



National Kaohsiung University of Applied Sciences

Application Brochure for Master of Business Administration Program
Academic Year 2011

國立高雄應用科技大學 100 學年度
國際學生國際企業碩士專班入學招生簡章

Published by International Office
研究發展處國際事務中心 印製

415 CHIEN KUNG ROAD, KAOHSIUNG 80778, TAIWAN, R.O.C.
中華民國台灣高雄市三民區建工路 415 號

Telephone: +886-7-3814526 Ext. 2731, Fax: +886-7-3899382

Table of Contents 目錄

1. Application Qualification (申請資格)	1
2. Admission Application (申請文件)	2
3. Important dates (申請及放榜時程)	3
4. VISA. (簽證)	3
5. Financial Aids (獎勵)	4
6. Registration. (註冊入學)	4
7. Fees (費用)	5
8. Application Notes (其它注意事項)	5
9. Appendix (附件)	
● Application Form (申請表格)	A1
● Recognizance (具結書)	A3
● Study Plan (讀書研究計劃)	A4
● Recommendation Letter (推薦信)	A6

KUAS/Admission Regulations for Master of Business Administration program

國立高雄應用科技大學國際企業外籍外語碩士專班入學申請注意事項

The Department of International Business, KUAS, provides an international Master of Business Administration program. *Courses in the program are instructed in English.* Students who are interested in the English MBA program should comply with the following regulations:

1. Application Qualification

- 甲、International students refer to those whose nationality are not Republic of China (defined in Article 2 of Nationality Law of Republic of China^{*[1]}) or those who have not legal status as overseas Chinese^{*[2]}
- 乙、International students who have annulled R.O.C. nationality for at least 8 years^{*[3]} are eligible to apply.
- 丙、International students who have been expelled by any university or college in Taiwan are not allowed to apply to KUAS. Violation of this regulation will result in the cancellation of admission or revocation of status as a KUAS registered student.
- 丁、International students with bachelor degree are eligible to apply for graduate study in Department of International Business, KUAS.

*[1] According to *Article 2*, the Law of Nationality, a person shall have the nationality of the Republic of China under any of the conditions provided by the following subparagraphs:

- (a) His/Her father or mother was a national of the Republic of China when he/she was born
- (b) He/She was born after the death of his/her father or mother, and his/her father or mother was a national of the Republic of China at the time of death
- (c) He/She was born in the territory of the Republic of China, and his/her parents can't be ascertained or both were stateless persons.
- (d) He/She has undergone the nationalization process.

*[2] Overseas excludes Mainland China, Macao and Hong Kong

*[3] The ending date of the 8 year time periods are counted from August 1st. 2011.

Preceding subparagraph 1 and subparagraph 2 shall also apply to the persons who were minors at the time of the revision and promulgation of this Act.

Violation of any of the above-mentioned criteria will result in immediate cancellation of the applicant's admission or the deprivation of the applicant's recognized status as KUAS registered student, or revocation of applicant's KUAS diploma. No certificates will be awarded.

一. 申請資格

(一).具外國國籍且未曾具有中華民國國籍^{*註1}，於申請時不具僑生資格者^{*註2}，得申請入學。

- (二). 原具中華民國國籍，自內政部許可喪失國籍之日起滿八年*註3 以上者使得申請入學本校。
- (三). 外國學生經入學國內大專校院退學者，不得再申請進入本校就讀，如違反此規定並經查證屬實者，撤銷其入學資格或開除學籍。
- (四). 申請者須符合教育部採認之大學或獨立學院畢業者。

*註 1. 依『國籍法第二條』規定，有下列各款情形之一者，屬中華民國國籍：

- (a) 出生時父或母為中華民國國民。
- (b) 出生於父或母死亡後，其父或母死亡時為中華民國國民。
- (c) 出生於中華民國領域內，父母均無可考，或均無國籍者。
- (d) 歸化者。

以上第一款及第二款之規定，於本法修正公佈時之未成年人，亦適用。

*註 2. 海外係指大陸地區、香港及澳門以外之國家或地區；

*註 3. 八年是以擬入學當學期起始日期(八月一日)為終日計算之。

如違反上述任一條件之申請者，經查證屬實後，撤銷入學資格、開除學籍或本校畢業資格，且不發給任何學歷證明。

2. Admission Application

Application documents should be submitted and mailed to the Department of International Business, National Kaohsiung University of Applied Sciences at 415 Chien Kung Road, Kaohsiung 80778, Taiwan, R.O.C, and these documents include the following materials:

- 甲、Two completed application forms (Including Undertaking and Statement of Declaration on Foreign Academic Background).
- 乙、A copied Certificate of Nationality (passport, residence certificate or birth certificate).
- 丙、Copied Certificates of Current Highest-Level Diploma and Original Transcript, and those certificates must be validated by the school from which students graduated and by the ROC embassy, consulate office, or Taipei Economic & Culture Office of the country where the student resides.

