



# Fact Sheet for Exchange Students - Academic Year 2025~2026



# College of Management , CCU



## College of Management, National Chung Cheng University

### Fact Sheet for Exchange Students—Academic Year 2025~2026



### Exchange Contact Information

**Miss. Chia – Wen Tsai (Nancy)**

Coordinator of International Affairs, College of Management

National Chung Cheng University

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### Mailing Address & Websites

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Chia-Yi, 62102, Taiwan, ROC

#### College of Management

National Chung Cheng University

168 University Road,

Min-Hsiung,

<a href="https://www.ccu.edu.tw/">https://www.ccu.edu.tw/</a>	Chia-Yi, 62102, Taiwan, ROC <a href="https://colmgt.ccu.edu.tw/">https://colmgt.ccu.edu.tw/</a>
2025 Calendar	
2025~2026 Fall Semester	2026 Spring Semester
<b>Application Deadline: TBD</b>  <b>Semester Period:</b> September 2025– January 2026  <b>Final Exam:</b> late-November, 2025  <b>Expected Arrival Date:</b> 3-7 days before classes start (mid-September)	<b>Application Deadline: TBD</b>  <b>Semester Period:</b> February 2026– June 2026  <b>Final Exam:</b> Not decided yet  <b>Expected Arrival Date:</b> 3-7 days before class start (mid-February)
Please <a href="#">CLICK</a> to view current academic calendar information and if there is any uncertainty, please contact <b>Miss. Chia – Wen Tsai (Nancy)</b> to double check.	
Course Offering	
<p>Exchange students are free to choose courses regardless their study fields, but have to take at least <i>one course</i> from the host department. College of Management (COM) offers courses delivered in English (EMI). Please visit <a href="#">CCU Course List Webpage</a> for latest CCU courses and information.</p> <p>For Chinese language course, our Language Center offers Chinese language courses without extra payment for exchange students. However, if exchange students intend to take English/Chinese language courses, attendance at the first class session for placement test is mandatory.</p> <p><b>Undergraduate and Graduate Study Programs</b></p> <ul style="list-style-type: none"> <li>• B.B.A. Program: Business Administration, Finance, Accounting &amp; Information Technology and Information Management.</li> <li>• B.A. Program: International Economics.</li> <li>• E.M.B.A. Program (<i>part-time</i>)</li> <li>• M.B.A. Program</li> <li>• M.S. Program: Finance, Marketing, Accounting &amp; Information Technology, Information Management, Healthcare Information Management, Accounting &amp; Law and International Master Program in Global Finance (<i>all are English-mediated courses</i>).</li> <li>• M.A. Program: International Economics.</li> <li>• Ph.D. Program: Business Administration, Finance, Accounting &amp; Information Technology, Information Management and International Economics.</li> </ul>	

## Accommodation

CCU provides:

**undergraduate dormitory** (on-campus; four students share a room, around TWD 7,530 per semester, include bathroom inside the room).

**graduate dormitory** (on-campus; for master student, two students share a room; for PHD students 1-3 students share a room, around TWD 7,210 per semester, both provide shared bathrooms outside the bedroom).

**International exchange students are eligible for the accommodations. Students will have to pay for their accommodation fees but won't have to apply for on campus dormitory themselves.**

**Students will be requested to pay around TWD 1,600 for security deposit (refundable) and TWD 1,500 for pre-paid electric bill.** (Students will get the refund if the electric bill is under that amount. If the electric bill is over than TWD 1,500 then the students have to pay more.)

**Dormitory Network Fee:** around TWD 1,000 per semester.

Details for Accommodations: <https://oia.ccu.edu.tw/p/412-1008-1559.php?Lang=en>

If students intend to rent an off campus room in the neighborhood, our staff can try to provide a few options and contact the landlord for the price, but we do not guarantee finding an available one meeting all the needs for students.



## Dining/Facilities

CCU campus offers a variety of services, including food court, restaurant, coffee shop, photo shops, bookshop, supermarket, 24-hour convenience stores, post office and clinic, which located in the activity center. You could find more restaurants off campus, about 15 minutes walking from the College of Management. Furthermore, there are many restaurants located downtown. The meal price is relatively low, the average cost is around TWD 90.

The facilities in campus included library, computer center, language center, student clubs, public bicycles sports facilities, such as golf court, tennis court, soccer field, gym, outdoor swimming pool and many other full sports facilities. For more information, please check CCU website.

## Transportation

We could arrange a van or shuttle bus for a group of students to come to CCU campus but the students need to share their car rental fee.

### **\*The cost for van from Taoyuan Airport to CCU**

About TWD 5000 (4~5 people for one way).

### **\*The cost for shuttle bus from Taoyuan Airport to CCU**

About TWD 7500 (14~15 people for one way).

