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本校 113 學年度第 1 次外國學生招生委員會會議審核通過



**健行科技大學**

Chien Hsin University of Science and Technology

## **114 學年度外國學生申請入學招生簡章**

### **Admission Guidelines for International Students**

#### **Academic Year 2025**

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## I. Application Guidelines／申請注意事項

### 1. Key Dates for International Student Admissions／外國學生申請入學重要日程

Fall semester／秋季班	
Item／工作項目	Date／重要日期
Application Guide Announcement 公告簡章	July 16, 2025 2025/07/16
Online application/ Upload application documents 網路報名/上傳審查資料	July 16, 2025- July 31, 2025 2025/07/16-2025/07/31
Admissions Results Announcement 公告錄取名單	August 19, 2025 2025/08/19
Send admission notices 寄發入學通知	August 21, 2025 2025/08/21
Enrollment 註冊入學	September 15, 2025 2025/09/15

Spring semester／春季班	
Item／工作項目	Date／重要日期
Application Guide Announcement 公告簡章	July 16, 2025 2025/07/16
Online application/ Upload application documents 網路報名/上傳審查資料	September 20, 2025- December 21, 2025 2025/09/20-2025/12/21
Admissions Results Announcement 公告錄取名單	January 16, 2026 2026/01/16
Send admission notices 寄發入學通知	January 21, 2026 2026/01/21
Registration 註冊入學	February 23, 2026 2026/02/23

註 1：本簡章所載日期均指臺灣當地時間。Dates mentioned in this brochure are in Taiwan local times.

註 2：為保障申請者權益，申請人務必注意各項目申請時程，並自行上網查看公告各項相關訊息。

Applicants must track all application schedules and regularly check online for updates to protect their rights.

註 3：逾期不受理。Overdue submissions will not be processed.

註 4：錄取名單通知之實際時間，可能因申請者補件速度有不同回覆時間。如實際辦理時間與表列時間不同時，請來信詢問。

The actual notification time for the **admitted list** may vary depending on how quickly applicants submit **supplementary documents**. If the actual processing time differs from the schedule, please contact us by email for an inquiry.

## 2. Application Procedures／外國學生申請入學流程



### 3. Qualifications／申請資格

I. 申請人須符合教育部「外國學生來臺就學辦法」規定（詳附錄）。

Applicants must comply with the regulations set forth by the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" (details in the Appendix).

II. 外國學生身分：

Foreign student identity:

1. 具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格者。

Individuals holding foreign nationality who have never held Republic of China (Taiwan) nationality and do not possess Overseas Chinese status at the time of application.

a. 未曾以僑生身分在臺就學。

Has never undertaken studies in Taiwan as an overseas Chinese student.

b. 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

Has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Compatriot Students in Taiwan.

2. 具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上：

A person of foreign nationality who meets the following requirements and who in the immediate past has resided overseas continuously for at least six years is also permitted to apply for admission to an educational institution, in accordance with these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

a. 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

A person who at the time of their application also holds dual R.O.C. nationality shall have never had household registration in Taiwan.

b. 申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年。

A person who before the time of their application also held dual R.O.C. nationality but no longer does at the time of their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application.

- c. 前二款均未曾以僑生身分在臺就學，且未於當學年度接受海外聯合招生委員會分發。

The persons referred to in the preceding two subparagraphs must have never previously undertaken studies in Taiwan as an overseas Chinese student nor have accepted a placement by the University Entrance Committee for Overseas Chinese Students in the current academic year.

2. 依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得不受前二項規定之限制。

A foreign national who was selected by a foreign government, organization, or school to study in Taiwan in accordance with the Education Cooperation Framework Agreement, and who has never had a household registration in Taiwan may be given exemption from the restrictions set out in the preceding two paragraphs if the competent education administrative authority gives approval.

3. 上述所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終止日計算之。

The periods of six years and eight years stipulated in Paragraph 2 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date of the period.

4. 上述所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間未逾一百二十日。連續居留海外採計期間之起訖年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The term “overseas” used above refers to countries or regions other than the Mainland Area, Hong Kong, and Macau; the term “reside overseas continuously” means that an international student has stayed in Taiwan for no more than a total of 120 days in each calendar year. When calculating the number of consecutive years spent overseas, if the initial or final year of the period is not a complete calendar year, any time spent in Taiwan in the initial or final year must not exceed 120 days. However, the time that a person has spent in Taiwan is not subject to this restriction and it is not counted when calculating how long they were in Taiwan in a particular year if the person has documentary proof that they:

- a. 就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。  
attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education;
- b. 就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。

spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;

c. 交換學生，其交換期間合計未滿二年。

spent a total period of fewer than two years in Taiwan as an exchange student; or

d. 經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

spent a total period of fewer than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

5. 具外國國籍並兼具中華民國國籍，且於教育部外國學生來臺就學辦法中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。

A person who held both foreign and R.O.C. nationalities and applied for annulment of their R.O.C. nationality before the date of effect of the February 1, 2011 amendment to these Regulations may apply for admission as an international student in accordance with the provisions in place before the amendment and is not subject to the restrictions set out in Paragraph 2.

6. 具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者。

An applicant of foreign nationality, who is eligible for permanent residence in Hong Kong or Macao, who has never had a household registration in Taiwan, and who at the time of their application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years may apply for admission in accordance with the provisions of these Regulations.

