (B1) and Russian (TORFL: Level 2), to assist in the selection process.

****至本校姊妹校所需課程，需檢具全英語授課(成績單或教學計畫表)方認抵為本學程畢業學分****

申請及甄選注意事項

(一) 書面申請 Applying on Paper

申請人請選定申請組別(限一組)，並備齊應繳文件，經所屬系所、學院初審合格及推薦後，統一由系上送件至國際處。

Applicants must select a group to apply (limited to one group) and prepare required documents. The required documents must be submit to student's department and college. After the documents have been approved by their department and college, the department will submit it to the Office of International and Cross-Strait Affairs (OICSA).

(二) 申請應繳文件 Required Documents` 1、申請表(附件 2、3 或 4，需親筆簽名、主任簽名) Application form (Attachment 2, 3 or 4, needs to be signed by the applicant and head of department

2、本校中文歷年成績單正本 Original copy of transcripts in Chinese

3、語文能力證明文件(影本或網路成績列表，正本於面試時繳交驗核)

Language proficiency certification (Photocopied or online transcripts, original document should be handed in during oral interview for verifications)

法、德文組及西、俄文組之語言檢定成績證明，可先持語言檢定應考證明代替，再於面試前

補交成績證明文件，面試前未繳交成績證明文件者，只得列為備取生，如有缺額再依序遞補。。

Language proficiency certification for French, German, Spanish and Russian Groups can be replaced by examination application papers until results are announced. Certification must be handed in before the date of oral interview. Those who have not obtained certification before the oral interview will be listed on the waiting list. If there is a vacancy arises, applicants will be moved up in order.

4、授課老師推薦函 1 封（請使用中文或依申請語言組別撰寫）

1 letter of recommendation from professors (written in Chinese or the language of chosen group)

5、中文及外文自傳（依申請語言組別撰寫）

Chinese and the foreign language autobiography (depending on chosen group)

6、中文及外文研習計畫書（依申請語言組別撰寫）

Chinese and the foreign language study plan (depending on chosen group)

7、切結書（附件 5，三年級同學須再繳交附件 6）

Declaration (attachment 5, junior year applicants must also submit the attachment 6)

8、其他相關有助甄選資格審查之證明文件資料影本（可縮印使用；正本備查）※資料不超過16頁，單面列印，並請統一以A4格式製作（成績單及語言能力證明可用原格式），依序整理，不必裝訂，以單層L型塑膠講義套送件（資料不齊全者不予受理）。Other relevant photocopies of certifications that assist in the selection process (can be printed in reduced format; original copy will be used for future reference)

（三）如何填寫姊妹校志願 How to Mark Choices of Partner Universities

請於申請表依序填上志願學校，不限定志願數。將依甄選成績及所填志願之先後順序分發，請詳加考慮並慎重填寫。

In the application form, applicants shall mark the university choices in order of their universities priorities. There are no limits to the number of choices. Applicants will be distributed in accordance with the selection results and their university priorities. Please consider carefully when filling in the order.

****以上申請資格申請及甄選注意事項若有變動，以國際處姊妹校交換生聯合甄選作簡章為準****

申請作業流程 Application Process

