

# **Guidelines for National Taipei University of Technology International Graduate Student Scholarship**

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Article I National Taipei University of Technology (hereinafter referred to as “Taipei Tech” or “NTUT”) International Graduate Student Scholarship (hereinafter referred to as “scholarship”) was established for the purpose of campus internationalization by attracting outstanding graduate students (includes foreign students and overseas Chinese students) to study at Taipei Tech. The following articles provide guidelines for the administration of the scholarship.

Article II Eligibility:

A. First year graduate students:

- 1) International students who hold bachelor’s or master’s degrees from universities abroad may apply for a one-year scholarship when applying to become a full-time graduate degree program student at Taipei Tech. Applicants must submit all the documents required to complete an application for admission, including the application forms, official transcripts of the highest university degree attained, letters of recommendation, and an official language proficiency test score (TOEFL or its equivalent).
- 2) International students must complete the online health questionnaire and the health checkup after enrolling in the school.

B. Current graduate students:

- 1) Current graduate students at Taipei Tech may apply for (the renewal of) a one-year scholarship for the following year of their graduate study by submitting the previous year’s transcript, a report or excerpts of their research output, a letter of recommendation from their academic advisor, and the updated certificate of participation (Overseas Students Safety and Security Seminar).

C. The following international graduate students may not apply for the scholarship:

- 1) Students who are already receiving other forms of financial aid from the R.O.C.

government or Taipei Tech (exceptions to this regulation include research stipends or work-study payments, and financial provided under special agreements signed with Taipei Tech).

- 2) Students who are engaged in full-time paid employment in the R.O.C.

Article III Source of funding of the scholarship:

This scholarship is mainly funded by Taipei Tech's endowment, and partly grants from the project(s).

Article IV The yearly quota at each college for this scholarship will be allocated based on the approval of the Administrative Council at Executive Meetings.

Article V Types of Scholarship Awards

The type of scholarship to be awarded will be determined by NTUT Scholarship Commission.

A. One-year Stipend

- 1) Qualification & Duration of the scholarship:

Available to graduate students. The scholarship is renewable on a yearly basis for a maximum of 1 year to master students and of 4 years to doctoral students (subject to the approval of the NTUT Scholarship Commission).

- 2) Criteria for application & amount of the scholarship:

a. 1st year of master & doctoral study

Scholarship applications for the first year graduate students are evaluated during the application period and the scholarship awards will be given to students who are admitted to study at Taipei Tech. For master students, each of the scholarship recipients will receive 72,000NTD (6,000NTD × 12 months). For doctoral students, each of the scholarship recipients will receive 144,000NTD (12,000NTD × 12 months).

b. 2nd year of doctoral study

Applicants must have successfully completed one academic year of study with a final grade of 80 or above (or a 4.0 GPA). In addition, the applicants must have presented at least one international conference paper or a journal paper; however, the journal paper cannot be reused for the application of the 3rd or 4th year scholarship application. Each scholarship recipient will be awarded 144,000NTD (12,000NTD × 12 months).

c. 3rd year of doctoral study

All applicants must have completed the previous year of study in Taipei Tech. Applicants are also required to submit at least one journal paper. Each scholarship recipient will be awarded 144,000NTD (12,000NTD × 12

months).

d. 4th year of doctoral study

All applicants must have completed the previous year of study in Taipei Tech. Applicants are required to submit at least two journal papers. Each scholarship recipient will be awarded 144,000NTD (12,000NTD × 12 months).

3) Definition of international conference paper

The international conference paper mentioned below must be the first author (besides the supervisor). All applicants shall submit one photocopy of the presented paper, proof of acceptance from the conference, proof of register the international conference, and proof of presentation.

4) Definition of journal paper:

The journal paper mentioned below must be indexed in SCI, SSCI, A&HCI, or ABI in which the applicant is the first author (besides the supervisor). All applicants shall submit one photocopy of the published paper, proof of acceptance from the journal's publisher, and the InCites Journal Citation Reports.

B. Tuition fee and Credit fee subsidy for 1 academic year

1) Available to master's and doctoral students.

2) Tuition fee and Credit fee excludes agency fees, thesis guidance fees, internet use fees, dormitory, books, and insurance fees.

3) Scholarship value: 1 year (two continuous semesters) tuition fee and Credit fee subsidy for master's and doctoral students.