8. 曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者，得依本規定申請入學。

A person who was formerly from the Mainland Area and who has foreign nationality and has never had a household registration in Taiwan, and who at the time of their application has resided overseas continuously for at least six years may apply for admission to an educational institution, in accordance with the provisions of these Regulations.

- III. 學歷/Educational Background：申請人須符合教育部採認之高中、大學或獨立學院畢業者(請參考教育部國際及兩岸教育司網頁 <http://www.edu.tw/>)。申請學士班者須具國外高中畢業學歷；申請碩士班者須具大學畢業學歷。

International students shall submit their academic credentials subject to the “Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education”, the “Regulations Governing the Accreditation of Schools in Mainland China”, and “Academic Credential Verification and Accreditation

Methods” adopted in Hong Kong and Macao.

Students with a high school diploma are eligible to apply for undergraduate programs. Bachelor’s degree holders and Master’s degree holders, or those with equivalent qualifications to that of Taiwan’s academic degree system, are eligible for Master’s programs.

#### **4. Registration／入學時間**

Fall Semester／秋季班

September 15, 2025／2025 年 9 月 15 日

Spring Semester／春季班

February 23, 2026／2026 年 2 月 23 日

#### **5. Program Duration／修業年限**

Four-year bachelor degree : 4 to 6 years /學士班-四技：4 至 6 年

Master degree: 2 to 4 years 碩士班：2 至 4 年

#### **6. Required Documents／申請應繳交文件**

- (1) One copy of the completed application form.／入學申請表 1 份。
- (2) One photocopy of the highest educational diploma. (Authenticated by Taiwan embassies and consulates, representative offices, or other Ministry of Foreign Affairs authorized institutions)／學歷證明文件、最高學歷在學成績單(經我國駐外機構驗證之最高學歷畢業證書影本、最高學歷歷年成績單影本。如非中文或英文者，須另繳交中文或英文譯本並加蓋認證章戳)。
- (3) Financial statement: Applicants are required to prove that they can finance their education and living expenses for studying in Taiwan (approximately \$USD 3,000); or proof of full scholarships and bursaries provided by the government, colleges, universities, or private organizations (must be submitted before the admission announcement).／足夠在臺就學之財力證明(約美金 \$USD 3000 元)，或政府、大專校院或民間機構提供全額獎助學金之證明 (必須在錄取公告之前補充完成)。
- (4) One photocopy of passport or other equivalent verification of nationality.／護照影本或國籍證明文件。
- (5) One letter of recommendation.／推薦書一份
- (6) One copy of the study plan (in English or Chinese.)／中文或英文留學計畫書。
- (7) Additional required documents for individual programs.／其他各系所另定應附繳之文



件。

(8) Language Requirement: TOCFL Level 2 or above／語文證明：華語能力測驗基礎級 A2 以上。

- ※ All submitted documents will not be returned; please keep a backup copy on your own.／所有申請繳交文件一概不予退還，請自行保留備份。
- ※ Other relevant supporting documents may be requested by the University to verify applicants' application and academic qualifications.／本校得要求申請者檢附其他相關證明文件以審核其申請資格與學歷。
- ※ If the above-mentioned documents are written in a foreign language other than English, please attach the notarized version in Chinese or English.／所有繳交文件若是以當地國語言呈現者，請另繳交英文或中文經認證後的翻譯版本。

## 7. Application for Eligibility Evaluation／申請資格審查

項目 / Items	
<b>初試審查項目(國際合作處)/ Preliminary Examination (International Cooperation Office)</b>	
華語相關證照 Proofs of Chinese language proficiency	✓
留學計畫 Study Plan	✓
學歷證明文件、最高學歷在學成績單 Proof of the highest educational diploma.	✓
申請資料: 入學申請表、財力證明、護照影本或國籍證明文件、其他各系所另定應附繳之文件 Other documents: Admission form, financial statement, a copy of passport or other equivalent proof of nationality, additional documents required for specific programs.	✓
<b>複試審查項目(系上)/ Evaluation (Department/Institute)</b>	
華語相關證照 Proofs of Chinese language proficiency	30%
留學計畫 Study Plan	20%
申請資料: 入學申請表、學歷證明文件、最高學歷在學成績單、其他各系所另定應附繳之文件 Other documents: Admission form, Proof of the highest educational diploma, and additional documents required for specific programs.	30%
面試 Interview	20%

外國學生招生的審查流程如下：

- (1) 申請文件由國際合作處彙整並進行資格審查後，提交給相關的系所進行複審。
- (2) 各系所複審結果，提交國際合作處進行彙整後，提交外國學生招生委員會進行審議。
- (3) 外國學生招生委員會決議錄取名單及獲得獎學金類別結果呈校長簽核後，公告於本校國際學生線上申請及查詢系統。由國際合作處於線上系統公告通知學生錄取結果，學生回覆意願來本校就讀，本校發出入學通知書，以利申請人辦理抵台入境等相關手續。

The review process for international student admissions is as follows:

- (1) The application documents are compiled and undergo a preliminary qualification review by the Office of International Cooperation, after which they are forwarded to the respective

departments for secondary review.

