

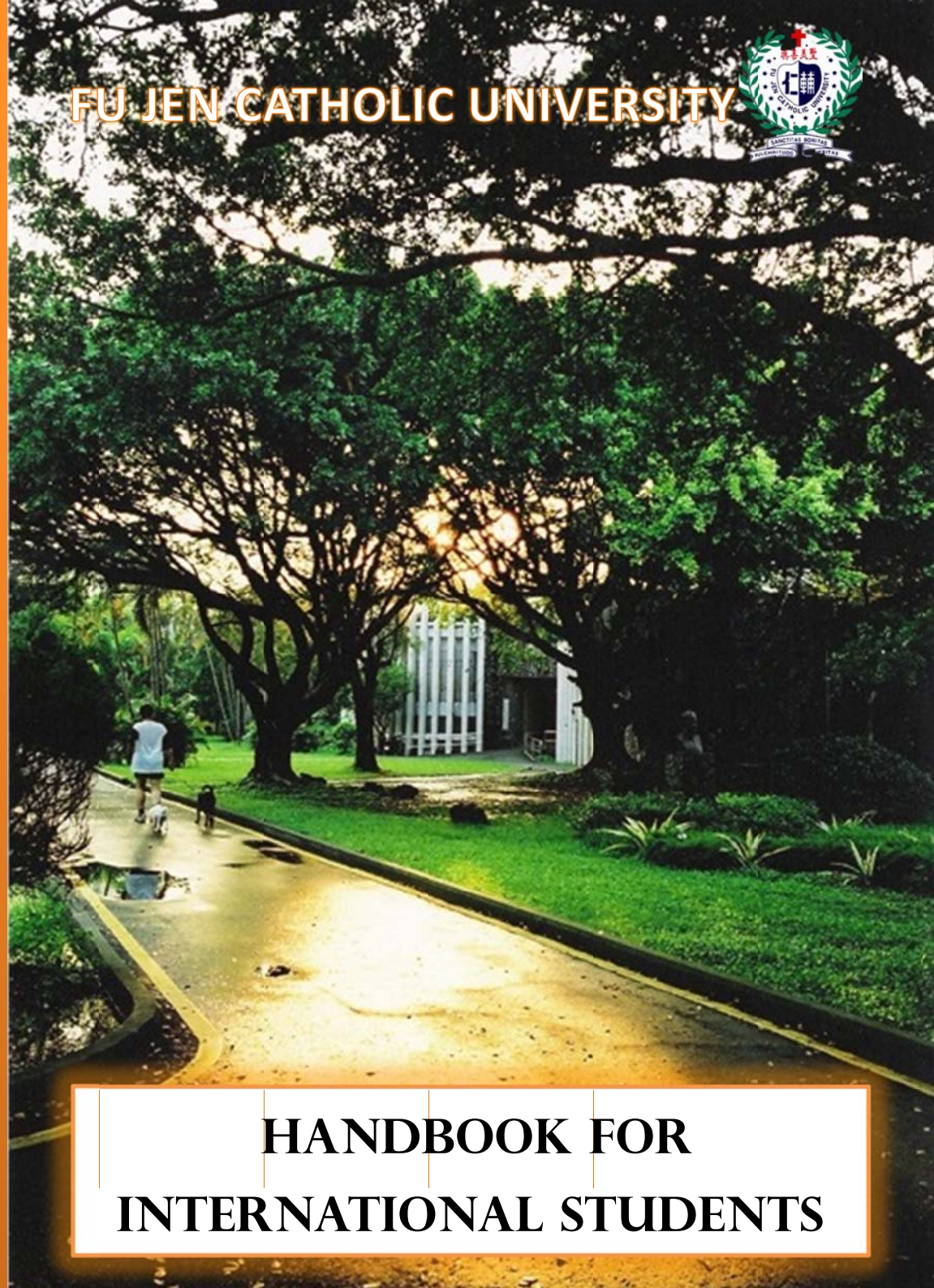
FU JEN CATHOLIC UNIVERSITY



輔仁大學國際及兩岸教育處
國際學生中心編印
2016 初版
2019 再版



First Published 2016
Updated 2019
by International Student Center
Office of International Education
Fu Jen Catholic University
<http://isc.oie.fju.edu.tw/>



HANDBOOK FOR INTERNATIONAL STUDENTS

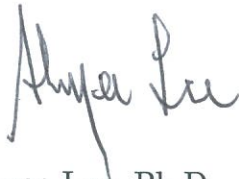
Dear Students:

My staff and I would like to welcome you to Fu Jen Catholic University. Our University is conveniently located in New Taipei City in the northern part of Taiwan, where traditional Chinese culture and Western culture meet and are blended harmoniously. I believe your visiting Fu Jen not only fulfills your academic goals but also provides a pleasant travel experience.

My office understands that adjusting to a new campus and a new environment can be challenging at times. This handbook tries to help you to get familiar with the Fu Jen campus and its neighborhood. If you have any question that you can not find answers from this booklet, you may consult with the study mates we assign you or the staff in the Office of International Education.

Finally my staff and I would like to wish you a successful study on our campus and a pleasant stay in Taiwan.

Best,

A handwritten signature in black ink, appearing to read 'Ahyee Lee', written in a cursive style.

Ahyee Lee, Ph.D.

Professor, Department of Economics
Dean, Office of International Education
Fu Jen Catholic University
New Taipei City, Taiwan

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W E L C O M E T O F J C U



FJCU at a Glance

Fu Jen Catholic University is a comprehensive university founded with ties to the Holy See. The University was originally founded in Beijing in 1925, and was later re-established in Taiwan in 1961. It is currently comprised of 12 colleges and offers 50 undergraduate programs, 49 master's programs and 12 doctoral programs.

The University currently has around 26,000 students, and partnerships with more than 400 sister schools worldwide. The university strives to provide students with an international, diversified, holistic, and interdisciplinary learning environment.

Fu Jen is located in the metropolitan Taipei, which enjoys easy access to the diversity of cultural and social activities of the capital of Taiwan.

