

Pre-Departure Guide – Visa & ARC

Visa & ARC

Exchange students should apply for a Resident or Visitor Visa from the [Taiwanese Embassy in their residence country](#) before entering Taiwan with your Admission Letter from NTU.

You must apply for a valid visa ([Visitor visa](#) or [Resident Visa](#)) in your country of residence BEFORE entering Taiwan. As there is no “Student Visa” for international students studying in Taiwan, students whose exchange period is more than 180 days may apply for Resident Visas or for extendable Visitor Visas if the exchange period is less than 180 days.

Please contact the Ministry of Foreign Affairs and Republic of China (ROC) overseas missions in your countries / regions for the required documents, latest information and advice about which type of visa you should apply for.

A list of ROC (Taiwan) Embassies can be found at

<http://www.boca.gov.tw/lp.asp?ctNode=125&CtUnit=72&BaseDSD=18&mp=2>

Please note that students who qualify for Visa-Exempt Entry or who obtain Landing Visas valid for 30 days (non-extendable) may still be able to enter Taiwan even if coming without Visitor Visas. HOWEVER, you are then required to leave the country after 30 days. Please note that male students who have dual citizenship and enter Taiwan with ROC (Taiwan) passports will be subject to the Taiwanese compulsory military service regulations.

After registering at National Taiwan University, students can apply for Resident Visa at the Bureau of Consular Affairs, Ministry of Foreign Affairs. Please also note that students who will study for one year must apply for Alien Residence Card (ARC) at the National Immigration Agency in Taipei within 15 days of receiving their Resident Visa. Applicants may request simultaneously for a **Re-entry Permit (重入國許可)**. The ARC for the exchange students is valid for one academic year only and cannot be extended. For more information, please contact the National Immigration Agency.

Bureau of Consular Affairs, Ministry of Foreign Affairs: <http://www.boca.gov.tw/mp.asp>

National Immigration Agency:

<http://www.immigration.gov.tw>

A List of Foreign Embassies and Missions in Taiwan is available [here](#).

Pre-Departure Guide – Insurance and Health Exams

NTU Insurance Policy

According to the instruction of the Ministry of Education of Taiwan, international exchange students are not allowed to purchase the standard student insurance plan provided for regular students by the university. Instead, international students who hold an **ARC** and who have met the four-month minimum residency requirement may purchase the National Health Insurance (NHI) plan with limited coverage. Please note that all NTU exchange students are required to carry their own medical and accident insurance plan worth a minimum of NT\$ 1,000,000 (≒ USD 30,000) for the whole exchange period.

***ARC stands for Alien Resident Certificate**

Beginning from the academic year 2007/2008, all prospective exchange students must show proof of insurance along with their application, exchange students are advised to purchase their own insurance in their home country before they come to NTU. Please note that all NTU exchange students are required to carry their own medical and accident insurance plan worth a minimum of NT\$1,000,000 (≒ USD 30,000) valid for the whole exchange period.

All exchange students residing in Taiwan for more than 4 months have the obligation by law to enroll in the National Health Insurance (NHI) system. Please apply for NHI during the 4th month (not before) of your stay in Taiwan.

Listed below provides information of two Taiwanese insurance companies that offer accident insurance programs: (CIAEAE is not responsible for the accuracy of the following information, please read the company's insurance policy carefully before you sign up.)

© Shinkong Insurance (新光產物保險) <http://www.skinsurance.com.tw>

The insured amount for accidental death ranges from NT\$1,000,000 to 5,000,000 and the insurance premium per year ranges from NT\$1,500 to 4,300 respectively. The insured items are as follows:

- I. Hospital care (意外住院日額給付): 1. Standard ward: NT\$2,000 /day (maximum 90 days per accident) 2. Intensive care unit: additional NT\$2,000 /day (maximum 7 days per accident)
- II. Medical (意外醫療保險金; 收據正本實支實付): NT\$20,000 maximum (benefit paid upon receipt of original receipts)
- III. Home recovery expenses (居家療養保險金): NT\$500 /day (maximum 90 days per accident)
- IV. Surgery (意外門診手術醫療保險金): NT\$ 1,000 per case (maximum 2 accidents during insured period)
- V. Special care expenses (特別看護費用保險金): NT\$ 500,000 maximum

© Nan Shan Insurance/AIG (南山人壽) <http://www.nanshanlife.com.tw>

The insurance premium for the NT\$ 1,000,000 minimum Nan Shan policy is calculated based on the number of days insured: NT\$ 323 for 90days, NT\$ 415 for 150 days, and NT\$ 441 for 180 days. Please note Nan Shan reimburses only medical expenses (original receipt required) and the total cannot exceed 10% of the insured amount.