- (2) The results of the departmental reviews are then consolidated by the Office of International Cooperation and submitted to the International Student Admissions Committee for deliberation.
- (3) Upon the committee's determination on the list of admitted students and scholarship awards, the results are submitted to the University President for approval. Once approved, the admission results are published via the university's Online Application and Inquiry System for International Students. The Office of International Cooperation announces the results through the online system, and admitted students are asked to confirm their intention to enroll. Upon confirmation of enrollment, an admission notice will be issued to facilitate entry procedures into Taiwan.

## 8. Important Notices／申請及注意事項

申請方式：一律為線上報名並上傳申請文件。

➤ 線上申請網址：<https://aps3.uch.edu.tw/iap/welcome.aspx>

Application: All applications must be submitted online, and all required documents must be uploaded through the online system.

➤ Online application website: <https://aps3.uch.edu.tw/iap/welcome.aspx>

※申請文件缺件或書寫潦草致不能辨識者，視同不合格件，申請者須自行負責！

**Applicants are responsible for incomplete or unreadable application documents, which will be deemed unqualified.**

凡報考資格不合，經查如有偽造、假借、冒用、不實者，應負法律責任。一經發現本校將採下列方式處理：

If an applicant's qualifications are found to be **ineligible**, or if there is any evidence of **forgery, misrepresentation, impersonation, or falsehood**, the applicant will be **held legally responsible**. If any discrepancies are discovered, the university will take the following actions:

- (1) 報名後查覺者，取消報名資格。

If discrepancies are discovered after application, the **applicant's eligibility will be revoked**

- (2) 錄取後未註冊前查覺者，取消其錄取資格。

If discrepancies are discovered **after admission but before enrollment**, the **admission offer will be revoked**.

- (3) 註冊入學後查覺者，開除學籍，並應負法律責任且不發給與修業有關之任何文件。

If discrepancies are discovered **after enrollment**, the student will be **expelled from the university**, held **legally responsible**, and **no documents related to their studies will be issued**.

## 9. Study Programs／申請學系所

招生名額：碩士：21 位；學士：129 位。

Admission Quotas：

(A) Master' s degree programs：21 candidates.

(B) Bachelor' s degree programs：129 candidates.

Programs／系所	Degree／學位	
	Bachelor 學士	Master 碩士
<b>College of Electrical Engineering and Computer Science／電資學院</b>		
Department of Electronic Engineering／電子工程系	●	●
Department of Electrical Engineering／電機工程系	●	●
Department of Computer Science and Information Engineering／資訊工程系	●	●
<b>College of Engineering／工程學院</b>		
Department of Mechanical Engineering／機械工程系	●	●
Department of Civil Engineering／土木工程系	●	●
Department of Applied Geomatics／應用空間資訊系	●	
Department of Vehicle Engineering／車輛工程系	●	
<b>College of Business and Management／商管學院</b>		
Department of Industrial Management／工業管理系	●	●
Department of Business Administration／企業管理系	●	●
Program of Fashion Management, Department of Business Administration 企業管理系時尚產業管理組	●	
Department of Information Management／資訊管理系	●	●
Department of Marketing and Distribution Management／行銷與流通管理系	●	
Department of Marketing and Distribution Management (Program of Sports Marketing)／行銷與流通管理系(運動行銷組)	●	
Department of Finance／財務金融系		●
Department of Finance (Program of Investment and Finance)／財務金融系(投資理財組)	●	
Department of Finance (Program of Financial Management)／財務金融系(金融管理組)	●	

Programs／系所	Degree／學位	
	Bachelor 學士	Master 碩士
<b>College of Human Ecology and Creativity／民生與設計學院</b>		
Department of International Business／國際企業經營系		●
Department of International Business (Program of Aviation and Marketing)/國際企業經營系(航空行銷組)	●	
Department of International Business (Program of Tourism and Leisure)/國際企業經營系(觀光休閒組)	●	
Department of Hospitality Management／餐旅管理系	●	
Department of Interior Design and Management／室內設計與管理系	●	
Department of Digital Multimedia Design／數位多媒體設計系	●	
Department of Applied Foreign Languages／應用外語系		
Department of Applied Foreign Languages (Program of English Language)／應用外語系(英語組)	●	
Department of Applied Foreign Languages (Program of Japanese and Korean Languages)／應用外語系(日韓語組)	●	

\*備註：中文授課學程 Chinese-taught degree programs

Medium of Instructions／授課方式	Proof of Language Proficiency Required Documents／應附證明文件
Chinese-taught Degree Programs 課程以中文授課為主	Chinese-taught programs require a Chinese proficiency certificate, equivalent to the Test of Chinese proficiency (TOCFL)(Basic Level) A2 or above is required. 教育部華語文能力測驗證書：附華語文能力證明，需相當於華語能力測驗 (TOCFL)基礎級 A2 以上