- Two copies of certificates of the highest-level diploma earned. Graduating students without appropriate diploma certificates before admission should provide their official diploma certificates for verification once they are enrolled in school after admission.
 - Two copies of translated certificate of diploma if the official one is not in English.
 - Two official transcripts in English.
- (4). One financial statement issued by a bank of the country where the student resides and validated by the ROC embassy, consulate office, or Taipei Economic & Culture Office of the country where the student resides. (The student with supports from funding agency must provide relevant document of proof; however, the student without scholarships must provide a bank statement showing the amount of at least NT\$ 172,000 (about USD\$ 6,000) deposit in his own saving account for the 1st year expenses in Taiwan..
 - (5). Study Plan (in English), no more than 2 pages (including research plan).
 - (6). Two recommendation letters (sealed and signed).
 - (7). The English proficiency for non-native English speaking applicants is TOEFL score iBT-TOEFL of 61 / CBT-TOEFL of 173 / Paper-based TOEFL of 500. After admitted, students who fail to fulfill the proficiency need to take English language courses at their own expense at the English Language Center, KUAS.
 - (8). **Mailing address:** Department of International Business, 415 CHIEN KUNG ROAD, KAOHSIUNG 80778, TAIWAN, R.O.C

二. 申請文件

外籍學生於申請截止日期前上班時間內，將下列報名表件送交本校國際企業系：

- (一).入學申請表 (含國籍及國外學歷切結書) 正本二份
- (二).國籍證明文件影本一份 (護照或外僑居留證或出生證明)
- (三).畢業學校最高學歷證明文件影本及歷年成績單正本
 - (1) 原文大學 (或獨立學院) 畢業證書影本二份 (預經畢業學校所在地之中華民國駐外館處驗證並加蓋認證章戳) , 應屆畢業生預於錄取註冊時補繳上述文件正本 , 否則取消錄取資格。
 - (2) 原文畢業證書翻譯本二份 (預經畢業學校所在地之中華民國駐外館處驗證並加蓋認證章戳) , 原文畢業證書非中文或英文者才需繳交 , 翻譯本可以請原就讀學校出具畢業證明書替代。

(3) 原文歷年成績單正本二份。歷年成績單預經畢業學校所在地之中華民國駐外館處驗證並加蓋認證章戳。英文歷年成績單上請加註班級名次排名資料。

(四).由金融機構提出(密封逕寄申請學校)足夠在臺就學之財力證明書。有獎學金者，需附獎學金核發證明；自費生預附銀行存款證明新台幣 300,000 元以上 (美金 10,000 元)。若存款證明非申請者本人帳戶，預附上資助者親筆聲明書，敘明與申請者之關係並保證負擔申請者在臺留學所有費用。

(五).讀書暨研究計劃(英文)

(六).推薦信二份(請推薦人於密封處簽名)

(七).非英文系國家申請者之英文能力證明:iBT-TOEFL 61 分/CBT-TOEFL 173 分/紙本 TOEFL 500 分。英文能力不達上述標準者需於入學後，自費參加本校語言中心所開之英文課程。

(八).寄件地址：中華民國 台灣 高雄市三民區建工路 415 號

國立高雄應用科技大學國際企業系

3. Important dates. The period for the application is from February 1 to April 30, admission notification is from the end of May to June 30, and School begins in mid September 2011.

三. 申請及放榜時程. 入學申請自每年 2 月 1 日起至 4 月 30 日，自 5 月底至 6 月 30 陸續寄發錄取通知，9 月中開學。

4. VISA. Applicants must submit an original copy of medical examination report (including tests of HIV, measles, and rubella, or immunization records of measles and rubella) to the nearby ROC embassy, consulate office, or Taipei Economic & Culture Office while applying for visa. Students with any visa questions should contact Bureau of Consular Affairs, Ministry of Foreign Affairs, R.O.C. (website: <http://www.boca.gov.tw>, Tel: +886-2-23432968).