Pre-Departure Guide – Expenses

1. Housing: around NT\$ 7,100~8,000/per month based on what type your room is. This does not include electric fee or water fee in your room. You need to buy an electric&water pay card at the dorm's counter. The card costs NT\$ 600 when purchasing and later you can add value NT\$ 500 each time.
2. Board fee:
 - breakfast-NT\$ 30~60
 - lunch-NT\$ 50~100 or higher
 - dinner-NT\$ 60~100 or higher, depending on personal need.
3. Tuition: you need to pay the tuition fee of your own university, not NTU's.
4. Internet fee: \$NT 400 for one semester if you live in ShuiYuan Dorm and \$NT 600 if you live in International Youth Center (GuoQing Dorm). You need to pay the fee in the Housing Service Division(住宿服務組) while run your registration. Remember to keep the receipt for registration later.
5. Bedding: estimated NT\$ 3,500~5,000. Students living in ShuiYuan Dorm can directly buy the bedding; students living in International Youth Center (GuoQing Dorm) need to buy the bedding at nearby stores.
5. Other expenses like traveling or eating in decent restaurants: Depending on where you go. Usually the accommodation for one night is around NT\$ 800~2,000 outside Taipei (students prefer to get cheaper one below NT\$ 800 or so); Restaurant ranges from NT\$ 150~400.
6. Transportation from airport to Taipei by Yourself (From the day you arrive)
 - 6-1: Take bus from the airport to Main Bus station near Taipei Railway Main Station. One trip usually costs NT\$ 150 and take one hour.
 - 6-2: Taipei Railway Main Station to NTU→ Take MRT and get off at Gong-Guan Station (Green line). This costs NT\$ 20. In MRT, you can use either a token or an "easy card"; using the latter is more convenient and a bit cheaper since you holds student ID.

Note: It takes for 10~15 minutes walk from the bus station to get to Taipei Railway Main Station. If your luggage is heavy, a taxi may be preferred whether you want to go to Taipei Main Station or MRT GongGuan Station, Exit 2.

Before departure, please remember several things listed below

1. Bring your Visa, passport, admission letter, welcome letter, luggage, and original document of health exam form I & II (if you have not mailed it to NTU yet)
2. 4 or more head photos if you forgot to attach them when submitting the application
3. Make sure you have sleeping bag or pillow, otherwise, you will buy bedding upon your arrival in the ShuiYuan dorm or nearby grocery store.
4. Staying for one semester only will not be allowed to open a bank account. Thus, please bring enough cash to pay your room fee, internet fee, board fee, bedding since credit card is not commonly used except for big scaled stores or restaurants (NT\$ 50,000 is advised). Please refer to the attached file "About the Expense"

Frequently asked questions

Q1. Should I pay monthly board fee or other fees?

Ans: NTU do not charge you the board fee, you pay by yourself. Also, you need to pay the room fee, internet fee, electricity, water fee, and other living expenses.

Q2. Will I get pick-up service if I do not arrive on the appointed date?

Ans: Sorry, you must arrive on the appointed date to have the pick-up service. Otherwise, you will be on your own. Students may have problems if they arrive late at the airport and not on the appointed arrival date. Additional pick-up service assisted by us will cost you NT\$ 1,000~2,300. If you arrive earlier before 14:00, you can take a bus, then MRT and then taxi/or a walk to the dormitory, which costs you around NT\$ 400. Our staff may assist you if you arrive earlier.

Q3. What is the code when I log in the Course Selection System?

Ans: You need to enter 5 digits → "a + mm (birth month) + dd (birth date)" to log in the system.

Q4. Can I take Chinese course for free?

Ans: It depends. CBA's policy may change based on each year's fund and students' willingness. We usually need to consult the superior officials for their opinions if any of the exchange students want to attend the beginner course.

Pick-up Service & How to Get to CIAEAE from the Airport?

Whether (1) you come along by yourself or (2) picked up by the Office of International Affairs (OIA), NTU, you can find CIAEAE or NTU if you follow the steps below.

Pick-up Service by Office of International Affairs (to your dorm directly)

1. You will get a notice sent by CIAEAE and your flight, arrival date and time should be told to the staff of CIAEAE. Then the pick-up will be arranged.
2. Before your departure, you will get a notice from CIAEAE to inform you where to meet up at each Terminal (we have Terminal I & II).
3. Upon your arrival, please go to the meeting point and you will be driven to the dorm directly and start your dorm registration. Our staff will be at the dorm standby.
4. 6-3: Choose Exit 2 or 3 at MRT Gong-Guan Station.
5. 6-4: The best one to get to your dorm is to apply for OIA's pick-up service, but OIA only offer two days' service. Please refer to the *Handook*. It will specify the dates when pick-up is provided.
- 6.