## 10. Tuition fees and Accommodation (NTD)/學雜費及住宿費（以新台幣計算）

類組	商業類 /Business & Design	工業類/Engineering & Electronics
學院 College	Department of Business Administration/企業管理系 Department of Marketing and Distribution Management/行銷與流通管理系 Department of Finance/財務金融系 Department of International Business/國際企業經營系 Department of Hospitality Management/餐旅管理系 Department of Applied Foreign Languages/應用外語系	Department of Industrial Management/工業管理系 Department of Electronic Engineering/電子工程系 Department of Electrical Engineering/電機工程系 Department of Computer Science and Information Engineering/資訊工程系 Department of Mechanical Engineering/機械工程系 Department of Civil Engineering/土木工程系 Department of Vehicle Engineering/車輛工程系 Department of Applied Geomatics/應用空間資訊系 Department of Interior Design and Management/室內設計與管理系 Department of Digital Multimedia Design/數位多媒體設計系 Department of Information Management/資訊管理系
學雜費 Tuition and Miscellaneous fee	NTD 47, 165	NTD 54,124
其他費用(電腦及網路通訊使用費、學生團體保險費) Other Expenses (computer and internet fee, student group insurance fee)	NTD 1, 283	NTD 1, 283
助學金 Scholarship	第一學年第一學期學雜費減免 50%。第一學年第二學期起至第四學年第二學期止，每學期提供固定金額減免，減免金額為 12,000 元，鼓勵學生穩定就學與畢業。 助學金請領資格為：	

	<ol style="list-style-type: none"> <li>1. 新生第一學年第一學期：完成入學程序。</li> <li>2. 舊生第一學年第二學期：前一學期之學業成績平均需達 75 分(含)以上、操行成績達需達 80 分(含)以上、缺曠課不得超過總修課時數五分之一。</li> <li>3. 舊生第二學年第一學期(含)以後：前一學期之學業成績平均需達 75 分(含)以上、華語能力測驗 B1(含)以上、操行成績達需達 80 分(含)以上、缺曠課不得超過總修課時數五分之一。</li> </ol> <p>First-year, first-semester tuition and miscellaneous fees are reduced by 50%. From the second semester of the first year to the second semester of the fourth year, a fixed amount of reduction of NT\$12,000 per semester is provided to encourage students to study steadily and graduate timely.</p> <p>Eligibility for applying for the scholarship is as follows:</p> <ol style="list-style-type: none"> <li>1. Freshmen, first semester of the first year: Completion of the enrollment process.</li> <li>2. Current students, second semester of the first year: The average academic grade for the previous semester must be 75 or above, conduct grade must be 80 or above, and absences must not exceed one-fifth of the total class hours.</li> <li>3. Current students, first semester of the second year and beyond: The average academic grade for the previous semester must be 75 or above, Chinese language proficiency test (TOCFL) level B1 or above, conduct grade must be 80 or above, and absences must not exceed one-fifth of the total class hours.</li> </ol>
住宿費 Accommodation	第一年免費，第二年起依宿舍標準收費 First year <b>dormitory fees are waived</b> . From the second year onward, standard <b>dormitory rates apply</b> .

\*備註 1: 學雜費與其他費用按照 114 學年度之學費標準。

Note 1: Tuition and Miscellaneous Fees and Other expenses are calculated according to the 2025 academic year standard.

\*備註 2: 第二年起宿舍費用為新台幣 \$12,000/學期。

Note 2: The dormitory fee is NT\$12,000/semester from the second year onwards.

\*備註 3: 學生團體保險費係依據當學期本校合作之保險公司所議定價格為主，需依實際金額收費。

Note 3: Student group insurance fees are based on the price negotiated with the university's partner insurance company for the current semester. The actual amount will be charged.

※ 本校設有國際合作處協助輔導國際學生相關生活事項。

The International Cooperation Office of Chien Hsin University (UCH) is dedicated to assisting international students with various aspects of their daily lives.

- ※ 為幫助國際學生盡快適應在健行科大生活，國際學生到校第一年擁有優先選擇權居住學校宿舍。

To help international students adapt to life at UCH as soon as possible, first-year international students are given priority in choosing on-campus housing.

- ※ 各項收費標準每年都會有所調整。

The fees will be adjusted every year accordingly.

- ※ 本簡章若有未盡事宜，悉依相關法令規定及本校外國學生招生委員會決議辦理。

Any matters not covered in this brochure shall be handled by relevant laws and regulations and the resolutions of the admissions committee of the school.

- ※ 本簡章中文版與英文版語意有所差異時，依中文版為主。

In case of any discrepancy in meaning between the Chinese and English versions of this brochure, the **Chinese version shall prevail**.

- ※ 2025 年申請至本校就讀之外國學生，應備文件及相關規定應以中華民國教育部網站公布之最新「外國學生來臺就學辦法」之規定為準，請申請者隨時查閱教育部網站(網址：<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL009279>) 及本校網站。

For international students applying to our university in 2025, the required documents and relevant regulations must comply with the latest "Regulations Regarding International Students Undertaking Studies in Taiwan" published on the Ministry of Education's (MOE) website.

Applicants should regularly check the MOE website (URL:

<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL009279>) and our university's website for updates.