◆ 12 Colleges & Holistic Education Center

College of Liberal Arts

<http://www.la.fju.edu.tw/>



College of Art

<http://www.finearts.fju.edu.tw/en/index.html>



College of Communication

<http://www.comm.fju.edu.tw/?q=intro-en>



College of Education

<http://www.educ.fju.edu.tw/eng/>



College of Medicine

<http://www.mc.fju.edu.tw/en/>



College of Science and Engineering

<http://en.se.fju.edu.tw/>



College of Foreign Languages

http://www.cfl.fju.edu.tw/index_EN.jsp



College of Human Ecology

<http://www.he.fju.edu.tw/html/english.php>



College of Social Science

http://www.social.fju.edu.tw/Social2013/enpage/en_index.html



College of Management

http://www.management.fju.edu.tw/index_en.php



School of Law

<http://www.ls.fju.edu.tw/en/>



College of Fashion & Textiles

<http://www.ft.fju.edu.tw/>



Holistic Education Center

<http://www.hec.fju.edu.tw/>



CAMPUS MAP



天主教輔仁大學校區地圖
FJCU Campus Map

- | | |
|---|---|
| <ul style="list-style-type: none"> ① 卓紹題
Archbishop Ailing Student Activity Center ② 野蠻樓(行政大樓)
Wilderness Building (Administration Bldg.) ③ 舒運樓
Shu Yun Building ④ 輔園/耀天出版社
Fu Yuan / Yao Tian Publishing House ⑤ 黃品科研大樓
Huang Pin Research Building ⑥ 宜重/宣善學苑
Yi Zhong / Xuan Shan Academy ⑦ 輔幼中心
Fu You Center ⑧ 樂維樓(民生學院)
Le Wei Building (School of Life Studies) ⑨ 朝暉樓
Chao Hui Building (Office of Student & Counseling) ⑩ 宜美學苑
Yi Mei Academy ⑪ 宜豐學苑
Yi Feng Academy ⑫ 藝術學院
School of Arts ⑬ 公明樓(文圖)
Gong Ming Building (Library) ⑭ 文研樓(文學院)
Wen Yan Building (School of Letters) ⑮ 于公樓
Yu Gong Building (Office of Catholic Y. P. H.) ⑯ 文謙樓
Wen Qian Building (Office of Catholic Y. P. H.) ⑰ 文華樓(文學院)
Wen Hua Building (School of Letters) ⑱ 聖五樓(中國聖職單位)
Sheng Wu Building (Chinese Clergy Unit) ⑲ 艾及樓(傳播學院)
Ai Ji Building (School of Communication) ⑲ 文研樓(教育學院)
Wen Yan Building (School of Education) ⑲ 文宣/文圖
Wen Xuan / Wen Tu (New Year Food Court) ⑲ 文德學苑
Wen De Academy ⑲ 精健樓
Jing Jian Building ⑲ 中美樓
Zhong Mei Building ⑲ 別致醫院
Bie Zhi Hospital ⑲ 輔大診所
Fu Da Clinic ⑲ 國慶樓(醫學院)
Guo Qing Building (School of Medicine) ⑲ 結實樓(醫學院)天主教學術研究院
Jie Shi Building (School of Medicine) Catholic Academic Research Institute ⑲ 進修部大樓
School of Continuing Education | <ul style="list-style-type: none"> ⑳ 利瑪竇大樓(管理學院)
Limaoda Building (School of Management) ㉑ 伯達樓(社會科學院)
Bo Da Building (School of Social Sciences) ㉒ 莊偉樓(法律學院)
Zhuang Wei Building (School of Law) ㉓ 羅維拉大樓(耶穌會單位)
Loweira Building (Jesuit Unit) ㉔ 廣時樓(圖書館總館)
Guang Shi Building (Main Library) ㉕ 仁愛學苑
Ren Ai Academy ㉖ 聖心學苑(實習旅館)
Sheng Xin Academy (Practical Inn) ㉗ 信義和平學苑/心園
Xin Yi He Ping Academy / Xin Yuan ㉘ 法國(社會服務中心)仁園
France (Social Service Center) Ren Yuan ㉙ 創新育成中心
Innovation & Incubation Center ㉚ 淨心堂
Jing Xin Hall ㉛ 聖言樓(白晝廳)
Sheng Yan Building (Day Hall) ㉜ 外語學院(德方實習所)
School of Foreign Languages (German Practice Center) ㉝ 格物學苑
Ge Wu Academy ㉞ 立言學苑
Li Yan Academy ㉟ 理工綜合教室
Library and Computer Center ㊱ 理工學院
School of Engineering ㊲ 耕莘樓(聖言會單位)
Geng Xin Building (Society of the Holy Word Unit) ㊳ 神學院
School of Theology ㊴ 宿舍
Dormitory ㊵ 宜重/宣善學苑
Yi Zhong / Xuan Shan Academy ㊶ 宜美學苑
Yi Mei Academy ㊷ 宜豐學苑
Yi Feng Academy ㊸ 宜德學苑
Yi De Academy ㊹ 文德學苑
Wen De Academy ㊺ 信義和平學苑
Xin Yi He Ping Academy ㊻ 格物學苑
Ge Wu Academy ㊼ 立言學苑
Li Yan Academy ㊽ 餐廳
Cafeteria ㊾ 輔園
Fu Yuan ㊿ 文圖
Library ⓫ 心園
Xin Yuan ⓬ 仁園
Ren Yuan ⓭ 理園
Li Yuan |
|---|---|

如何迅速使用本地圖查詢
Decide how to use the FJCU map

- ① 查詢樓(行政大樓) 查詢地點
- ② 查詢樓(行政大樓) 查詢地點

捷運站
捷運站

公車車站
公車車站

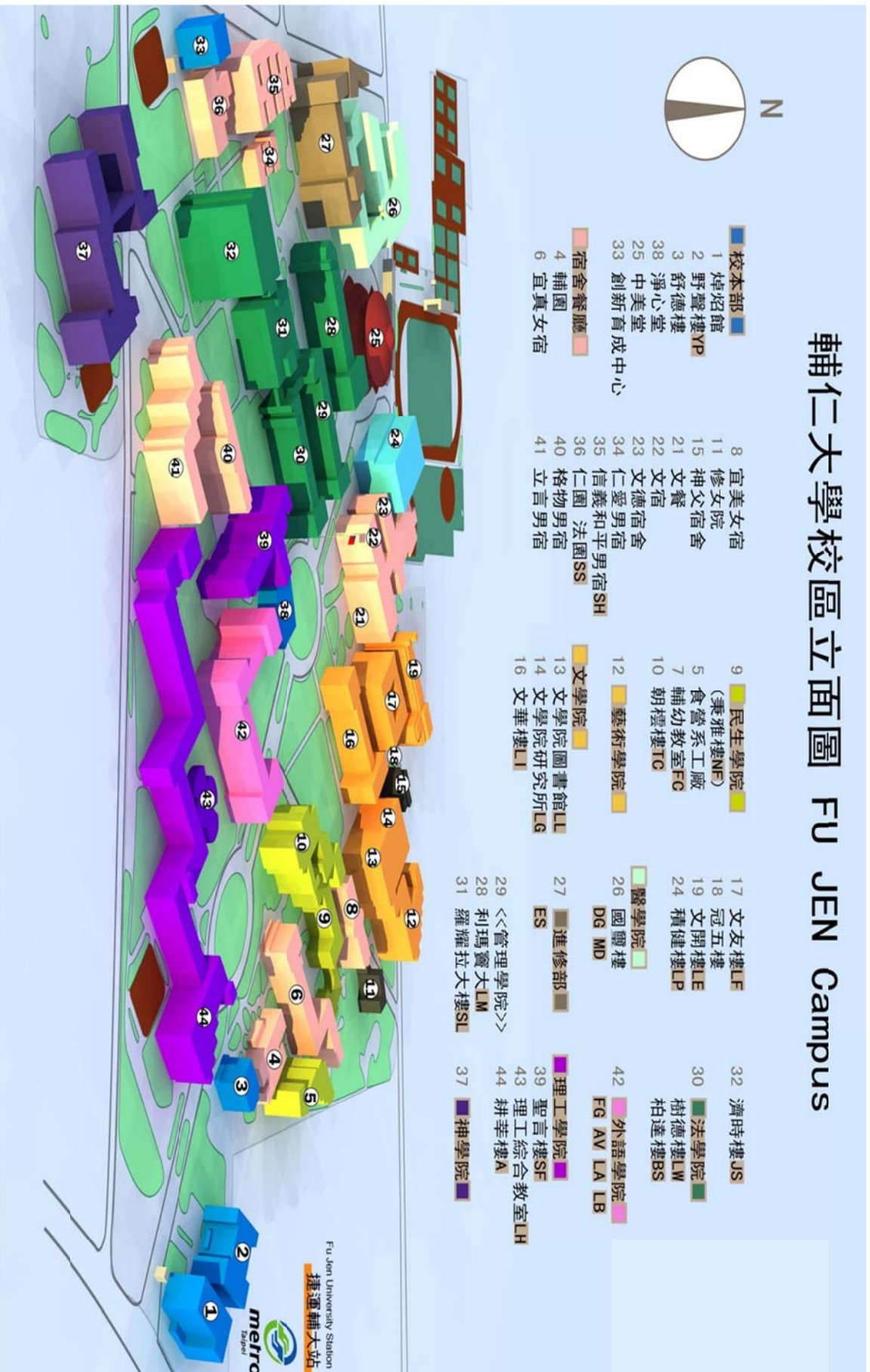
汽機車停車場
汽機車停車場

出入口(車輛可行駛)
出入口(車輛可行駛)

出入口(僅供行人通行)
出入口(僅供行人通行)