### **\*The cost for van from Kaoshiung Airport to CCU**

About TWD 3500 (4~5 people for one way).

### **\*The cost for shuttle bus from Kaoshiung Airport to CCU**

About TWD 5500 (14~15 people for one way).

### **\*The cost for van from Chia-Yi Airport to CCU**

About TWD 1500 (4~5 people for one way).

### **\*The cost for van from HSR Chia-Yi station to CCU**

About TWD 1500 (4~5 people for one way).

### **\*For HSR ticketing information**

For more information: [http://www.thsrc.com.tw/index\\_en.html](http://www.thsrc.com.tw/index_en.html)

## Health Insurance/Clinic Cost

ALL exchange students need to apply for overseas insurance for sickness and accidents before arriving Taiwan. When the students are in sickness/illness, they could go to campus clinic for free. Off campus clinic generally cost around TWD 550, depends on the individual medication.

## Application

To complete the application, the exchange applicant must submit following documents by deadline.

- (1) Exchange student application form with a recent photograph attached.**
- (2) Passport scan file (at least six months of validity).**
- (3) Official transcript (for all semesters) in English.**
- (4) One recommendation letter written in English.**
- (5) Certificate of enrollment (student ID is applicable) in English**
- (6) Headshot Photo (in .jpg)**

We prefer students with 2.8 GPA (2.8/5) or 2.24 GPA (2.24/4) above.

**IELTS 6 or TOEFL ibt 80 or CEFR B2 above is required.**

Please prepare proof of overseas health insurance (in English) and proof of Positive Measles and Rubella Antibody or Measles and Rubella Vaccination Certificates (alternative, also in English) after receiving Letter of Acceptance. We will provide letter of acceptance for students to apply for their VISA.

All application documents must be submitted to Miss. Chia – Wen Tsai (Nancy) ([ccuimf24014@gmail.com](mailto:ccuimf24014@gmail.com)) by email before DDL.

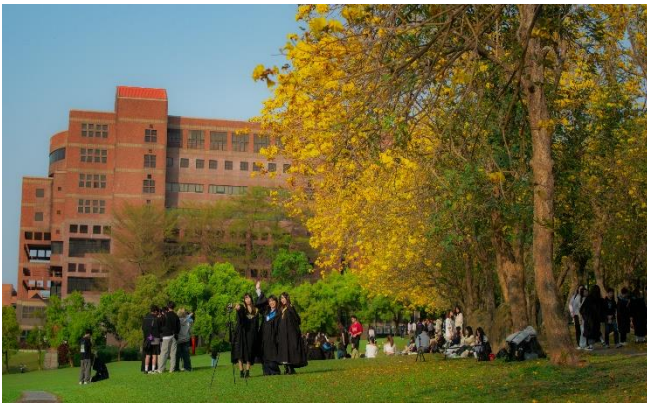


### Gentle Reminder

**In order to examine your applications effectively, please name the files with the designated title and file type (see example below).** Then email to Miss. Chia – Wen Tsai.

-  1\_Application Form
-  2\_Passport
-  3\_Transcripts
-  4\_Recommendation Letter
-  5\_Enrollment
-  6\_Headshot

All application will be forwarded to the Dean and Department Chair in College of Management for evaluation.



## Appendix - Additional Information

Item	Deadline	Remark
Medical Examination.	Before departure	<ul style="list-style-type: none"> <li>●International students who plan to stay in Taiwan for <b>more than six months</b> are required to do a <b>Health Certificate for Residence Application</b> before arriving in Taiwan. (You must show this health certificate when applying for the resident visa.)</li> <li>●Those who plan to stay in Taiwan for <b>less than six months</b> are required to do a <b>Medical Examination Requirements for Short-Term Students</b>. The Medical Examination Requirements for Short-Term Students requires the following items:               <ol style="list-style-type: none"> <li>1. <b>Proof of Positive Measles and Rubella Antibody Titers or Measles and Rubella Immunization Certificates</b></li> <li>2. <b>Chest X-Ray for Tuberculosis</b></li> </ol> </li> </ul>
Apply for a Taiwanese visa		<p>If you already have a proof of Positive Measles and Rubella Antibody Titers or Measles and Rubella Immunization Certificates, <b><i>you can just hand in a photocopy of your certificate to the Office of International Affairs of CoM upon your arrival at CCU.</i></b> We'll arrange you to do the second item (Chest X-Ray for Tuberculosis) here.</p> <p>But if you <b>NEVER</b> did this kind of health check in your life, you'll need to print a form and get the medical examination done in your home country. Then you must hand in the photocopy of this health certificate to CCU upon your arrival.</p>



Apply for a Taiwanese visa	Before departure	<ul style="list-style-type: none"> <li>●International exchange students who plan to stay in Taiwan for <b>more than six months</b>, are required to apply for a <b>resident visa</b>. According information is available at: <a href="https://www.boca.gov.tw/mp-2.html">https://www.boca.gov.tw/mp-2.html</a></li> <li>●Those who plan to stay in Taiwan for <b>less than six months</b> are required to apply for a <b>visitor visa</b>.</li> </ul>
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## Reminders of visa extension for exchange students

**International exchange students studying in Taiwan for less than six months are required to apply for a visitor visa before arriving Taiwan.** After your arriving, you cannot apply for the Alien Resident Certificate. You need to apply for extension before your visa expiry date through National Immigration Agency. If the extension is not done before the expiry date, you would have to leave the country.