專科以上學校學雜費退費基準表

學生休、退學時間	學費、雜費退費比例	備註
1.註冊日(含當日)前申請修退學者	免繳費，已收費者，全額退費	
2.於註冊日之次日起至上課(開學)日之前一日申請休、退學者	學費退還三分之二，雜費全部退還	其採學分學雜費或學雜費基數核算者，退還學分費全部、學雜費基數(或學分學雜費)三分之二
3.於上課(開學)日(含當日)之後而未逾學期三分之一申請休、退學者	學費、雜費退還三分之二	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數(或學分學雜費)各



		三分之二
4.於上課(開學)日(含當日)之後逾學期三分之一，而未逾學期三分之二申請休、退學者	學費、雜費退還三分之一	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數(或學分學雜費)各三分之一
5.於上課(開學)日(含當日)之後逾學期三分之二申請休、退學者	所繳學費、雜費，不予退還	
備註： 1.表列註冊日、上課(開學)日及學期知計算等，依各校正式公告之行事曆認定之；學校未明定註冊日者，以註冊繳費截止日為註冊日。 2.學生申請休學或自動退學者，其休、退學時間應依學生(或家長)向學校受理單位正式提出休、退學申請之日為計算基準日；其屬勒令退學者，退學時間應依學校退學通知送達之日為計算基準日。但因進行退學申復(訴)而繼續留校上課者，以實際離校日為計算基準日。 3.休、退學之學生應於學校規定期限內完成離校手續；其有因可歸責學生之因素而延宕相關程序者，以實際離校日為計算基準日。 4.各校不得於學校行事曆所定該學期開始日前預收任何費用。		

#### Standard for Refund of Tuition and Miscellaneous Fees for Colleges and Above

Student suspension and withdrawal time	Tuition and miscellaneous fee refund ratio	Remarks
1.Students who apply for withdrawal on or before the registration day	Free of charge, a full refund will be provided to those who have already paid.	
2.Apply for suspension and withdrawal from the day after the registration date until one day before the class (starting) day.	Two-thirds of tuition fees refunded, miscellaneous fees refunded in full.	For those who calculate tuition and miscellaneous fees based on credits, all credit fees will be refunded. Additionally, two-thirds of the base tuition and miscellaneous fees (or credit tuition and miscellaneous fees) will also be refunded.
3.Students who apply for suspension or withdrawal after the class (starting) day, including the day itself, but within the first one-third of the semester.	Two-thirds of tuition and miscellaneous fees will be refunded.	For those who calculate tuition and miscellaneous fees based on credits, two-thirds of these fees will be refunded.

4. Apply for suspension and withdrawal after one-third of the semester has passed but before two-thirds of the semester have passed, starting from the class (starting) day (including the day).	One-third of tuition and miscellaneous fees will be refunded	For those who calculate tuition and miscellaneous fees based on credits or base rates, one-third of each credit fee and the base tuition and miscellaneous fee (or credit-based tuition and miscellaneous fees) will be refunded.
5. Students who apply for suspension or withdrawal after two-thirds of the semester have passed, starting from the class (starting) day (including the day)	Tuition and miscellaneous fees paid are non-refundable	
<p>1. The registration date, class (starting) date, and semester calculations in the table shall follow the calendar officially announced by each school. If the school doesn't specify a registration date, the deadline for registration and payment shall serve as the registration date.</p> <p>2. For students applying for suspension or automatic withdrawal, the suspension or withdrawal date is determined by when the student (or parent) formally submits the application to the school's office. In the case of ordered withdrawal, it follows the school's notice of withdrawal delivery date. However, for those who remain in school due to an application (appeal) for withdrawal, the actual date of leaving school becomes the calculation base date.</p> <p>3. Students suspending or withdrawing from school must complete the school-leaving procedures within the school's specified time limit. If delays occur due to factors attributed to the student, the actual school-leaving date is used as the calculation base date.</p> <p>4. Schools are prohibited from collecting any fees in advance before the semester's official start date according to the school calendar</p>		

## II.附錄

### 健行學校財團法人健行科技大學外國學生招生規定

中華民國92年1月17日教務會議通過

中華民國95年1月13日教務會議修訂通過

中華民國97年3月19日教務會議修訂通過

中華民國101年6月8日教務會議修訂通過

中華民國105年11月2日教務會議修訂通過

中華民國105年11月30日教育部臺教文(五)字第1050167874號函核定

中華民國112年6月14日教務會議修訂通過

中華民國112年7月12日部務會議修訂通過

中華民國112年7月21日教育部臺教文(五)字第1120070732號函核定

中華民國112年9月8日國際專修部部務會議修訂通過

中華民國112年10月25日招生委員會會議修訂通過

中華民國112年12月25日教育部臺教文(五)字第1120126348號函核定

- 一、為鼓勵外國學生申請就讀本校各系所，依據教育部外國學生來臺就學辦法第六條規定暨相關法令規定訂定之。
- 二、本校為辦理外國學生招生各項事宜，設置外國學生招生委員會(以下簡稱本會)，研議訂定外國學生各項招生簡章，並秉公正、公開、公平之原則辦理招生事宜及處理招生有關緊急事項。本會設置主任委員一人，由校長擔任；委員若干人，由國際合作處處長、國際專修部執行長、教務長、總務長、招生處處長、會計主任、各招生相關學院院長、系主任擔任。
- 三、具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本規定申請入學：
  - (一)未曾以僑生身分在臺就學。
  - (二)未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。具外國國籍且符合下列規定，且最近連續居留海外六年以上者，亦得依本規定申請入學：
    - (一)申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。
    - (二)申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年。
  - (三)前二款均應符合前項第一款及第二款規定。

依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得不受前二項規定之限制。

第二項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第二項所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間未逾一百二十日。連續居留海外採計期間之起迄年

度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

(一)就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。

(二)就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。

(三)交換學生，其交換期間合計未滿二年。

(四)經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

具外國國籍並兼具中華民國國籍，且於教育部外國學生來臺就學辦法中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。

四、具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者，得依本規定申請入學。

前點所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前點第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入前項連續居留期間計算。

