

# The Scholarship Guidelines of Overseas Research & Study Students, National Cheng Kung University

Approved at the 668<sup>th</sup> Management Report meeting on February 11, 2009  
Revision approved at the 685<sup>th</sup> Management Report meeting on February 3, 2010  
Revision approved at the 686<sup>th</sup> Management Report meeting on March 3, 2010  
Revision approved at the 736<sup>th</sup> Management Report meeting on November 14, 2012  
Revision approved at the 753<sup>rd</sup> Management Report meeting on October 16, 2013  
Approved at the 3<sup>rd</sup> Endowment Fund Management Committee meeting on May 20, 2015  
Revision approved at the 803<sup>rd</sup> Management Report meeting on April 19, 2017

## I. Purpose:

National Cheng Kung University (hereinafter referred to as the School) developed the Scholarship Guidelines of Overseas Research & Study Students to motivate our students to pursue academic achievements abroad, expand global outlook, facilitate international academic and cultural exchanges, and further improve their competitiveness in the international arena.

## II. Source of Funding & Quota:

### (i) Funding of the Scholarship:

1. Endowment Fund of the School
2. The Aim for Top University Project
3. Other government subsidies
4. Donation of external parties

(ii) Scholarship amount and quota are subject to the School's adjustment on the basis of the annual budget review.

## III. Eligibility:

Students who enroll in the School (excluding in-service education program students), and conform to the conditions of Article IV. below. Applicants of the dual degree program should hold the nationality of the Republic of China, and have a registered household.

## IV. Finance Type & Restriction:

(i) Dual degree program: The dual degree program is referred to as the School has signed an agreement with specific foreign academic institutions to develop partnership programs, enabling students from both schools to continue academic pursuit at the counterpart school. When the student has completed the courses and acquired necessary credits, he/she will be

granted with dual degrees by both schools. The sponsorship period is 1 year maximum.

- (ii) Exchange student program: Applicants who are successfully admitted to exchange student programs through the School's referral or personal applications. The sponsorship period is 1 year maximum.
- (iii) Short-term research program: Any short-term research program organized by eminent foreign universities or research institutions for over a week.
  - 1. Applicants shall be a current student of the School's postgraduate or Ph.D. program.
  - 2. Grant period spans between 1 week and 6 months. The period should not be separated into different terms, and an extension of the grant is not permitted.
- (iv) Short-term internship program: an internship program or academic training provided by any notable foreign academic institutions or companies for over a week. Grant period spans between 1 week and 6 months. The period should not be separated into different terms, and an extension of the grant is not permitted.

Aforementioned grants are subject to one-time application for students with same education qualification. Except for dual degree programs, the other three types of programs organized in China, Hong Kong and Macau are excluded in applications.

V. Application documents to be submitted are as follows:

Other than enrollment documents of the foreign university is permitted to be submitted later before departure, if the rest of the required documents are incomplete or fail to meet the requirements, such application will be declined.

- (i) Application Form \* 1
- (ii) Annual Chinese transcript \* 1
- (iii) Chinese & English autobiography (including descriptions of education and experiences)
- (iv) Language proficiency certificate
- (v) If applicable, please provide low-medium or low income households proof issued by the competent authority.

(vi) Other supporting documents for application process (e.g. reference letter, awards etc.)

(vii) Applicants of dual degree program and exchange student program shall submit following documents:

1. Study plan (including course and credit information)
2. Enrollment documents of the host university
3. Academic calendar of the host school. If the comprehensive academic calendar is not yet published, applicants can submit that of the previous school year, and later submit the latest version once it is published.

(viii) Applicants of short-term research program and short-term internship program shall submit following documents:

1. Introduction document of the research or internship program or organization.
2. Offer letter or relevant proof provided by the research or internship organization.
3. Research or internship schedule.

VI. Validity of aforementioned language proficiency certificates should remain valid for two years from the application date.

(i) Applicants of dual degree program and exchange student program:

1. English proficiency certificate: TOEFL iBT > 79, IELTS > 6.0 or TOEIC > 750. If host universities request for English language proficiency certificates, applicants shall comply with regulations of host universities.
2. Other foreign language proficiency certificate: If host universities request for other foreign language proficiency certificates, applicants shall comply with regulations of host universities. If host universities do not request for any language proficiency certificates, applicants shall submit aforementioned English proficiency certificates.

(ii) Applicants of short-term research program and short-term internship program: If the program duration is less than one month, language proof of GEPT, TOEIC, TOEFL or IELTS are accepted. If the program duration is more

than one month, applicants shall provide language proof of TOEFL iBT > 79, IELTS > 6.0, or TOEIC > 750. Other English proficiency tests are not accepted for application.

VII. Application Deadline:

- (i) Applicants of dual degree program and exchange student program: For autumn class, the submission shall be completed prior to May 31 of the departure year; for spring class, the submission shall be completed prior to October 31 of the year before departure year.
- (ii) Applicants of short-term research program and short-term internship program: Application shall be submitted to the Office of International Affairs (the Office) two months prior to departure.