### Required documents for visa extension:

- Application form,
- 1 photograph, passport,
- Photocopy of student ID card. ( No fee is required. )

**International students who plan to study in Taiwan for more than six months are required to apply for a resident visa before arriving Taiwan.**

★Resident Visa: This is a long-term visa with which the students can stay in Taiwan for more than 180 days. With such a visa, the student should apply for Alien Resident Certificate in National Immigration Agency within 30 days after entering the country. The application fee is NT\$1000.00. The ARC is your ID card, and also a multiple re-entry permit. Please keep it very well during your stay in Taiwan. Six months after receiving the ARC, It's mandatory for you to join the Taiwan's National Health Insurance. In other words, from the 7th month, you have to pay about NT\$826.00 per month (subject to change) for the **National Health Insurance**. But during the first 6 months of your stay, **if you leave Taiwan for more than 1 month, you will be unqualified to join the National Health Insurance**. Please think of this reason if you want to leave Taiwan during the summer/winter vacation.

**Required documents for the application of ARC:**

- Application form (with a photo in correct format)
- Passport & resident visa
- Photocopy of student ID card
- Operation fee NTD 1,000
- Photograph specs: Colored photograph, front head and shoulder, taken within 6 months, without hat and glasses, 4.5cm x 3.5cm, [the total length from the top of the head to the jaw within 3.2-3.6cm, and white background](#). Remember to tell the photo shop your purpose of this picture.

⊗ National Immigration Agency – Chiayi County Service Center:

Address: 1FL., No. 6, West Sec. Siangho 2nd Rd., Puzih City, Chiayi County

Telephone No.: 05-3623763, Open hours: 08:00-17:00, Monday to Friday

## Course selection process for exchange/visiting students

At CCU, all exchange/visiting students are required to select the courses via the website:

[courses list](#)

**Access to course selection system will only be available during the first 2 weeks of the new semester, but you have access to browse the courses of CCU anytime from the link above.** You can ask your buddy for assistance if you have any problem regarding the course selection process.

**Please find the SOP for course selection as follows:**

Step 1 → **Open the home page of Inter-Collegiate Course Selection System**

Step 2 → **Click on “International Exchange Student”**

Step 3 → **Enter your “student number” and “password”**  
(your student number is the default password)

Step 4 → **Revise your password**

After successful log-in, the system would pop-out the screen requiring for password revision. **You have to revise the password with no more than 10 characters (letters and numbers are required).**

Step 5 → **Select the courses**

After the password revision, you can start to select the courses.

Step 6 → **Print out the Application Form for Inter-collegiate Course Selection**

Step 7 → **Ask the instructors and the head of your host department to sign the sheet**

Step 8 → **Hand in this sheet to the Office of Academic Affairs before the deadline**

Note 1: The Course Selection period is indicated in CCU's Calendar. [The Sheet for Course Selection should be signed by the instructors & the director of your host department and handed in to the coordinator at the Office of Academic Affairs \(located on the 1st floor of Administration Building\) before the closing date.](#)

Note 2: When the Office of Academic Affairs receive your Application Form for Course Selection, they will allow you to use the e-course platform (<http://ecourse.ccu.edu.tw/>).

Note 3: Exchange students who want to take English Language Courses offered by the CCU Language Center, have to visit the Center for language placement test. When there are vacancies, a "Course endorsement form" will be issued to you with the agreement of the instructor and the head of the CCU Language Center.

Note 4: If you are interested in choosing the Chinese Learning Courses at the CCU Language Center, be sure to present at the first class session to complete the placement test.