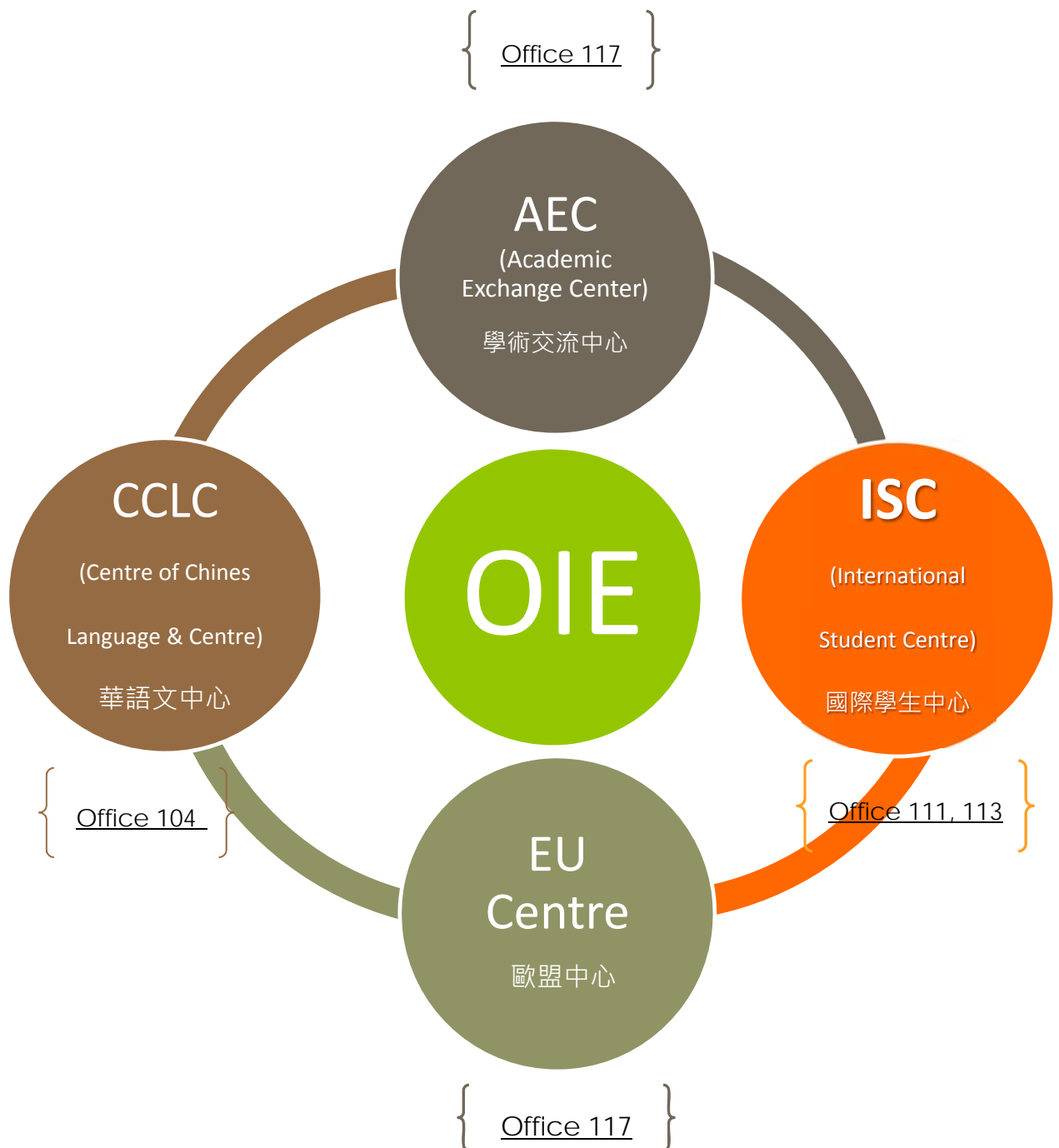
CAMPUS MAP (3D)

輔仁大學校區立面圖 FU JEN Campus



Where Can You Find Helps?

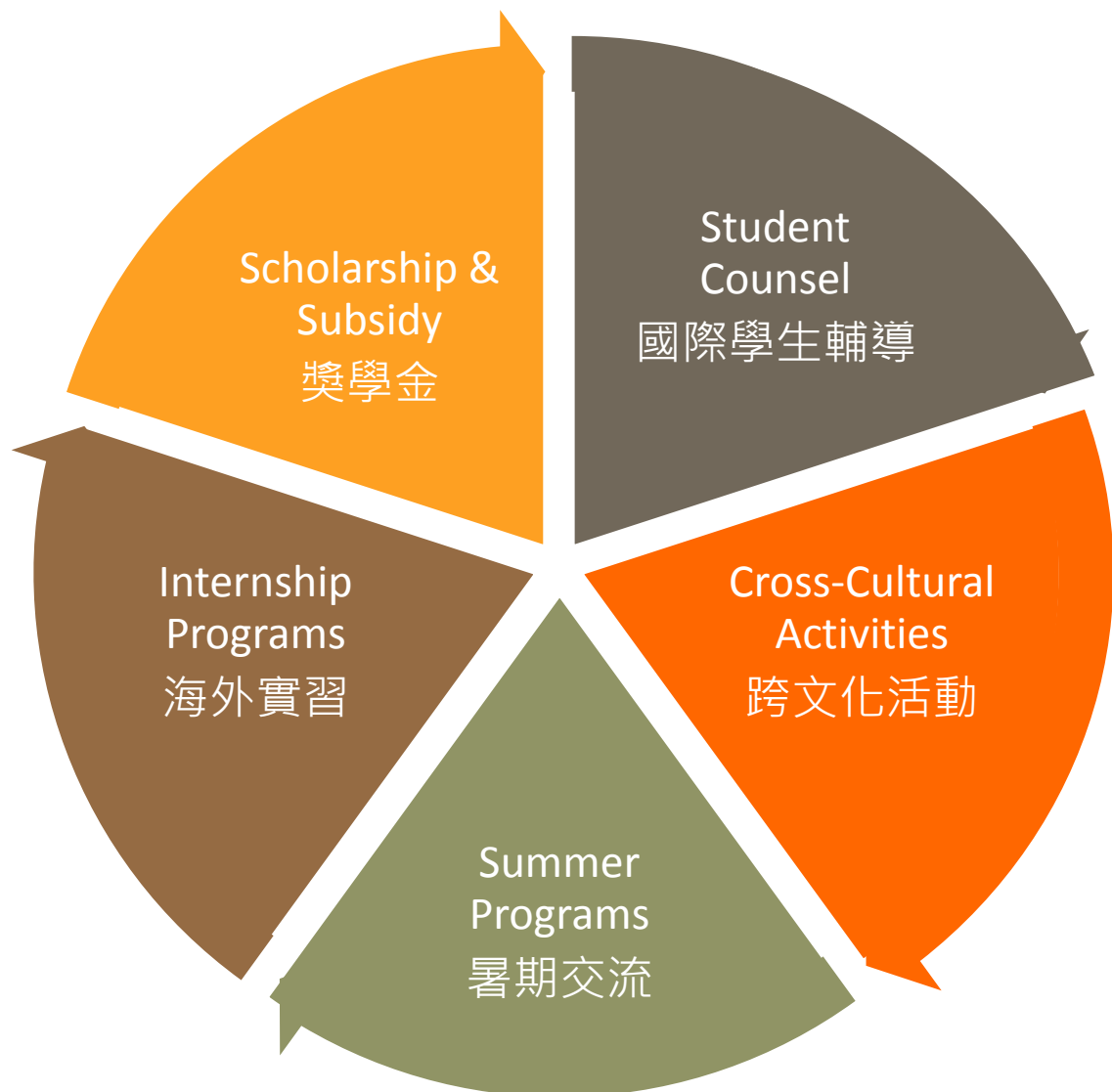
- ▶ **OIE (Office of International Education)**
國際及兩岸教育處
- ▶ **Location :** Cardinal Tien Memorial Bldg. (耕莘樓)
- ▶ **Office Hour:** 8:00 a.m. – 16:30 p.m.
- ▶ **Contact Person:**
Laurence 02-29052544 089757@mail.fju.edu.tw



What Can You Do in ISC?