四. 簽證. 來臺入學辦理簽證時，預繳交健康證明書（包括人類免疫缺乏病毒檢驗報告及檢具麻疹及德國麻疹抗體陽性報告或預防接種證明一份）至外交部領事事務局。來臺入學簽證相關事宜，申請人請自行洽詢外交部領事事務局，網址：<http://www.boca.gov.tw/>。聯絡電話：
+886-2-2343-2888。

5. Financial Aids

- (1). Students may apply for scholarships provided by Taiwan government (for example, Taiwan Scholarship, website <http://english.moe.gov.tw/>)
- (2). Students may apply for scholarship provided by KUAS. The granted scholarship for each student is NT\$8,000 – NT\$20,000 per academic year.
- (3). Teaching Assistantships are provided by the Department. Openings will be announced in the beginning of each academic year.

五. 獎勵

- (一). 外籍學生得依政府相關規定申請政府所提供之獎學金（如台灣獎學金，網址：
<http://english.moe.gov.tw/> 及國合會獎學金，網址：
<http://www.icdf.org.tw/ct.asp?xItem=5600&CtNode=30109&mp=2>）。
- (二). 外籍學生可申請本校所提供的獎學金，金額每學年新台幣 8,000 至 20,000 不等。
- (三). 高應大國際企業系也提供多名助教獎學金，申請時間於每學年開學時公佈。

6. Registration.

- (1). The academic year in KUAS is from August 1 to July 31 of the following year. The first (Fall) semester begins in mid-September, and the second (Spring) semester begins in mid- or late-February.
- (2). All admitted students should register with the following required documents, failure to complete the registration procedure is regarded as forfeiting acceptance.
 - The highest degree diploma, verified with official stamps by the R.O.C. embassies, consulates, missions abroad or by other notary institutes authorized by the Ministry of Foreign Affairs, R.O.C. (This document will be returned after being examined). If the diploma is not in Chinese or English, a notarized copy of a translation in English is required; if the degree diploma is awarded by a Taiwanese university, it doesn't have to be verified.
 - Upon registration, new students must submit a proof of insurance which includes both

medical and accidental coverage for a period of at least four months starting from the date of your arrival. This proof of insurance needs to be authenticated by the ROC embassy, consulate office, or Taipei Economic & Culture Office where the students reside. Returning students need to submit proof of your National Health Insurance.

六. 註冊入學

(一).每一學年自 8 月 1 日始至翌年 7 月 31 日止，第一學期約每年 9 月中旬開始，第二學期約翌年 2 月中旬開始。

(二).錄取本校之外籍新生，應依錄取通知之規定辦理報到，並於註冊前繳交以下證件，否則取消錄取資格；未報到即以自願放棄入學資格論。

- 經我國駐外使領館、代表處、辦事處或其他經外交部授權機構驗證之外國學校最高學歷證明文件之正本（經本校查核存檔後歸還）；若畢業證書是中、英文以外的語文，應附認證過中文或英文的翻譯本；若畢業證書為臺灣學校所授予，則不需經由駐外機構驗證。
- 外籍學生註冊時，新生應檢附已於國外投保自入境當日起至少四個月效期之醫療及傷害保險，在校生應檢附我國全民健康保險等相關保險證明文件。前項國外之保險證明，應經駐外館處驗證。

7. Fees

(1). Tuition fee for the MBA program is NT\$36,000 per semester.

(2). Insurance fee: Once students are admitted, they must apply for the “Alien Residence Certificate.” According to the National Health Insurance regulations, it is mandatory for foreign students with such certificates to join the National Health Insurance program after living in Taiwan for 4 months, and pay health insurance fees accordingly. After the first semester enrollment, students need to provide proof of health insurance of 4 month long from any agencies and purchase health insurance of 2 month long from the National Health Insurance program. After that, students have to purchase health insurance of 6 month long from the National Health Insurance program every semester.

(3). Dormitory fee: KUAS provides on-campus housing for international students. The four-bed room

in the dorm, according to facilities, costs Nt\$6,950 or NT\$7,950 per semester (not including summer and winter breaks). Students must submit application forms for housing after they are admitted. Rooms are assigned on a first-come-first-serve basis.

