

National Taiwan University of Arts

Exchange Student Guide for 2026/2027 Exchange Program Application

A. Application Timetable

| Process | Fall Semester, 2026 | Spring Semester, 2027 |
|---|----------------------|-----------------------|
| Nomination by partner university | Mar. 1 – Apr. 15 | Sep. 15 – Oct. 30 |
| Application submission | Mar. 1 – Apr. 15 | Sep. 15 – Oct. 30 |
| Application deadline (For documents sent by postal mail, the postmark date will determine whether the submission meets the deadline . However, the documents must arrive at NTUA no later than two days after the official deadline, that is, by <u>April 17 and November 1.</u>) | April 15 | October 30 |
| Announcement of admissions | Before June 1 | Before December 15 |
| Exchange period at NTUA | Sep. 2026– Jan. 2027 | Feb. 2027 – Jun. 2027 |

B. Eligibility and Documents

a. Eligibility

1. The Foreign Exchange Program is open to non-ROC citizens only.
2. Applicants should be first nominated by the universities that have signed the foreign student exchange agreement with NTUA.
3. Applicants should submit applications in accordance with this Guide.
4. Applicants should submit all the documents indicated in the Checklist below. Those whose applications are not complete will lose the qualifications to apply.

b. Application Documents

1. **Submission of the “Nomination Letter for Exchange Study” (electronic file)-Partner institution**
The electronic file must be sent by the **partner institution via email to NTUA before the paper document submission deadline. Emails sent directly by students will not be accepted.**

Please send to: international@ntua.edu.tw

| ITEM | NOTE |
|--|---|
| Nomination Letter for Exchange Study (Attachment #1) | Sent directly from home institution (excel) |

2. Required application- Students

NTUA will only accept exchange student applications submitted through the online system, which will be open from March 1 to April 15 and Sep. 15 to Oct. 30.

Application website: <https://international.ntua.edu.tw/#/>

(Home → Scroll down → Relevant Services & Applications → **Incoming Exchange Students**)

Before applying, please register an account using the button at the top right of the webpage.

Please use Google Chrome to upload your documents.

***Please note that the online system will remain open until 11:59 PM (Taiwan Time) on the application deadline day for each semester. Be sure to take the time difference into account.**

Required Documents (7 in total)

(Please strictly follow the allowed file types when uploading. Files that do not match the specified types cannot be accepted by the system.)

| ITEM | NOTE |
|---|---|
| 1. Application form (Attachment #2) | Online Submission |
| 2. Photocopy of student card or Certificate of Enrollment | In JPG format |
| 3. Photocopy of Passport | In JPG format |
| 4. Headshot photo | In JPG format |
| 5. Full transcript of current school | Should be sealed by office of academic, PDF |
| 6. Self-introduction | PDF |
| 7. Study Plan | PDF |

***After the submission of the “Required Documents (7 in total)”, printing will be arranged with the assistance of NTUA.**

Additional Documents required by relevant department

| | |
|---------------------------------------|--|
| A portfolio of artworks (PDF) | <p>Department/Program-Required Documents or Test Scores Please submit the required materials in accordance with the regulations of each department/program (see Appendix A of this prospectus).</p> <p>Documents Allowed for Online Upload The application system accepts the following documents:</p> <ol style="list-style-type: none"> 1. Chinese proficiency test score report (PDF) 2. Portfolio (PDF) 3. Research report (PDF) 4. Video files (must be uploaded as a PDF containing an accessible link and QR code) 5. Other documents demonstrating outstanding performance (PDF) <p>Upload Restrictions:</p> <ul style="list-style-type: none"> • Maximum of 4 files • Total file size must not exceed 10 MB • If the total size exceeds the limit, please print the documents or to a USB or DVD and mail to NTUA before the deadline • The NTUA does not guarantee the print quality of documents printed on behalf of applicants; please ensure sufficient clarity of all submitted files |
| Other supportive documents (PDF) | |
| Chinese proficiency certificate (PDF) | |

If a department requires additional paper-based or physical materials (e.g., portfolio, letters of recommendation, test certificates, USB drives, DVDs), such items may be submitted by postal mail.

If submitting by post, please check “By Post” in the application system.

Mailing address: Office of International Affairs, National Taiwan University of Arts

No. 59, Da-guan Rd., Sec. 1, Banqiao Dist., New Taipei City, Taiwan, R.O.C. Zip code: 220307

Tel: +886-(0)2-2272-2181 ext. 1924

(For documents sent by postal mail, the postmark date will determine whether the submission meets the deadline. However, the documents must arrive at NTUA no later than two days after the official deadline.)

***After the submission of the “Additional Documents”, printing will be arranged with the assistance of NTUA or by Postal.**

C. Admission Quota

- a. The NTUA, following the foreign student exchange agreement signed with its partner university, offers to accept the nomination of one or two foreign exchange students for each semester.
- b. Students' applications, including all required documents and supplemental materials, will be reviewed and evaluated by relevant departments or institutes to determine the application results.

D. Admission Process

- a. NTUA's partner universities nominate one or two qualified students who are interested in exchanging with NTUA.
- b. The nominated students submit applications to NTUA, which will be reviewed and evaluated by the relevant department or institute.
- c. For students admitted, NTUA will send admission letters to their home universities.

※ The admission letter is an important document for students to apply visa to enter Taiwan.

E. Tuition and Accommodation

a. Tuition

1. The tuition fee, which is set primarily based on the foreign student exchange agreement signed by the NTUA and its partner institutes, will be announced at the beginning of each semester.
2. The Music or Chinese Music majors who take musical instrument classes should pay an extra fee for the personal classes. (Undergraduate: NT\$12,330 per semester; graduate: NT\$14,940 per semester.)

b. Credit fee

1. We DO NOT allow exchange students, who enroll in a Full-time program, to take any courses offered by the Continuing Education Program.
2. We DO NOT allow an exchange student from the Bachelor's Program to take any courses from the Master's Program.
3. An exchange student from the Master's program who takes a course from the Bachelor's Program MUST pay the credit fee of NT\$ 1,040 per credit for courses from the Bachelor's Program.

c. Accommodation

1. For safety concerns, the NUTA provides on-campus accommodation for exchange students.
2. The on-campus accommodation fee is NT\$ 10,600 per semester per student.
3. If students want to live off-campus, he/she should submit the Letter of Consent for Off-campus Accommodation to NTUA before his/her departure to Taiwan.

Other Information and rules

a. Rules

1. Exchange students should comply with the NTUA rules and the R.O.C. laws.
2. The exchange student, before traveling to Taiwan, should take out private health insurance which provides the holder with medical coverage during the period of his/her study at the NTUA. Please carefully check the coverage and terms of payment or reimbursement stated in your insurance contract.

3. All exchange students should take at least 1 course per semester
4. The NTUA will send an official copy of the transcript and a certificate of exchange to the exchange student who has completed all course(s) of the semester for exchange study.
5. For safety concerns, the NTUA provides on-campus accommodation for each exchange student; those who choose off-campus accommodation should keep alert on personal safety issues.

b. Miscellaneous notes

1. Accepted students will receive the NTUA's detailed instructions on how to go through registration processes and deal with related issues.
2. For any questions, please contact us at international@ntua.edu.tw

For other matters not covered in this Guide, please refer to relevant NTUA rules.

In case of any discrepancy, the Chinese version shall prevail.