► Missions of Int'l Student Center (ISC)

國際學生中心的使命



► Contact Information of Administration Offices

業務單位聯絡方式

Administration Offices	Phone and Fax	Email
Board of Directors	Tel: 02 - 29053117 Fax: 02 - 29086242	trust@mail.fju.edu.tw
Principal's Office	Tel: 02 - 29052202	president@mail.fju.edu.tw
Office of Public Affairs	Tel: 02 - 29053783 Tel: 02 - 29052210 Fax: 02 - 29026201	pro@mail.fju.edu.tw
Office of Secretariat	Tel: 02 - 29052204 Fax: 02 - 29044938	secret@mail.fju.edu.tw
Office Of Academic Affairs	Tel: 02 - 29052217 Tel: 02 - 29052218 Fax: 02 - 29052225	dean@mail.fju.edu.tw
Office Of Student Affairs	Tel: 02 - 29053174 Fax: 02 - 29053174	dsa@mail.fju.edu.tw
Office Of General Affairs	Tel: 02 - 29052238 Tel: 02 - 29052239 Fax: 02 - 29032656	glafair@mail.fju.edu.tw
Office Of Research and Development	Tel: 02 - 29053109 Tel: 02 - 29053136 Fax: 02 - 29041563	rdo@mail.fju.edu.tw
Office of International Education	Tel: 02 - 29053137 Fax: 02 - 2903-5524	oie@mail.fju.edu.tw
Personnel Office	Tel: 02 - 29052206 Fax: 02 - 29086210	person@mail.fju.edu.tw
Office of Legal Affairs	Tel: 02 - 29053124 Fax: 02 - 29041947	legal@mail.fju.edu.tw
Office of Military Instruction	Tel: 02 - 29052885 Mobile: 0905298885 Fax: 02 - 29023419	smt@mail.fju.edu.tw

Physical Education Office	Tel: 02 - 29053073 Tel: 02 - 29053034 Tel: 02 - 29052234 Fax: 02 - 29017051	gl6@mail.fju.edu.tw
Accounting Office	Tel: 02 - 29052300 Tel: 02 - 29053009 Tel: 02 - 29052410 Fax: 02 - 29088360	fjdp0046@mails.fju.edu.tw
History Office	Tel: 02 - 29053046 Fax: 02 - 29053152	fuho@mail.fju.edu.tw
Center of Information Technology	Tel: 02 - 29053093 Tel: 02 - 29052712 Fax: 02 - 29029557	pubwww@mail.fju.edu.tw
Campus Ministry	Tel: 02 - 29052260 Tel: 02 - 29052256 Fax: 02 - 29025017	religion@mail.fju.edu.tw
Student Counseling Center	Tel: 02 - 29052278 Tel: 02 - 29052237 Fax: 02 - 29044597	scc@mail.fju.edu.tw
School of Continuing Education	Tel: 02 - 29052855 Fax: 02 - 29028002	dean@mail.fju.edu.tw
Libraries	Tel: 02 - 29052673 Fax: 02 - 29053158	library@mail.fju.edu.tw
FJCU Clinic	Tel: 02-29052526 Tel: 02-29053130 Fax: 02-29016040	fj02101@mail.fju.edu.tw
FJCU Hospital	Tel: 02 - 29052009 Fax: 02 - 29053973	fjuhospital@mail.fju.edu.tw
Faculty of Theology of St. Robert Bellarmine	Tel: 02 - 29052792 Fax: 02 - 29062439	theology@mail.fju.edu.tw

► Contact Information of Academic Offices

學術單位聯絡方式

Academic Offices	Phone and Fax	Email
College of Liberal Arts	Tel: 02 - 29055302	045902@mail.fju.edu.tw
College of Art	Tel: 02 - 29052361	048435@mail.fju.edu.tw
College of Communication	Tel: 02 - 29053396	DIG@mail.fju.edu.tw
College of Education	Tel: 02 - 29053303	DKG@mail.fju.edu.tw
College of Medicine	Tel: 02 - 29053405	fjmc@mail.fju.edu.tw
College of Science and Engineering	Tel: 02 - 29053857	graceliu@mail.fju.edu.tw
College of Foreign Languages	Tel: 02 - 29052551	004617@mail.fju.edu.tw
College of Human Ecology	Tel: 02 - 29053752	HECG@mail.fju.edu.tw
College of Social Science	Tel: 02 - 29052794	054517@mail.fju.edu.tw
College of Management	Tel: 02 - 29052651	dmg@mail.fju.edu.tw
School of Law	Tel: 02 - 29052027	048826@mail.fju.edu.tw
College of Fashion & Textiles	Tel: 02 - 29052457	014188@mail.fju.edu.tw
Holistic Education Center	Tel: 02 - 29053123	hec@mail.fju.edu.tw
Fu Jen Academia Catholica	Tel: 02 - 29053111	FJAC@mail.fju.edu.tw



Registration Procedures

註冊報到

Notice

- Every semester students need to register. When semesters begin, please go to Fu Jen Catholic University homepage (<http://www.fju.edu.tw>) then “Students”. Access to “Students Portal” with LDAP account, please go to “Enrollment/Registration” then “Online Registration System” to check the status of your registration.

每學期都要註冊，開學後請至輔仁大學首頁 (<http://www.fju.edu.tw>) 點選『在校學生』，請以『單一帳號(LDAP)、密碼』登入『學生資訊入口網』，點選『學籍·註冊』項目下之『學籍電子註冊系統』，查詢註冊狀況。

- Access LDAP account uses your FJCU student number (Account: FJCU student number) and the password is:

If have, your ARC numbers (10 digits of UI Number)

If you do not have an ARC, your password is FJU plus the 6 digits of your birthday. (E.g.: If your birthday was 1995/05/20, your password is fju950520.)

單一帳號(LDAP) 為學號。預設密碼如下，請參考。

- 居留證號 (共 10 碼)。
- 無居留證號者：fju+生日西元年(末 2 碼)+月(2 碼)+日(2 碼)，共 9 碼。
如：生日 1995 年 05 月 20 日，密碼則為 fju950520。

外籍生休學、退學即時通報

Instant Notification about Suspension, Taking An Extended Absence and Withdrawing from studies of Int'l students

- 學校會透過全國大專院校外國學生資料管理資訊系統將外籍生休學、退學即時通報移民署。

University will inform National Immigration Agency when int'l students are suspended or dropped from the school via National Management System of Int'l Students.

- 通報後 2 週至 1 個月內居留證即失效，因此休學、退學的同學需留意離境的日期，以免成為逾期停留或逾期居留，被罰款或致禁止入國。

Once students are suspended or dropped from the school, students' ARC will be expired in 2 weeks to 1 month and have to leave Taiwan beforehand.

Tuition and Fee

學費繳交方式

- Please download the payment form online from Taishin Tuition Payment Portal: <https://school.taishinbank.com.tw/>
For the English website, please click the link in the upper left.
請登入「台新銀行學雜費入口網」下載繳費單: <https://school.taishinbank.com.tw/>
- User ID: please type your student number. The password is:
使用者帳號：請填入學號。密碼說明如下：
 - Returning International Student: Final 6 digits of ARC (UI Number).
外籍生--舊生：居留證號(統一證號)後六碼。
 - New International Student: If you do not have an ARC, your password is the 6 digits of your birthday. (E.g.: If your birthday was 1983/04/25, your password is 830425.)
外籍生--新生：新生尚未登錄居留證號者，以學生的出生年月日共六碼為密碼，例如西元 1983 年 04 月 25 日出生，請輸入 830425。
- Here alternative routes are available to access the website of Tuition platform.以下另外介紹如何從學校首頁進入「學雜分費專區」的方式。
- Step 1: School Official Website ► Tuition platform
步驟一：學校首頁►「學雜分費專區」

The screenshot shows the official website of Fu Jen Catholic University. At the top, there is a navigation bar with links for 'ENGLISH', '網站地圖', and '搜尋'. Below this is a main menu with categories like '關於輔仁', '行政單位', '學術單位', '使命單位', '校園資源', and '招生資訊'. The main content area features several images of the university's campus and buildings. Below the images, there are three columns of text: '最新動態' (Latest News), '榮譽榜' (Honor Roll), and '重要連結' (Important Links). In the '重要連結' section, the link '學雜分費專區' is highlighted with a red box, and a red arrow points to it from the '榮譽榜' section.