By yourself (to CIAEAE first and then to your dorm):

1. You need to find the bus stop and find the bus heading to Taipei Main Station (you may consult with the persons in the airport information center). The ticket is around NTD\$ 150.
2. Get off the bus at Taipei Main Station and walk to Taipei Main Station. (Most bus drivers do not speak English, but they might understand Taipei Station. Try it or talk to passengers on the bus.)
3. Ask people where you can take MRT. They will show you or direct you to there.
4. Buy a token from the ticketing machine or buy an easy card from the information counter (NTD\$ 600; value 500 with 100 deposit). [You need coins to buy the token (NTD\$ 20~25) and you need to go to Green line to take the train.]
5. Get in the train and get off at GongGuang station [Green line shares the same plat form and trail with Orange line (red line is also there but on the other side), so you have to make sure you take the right train].
6. When you arrive at GongGuan, take exit 2.
7. When you get out of the exit 2, make a left turn and walk about 50 meters, then make another left turn and go straight. Now you are in the campus. Keeping going and you will see 7-11 convenient store on your right side.
8. If you still can't find where you are, you can show people this sheet and ask them where 農業綜合館(College of Agriculture Building) is.

9. Once you find the building, please come to the 3rd floor and find Room 315 (Center for International Agricultural Education and Academic Exchanges or CIAEAE).
10. We will take you to the dorm after your report. (If a taxi is needed, the fee will be your charge)

Note: Since finding the dorm is not easy, we suggest you arrive at the airport earlier and better before 13:00. Once you report to our office (CIAEAE), we may send a student or our staff to take you to the dorm and you may need a taxi to the dorm (the fee will be your charge).

Things to Be Done After Arrival

(We suggest you bring this sheet to run registration procedures)

Upon arrival in the airport

1. Exchange your money in the airport if you do not do it in your country.
2. Buy an easy-pay SIM card for your cell-phone use in Taiwan. If your own cell phone device system is not compatible to Taiwan's system, you may need to buy one here. It costs around NT\$ 2,000 or above.
3. Get needed information or brochure in the information center

Transportation to the Dorm and Move in

(also refer to the file "04. Pick-up Service & How to Get To CIAEAE From the Airport")

Option 1

If you are picked up by Office of International Affairs, NTU → Arrive at the dorm → Fill in forms required and hand it back to the counter person → Buy the electric&water pay card from the counter → Buy bedding (you can buy bedding from the dorm if you live in ShuiYuan Dorm) → Take your luggage and bedding to your room → Check every item in your room is useful and hand the sheet back to the counter person → Staff of CIAEAE will show you around and take you to their office or the meeting place the next day

Option 2

If you come by yourself → Take a bus to Taipei Main Station → Get off at Taipei Main Station → Walk about 15 minutes to MRT in the Taipei Main Station → Take Green line at MRT and get off at GongGuan Station → Take Exit 2 and make two left turns → You will enter ChouShan Rd, go straight and you will see a 7-11 store on the right side → Take out the NTU map and try to find College of Agriculture Building/農業綜合館 (map no. 75) → Go to the 3rd, Room 315 → You will find CIAEAE → Report to the staff → We will take you to the dorm (If a taxi is needed, the fee will be your charge)

Option 3

If you come by yourself → Take a bus to Taipei Main Station → Get off at Taipei Main Station → Get a taxi and get off at GongGuan Station, Exit 2 → Make two left turns → You will enter ChouShan Rd, go straight and you will see a 7-11 store on the right side → Take out the NTU map and try to find College of Agriculture Building/農業綜合館 (map no. 75) → Go to the 3rd, Room 315 → You will find CIAEAE → Report to the staff → We will take you to the dorm (If a taxi is needed, the fee will be your charge)

Registration

Pay the dorm's room bill if you live in ShuiYuan Dorm → Get the receipt and report to

CIAEAE with your passport, cash and admission letter → CIAEAE give you two registration forms → Start running registration procedures → Go to Undergraduate Academic Affairs Division and get your ID card and course selection sheet → Go to Housing Service Division to get internet bill and room bill → Pay the internet fee (NT\$ 400 for ShuiYuan Dorm and NT\$ 600 for IYC) and room fee at Cashier Division, and they will also give you a “stamp” → Return to Housing Service Division to get “stamp” on the registration sheet → Go back to Undergraduate Academic Affairs Division to get the last “stamp” and hand the sheet to the staff there → Go to library , fill out forms and make your ID Card effective → Start using library resources

Orientation after your arrival

Participate in the Orientation held by OIA (you have to inform the staff of CIAEAE beforehand, better in December for spring semester or August for fall semester). Please refer to the **HANDBOOK** to find out when the orientation starts and where the location it is going to be held. **You need to inform us whether you want to participate in the orientation one month earlier before school starts.**