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者，得依本規定申請入學。

前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前點第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外連續居留期間計算。

第一項及第三項所定六年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第一項至第四項所定海外，準用前點第五項規定。

五、外國學生依前二點規定申請來臺就學，以一次為限；其繼續在臺就學者，入學方式應與我國內一般學生相同。但下列情形，不在此限：

(一)於完成申請就學學校學程後，申請碩士班以上學程，依本校規定辦理。

(二)外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。

外國學生經入學學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得再依前項規定申請入學，如違反規定經查屬實者，取消其入學資格或開除學籍，不得異議。

六、本校招收之外國學生，其名額以教育部核定本校前一學年度招生名額外加百分之十為原則，並應併入當學年度招生總名額報教育部核定。申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫(包括品質控管策略及配套措施)報教育部核定。但國內大學與外國大學合作並經教育部專案核定之學位專班，不在此限。

本校前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報教育部核定。

第一項招生名額，不含未具正式學籍之外國學生。

七、本校外國學生申請入學，分為春（第二學期）、秋（第一學期）二季招生，應於簡章規定期限內，檢附下列文件，逕向本校國際合作處申請入學，經審查或甄試合格者，發給入學許可：

(一)入學申請表二份。

(二)學歷證明文件：

1.大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

2.香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

3.其他地區學歷：

(1)海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

(2)前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

(三)足夠在臺就學之財力證明(美金3000元或新臺幣10萬元)，或政府、本校或民間機構提供全額獎助學金之證明。

(四)護照或國籍證明文件。

(五)中文或英文留學計畫書。

(六)其他各系所另定應附繳之文件。

本校審核外國學生之入學申請時，對前項第二、三、六款未經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求經驗證；其業經驗證者，得請求協助查證。

第一項之入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

八、外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，應由學校撤銷其畢業資格並註銷其學位證書。

九、招收外國學生之系所，應訂定外國學生入學之審查或甄試方式及入學標準。

外國學生之入學申請，由國際合作處就申請表件是否完備進行初審（資格審查），將初審結果彙整送交各系所複審（書面審查）；提交本會審議後，審查合格錄取之外國學生，由國際合作處寄發入學通知。

除國際專修部、新南向國際產學合作專班及招生法令另有規定之班別外，依本校自行訂定外國學生招生簡章明定入學語言能力門檻。本校教學以華語文(國語)為主，申請人如申請學系(程)須具有中文能力，或非申請全英語授課之學系(程)，則須具備相當於華語文能力測驗(TOCFL) A2 級(含) 以上或相當等級之國際通用中文能力證明，或提出前段學歷為主修華語文或以華語文授課為主之畢業證書等證明；如申請全英文授課之學系(程)須具有英文能力，其英語文能力測驗應達 CEFR B1(含)

級以上。其他語文能力由各系、所、學位學程於初審時認定之。

本招生規定經教育部核定後，本校自行訂定外國學生招生簡章，詳列招生方式、入學資格審查程序、招生系所(學位學程)、各系所(學位學程)授課語言、學生應具備之語文能力基準、修業年限、招生名額、申請資格、財力證明基準、學雜費收退費基準、學校獎助學金資訊及其他相關事項。招生簡章經公告於本校網站後，由申請人自行以親送或電子郵件方式送件申請。

本校辦理外國學生招生事務，除宣傳推廣及協助學生辦理來臺相關必要程序外，不得委由校外機構、法人、團體或個人辦理；針對外國學生之招生廣宣訊息係透過本校網站、社群多媒體公告、國內外實地宣傳及參加海外教育展宣傳等方式進行，並應適時確認其是否向外國學生收取不合理之費用、成立借貸關係或其他違反相關法令之情形，必要時得向申請之外國學生查核。

本校自行或委由校外機構、法人、團體或個人辦理外國學生招生相關事項，不得提供與招生規定、招生簡章或相關規定不一致之資訊。

- 十、外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各校院畢業證書及歷年成績證明文件，依第七點規定申請入學，不受第七點第一項第二款規定之限制。

外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部(班)或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依第七點規定申請入學，不受第五點第一項及第七點第一項第二款規定之限制。

- 十一、本校招收外國學生，應即時於教育部指定之外國學生資料管理資訊系統，登錄外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事。

- 十二、外國學生不得申請就讀本校所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但外國學生在臺已具有合法居留身分者或其就讀之班別屬經教育部專案核准之課程者，不在此限。

- 十三、外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但教育部另有規定者，不在此限。

- 十四、外國學生於本校大學(含)以上畢業後，經本校核轉教育部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。

外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。

已在臺就學之外國學生轉學比照本國生，依據本校轉學招生規定辦理。但外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入本校就讀。

- 十五、本校在不影響正常教學情況下，得與外國學校簽訂教育合作協議，招收外國交換學

生；並得準用外國學生入學規定，酌收外國人士為選讀生。

選讀生之註冊入學與選課手續，比照正式生辦理；其修讀科目經考試及格，得由本校核發學分證明。

選讀生選讀期滿欲取得正式學籍，應依本規定第七點之規定，辦理再次申請。

選讀生於取得本校正式學籍後，其已修習及格之科目學分，得依本校抵免學分辦法之規定辦理抵免。

十六、本校因國際學術合作計畫或其他特殊需求成立外國學生專班者，應依專科以上學校總量發展規模與資源條件標準相關規定，報教育部核定。

十七、本校為鼓勵外國學生來臺就學，得提撥經費設置外國學生獎學金、助學金。

十八、本校指定國際合作處及國際專修部辦理外國學生就學申請、輔導、聯繫等事項，並加強安排住宿家庭及輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。