## Permission for Part-Time Job Or Internship

International students who wish to work in Taiwan (**including full-time & part-time job**) or **receive stipend from lab** are required to obtain a work permit from the Bureau of Employment and Vocational Training. You are subject to a fine of **NTD \$30,000 ~ 150,000 for working without an official permit. But only degree students can apply for a work permit. Exchanges students are prohibited from working on or off campus in Taiwan (except internship).**



Campus Map



Campus Map

Campus Map



校區平面配置圖

Location of College of Management



## Some Useful Links on CCU Campus Life

◆CCU:

👉 <http://140.123.13.14/>

◆Office Of International Affairs:

👉 [OFFICE OF STUDENT AFFAIRS](#)

◆Dream in CCU:

👉 <https://www.youtube.com/watch?v=JwJrdplvCVM>

👉 [https://youtu.be/VRh\\_XvDZT7k](https://youtu.be/VRh_XvDZT7k)

👉 <https://youtu.be/av5z3u3jgrY>

👉 <https://www.youtube.com/watch?v=IGX0N-djjz4>

## How to get to National Chung Cheng University

Options	Description
<p><b>Taoyuan International Airport (TPE) Arrival</b></p> <p>→Take BRT to HSR Taoyuan station</p> <p>→ Take HSR train to HSR Chiayi station</p> <p>→Take a taxi or arrange a bus from HSR Chiayi station directly to CCU.</p>	<p><b>1. Taiwan Taoyuan International Airport</b> After leaving the arrival hall in the Airport, please look for BRT bus stop. You can ask the service desk for assistance.</p> <p><b>2. Taiwan Taoyuan International Airport HSR Taoyuan station</b> Please take BRT Bus (One way fee about NT\$30).</p> <p><b>1. HSR Taoyuan station HSR Chiayi station</b> About 1 hour, the fare is around NT\$920 one way. Please buy the ticket at the HSR ticket window. For any questions, please ask the service personnel at HSR station (in orange uniform). Timetable for HSR: <a href="https://en.thsrc.com.tw/">https://en.thsrc.com.tw/</a></p> <p><b>4. HSR Chiayi station CCU</b> You may ask your buddy for arranging a shuttle bus. The car rental company will send a car to pick you up at HSR station. <b>You should pay the fee directly to the driver.</b> (About 40 minutes by driving)</p>
<p><b>Taoyuan International Airport (TPE) Arrival</b></p> <p>→Take the shuttle bus arranged by your buddy in advance.</p>	<p><b>You shall ask for the service in advance.</b> The car rental company would send a car to pick you up from the airport. <b>You should pay the fee directly to the driver.</b></p>



<p><b>Taipei Shonshan International Airport (TSA) Arrival</b></p> <p>→Take the Taipei Metro Subway to Taipei Grand Station</p> <p>→Take HSR train to HSR Chaiyi Station</p> <p>→Take a taxi or arrange a bus from HSR Chaiyi station directly to CCU.</p>	<p><b>1. Taipei Shonshan International Airport (TSA)</b> After leaving the arrival hall in the Airport, please look for Taipei Metro Subway station. You can ask the service desk for assistance.</p> <p><b>2. Taipei Shonshan International Airport (TSA) HSR Taipei Station</b> Please take Taipei Metro Subway to Taipei Grand Station then look for HSR station inside.</p> <p><b>3. HSR Taipei station HSR Chiayi station</b> About 1.5 hour, the fare is around NT\$1080 one way. Please buy the ticket at the HSR ticket window. For any questions, please ask the service personnel at HSR station (in orange uniform). Timetable for HSR: <a href="https://en.thsrc.com.tw/">https://en.thsrc.com.tw/</a></p> <p><b>4. HSR Chiayi station CCU</b> You may ask your buddy for arranging a shuttle bus. The car rental company will send a car to pick you up at HSR station. <b>You should pay directly to the driver.</b> (About 40 minutes by driving)</p>
<p><b>Kaoshiung International Airport (KHH) Arrival</b></p> <p>→Take the Kaoshiung Metro Subway to Zuoying HSR Station</p> <p>→Take HSR train to HSR Chaiyi Station</p> <p>→Take a taxi or arrange a bus from HSR Chaiyi station directly to CCU.</p>	<p><b>1. Kaoshiung International Airport (KHH)</b> After leaving the arrival hall in the Airport, please look for Kaoshiung Metro Subway station. You can ask the service desk for assistance.</p> <p><b>2. Kaoshiung International Airport (KHH) HSR Zuoying Station</b> Please take Kaoshiung Metro Subway to HSR Zuoying Station.</p> <p><b>3. HSR Zuoying Station HSR Chiayi station</b> About 30 minutes, the fare is NT\$410 one way.5k u;6 Please buy the ticket at the HSR ticket window. For any questions, please ask the service personnel at HSR station (in orange uniform). Timetable for HSR: <a href="https://en.thsrc.com.tw/">https://en.thsrc.com.tw/</a></p> <p><b>4. HSR Chiayi station National Chung Cheng University</b> You may ask your buddy for arranging a shuttle bus. The car rental company will send a car to pick you up at HSR station. <b>You should pay the fee directly to the driver.</b> (About 40 minutes by driving)</p>

# WELCOME TO CCU