(4).Miscellaneous Fee. Expenses on textbooks, meals, living and housing vary from person to person. The minimum expense takes at least NT\$172,000 (about US\$6,000) a year.

七. 費用

(一).學費. 本校國際企業外籍外語碩士專班學費每期為新台幣 36,000。

(二).保險費：外國學生入學後，預申請外僑居留證。依據全民健康保險法規定，領有居留證之外國學生，在台居留滿四個月預強制參加全民健保，依健保局規定繳費，第一學期註冊繳交一、二月份保費，第二學期註冊繳交三至八月份保費。入學時，需檢附九至十二月份自行加保之醫療保險證明。

(三).宿舍費：本校為外籍學生備有校內 4 人房的住宿，宿舍費依不同設施等級分為每人每學期 (不含寒暑假) 約新台幣 6,950 或 7,950 元。

(四).其它費用：其它包括書籍費，食宿費，生活費 ... 等，每個學生均不相同，通常一年生活學習總共至少需新台幣 172,000 元。

8. Application Notes.

All regulations, which may not be mentioned in the application brochure, follow the regulations of the Ministry of Education in Taiwan, the regulations of KUAS International Student admissions, and the decisions of KUAS International Student admissions committee.

八. 其它注意事項. 本簡章如有未盡事宜，悉依本校外國學生入學辦法、教育部相關法規、本校教務章則及外國學生入學審查小組決議辦



National Kaohsiung University of Applied Sciences
Application Form for Master of Business Administration
國立高雄應用科技大學入學申請表

Please attach
a recent
photo

To the Applicant : two copies of this form

申請人須詳細逐項填寫一式兩份

Full name(In Chinese)		(In English)		
姓名(中文)		姓名(英文)		
_____		_____	_____	_____
		(Last)	(First)	(Middle)
Gender	Nationality	Date of birth	Place of birth	
性別	國籍	出生日期	出生地點	
_____	_____	_____	_____	
ARC No	Passport No			
居留證號碼	護照號碼			
_____	_____			
Home address			Telephone	
居住國通訊處			電話	
_____			_____	
Address in Taiwan			Telephone 電話	
在台通訊處			_____	
_____			e-mail_____	
Intended major				
申請系所 Department of International Business, KUAS				

Highest Level of Education (Please check and complete)				
申請人最高學歷(請選填)				

<input type="checkbox"/>	Institute College or University 專科、學院或大學	名稱(name)	學位 Degree	
		_____	_____	
		地址(address)	_____	
		_____	_____	
		主修科目 Major	副修科目 Minor	_____
		_____	_____	_____
<input type="checkbox"/>	Graduate School	名稱(name)	學位 Degree	
		_____	_____	
	大學研究所	地址(address)	_____	
		_____	_____	

Other Training

其他

學位 Degree

Proficiency of English	Listening				
英國語文程度	聽				
		Good (佳)	Average (可)	Poor (差)	(none)(不會)
	Speaking				
	說				
		Good (佳)	Average (可)	Poor (差)	(none)(不會)
	Reading				
	讀				
		Good (佳)	Average (可)	Poor (差)	(none)(不會)
	Writing				
	寫				
		Good (佳)	Average (可)	Poor (差)	(none)(不會)

Extra-curricular activities

課外活動 _____

Publications

Date

著作 _____ 出版日期 _____

Previous employment

經歷 _____

Are you physically sound and well?

健康情形 _____

If not, describe any defect or health problem

如有疾病或缺陷請敘明之 _____

Father's name

Mother's name

父親姓名 _____ 母親姓名 _____

Address

地址

Nationality

國籍

Place of birth

出生地點

Occupation

職業

Address

地址

Nationality

國籍

Place of birth

出生地點

Occupation

職業

State your plans for financing education in the Republic of China

敘明在華研習期間各項費用來源

Recognizance

具 結 書

1. I, the undersigned applicant, guarantee that I am neither an R.O.C. national as defined in Article 2 of Nationality Law nor an overseas Chinese student with a foreign nationality (not including citizens of Hong Kong, Macao and China).