- Step 2: Go to the Payment Platforms
For the English version, please click the link in the Bottom left.
步驟二：點選進入「繳費平台」(英文網頁請點選左下方連結)

系統公告

繳費平台

繳費標準

學費補助
其他資訊

彈性課程

常見問題

聯絡我們

English Version

系統公告

- 1.106學年度第1學期學生休、退學學雜費及學分學雜費退費標準時間表暨繳交學分費及學分學雜費公告
- 2.106學年度第1學期學生繳交學雜費、學分學雜費及各項費用相關事宜
- 3.106學年度輔仁大學本國生大學部各項收費標準表
- 4.106學年度輔仁大學本國生研究生學雜費收費標準表
- 5.106學年度輔仁大學陸生各項收費標準表
- 6.台新學雜費繳費平台於106學年度起開放支付寶繳費(僅限陸生)，操作說明請見連結網址台新銀行跨境繳學雜費操作說明_陸生201707.pdf
- 7.日間部大一新生自106年8月10日起可開始下載繳費單。
- 8.107學年延修生收費公告

- Step 3: Go to the Taishin Bank Portal for Tuition Payment
步驟三：點選進入「台新學雜費入口網」

系統公告

繳費平台

繳費標準

學費補助
其他資訊

彈性課程

常見問題

聯絡我們

English Version

繳費平台

繳費截止日			
部別	繳費項目	截止日期	注意事項
日間部 研究所	學分費	106年11月10日	
	學雜費	106年9月13日	
進修部	學分學雜費	106年11月17日	
日間部 (新生)	學生會入會費		依大學法規定，學生會收取之會費，全數用於全體會員學生之相關權益及活動，採取自由繳交；為健全學生自治與運作發展，建議繳交。

繳費方式		
繳費方式	操作說明(下載)	平台
現金繳費 匯款 實體ATM(選擇繳費功能)	進入「台新學雜費入口網」 ->列印「繳費單」或「收據」 ->至銀行或郵局等金融機構繳費 (繳費問題請參考常見問題)	台新學雜費入口網
網路信用卡繳費 (請參考常見問題6)	進入「台新學雜費入口網」 ->查詢繳款帳號146碼 (繳費單第二聯左下側-台新繳款帳號)	E政府(台新)繳費平台
※以輔大認同卡繳交學雜費，可享6折0利	進入「台新學雜費入口網」	17500018(台新)繳費平台

- Step 4: Log in (For the English website, please click the link in the upper left)

步驟四：網路銀行▶登入(英文網頁請點選左上連結)，使用者帳號 = Student ID

台新銀行 24小時客服專線：0800-023-123

學雜費入口網 *For English Website*

International Student Tuition and Fees Service

快速繳費專區

- 信用卡繳費
- 網路ATM繳費
- 經辦登入
- 學生登入
- 常見問題查詢

學生登入

學校名稱：0001 私立輔仁大學

使用者帳號：

使用者密碼： [查詢密碼](#)

您在登錄本行「學雜費入口網」之「查詢及繳費登入」專區後所查詢之相關資料，皆由您就讀之學校提供予本行，本行僅在為您就讀之學校辦理學雜費代收之帳務處理目的範圍內蒐集處理您的個人資料，不作其他利用。若您對於在本行「學雜費入口網」之相關個人資料有任何疑義，請向您就讀之學校洽詢。

重要訊息 [more](#)

2017-08-25	106/08/28(一) 08:00 -08:30...	查詢詳情
2017-08-11	106/08/13(日) 00:30-04:30暫...	查詢詳情
2017-06-21	106/07/07(五) 18:00-24:00暫...	查詢詳情
2016-09-19	105/9/21(三) 18:10-19:10暫停...	查詢詳情

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- For English Website, User ID = Student ID

Taishin International Bank

Tuition Payment

Account

School Name: [FJCU] Fu Jen Catholic University

User ID:

Password: [Query Password](#)

- Step 5: Print out the payment form. Bring the payment form and \$\$ (Taiwanese Dollars Only) to the banks or post-office.

步驟五：列印學雜費繳費單後，請至郵局，以現金繳交。

VISA Application

申請簽證

Step 1

Apply for Resident Visa 申請居留證

- 居留簽證申請流程：
<https://www.boca.gov.tw/cp-9-185-35222-1.html>
- Procedure to obtain a Resident Visa：
<https://www.boca.gov.tw/cp-166-283-c4da3-2.html>
- Institution 申請機構：Bureau of Consular Affairs(BOCA), Ministry of Foreign Affairs(MOFA) (外交部領事事務局)
- Address 住址：3~5 Fl, 2-2 Chi-Nan Rd, Sec 1, Taipei City
臺北市濟南路一段 2-2 號中央聯合辦公大樓 3~5 樓
- Website 網站：<https://www.boca.gov.tw/mp-1.html>

Step 2

Apply for Alien Resident Certificate (ARC) 申請居留證

- Please go to local immigration service center for your register address. 請申請人至居住地之移民署服務站辦理居留證
- 新北市移民署 New Taipei City Service Center**
- ◆ Address: 1F., No.135, Min'an St., Zhonghe Dist., New Taipei City
住址：新北市中和區民安街 135 號 1 樓
 - ◆ 網站 Website：<http://servicestation.immigration.gov.tw/mp.asp?mp=s003>
- 臺北市移民署 Taipei City Service Center**
- ◆ Address: No. 15, Guangzhou St., Zhongzheng District, Taipei City
住址：臺北市中正區廣州街 15 號
 - ◆ 網站 Website：<http://servicestation.immigration.gov.tw/mp.asp?mp=s002>

ARC Application

居留簽證申請

- Application time: Within 15 days counted from the next day of arrival or the next day of receiving resident visa in Taiwan.

申請時機：持居留簽證入境次日起 15 日內，或在臺灣取得居留簽證後 15 天內。

- ARC Application Materials

申請居留證的所需文件

ARC First-time Application 新生初辦	ARC First-time Application (Recipients of Taiwan scholarship) 新生初辦 - 臺灣獎學金生
1. application form 申請書 2. One 2" x 2" color photo 照片 1 張：白底正面照 3. passport (original and copy) 護照 (正本、影本) 4. visa (original and copy) 簽證 (正本、影本) 5. Certificate of Admission (original and copy)入學許可 (正 本、影本) 6. Proof of Registration OR receipt of tuition fee 在學證明或學費繳費 單 7. Proof of Residence: contract OR house rent receipt 居住證明：合約或繳費單 8. Operation Fee : NTD1,000 元 手續費 1,000 元	1. application form 申請書 2. One 2" x 2" color photo 照片 1 張：白底正面照 3. passport (original and copy) 護照 (正本、影本) 4. visa (original and copy) 簽證 (正本、影本) 5. Certificate of Admission (original and copy)入學許可 (正本、影本) 6. Certificate of Taiwan scholarship (original and copy) 臺灣獎學金證明 (正本、影本) 7. Proof of Residence: contract OR house rent receipt 居住證明：合約或繳費單 8. Operation Fee : NTD1,000 元 手續費 1,000 元

ARC Sample and Illustrations

居留證說明

入出國及移民署
National Immigration Agency

統一證號
UI(Uniform ID) No.



- ◆ 居統一證號即為你在臺灣的「身份證字號」
The UI number is your ID in Taiwan.

居留期限
Date of Expiry



- ◆ 居留期限到期前**1個月內**必須申請「延期」
- ◆ It's mandatory to apply for an extension **a month before the date of expiry.**

ARC Extension

居留證延長

Situation 1

Q: If the expiry date of Kelly's ARC is on August 31, when shall she apply for an extension?

A: Date of expiry: 8/31

Application for an extension: 8/1-8/30

狀況一：

Q: 如果凱莉的居留證到期日為 8 月 31 日，她應該在什麼時候申請延長居留證？

A: 到期時間: 8/31

申請延長居留證時間: 8/1-8/30

Situation 2

Q: If Kelly will take a vacation back her country from 7/15-9/2, what shall she do with the ARC extension?

A: Date of expiry: 8/31

Application for an extension:

Before 7/1 with the plane ticket, because it takes 2 weeks to renew ARC.