本校於每學年度不定期舉辦外國學生輔導活動或促進校園國際化，有助我國學生與外國學生交流、互動之活動。

十九、外國學生就學應繳之費用，依下列規定辦理：

(一)經駐外機構推薦來臺就學之外交部臺灣獎學金受獎學生及具我國永久居留身分者，依本校所定我國學生收費基準辦理。

(二)依教育合作協議入學者，依協議規定辦理。

(三)前二款以外之外國學生，由本校擬定外國學生收費基準，並不得低於同級私立學校收費基準。

教育部外國學生來臺就學辦法中華民國一百年二月一日修正施行前已入學之學生，該教育階段應繳之費用，仍依原規定辦理。

二十、外國學生註冊時，新生應檢附已投保自入境當日起至少六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。

前項保險證明如為國外所核發者，應經駐外機構驗證。

二十一、外國學生有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

二十二、本校外國學生有休學、退學或變更、喪失學生身分等情事，應通報外交部領事事務局及本校所在地之內政部移民署服務站，並副知教育部。

二十三、本規定未盡事宜，依教育部外國學生來臺就學辦法、本校學則暨相關規定辦理之。

二十四、本規定經本會通過，報請教育部核定後實施，修正時亦同。

## 健行科技大學蒐集學生個人資料告知聲明

### Chien Hsin University of Science and Technology Personal Data Consent Form

一、 健行科技大學（以下簡稱學校）基於下列目的，將蒐集您的入學申請表、經我國駐外館處認證之相關學歷證明、在學成績單、護照影本及其他因學校各項業務執行所需之資料。

1. Based on the following purposes, Chien Hsin University of Science and Technology (hereinafter referred to as the school) will collect your admission application form; relevant academic certificates certified by the Taiwan embassies and consulates, representative offices, or other Ministry of Foreign Affairs authorized institutions; academic transcripts; passport copies and other information required by the school's departments to conduct necessary administrative procedures.

二、 為達成上述蒐集個資之目的，學校在您就學期間將於校務所及地區依個人資料保護法、相關法令及學校相關法規，於各項業務範圍內利用您的個人資料(如資料寄送、校務聯繫、保險辦理、調查作業等)。

2. The school will utilize your personal information to accomplish the aforementioned goal in a variety of operation sectors (such as data transmission, school affairs contact, insurance handling, conducting various surveys and statistical analyses, etc).

三、 您的個人資料於非在學期間將繼續保存於學校，作為學籍資料管理及校友聯繫、調查分析之用。除法令另有規定外，學校不會將您的個人資料在上述蒐集之目的外提供第三人或作其他之利用。

3. Your personal data will continue to be kept in the school during the non-study period for the purpose of student status data management, alumni contact, investigation, and analysis. Unless otherwise required by law, the school will not disclose your personal information to third parties or use it for purposes other than the above-mentioned collection reasons.

四、 基於校友聯繫調查、就業輔導、協助工作推動之目的，您得自行提供及維護離校後個人資料之正確性，由學校保有、更新相關資料，並僅供前述目的之利用。

4. Based on the purpose of alumni contact, employment guidance, and assisting with work promotion, you may provide and maintain the accuracy of your personal information after leaving school, and the school will keep and update relevant information, which will only be used for the aforementioned purposes.

五、 您得就個人資料向學校國合處依個人資料保護法行使以下權利，惟如符合法定例外事由，學校得依法拒絕您的權利行使：

5. In line with the Personal Data Protection Law, you may exercise the following rights about your personal data to the school's International Cooperation Office; however, if the statutory exceptions are met, the school may refuse your right to proceed according to law:

1. 請求查詢或閱覽/A request to make inquiries or information viewing access.



2. 請求製給複製本/A request for copies to be made.
3. 請求補充或更正/A request to provide supplements or make corrections.
4. 請求停止蒐集、處理或利用/A request to discontinue collection, processing, or use of personal information.
5. 請求刪除/A request of deletion.

六、如您選擇不予提供相關資料，將影響學校各項業務使用及後續服務，可能有損您的權益。

6. A party has the freedom whether or not to provide personal information, however, if he/she refuses to provide related personal information, the school is unable to conduct necessary administrative procedures, and this results in your rights or interests being impacted, you will be personally responsible.

七、如將來學校需在本聲明告知的蒐集特定目的外利用您的個人資料時，除法令另有規定外，將依法先行取得您的書面同意。

7. Unless otherwise specified by laws and regulations, if Chien Hsin University has to use your personal data for reasons other than those specified in this statement, the school will first get your written approval in accordance with the law.

受告知人/ *Full Name of Consenting Party*:

日期： 年        月        日

YYYY    MM    DD

# 健行科技大學外國學生入學申請表

CHIEN HSIN UNIVERSITY OF SCIENCE AND TECHNOLOGY APPLICATION FOR ADMISSION

臺灣桃園市中壢區健行路 229 號

No. 229, Jianxing Rd., Zhongli Dist., Taoyuan City 320  
Taiwan (R.O.C.)

