

National Chengchi University Short-Term Overseas Studies Subsidy Guidelines Implementation Details

Promulgated on October 15, 2003 by the 29th Academic Research and Cooperation Committee.
Amended on November 17, 2004 by the Academic Cooperation Division of the Center for International Education and Exchange.
Amended on November 3, 2005 by the Academic Cooperation Division of the Center for International Education and Exchange.
Amended on April 20, 2007 by the Academic Cooperation Division of the Center for International Education and Exchange.
Amended on July 7, 2008 by the Academic Cooperation Division of the Center for International Education and Exchange.
Amended on March 25, 2009 by the International Cooperation Committee.
Amended on July 29, 2009, by the International Cooperation Committee.
Amended on March 18, 2010, by the International Cooperation Committee.
Amended on April 13, 2010 by the International Cooperation Committee.
Amended on March 23, 2011, by the International Cooperation Committee.
Amended on June 23, 2011 by the International Cooperation Committee.
Amended on September 14, 2011 by the International Cooperation Committee.
Amended on December 16, 2011 by the International Cooperation Committee.
Amended on March 21, 2013 by the International Cooperation Committee.
Amended on October 2, 2014 by the International Cooperation Committee.
Amended on January 23, 2015 by the International Cooperation Committee.
Amended on July 29, 2015 by the International Cooperation Committee.
Amended on October 5, 2016 by the International Cooperation Committee.
Amended on September 27, 2019 by the International Cooperation Committee.
Amended on January 19, 2022, by the International Cooperation Committee.
Amended on March 31, 2022, by the International Cooperation Committee.
Amended on October 6, 2023, by the International Cooperation Committee.
Last amended on January 4, 2024, by the International Cooperation Committee.

Article 1 The following regulations are stipulated pursuant to the National Chengchi University Short-Term Overseas Studies Subsidy Guidelines.

Article 2 All students who are formally admitted to NCCU are eligible to apply for the subsidy; however, ROC Nationals, and students who have a domicile in the territory of the ROC (domicile students) have priority.

Article 3 Applicants shall submit the following documents to the Office of International Cooperation (hereinafter OIC) for review:

1. One copy of the subsidy application
2. One copy of the transcript
3. One copy of the ranking certificate (only applicable to undergraduate students)
4. One copy of the short-term study proposal
5. Original copy and one photocopy of the letter of acceptance from the overseas university (the original copy will be returned to the student after examination; exchange students shall also submit proof of exchange student status, or admission list issued by respective college of the University)
6. One copy of the foreign language score report

7. Certificate of completion for local and/or international voluntary service hours, English Medium Instruction course completion certificate, or other supporting documents that may benefit the application review process (optional).
8. One copy of documentation for any of the following socioeconomic hardships: Low Income or Low-Middle Income household documentation, Family Assistance in Special Circumstances documentation, Physical or Mental Disability Assistance documentation, Infant and Child Assistance for Disadvantaged Families documentation, Emergency Support for Children and Teenagers from Disadvantaged Families documentation, or Documents proving that a member of the applicant's household is eligible for Low-Income or Low-Middle Income Elderly Living Assistance. (Only applicable to students with the above qualifications)
9. Indigenous students shall submit a copy of the Household Registration issued within three months prior to the application date.

The foreign language score report specified in Subparagraph 6, Paragraph 1 shall be evaluated as per Attachment 1.

The certificate document specified in Subparagraph 8, Paragraph 1 shall be issued according to the format specified in the "Study Abroad Scholarship for Students in Hardship" sponsored by the Ministry of Education (教育部學海惜珠計畫).

Applications with missing documents and non-eligible applicants will not be accepted.

Article 4 Before starting their academic program abroad, applicants must submit their applications in accordance with the schedule announced for each program.

1. "Scholarships for Excellent Students to Study Abroad" sponsored by the Ministry of Education (教育部學海飛颺計畫): Applications are accepted from January to March each year.
2. "National Chengchi University Short-Term Overseas Studies Subsidy": For applicants who are going overseas during fall semester, applications are accepted in May. For applicants who are going overseas during spring semester, applications are accepted in November.

Article 5 Subsidy application review will be conducted in accordance with the procedure outlined in Attachment 2.