Q: 如果凱莉離開台灣，從 7/15-9/2 不在臺灣，應該在什麼時候申請延長居留證？

A: 到期時間: 8/31

申請延長居留證時間: 7/1 之前並攜帶返國機票證明

因為辦理 ARC 延長需要 2 週的時間。

 **Overdue 逾期** 

- ◆ The overdue ARC will be fine. 逾期申請外僑居留證需支付罰款
- ◆ Note: Overdue stay or application, the competent authority can order such students to voluntarily exit and be prohibited to entry.
備註：逾期停留或逾期居留者，主管機關得強制驅逐出國，且可能會被禁止入國。

Scholarship from the R.O.C. Government

政府獎學金

提供單位 Provider	獎學金名稱 Scholarship	相關要點及申請方式 Regulations & How to Apply
Ministry of Education(MOE) 教育部	教育部臺灣獎學金 Taiwan Scholarship Program of MOE	<p>Please go to "Taiwan Scholarship and Hanyu Enrichment Scholarship Program" website to download the regulations.</p> <p>請至「臺灣獎學金與華語文獎學金計畫」網站查詢。</p> <p>https://taiwanscholarship.moe.gov.tw/web/index.aspx</p>
Ministry of Foreign Affairs(MOFA) 外交部	外交部臺灣獎學金 Taiwan Scholarship Program of MOFA	
Ministry of Foreign Affairs(MOFA) 科技部	科技部臺灣獎學金 Taiwan Scholarship Program of MOST	

FJCU Scholarships

校內獎學金

Scholarship 獎學金名稱	Regulations 相關辦法	Application Time & How to Apply 申請時間 & 申請方式	Award Amount 金額
<p data-bbox="236 600 533 969">Fu Jen University Scholarship Regulations for New International Students in Undergraduate and Master's Degree Programs</p> <p data-bbox="236 1077 533 1205">輔仁大學外國籍學士 與碩士新生獎學金實 施辦法</p>	<p data-bbox="560 600 847 685">Regulation In Chinese & English</p> <p data-bbox="560 741 724 779">中英文辦法</p> <p data-bbox="560 842 852 969">http://isc.oie.fju.edu.tw/resource.jsp?labelID=23</p> 	<p data-bbox="879 600 1166 1160">Same as the period for online admissions application as indicated in the Admission Brochure for International Students of Fu Jen Catholic University. Please refer</p> <p data-bbox="879 1173 1166 1258">http://idsa.oie.fju.edu.tw/</p> <p data-bbox="879 1317 1166 1496">依據本校外國學生申請入學招生簡章中列示之網路申請期間，請參考</p> <p data-bbox="879 1509 1166 1594">http://idsa.oie.fju.edu.tw/</p>	<p data-bbox="1198 600 1458 1070">Recipients are entitled to receive scholarship funds for four consecutive semesters, at a total of NT\$50,000 per semester.</p> <p data-bbox="1198 1106 1458 1285">連續領取 4 學期獎學金，每學期獎學金金額為 50,000 元整</p>

Scholarship 獎學金名稱	Regulations 相關辦法	Application Time & How to Apply 申請時間 & 申請方式	Award Amount 金額
<p data-bbox="236 450 523 770">Fu Jen University Scholarship Regulations for New International Students in Doctoral Degree Programs</p> <p data-bbox="236 831 531 913">輔仁大學外國籍博士 新生獎學金實施辦法</p>	<p data-bbox="558 450 772 577">Regulation In Chinese & English</p> <p data-bbox="558 638 724 674">中英文辦法</p> <p data-bbox="558 734 828 869">http://isc.oie.fju.edu.tw/resource.jsp?labelID=23</p> 	<p data-bbox="858 450 1177 913">Same as the period for online admissions application as indicated in the Admission Brochure for International Students of Fu Jen Catholic University. Please refer</p> <p data-bbox="858 927 1161 1010">http://idsa.oie.fju.edu.tw/</p> <p data-bbox="858 1070 1177 1249">依據本校外國學生申請入學招生簡章中列示之網路申請期間，請參考</p> <p data-bbox="858 1263 1161 1346">http://idsa.oie.fju.edu.tw/</p>	<p data-bbox="1204 450 1453 1496">Recipients are entitled to receive scholarship funds for a maximum of eight consecutive semesters after initial enrollment. Tuition and miscellaneous fees for each semester are waived or reduced, and a stipend of NT\$50,000 is awarded to supplement living expenses.</p> <p data-bbox="1204 1532 1461 1809">受獎期限為錄取當年度註冊後連續 8 學期，每學期減免學雜費並獎助生活費新台幣 50,000 元整</p>

Work Permit (Work, Part-time or Internship)

工作許可 (工作、工讀、實習)

- How to apply for it, FJC 輔大學生申請說明: <https://goo.gl/TaLSko>

- Application requires permission from university, and students have to complete the registration in advance.

申請許可須經學校同意，申請者請先完成註冊手續。

- Working in Taiwan without the work permit, foreigners will be fined from NT\$ 30,000 to NT\$ 150,000.

未申請工作證者將罰款新台幣 3 萬至 15 萬。

- Online Application: <https://ezwp.wda.gov.tw/>

Please see the website and follow the instructions and prepare the following scanned application materials in PDF format:

- A photocopy of your student ID with the registration stamp
- One copy of valid passport
- One copy of valid ARC
- Consent Form for Work Permit Application for FJCU International Students

- ✧ Application fee NT \$100, students can transfer the application fee in a post office. Fill in the receipt information on line after postal remittance. (Account name: Work Permit Account of Workforce Development Agency, Account No.: 19058848).

- 線上申請：<https://ezwp.wda.gov.tw/>

請依照網頁的說明提出申請，請備妥以下文件的掃描檔。

- 正反面學生證影本加蓋註冊章
- 有效期間之護照影本
- 有效期間之居留證影本
- 輔仁大學外國留學生工作許可申請原因證明書

- ✧ 審查費 100 元。請至郵局利用郵政劃撥繳納後，將收據訊息填入系統。戶名：勞動部勞動力發展署聘僱許可收費專戶，劃撥帳號：19058848。

National Health Insurance

全民健康保險

- An international student is eligible for National Health Insurance once they have received Resident Visas and have been living in Taiwan for 6 months. The student may spend 6 consecutive months in Taiwan or reach the 6 month requirement after leaving Taiwan one time for no longer than 30 days. However, any time spent abroad does not count towards the required 6 months. When the student's actual time in Taiwan reaches 6 months after the period abroad is subtracted, they must register for National Health Insurance either at the University or at the local government office that serves the area where their address is located.

外籍學生來台就學者，擁有居留簽證後並在臺居留滿 6 個月，需在其就讀之學校或居住地區公所辦理參加全民健保。* 註：「在臺居留滿 6 個月」指進入臺灣地區居留後，連續居住達 6 個月或曾出境 1 次未逾 30 日，其實際居住期間扣除出境日數後，併計達 6 個月)

- National Health Insurance is compulsory. Anyone who qualifies must register in accordance with regulations. Anyone who does not register will be fined between NT\$3,000 and NT\$15,000 and will be required to make back payments on insurance premiums starting from the date that they became eligible for insurance. A student will not be covered by insurance before the back payments and fines are paid in full. The student will receive written notification of the fine as well as a payment deadline. If a student has not paid by the deadline, the case will be referred to the courts.

全民健康保險係屬強制性保險，凡符合投保條件的民眾均應依規定參加全民健康保險。若不依規定參加保險，處新台幣 3,000 元以上 15,000 元以下的罰鍰，並追溯合於投保條件之日起補辦投保；於罰鍰及保險費未繳清前，暫不予保險給付。上述罰鍰，經書面通知限期繳納，屆期仍未繳納者，移送強制執行。

- An international student will receive a National Health Insurance card after registering. The NHI card or ARC can be used to receive medical treatment at any hospital or clinic contracted to NHI. The student will still have to pay a registration fee and a portion of the medical fees every time they seek medical treatment.

外國留學生於加保後，將會取得「健保卡」。同學可憑「健保卡」及居留證至各健保特約醫院或診所就醫，惟須自行負擔掛號費及部分醫療費用。

- The insurance fees are NT\$4,494 for 6 months (one semester), and International student center will assist international degree seeking students to participate National Health Insurance.