本人保證不具國籍法第二條所稱中華民國國籍，且為未具僑生身分之外國籍人士(不含港澳及大陸地區人士)。

2. The highest level diploma which I present (senior high school or junior college for undergraduates, bachelor's or master's for graduate students) is recognized as legal and valid within the country where the school is located and is equivalent to the comparable diploma offered in the R.O.C.

I have not used overseas Chinese status to apply for any other college or university in the R.O.C.

本人所提供之最高學歷畢業證書(報名大學部者為高中、專科畢業證書，研究所者為大學或碩士畢業證書)在畢業學校所在地國家均為合法有效取得畢業資格，並所持有之證件相當於中華民國國內之各級合法學校授予之相當學位。本人在臺並未以僑生身份申請其他大學校院。

3. 本人保證在中華民國未曾完成申請就學學程(碩士班以上學程除外)。

I guarantee that I have never completed any applications to any undergraduate programs in the ROC.

4. 本人保證在中華民國未曾遭退學。

I guarantee that I have never been expelled from any academic programs in the ROC.

5. I authorize this school to check on all of the above information, and if any of it is found to be false, I will accept the consequences set forth in university regulation No. 10.

上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事屬實者，本人依貴校學則第十條之規定辦理，絕無異議。

KUAS Regulation No.10 states: "A student's acceptance for admission will be revoked if he or she is found to cheat on the entrance exam or is convicted of the same reason. If any document submitted for admission is found to be forged, fraudulent or altered, his or her student status will be revoked.

註：國立高雄應用科技大學學則第十條規定：「新生、轉學生入學考試如有曠混、舞弊或其所繳入學證件有假借、冒用、偽造、變造等情事，一經查明，即撤銷其學籍，且不發給任何修業證明文件。如在本校畢業後始被發覺，除依法撤銷其學位證書外，並公告撤銷其畢業資格。」

Applicant's (Recognizer's)

Signature _____ Date _____

申請人 (具結) 人簽名

日期

Recommendation Form

推薦信

Part I, to be completed by the applicant 請申請人填寫

Applicant

Department/Institute

Degree Proposed

申請人: _____ 系所: _____ 欲修讀學位: _____

I agree that the recommendation I am requesting shall be held confidentially by officer of the National Kaohsiung University of Applied Sciences, and I hereby waive any rights I may have to examine it.

基於推薦信內容保密原則，本人同意放棄閱讀本文件之權力。 Yes 是 No 否

Signature

Date

簽名: _____ 日期: _____

Part II, to be completed by the recommender. 請推薦人填寫

- How long and in what capacity have you known the applicant?

請問您認識申請人有多久的時間？在何種關係或場合下認識？

- We would appreciate your candid assessment of the applicant's scholarship, character, personality, and professional promise. Your statement plays an important role in our evaluation. Thank you.

請您對申請人之學業、品性、個性、優點、缺點、以及可否順利完成所欲修讀之學位等，做一評估。您的說明將是我們評審之重要依據，謝謝。

Please compare with others of similar age and experience and then mark in the appropriate box.

請就下列項目與相似年齡及經驗者做一比較，在適當空格做記。

	Outstanding 傑出	Very Good 優	Good 佳	Average 可	Below Average 差	Inadequate for Assessment 不宜評估
Research Potential 研究潛力						
Creativity&Imagination 創造力與想像力						
Maturity 成熟度						
Ability to Work with Others 與他人相處狀況						
Communication Skills 表達能力						
Potential to Complete the Proposed Program 順利完成所提學位可能性						

Strongly Recommended 強力推薦		Recommended 推薦		Recommended with Reservation 勉予推薦		Not Recommended 不推薦	
---------------------------------	--	-------------------	--	---	--	---------------------------	--

Recommender(Signature)

推薦人簽名: _____

Date

日期: _____

Recommender(Print)

推薦人姓名(正楷): _____

Title

職稱: _____

Telephone

電話: _____

E-mail

電子郵件: _____

Affiliated Institute

單位: _____

Address

地址: _____

Please seal , sign on the envelope, and return to the applicant or send directly to the following address.

請將此信密封且在信封封口處簽名後交給申請人或逕寄下址:

中華民國

高雄市三民區建工路 415 號

國立高雄應用科技大學

國際企業系(所)

Department. of International Business.

National Kaohsiung University of Applied Sciences

Chien Kung Campus 415 Chien Kung Road

Kaohsiung 807, Taiwan, R.O.C