4) Criteria for application:

a. Scholarship applications from the first year graduate students are evaluated during the application period and the scholarship awards will be given to students who are admitted to study at Taipei Tech. The tuition fee of 2 semesters, about 120,000NTD, will be subsidized for the scholarship recipients.

b. For renewal, applicants must be currently enrolled at Taipei Tech, and must submit the transcript of the previous academic year with a final grade of 80 or above (or a 4.0 GPA). The tuition fee and credit fee of 2 academic year, about 120,000NTD, will be subsidized for the scholarship recipients.

c. Doctoral students who apply for the 2<sup>nd</sup> year scholarship must submit one international conference paper.

d. Doctoral students who apply for 3rd year scholarship must submit one journal paper.

e. Doctoral students who apply for 4th year scholarship must submit at least two journal papers. For the students who cannot add new journal paper, can discuss by the NTUT Scholarship Commission to get the subsidy of tuition fee and credit fee.

Article VI Termination and Resumption of National Taipei University of Technology  
International Graduate Student Scholarship

A. In the case that any one of the following conditions occur, the university shall immediately revoke the award candidate's scholarship and terminate all scholarship payments to the recipient:

- 1) If the student failed to obtain the required recommendation(s) from their department or institute, or the approval of the Office of International Affairs.
- 2) If the student takes leave of absence, or is expelled from the university.
- 3) If the student gives up his or her pursuit of study without undergoing the formal procedures for withdrawal or leave of absence.
- 4) If the student fails to complete his or her registration at the stipulated time for the academic year.
- 5) During the academic term, if a student has been absent from the country for more than one month or if the student's faculty advisor, department or institute, the Office of Academic Affairs, or any other university administrative office confirms that the student's academic performance is below the required academic standards.
- 6) If the student seriously violates R.O.C. laws.
- 7) If the student receives more than **reprimand** and in consequence, the NTUT Scholarship Commission decides to revoke the student's scholarship.
- 8) If the first year graduate student fails to attend the Overseas Students Safety and Security Seminar held by the Office of International Affairs before the end of the Academic year.
- 9) **Due to involvement in cases related to sexual assault, sexual harassment, and sexual bullying, which have been verified by the School Gender Equality Committee, disciplinary actions of admonition or above from the school should be imposed, and the scholarship review committee may approve a reduction or suspension of scholarship.**
- 10) **Due to involvement in violations of the Employment Service Act, students who work without applying for a work permit or continue to work when their work permit has expired, as verified by the internal units of the school or by the Special Operations Team of the National Immigration Agency, Ministry of the Interior, and subsequently adjudicated by the Taipei City**

Government's Department of Labor, should receive disciplinary actions of admonition or above from the school. Furthermore, the scholarship review committee may approve a reduction or suspension of scholarship.

B. Resumption of scholarship

- 1) Scholarship payment will be discontinued immediately in the following month after the award candidate takes a leave of absence, graduates, or withdraws from Taipei Tech. Award candidates who have undergone the procedures for taking a leave of absence shall file for resumption of the Scholarship within the stipulated time after resuming their studies at Taipei Tech.
- 2) The scholarship will be revoked and terminated immediately in the following month after a recipient has graduated or been expelled from Taipei Tech.

Article VII Application Period

- A. The admission of international graduate students has Spring intake and Fall intake, for the students of Spring intake must renew the scholarship in every January, for the students of Fall intake must renew the scholarship in every July.
- B. Current international graduate students may apply for (the renewal of) a one-year International Graduate Student Scholarship in the following year prior to the expiration of the current scholarship. The period of application differs annually and application shall be completed before the announced deadline.
- C. For the student who cannot renew the scholarship on time, can apply for the scholarship at next semester. The period of this kind of students is only one semester.
  - 1) For Spring intake students who cannot renew the scholarship on time, can apply the renew on July. After the approval by the NTUT Scholarship Commission, the period will be September to next February.
  - 2) For Fall intake students who cannot renew the scholarship on time, can apply the renew on January. After the approval by the NTUT Scholarship Commission, the period will be March to August.

Article VIII Evaluation Process

- A. First-Year international graduate students: Scholarship applications are evaluated during the application period.
- B. Current International graduate students:
  - 1) The applicant shall submit one transcript of the previous academic year, one recommendation letter from the advisor, and other relevant

documents, such as award certificates, copies of published papers, etc.

2) All applications shall be reviewed by the NTUT Scholarship Commission.

Article IX Recipients shall sign one declaration agreeing that if any of the information or documentation that they provided in applying for admission or financial aid is found to be false or forged, the recipients' eligibility will be terminated immediately, and the recipients subject to punishment under the relevant university regulations, and be required to return the scholarship payment already received.

Article X International doctoral students who have demonstrated outstanding performance in their research can submit relevant proofs and documents for the reference and discussion by the NTUT Scholarship Commission. Upon agreement by the members of the NTUT Scholarship Commission and approval by the president of Taipei Tech, additional quota for tuition waiver might be granted plus a maximum 12,000NTD stipend every month, for a maximum of 12 months to approved award candidates.

Article XI These guidelines shall go into effect upon approval by the Administrative Council at Executive Meetings. The procedure is the same for any revision or amendment.