VIII. Scholarship Amount

- (i) Applicants of dual degree program and exchange student program:
  - 1. General expense:
    - (1). In Asia: NT\$110,000 maximum per person per semester; NT\$200,000 maximum per person per school year.
    - (2). Not in Asia: NT\$150,000 maximum per person per semester; NT\$240,000 maximum per person per school year.
  - 2. Tuition: Only applicable to applicants of dual degree program, subsidizing up to 30% of tuition and no more than NT\$300,000.
  - 3. Family Condition: Applicants who have submitted low-medium or low income households proof, once being approved, will be considered for the best of interests in subsidizing.
  - 4. Applicants who have been granted with tuition exemption, and scholarships provided by other foreign organizations, shall be subject to lower amount of subsidies.
- (ii) Applicants of short-term research program and short-term internship program:
  - 1. Applicants whose destination is in Aisa shall be subsidized up to NT\$14,000 in the first two weeks respectively; from the third week onward, weekly subsidy will be reduced to NT\$5,000.

2. Applicants whose destination is not in Aisa shall be subsidized up to NT\$20,000 in the first two weeks respectively; from the third week onward, weekly subsidy will be reduced to NT\$7,000.

IX. Review Process:

- (i) Phase 1: Application will be reviewed by listed parties, i.e. applicants' faculty advisor and relevant units before being handed in the Office of International Affairs.
- (ii) Phase 2: Application will be delivered to the Selection Committee of Overseas Research & Study Scholarship (hereinafter referred to as the Committee) for review.
- (iii) The Committee comprises Vice President of International Affairs and representatives of respective colleges. The review process is on the basis of documents provided. The applicant may be invited to have an interview if necessary.
- (iv) Moreover, the Committee is reserved with a right to adjust the subsidy items and quota. The shortlist after the review process will be approved by the president of the School prior to an official announcement.

X. Disbursement Period:

During the stay overseas, in principle, 80% of general expense will be disbursed first; the outstanding grants (including tuition grant) can be applied for based on invoices provided within one month after recipients return to Taiwan.

XI. Grant Period and Compliance:

- (i) Once being approved with the scholarship grant, the recipient shall sign an administrative contract with the School, and comply with the agreements.
- (ii) During the stay overseas, the recipient is still enrolled (not suspension of schooling), and are obliged to fulfill the requirements as per original degree regulations. If the recipient, without the consent of the School, applies for school suspension, withdrawal, graduation, delayed return, refuses to return to Taiwan to complete the schooling and acquire the degree, the School is entitled to reclaim the full amount of the Scholarship.
- (iii) If the recipient, for any reason needs to return to Taiwan during the

grant period, it is required to request the Office for the permission. The subsidy will be deducted pro rata according to the days stayed in Taiwan; if the recipient returns to Taiwan during the grant period without the permission of the Office, the School is entitled to reclaim the full amount of the Scholarship (including the exempt tuition).

- (iv) During the grant period, the recipient is not permitted to receive other scholarships granted by the Ministry of Education, the Ministry of Science & Technology or any other organizations from home and abroad. If the recipient is found violating the regulation, the scholarship will be fully reclaimed.
- (v) Upon returning to Taiwan, within 1 month (within the same fiscal year), the recipient is required to submit clearing documents for compensations and the report of the overseas study. If necessary, the recipient is required to make an English presentation to elaborate his/her experience studying or involving in an overseas program.
- (vi) Upon returning to Taiwan, the recipient shall submit following documents:
  1. For dual degree program: Diplomas of graduation of the School and the foreign school.
  2. For exchange student program: Credit proof and transcripts of each semester or school year (2 semesters). For exchange students, each semester, they are required to take two or more professional courses relevant to their original subject major.
  3. For short-term research program and short-term internship program: Proof of research/internship, containing research/internship period, contents and comprehensive assessment.
- (vii) If the recipient soon to be a graduate of the current year, as he/she is applying for the school leaving, he/she is required to report to the Office and submit the clearing documents before they can officially leave the School, or otherwise he/she shall apply for deferred graduation in advance.
- (viii) If any of aforementioned scenarios are violated, making the recipient liable to return the Scholarship, after the dunning process, the repayment is overdue or not applicable, the guarantor of the student

(e.g. parents or legal guardian) is liable to the repayment.

- XII. During the stay abroad, the approved scholarship recipients' academic affairs, enrollment and military service shall be subject to the School regulations and relevant legislations of the Republic of China. Relevant funding shall be settled as per School regulations. If the regulations are violated, the scholarship shall be reclaimed.
- XIII. Matters not specified in these guidelines shall be governed by relevant regulations and announcement of the Office.
- XIV. The Scholarship Guidelines shall be implemented following the approval at the meetings of the Management Report and the Endowment Fund Management Committee and the president of the School; the same applies whenever the guidelines are amended.