

Guidelines for the Grant of Scholarship for International Students of National Formosa University

Latest Approved on Mar. 2, 2021 by the Administrative Meeting

- I. Purpose: To attract promising international students to continue their studies in our school, the Guidelines are thus written.
- II. Targets: Current international students who have applied for college admission through application for international students and new international students of the school. However, those who have received other scholarships are not allowed to apply this scholarship.
- III. Members of the scholarship commission:
The commission is composed of the Dean of International Affairs, Dean of Academic Affairs, Dean of Student Affairs, Accounting Director, Dean of Engineering College, Dean of Electrical & Computer Engineering College, Dean of Management College, Dean of Applied Arts and Sciences College and the representatives designated by colleges. The commission will call meetings to reach final decisions under the leadership of the Dean of International Affairs. If necessary, heads of relative departments and director professors would be invited to participate in the meeting.
- IV. Qualification:
 - i. Freshman: New international students have to apply for scholarship when they submit application.
 - ii. Current students (Undergraduate: second to fourth academic years; Master: second academic year; PhD.: second to fourth academic years): Students who reach the scores of one's conduct in each semester over 80 and have not received any punishment by recording a demerit and meet the following conditions:
 1. Tuition exemption: (Undergraduate: second to fourth academic years; Master: second academic year; PhD.: second to fourth academic years)
 - (1) Undergraduate: the average score for their previous academic year should reach over 80.
 - (2) Postgraduates: the average score for their previous academic year should reach over 80.
 2. Monthly Stipend:
 - (1) Undergraduate: the average score for their previous academic year should reach over 80
 - (2) Postgraduates:
 - a. Master Students: The average score for their previous academic year should reach over 80.

- b. PhD. Students: Students have to submit a recommendation letter or the application form with the recommendation and signature from the advisor of student's thesis.

V. Deadline of application and submission:

- i. Freshmen: Submit the application while applying for the admission to this school. The school will inform applicants of the result when announcing the admitted students.
- ii. Current students (Undergraduate: second to fourth academic years; Master: second academic year; PhD.: second to fourth academic years): Qualified students may apply according to the deadline of the announcement.

VI. Required Documents for application:

- i. Freshmen:
 - 1. Apply for admission with the English transcripts of each year from the graduated school or other related documents for assessment. The scholarship commission will review submitted documents and make the decision on the contents of the scholarship. Copies of tuition payment receipt.
- ii. Current Students (Undergraduate: second to fourth academic years; Master: second academic year; PhD.: second to fourth academic years):
 - 1. Application form.
 - 2. Transcript of the last academic year. (For those graduate students who are composing their thesis and thus have no academic scores for the previous year, they can submit the recommendation letter and research projects instead).
 - 3. Copies of tuition payment receipt.
 - 4. Any other documents which can display the student's academic performance and achievements, including thesis paper, conference papers, journal papers, etc.

VII. Application Procedure:

Students should submit all the data regulated in the above section by the deadline to Office of International Affairs. Office of International Affairs will then make a list and start the initial assessment. The results will be passed to the commission for further discussion and obtain the ratification from the president.

VIII. Contents of Scholarship and Duration:

- i. Undergraduate:
 - 1. Tuition reduction (exemption).
 - 2. Monthly stipend: The amount of monthly stipend will be decided by the commission according to the academic achievement in the submitted documents.

3. Student assistant grant: All students are eligible. Awarded students will act as teaching assistants.
- ii. Postgraduates:
 1. Tuition and credit fee reduction (exemption)
 2. Monthly stipend: The amount of monthly stipend will be decided by the commission according to the academic achievement in the submitted documents.
 3. Student assistant grant: All students are eligible. However, the grant will first be reserved for those who haven't received monthly stipend and they will act as research assistants.
 - iii. Application should be submitted by the deadline announced by Office of International Affairs. Students can apply for scholarship of one academic year each time. Students may apply for scholarship when they are current students of National Formosa University.
 1. Duration of application for Tuition, credit fee reduction and monthly stipend:
 - (1) Undergraduate (4-year program): 4 academic years
 - (2) Master Students: 2 academic years
 - (3) PhD students: 4 academic years
- IX. Deadline for monthly stipend issued: The monthly stipend will be issued every month for the whole academic year. The whole stipend should be fully issued in the current accounting year and cannot be reissued in the next year.
- X. Rejection of Scholarship
- i. Once the student withdrawal or suspension from school, he/she has to give up all the offering from the scholarship immediately.
 - ii. If the student departs from Taiwan more than 2 weeks within one month without an academic reason, he/she would not get the stipend of the month.
 - iii. Once the student has any illegal behavior or breaks the school regulations of NFU, the student's scholarship will be suspended, and the scholarship commission will have a meeting discussing about the condition and decide to keep or cancel the student's scholarship. The stipend during suspension can be reissued after the commission decides to keep the student's scholarship.
- X. Grant source: The grant will be covered by the allocated subsidy from the general affairs fund in each academic year or other appropriate expenses. The amount of the grant and the number of awarded students would be decided based on the yearly budget.
- XI. The Guidelines are ratified by the administrative meeting and sent to President for approval and execution. Subsequent amendments to the guidelines shall proceed in the same manner.