每一個學期 (6 個月)保險費用為新台幣 4,494 元，國際學生中心將會協助外籍學位生加入國民健康保險。

- For more details, please refer to The Bureau of National Health Insurance

Website: <https://www.nhi.gov.tw/>

Address: No 15-1, Gong Yuan Rd, Taipei

Tel: 02 2191 2006; 0800-030-598

Office Hour: Monday to Friday, 8.30am-12.30pm; 1.30pm-5.30pm

詳細相關規定請洽『中央健康保險局臺北分局』

網站：<https://www.nhi.gov.tw/>

地址：臺北市公園路 15-1 號 (健保大樓) 5~9 樓

電話：(02)2191-2006；0800-030598

服務時間：週一至週五自上午 8 時 30 分至 12 時 30 分；自下午 1 時 30 分至 5 時 30 分

Group Health Insurance for International Students

外籍學位生團體保險

- International students are qualified to apply for the “National Health Insurance(全民健保)” only after 6 months from the date of students' Resident Visas issued. Therefore, ISC will apply for the “Group Health Insurance of Students” for you, covering the first 6 months according to the regulations of MOE. The insurance fees are NT\$3000 for 6 months.

當外籍學生取得居留簽證滿 6 個月後才可以申請「全民健保」，因此依教育部規定，於報到開學日起算 6 個月，將幫同學加保「學生團體保險」。保險費用為新台幣 3,000 元整。

- When seeing a doctor, please pay all the fees by yourself first. Please remember to apply for the medical certificate and the receipt with treatment details from the clinic or hospital.

至醫院或診所就醫，須先自行付醫療費用。請務必向醫院申請「醫療診斷書（醫生診斷書）」與「醫療費用收據及明細表」。

- For the cover of insurance and the insurance claims 保險範圍以及申請方式：<http://isc.oie.fju.edu.tw/administration.jsp?labelID=7>

- Please bring the following documents to ISC:

至國際學生中心辦申請理賠，請準備以下文件：

1. Application form 申請書 1 份
2. Medical certificate (or Medical record / Diagnostic certificate)
醫療診斷書（醫生診斷書）1 份
3. Receipt with treatment details (the expense receipt)
醫療費用收據及明細表 1 份
4. A copy of your passport 護照影本 1 份
5. A copy of your students ID card (Both sides)正反面學生證影本 1 份
6. A copy of your postal passbook saving account 郵局存簿影本 1 份

Course Reminders

選課提醒

- Course Selection Password: Please go to the “Webpage for Course Selection” under “Students” then “Course and Learning” for “Password for Course Selection” at Fu Jen Catholic University homepage (<http://www.fju.edu.tw>)
選課密碼查詢:請至輔仁大學首頁(<http://www.fju.edu.tw>) 點選『在校學生』, 請以『單一帳號(LDAP)、密碼』登入『學生資訊入口網』, 點選『課程•學習』項目下之『選課密碼』。
- Please go to the “Webpage for Course Registration Website” under “Students”– “Course and Academics” at Fu Jen Catholic University homepage (<http://www.fju.edu.tw>) to download the “Course Selection and Registration Guidelines” and system operation instructions as your reference.
請至輔仁大學首頁(<http://www.fju.edu.tw>) 點選『在校學生』, 點選『課程•學習』, 點選『學生選課資訊網』項下下載學生選課須知、全人課程選填系統及選課系統操作說明, 並依相關規定辦理選課。
- The required courses should be typed in by the faculty of your department accordingly to the compulsory course regulation for undergraduate students. Students still need to go to the online course selection system to register holistic education courses (HEC) which required courses for undergraduates during “Holistic Education Curriculum Selecting period.”
學士班新生系訂必修科目, 原則上會由系上作必修課程代入作業, 同學另需於『全人課程選填系統』選課階段上網選全人教育課程 (學士班校定必修課程)。
- To check for more information regarding holistic education courses for undergraduate students please refer to (<http://www.hec.fju.edu.tw>).
全人教育課程請詳閱全人教育課程中心網站各網頁之說明 (<http://www.hec.fju.edu.tw>)。
- Please read the “Course Selection and Registration Guidelines” and system operation instructions carefully.
請詳讀學生選課須知及操作說明以進行選課作業。

Holistic Education Curriculum (undergraduate)

全人教育課程 (學士班)

- Undergraduates should study the Holistic Education Curriculum. Please visit the website for more information: <http://www.hec.fju.edu.tw/>

學士班學生必修全人教育課程，更多訊息請參考網頁：

<http://www.hec.fju.edu.tw/>

- International students are not required to take military class, please withdraw it.

外籍生申請免修軍訓(military class waiving)者，請自行退選「軍訓」。

- International students are assigned to take Oversea Chinese/English course after taking placement test. If students want to take in the second year, please withdraw it.

第 1 學年「僑生國文」與「僑生英文」分班於第一週進入課表，請同學記得按照時間上課。若規劃於第 2 學年才上僑生國文者，需開學後於系統上退選。

- Please note the credits required for HEC in order to meet the graduate requirements.

請注意全人教育課程修課，以順利畢業。

- Students are required to pass the Chinese/English proficiency and computer information test before graduating.

通過中文、英文、資訊素養檢測方可畢業。

On-Campus Dormitory Application

校內宿舍申請

- FJU has 5 female dormitories, 4 male dormitories.
輔大目前有 5 間女生宿舍、4 間男生宿舍。
- When the semester begins, students need to apply for dormitory by themselves, please pay attention to further announcement from **Dormitory Service Center** and apply it in time.
外籍生入學後，請選擇想要申請的宿舍，於宿舍服務中心公告申請時間完成申請程序。
- 宿舍服務中心 Dormitory Service Center :
<http://www.dsc.fju.edu.tw/>

Off Campus Accommodation

校外住宿

- Information for rental outside 校外賃居網:
<https://house.nfu.edu.tw/FJU>

University Facilities

校內設施

Housing (Important Dorm Regulations)

住宿 (宿舍重要規定)

- Please follow the dorm regulation. Violator will be forced to move out.

請遵守住宿規定，違反者將遭到退宿。

- Please remember your dormitory's phone number, and inform the reception counter every time when you want to stay overnight outside.

請記得您宿舍的電話號碼，如要外宿時，請務必先通知宿舍服務台。

- Storing of inflammable, dangerous, or prohibited objects is not allowed anywhere within the dormitory. Including drugs, alcohol and gambling equipment. In the threat of public security, residential privileges will be terminated and the resident(s) will take full criminal responsibility.

寢室內不得放置易燃物品及儲存危險或違禁物品(例如：毒品、酒類、賭具等)，若危及公共安全，取消住宿資格並自負刑責。

- Please do not cook inside the dormitory room in case the dorm room being burned.

室內嚴禁烹煮食物，以免電線走火而發生火災。

- No curfew.

宿舍無門禁規定，請學生注意自身夜晚安全。

Food on Campus

食(校內餐廳/咖啡廳)

- There are 5 cafeterias/restaurants on campus, 3 Convenience stores, 1 market and coffees shops etc.

輔大校園內有 5 間餐廳、3 間便利商店、1 間全聯福利中心、咖啡廳等

- Please find the campus map on page 3 for the locations of the cafeterias!

餐廳位置請看第三頁校園地圖！

Health Care & Student Counseling

醫療與心理健康(醫院診所與學生諮商中心)

- **FJCU Clinic 學校診所**

- Tel: 2905-2526, 2905-3941
- Mon. ~ Fri.: 9:00~12:00, 14:30~17:30, 18:30~21:30
- Saturday: 9:00 ~ 12:00

✧ **With your student card, NT\$50 for clinic registration**

憑輔大學生證，「掛號費」NT\$50

- **FJCU Hospital 天主教輔仁大學附設醫院**

- Tel: 8512-8800
 - Address: No.69, Guizi Rd., Taishan Dist., New Taipei City 243
- 地址：新北市泰山區貴子路 69 號

- **FJCU Student Counseling Center 學生輔導中心**

- Tel: 02-29053003, 02-29052237
- Office hours: 08:00 – 22:00, Monday to Friday
- Center location: **MD222**, 2F, Paul Cardinal Shan Medical Bld.
- 地點：國壘樓二樓 **MD222**，★學生免費★
- The counseling service is free of charge to currently-enrolled students and staff of the Fu Jen Catholic University.