Article 6 The subsidy recipients and subsidy amount will be determined as follows:

1. The number of recipients will be determined in accordance with the budget disbursement for that year.
2. Subsidy amount:
 - (1) Recipients of the “Scholarships for Excellent Students to Study Abroad” sponsored by the Ministry of Education (教育部學海飛颺計畫) will receive 100,000 NTD per semester (or academic quarter) and this amount includes the reciprocal funding from NCCU.
 - (2) Recipients of “National Chengchi University Short-Term Overseas Studies Subsidy” will receive 80,000 NTD per semester (or academic quarter).
 - (3) If recipients of the aforementioned subsidies (Point (1) and (2) have a study program with duration of two semesters, then the total subsidy amount will be increased by 50%.
 - (4) Recipients of “Study Abroad Scholarship for Students in Hardship” sponsored by the Ministry of Education (教育部學海惜珠計畫) : The subsidy amount will be approved and announced by the Ministry of Education.
3. Applicants cannot receive one of the aforementioned subsidies concurrent with another subsidy in the above list. All applicants are only allowed to claim one of these subsidies per degree level.

Article 7 The subsidy shall be disbursed remitted in 2 separate remittances: 80% of the total grant prior to the student’s departure, 20% after student’s return from abroad.

Article 8 Students who are awarded with the subsidy shall abide by the following regulations:

1. Subsidy recipients who are concurrently awarded the financial aid for studying abroad from the Taiwan government or NCCU shall receive a reduced subsidy amount or may not be subsidized. However, students who receive subsidy through the Taiwan Ministry of Education's Study Abroad Program may not receive other study abroad subsidies from the Taiwan government. The reduction standards are as follows:
 - (1) The students who receive an award from other institutions (NTD /per semester or academic quarter) that is over \$100,000 shall not be subsidized.
 - (2) The students who receive an award from other institutions (NTD / per semester or academic quarter) that is between \$50,000~\$100,000 shall receive 50% of the original amount of the subsidy.

- (3) The students who receive an award from other institutions (NTD / per semester or academic quarter) that is between \$30,000~\$50,000 shall receive 70% of the original amount of the subsidy.
2. If there is any change in the itinerary, or the itinerary is canceled, the student shall report to the OIC for approval. Students may only change their itinerary once. If an itinerary were to change significantly, the subsidy amount shall be recalculated, and the student will be responsible for returning the difference between the two calculated amounts.
3. During the overseas study period, the student shall take and pass a minimum of six credits each semester (or academic quarter). Students who did not complete study for a full semester (or academic quarter) or did not take or pass a minimum of six credits per semester (or academic quarter) are not eligible to receive the subsidy, unless the situation is caused by force majeure.
4. If a student is required to return all or some of their subsidy amount, this amount must be returned to the OIC within 90 days after being notified by the OIC.

Article 9 Students who are awarded with the subsidy shall perform the following obligations:

1. Course selection during overseas study shall comply with the National Chengchi University Guidelines for Studying Abroad.
2. The conduct of the students who are studying abroad shall comply with laws of the respective country, ROC laws, and NCCU regulations; violators are punishable in accordance with the relevant regulations.
3. The student shall provide an overseas study report, a photocopy of the transcript, and the original copy of the subsidy approval to the OIC within two weeks after the overseas study period is over in order to get the rest of the grants.
4. After students have returned, the OIC may request students to participate in various meetings or events to provide information regarding the overseas study.

Article 10 The OIC will seek the return of all subsidy amounts through legal means from violators of Article 8 and Article 9.

Article 11 During the period of overseas study, students are required to register with NCCU and pay the tuition fees.

Article 12 The Implementation Details shall be enacted after being resolved by the International

Cooperation Committee of OIC and approved by the President of NCCU. The same procedure shall apply to any amendments made in the future.

Attachment 1 · Foreign Language Grading Standards

Language	Test	Lowest Score	Advanced Score	Validity Period
English	TOEFL iBT	83	98	2 Years from Application
	IELTS	6.5	7	
Japanese	JLPT	N2	N1	
Korean	TOPIK	N3	N5	2 Years from Application
French	DELF / DALF	B1	B2	
German	Goethe-Zertifikat	B1	B2	
	TestDaf	TDN 3 (12, 13, 14)	TDN 4 (15, 16, 17)	
Spanish	DELE	Nivel B1	Nivel B2	
Russian	TORFL	TORFL-I / B1	TORFL-II / B2	

Applicants must meet the foreign language ability standards for the medium of instructions at overseas schools, the above table lists the minimum requirements. For example, if courses are taught in English, a certificate of English language ability that meets the above standards is required. If applicants plan to undertake a program taught in a language other than those outlined above, they need to submit a certificate of language ability that meets the admission standards of the overseas school, such as the language training certificate, transcripts or other official documents.