最近二吋相片

Attach

2-inch Photo

Here

申請人須以中文或英文正楷詳細逐項填寫

TO THE APPLICANT: Read carefully and complete in printed Chinese or English.

姓名 (中文) (英文)  
Full name (In Chinese) (In English)

(First)

(Middle)

(Last)

出生地點 出生日期  
Place of birth Date of birth / /  
(Day) (Month) (Year)

性別 國籍 護照號碼  
Gender Nationality Passport No

電子郵件信箱  
E-mail address

住址 聯絡電話  
Home address Telephone

在華通訊處 手機號碼  
Mailing address in Taiwan (if any) Cell phone

監護人姓名 職業 聯絡電話  
Name of legal guardian Occupation Telephone (H)

住址 手機號碼  
Address Cell phone

電子郵件信箱  
E-mail address

父親姓名 職業 國籍  
Father's name Occupation Nationality

聯絡電話 手機號碼  
Telephone (H) Cell phone

母親姓名 職業 國籍  
Mother's name Occupation Nationality

聯絡電話 手機號碼  
Telephone (H) Cell phone

● 擬攻讀何種位 (學士/ 碩士)?

What degree do you plan to pursue? ☐ 學士 Bachelor program ☐ 碩士 Master program.

● 擬申請就讀之科系

Which department do you want to apply for?

申請系別 (第一志願) First Choice : \_\_\_\_\_

申請系別 (第二志願) Second Choice : \_\_\_\_\_

● 曾研究中文幾年?

How long have you studied Chinese? \_\_\_\_\_

● 是否有任何中國語文認證?

Do you have any Chinese Certifications? ☐ 是 Yes ☐ 否 No.

● 何種中國語文認證?

Name of the Chinese Certification? \_\_\_\_\_

● 中國語文程度 Chinese proficiency level :

聽 Listening	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor
說 Speaking	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor
讀 Reading	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor
寫 Writing	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average	<input type="checkbox"/> 差 Poor

● 申請人學歷 Applicant's previous educational background :

學程 degree 資料 data	高中學校 High school	學院或大學 College or University	碩士班 Graduate school (MA Program)
學校名稱 Name of school			
學校所在地 City and country			
學位 Degree granted			
畢業日期 Year of Graduation			
主修 Major			
副修 Minor			

● 敘明在華期間各項費用來源。

State your plans to finance your education in Taiwan. \_\_\_\_\_

● 是否領有任何之獎學金?

Do you have any Scholarship support? ☐ 是 Yes ☐ 否 No.

If yes, please provide the name of the Scholarship \_\_\_\_\_

● 是否要申請健行科技大學外籍學生獎助學金?

Do you want to apply for the UCH International Students Scholarship? ☐ 是 Yes ☐ 否 No.

## 留學計畫書 Study Plan

申請人

Name of Applicant \_\_\_\_\_

請以中文或英文撰寫約三百字，敘述個人背景、求學動機、求學期間之讀書計畫等，以及完成學業後之規劃。如有一個可上的志願，請在以下欄位說明相關系所之讀書計畫。

Please use the following space to write a statement of about 300 words in Chinese or English, describing your background, motivation, and study plan at UCH, as well as your career plan after finishing your study. If you have a suitable choice, please indicate the relevant institution in the study plan below.

※ 繳交資料記錄表(申請人就繳交之資料，在下面表格之繳交註記欄內打√)

Please check the items submitted.

※ 繳交資料請參閱「本校外國學生來校留學辦法」之說明。

Please refer to the “International Students Admission Policies” of Chien Hsin University of Science and Technology for items you have to submit.

繳交資料項目 Check List	√註記	繳交資料項目 Check List	√註記
入學申請表 1 份 Admission Application Form × 1		華語證書 1 份 Chinese Language Requirement × 1	
最高學歷畢業證書影本及該學程全部成績單 Degree Certificate and Academic Transcript		財力證明書 1 份 Financial Certificate × 1	
中文或英文留學計畫書 1 份 Study Plan (English or Chinese) × 1		護照影本(照片頁) 1 份 Passport Copy (Photo Page) × 1	
推薦函 1 份 Recommendation Letter x 1		其他 Others	

以上資料確由本人填寫，並經詳細檢查，保證正確無誤。

I have reviewed carefully the above information and hereby guarantee its correctness.

申請人簽名 Applicant's signature \_\_\_\_\_ 日期 Data \_\_\_\_\_

請將申請書連同其他文件，郵寄至以下地址：

Please send your completed application form together with all required documents to the International Cooperation Office.

International Cooperation Office

Chien Hsin University of Science and Technology

No. 229, Jianxing Rd., Zhongli Dist.,

Taoyuan City 320, Taiwan (R.O.C.)

健行科技大學

國際合作處

臺灣桃園市中壢區健行路 229 號

Tel: +886-3-4581196 分機 6201、6202、6203、6242

Email: [ico@uch.edu.tw](mailto:ico@uch.edu.tw); [cyuico@gmail.com](mailto:cyuico@gmail.com)

本校審查意見（申請人勿填）Opinion of Reviewers (Office use only)	
國際合作處 初審意見	
系所 審查意見	<input type="checkbox"/> 通過理由：_____
	<input type="checkbox"/> 不通過理由：_____
院 長 審 查 意 見	
教 務 處	