Computer Center

電腦教室

Day	Time	Room
Monday – Friday	8:00-21:30	SF339, ES400, LE401
Saturday	9:00-15:30	ES401

○ Please bring your student ID card with you, please find the exact opening hours from notice board of the classroom.
請攜帶學生證。實際開放時間以教室公告為準。

Swimming Pool

游泳池

Day	Time
Monday – Friday	05:00 - 21:45
Saturday	05:00 - 17:45
Sunday	05:00 - 08:15

○ Undergraduate students are required to pay it and the slip can be downloaded from the internet.
大學部新生（一年級）必須繳交游泳池費，繳費單可在網路下載。

○ To apply for the semester entry permission: Please bring student ID card & 1 photo to the swimming pool and it costs certain fees.
持學生證及照片 1 張至游泳池辦理並繳交申請費。

○ Location : Jijan Bld. 1 F 積健樓 1 樓

○ please find the exact opening hours from notice board of the Swimming Pool.
實際開放時間以游泳池之公告為準。

Gym

健身房

<i>Mon.</i>	<i>Tues.</i>	<i>Wed.</i>	<i>Thu.</i>	<i>Fri.</i>
12:00-13:30	12:00-13:30	12:00-15:30	12:00-13:30	12:00-13:30
17:30-21:00	17:30-21:00	17:30-21:00	17:30-21:00	17:30-21:00

- Fees 費用 :
NT\$800 Per Semester 每學期 NT800
NT\$30 Per time 每次 30 元
- Location: Wende Women's Dorm B1
地點：文德宿舍地下一樓
- please find the exact opening hours and fees from notice board of Gym.
實際開放時間及費用以健身房之公告為準。

Libraries

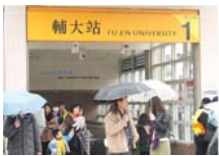
圖書館

- There are 3 libraries on campus :
Kungpo Liberal Arts Library, Fahy Memorial Bldg., 3 F of Coll. of Medicine.
本校共有三座圖書館：文圖(公博樓)、醫圖(國璽樓)、理圖(濟時樓)

Transportation

交通

○ MRT 捷運



Fu-Jen University Station (輔大站)

★ Walk along the wooden platform at the school gate.

★ “ No Eating/drinking/chew gums at MRT station ” 捷運禁止飲食★

○ Bus 公車



◆ Bus stops nearby Fu-Jen



◆ Some common destinations and the buses you can take

- MRT Taipei Main Station 捷運台北車站: 513, 299
- MRT Xinpu Station 捷運新埔站: 802
- MRT Ximen Station 捷運西門站: 513, 235, 635, 637, 藍 (BL) 2

Opening an Account at Chunghwa Post Office or a Bank

郵局／銀行

Chunghwa Post Office

中華郵局

- The Fu Jen branch of the Chung Hwa Post Office is located at the entrance to the university. You may do the following at the Post Office: deposit money, mail items, purchase life insurance, or buy merchandise. Please take a valid passport, your ARC, and your personal seal to open an account.

Required documents to open an account:

1. Student ID
2. Passport
3. ARC
4. Personal Seal

輔大郵局位於輔大門口。辦理儲金、郵件、壽險及代售商品等業務。郵局開戶請持有效外國護照及外僑居留證前往辦理各郵局辦理。

辦理郵局戶口需攜帶以下證件：

1. 學生證
2. 護照
3. 居留證
4. 印章

- Phones
 - ◆ Postal Services: (02)2902-2448
郵務電話：(02)2902-2448
 - ◆ Banking Services: (02)2902-2448
儲匯電話：(02)2902-2448
- Address : No. 510 Zhongzheng Road, Xinzhuang District, New Taipei City, 24205 Taiwan (R.O.C) **(At the University entrance)**
地址：台北縣新莊市中正路510號(輔仁大學門口)
- Opening Hours :
Monday to Friday
8 : 30am – 5 : 00 pm
營業時間：
星期一至星期五 8 : 30 - 17 : 00

Bank 銀行

- The procedure for opening an account at a bank is the same as at the Chunghwa Post Office, but you must make an initial deposit of at least NT\$1,000. The following banks have branches close to campus: Hua Nan Bank, Chang Hwa Bank, Bank of Taiwan, Taishin International Bank. You must be at least 20 years old to open an account.

Please bring the following documents:

1. Passport
2. ARC
3. Personal seal
4. Other documents proving your identity
(NHI card, driver's license, Student ID)

銀行辦理開戶程序與郵局相同，唯首次存放金為 1000 元整。輔大鄰近銀行有：

華南銀行、彰化銀行、台灣銀行及台新銀行。

欲開銀行戶口，須成年滿 20 歲，並攜帶以下證件：

1. 護照
2. 居留證
3. 印章
4. 其它可證明身分之文件
(如:健保 IC 卡、護照、駕照或學生證等)

◆ Hua Nan Bank (Xinzhuang Branch)

Website: <http://www.hncb.com.tw/>

Phone: 02-2994-4761

Address: No. 100 Zhongzheng Road, Xinzhuang District,
New Taipei City

華南銀行 (新莊分行)

網址：<http://www.hncb.com.tw/>

電話：02-2994-4761

地址：台北縣新莊市中正路 100 號

- ◆ Chang Hwa Bank (Xinzhuang South Branch)

Website: <https://www.bankchb.com/frontend/index.jsp>

Phone: 02-2906-6599

Address: No. 657-1 Zhongzheng Road, Xinzhuang District,
New Taipei City

彰化銀行 (南新莊分行)

網址 : <https://www.bankchb.com/frontend/index.jsp>

電話 : 02-2906-6599

地址 : 臺北縣新莊市中正路 657-1 號

- ◆ Taishin International Bank (Xinzhuang South Branch)

Website: <http://www.taishinbank.com.tw/>

Phone: 02-2906-8868

Address: No. 58 Fuguo Road, Xinzhuang District,
New Taipei City

台新銀行 (南新莊分行)

網址 : <http://www.taishinbank.com.tw/>

電話 : 02-2906-8868

地址 : 台北縣新莊市富國路 58 號

- ◆ Bank of Taiwan (Xinzhuang South Branch)

Website: <http://www.bot.com.tw/default.htm>

Phone: 02-2901-2999

Address: No. 653 Zhongzheng Road, Xinzhuang District,
New Taipei City

台灣銀行 (南新莊分行)

網址 : <http://www.bot.com.tw/default.htm>

電話 : 02-2901-2999

地址 : 台北縣新莊市中正路 653 號

Important notices

重要注意事項

- Please read the guideline for course selection carefully every semester. 每一學期的選課須知、選課辦法一定要詳加閱讀。📖
 - Please keep track of the course selection status on your own, and make sure there is no problem. 主動留意自己的選課情形。✍️
 - If you wish to withdraw the courses, you must complete the process on your own. 若需於學期中辦理「停修」(courses withdrawal) , 務必親自完成所有程序。✍️
 - When taking jobs or internship, please apply for the working permit beforehand. 若有工讀請務必先申請工作許可。✍️
 - 與系所保持良好的互動。You are encouraged to have more interactions with your department nicely! 😊
- ★ 校園禁煙 “ Non-smoking campus ” 🚫

Emergency Contact

緊急連絡方式

★ For any emergency, please call FJCU's 24-Hour emergency telephone number directly at **02-2905-2885 or 0905-298-885**

Please also tell ISC staff and your buddy!

遇有任何緊急問題，請撥打軍訓室暨校安中心 24 小時

緊急聯絡電話：**02-2905-2885 or 0905-298-885** 尋求協助。

或可於上班時間撥電話至國際學生中心。

★ ISC Office Hour 國際學生中心

◆Office Hour: 8:10-12:00 / 13:00-16:30, Mon. ~ Fri.

辦公時間：星期一 ~ 五 8:10-12:00 / 13:00-16:30

◆Contact Person 聯絡人:

Mr. Laurence Lin 林老師

Tel. 電話: (02)2905-2544

E mail: 089757@mail.fju.edu.tw