The applicant's foreign language ability certification must be within the validity period. Only English language proficiency certificates (TOEFL or IELTS) obtained by students who study in English taught program at NCCU are not restricted by the validity period. For those who have studied in English-speaking countries for more than 2 years and have obtained a degree certificate, they can use these documents as proof of their English language ability. Other languages can may also use these standards.

Attachment 2, Review Guidelines

1. Implementation of these review guidelines are in accordance with the key points outlined in Article 5 of the Procedure entitled: “National Chengchi University Short-Term Overseas Studies Subsidy Guidelines Implementation Details” (known hereafter as This Procedure).
2. Graduate students and undergraduate students will be reviewed separately. The review process consists of two stages: 1) Application Material Review (60% of total score), and 2) In Person Interview (40% of total score).
3. Stage 1, Application Material Review
 - (1) Required Materials: study plan, transcript, undergraduate ranking certificate (not required for graduate applicants), and foreign language ability certificate (applicants’ foreign language ability must meet the minimum requirements for the medium of instruction at overseas school. Refer to Attachment 1 for more details).
 - (2) Applicants who meet the minimum requirements will have a base score of 70. If an applicant meets any of the qualifications outlined below, additional points will be added to their base score accordingly.
 - I. Academic Achievement: Undergraduate applicants within the top 10% of their class will receive an additional 5 points to their base score. Graduate applicants with a grade point average of 90 or above will receive an additional 3 points.
 - II. Foreign Language Ability: (At most 5 points can be added)
 - A. Applicants can receive an additional 5 points if their foreign language ability for the medium of instruction at overseas school reaches “Advanced Level” outlined in Attachment 1.
 - B. Applicants can receive an additional 3 point if their foreign language ability for other than the medium of instruction reaches “Advanced Level” outlined in Attachment 1.
 - III. Local and International Voluntary Service Hours: Number of hours contributed to service to the local or international community through on-campus or off-campus organizations concurrent with the applicant’s enrollment at NCCU. Applicants must submit certification documents to confirm the time or duration of work from the relevant department or organization.
 - A. Local Voluntary Service: All local voluntary service should be completed within a

registered organization with the government, either on or off campus, with a public or private organization. Individual service projects are not acceptable. Applicants who have completed 40 hours or more by the time of application will receive an additional 3 points.

B. International Voluntary Service: All international voluntary service should be completed within a registered organization, either public or private, or volunteer service to the international student population at NCCU. Applicants who have completed 10-30 hours by the time of application will receive an additional 3 points. Applicants who have completed 30 hours or more by the time of application will receive an additional 5 points.

4. Stage 2, In Person Interview

(1) Oral interviews will be conducted by the Vice President or the Assistant Vice President of OIC, International Cooperation Committee Members, and full-time faculty of NCCU (or external experts and scholars). The OIC has the right to invite qualified candidates to join interview committee.

(2) The top 40% of graduate and undergraduate applicants will be invited to participate in the interview stage.

I. Given the differences in the number of applicants within each language category, each language category will have at least one applicant proceed to the oral interview stage to maintain fairness.

II. Students who meet the requirements outlined in This Procedure, Article 3, Paragraph 1, Paragraphs 8 and 9 will automatically qualify for the second stage, in addition, they will not be counted against the top 40% quota of applicants.

III. Interview schedule will be announced after the application material review. All invited applicants must be present for their interview in person except participating in research work with NCCU abroad, participating in other official university affairs (not including classwork, official documentation required), or other exceptional circumstances out of the applicant's control that prevent them from attending the interview in person. In such cases, a virtual interview may be held instead. Failure to attend the interview will result in cancellation of the application.

(3) Interview Examination Standards

I. Application Material Review: Applicants' study plans should state their personal background and application motive, a description of the expected academic work abroad, relevance to their current study, expected academic outcomes, etc.

II. Self-Introduction: Applicants are expected to use English to introduce themselves and describe

their reasons to study abroad.

III. Academic Goals: Academic goals and anticipated results.

IV. Interview Performance: Performance and rapport with interviewers.

5. The number of award recipients in each current year will be distributed in proportion to the number of eligible applicants within the two applicant pools. If two applicants have the same score but are from different application pools, the "Undergraduate" applicant will be ranked by the average of their department, and the "Graduate" applicant will be ranked by their grade point average.