

National Taipei University of Technology

新生手冊

Guide for New Students

2018



國際事務處

Office of International Affairs

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1 臺北科大資訊 Information about Taipei Tech

1.1 臺北科大位置 Taipei Tech Location



臺北科大位於臺北捷運中心位置，交通便利，生活機能極佳，周遭資源應有盡有。除了擁有理想上課環境及資源，學生也能藉由便利的大眾運輸，到各地探索。

Taipei Tech is located at the center of the Taipei Metro system and offers a cosmopolitan lifestyle. Students have easy access to famous landmarks around Taipei.

校園地址 Campus Address :

106 臺灣臺北市大安區忠孝東路三段 1 號 國立臺北科技大學

No. 1, Sec. 3, Zhongxiao E. Rd., Da'an District, Taipei City, 106, Taiwan / Taipei Tech

1.2 周邊交通資訊 Available Transportation Around Taipei Tech

 <p>Taipei Metro</p>	<ul style="list-style-type: none"> ■ 臺北捷運藍線及橘線「忠孝新生站」· 4 號出口 MRT Zhongxiao Xinseng Station (of Blue & Orange Line), Exit 4 ■ 車資由臺幣 20 元起跳 Fare starts from NT\$20 (per ride)
 <p>Bus</p>	<ul style="list-style-type: none"> ■ 超過 15 條路線可前往臺北各地 More than 15 bus routes to different places in Taipei ■ 車資由臺幣 15 元起跳 Fare starts from NT\$15 (per ride)
 <p>YouBike</p>	<ul style="list-style-type: none"> ■ 捷運忠孝新生站 2 號及 3 號出口旁 By Exit 2 and Exit 3 of MRT Zhongxiao Xinseng Station ■ 前 4 小時每 30 分鐘臺幣 10 元 NT\$10 per 30 minutes within the first 4 hours
 <p>Taoyuan Metro</p>	<ul style="list-style-type: none"> ■ 可前往桃園國際機場 Easy access to Taoyuan Int'l Airport ■ 捷運臺北車站 (距離臺北科大 2 站) MRT Taipei Main Station (2 stations away from Taipei Tech)
 <p>Taiwan Railway</p>	<ul style="list-style-type: none"> ■ 可前往臺灣各縣市 Easy access to all cities/counties in Taiwan ■ 捷運臺北車站 (距離臺北科大 2 站) MRT Taipei Main Station (2 stations away from Taipei Tech)
 <p>High Speed Rail</p>	<ul style="list-style-type: none"> ■ 可前往臺灣西部及南部主要城市 Easy access to major cities in western & southern Taiwan ■ 捷運臺北車站 (距離臺北科大 2 站) MRT Taipei Main Station (2 stations away from Taipei Tech)

持悠遊卡搭乘捷運享有 8 折優惠；捷運公車互相轉乘可另外享 8 折優惠。

A 20% off the regular fare is given to EasyCard holders. Extra 20% discount will be given when transferring between Bus and MRT.

1.3 臺北科大宿舍資訊 Taipei Tech Dormitories

自 105 學年度起，境外新生皆保障第一、二年之宿舍床位，自第三年起將以抽籤方式決定住宿床位。

Beginning from the Academic Year 2016, new students are eligible to apply to reside at Taipei Tech Dormitories for the first 2 years. Residence spaces at Taipei Tech Dormitories from the 3rd year onwards will be decided by lottery and not guaranteed to all. Students entering their 3rd year of study should be prepared to reside elsewhere.

申請住宿學生應於宿舍開放日 (9 月 1 日) 及新生報到日 (9 月 3 日) 之間入住宿舍。申請住宿學生如於宿舍開放日前抵達臺灣，需自行安排住宿。

Students who have requested for Taipei Tech dormitory spaces should arrive between the dormitories' opening day (September 1) and the Enrollment Day (September 3). Students who arrive before the opening date will NOT be admitted to the dormitories and must arrange for their own accommodation until the dormitories are open.

第一年所有申請住宿之境外生將被分配於 (校內) 東校區宿舍。

For the first year, all foreign students who have applied for Taipei Tech Dormitories will be allocated to the On-campus Dormitory.

第二年所有申請住宿之男性境外生將被分配於 (校外) 新北校區宿舍，女性境外生則仍將被分配於 (校內) 東校區宿舍。

For the second year, all male foreign students who have applied for Taipei Tech Dormitories will be allocated to the Off-campus Dormitory. Female foreign students will be allocated to the On-campus Dormitory.

A. 東校區宿舍簡介 On-campus Dormitory

地址：106 臺北市大安區建國南路一段 81 號 / 國立臺北科技大學東校區宿舍

Address: No.81, Sec 1, Jianguo S. Rd., Da'an Dist., Taipei 106, Taiwan / Taipei Tech Dormitory

房型：四人一間

Room Type: All the rooms are **quad rooms**

費用：每學期 NT\$10,900 (含押金 NT\$ 1,000 · 於退宿後歸還)。使用冷氣及洗衣機須支付額外費用。

Cost: NT\$10,900 per semester (including NT\$ 1,000 deposit, which will be refunded when checking out); extra fee will be charged for using air-conditioners and laundry machines



B. 臺灣桃園國際機場至臺北科大校園及東校區宿舍之交通資訊

Traveling from Taoyuan International Airport to **Taipei Tech Campus & On-campus Dorm**

Step 1



依指示前往捷運或巴士搭車處

After arrival, follow the direction of the sign to **MRT station** or **Bus Station**



Step 2



搭乘桃園機場捷運前往臺北車站
Take **Taoyuan Airport MRT** trains and
hop off at **Taipei Main Station**



Step 2



搭乘長榮巴士 5201
Take **Evergreen Bus 5201**



Step 3



於臺北車站由桃園機場捷運轉乘臺北捷運
Transfer from **Taoyuan Airport MRT** to
Taipei Metro at Taipei Main Station



Step 4



搭乘臺北捷運前往藍線忠孝新生站，
並於 4 號出口出站
Take Taipei Metro **Blue Line** trains to
Zhongxiao Xincheng Station and take **Exit 4**

Step 3



第一航廈請於 6 號巴士站等車
Wait for the Evergreen Bus at Bus Stop 6 (T1)
第二航廈請於 5 號巴士站等車
Wait for the Evergreen Bus at Bus Stop 5 (T2)



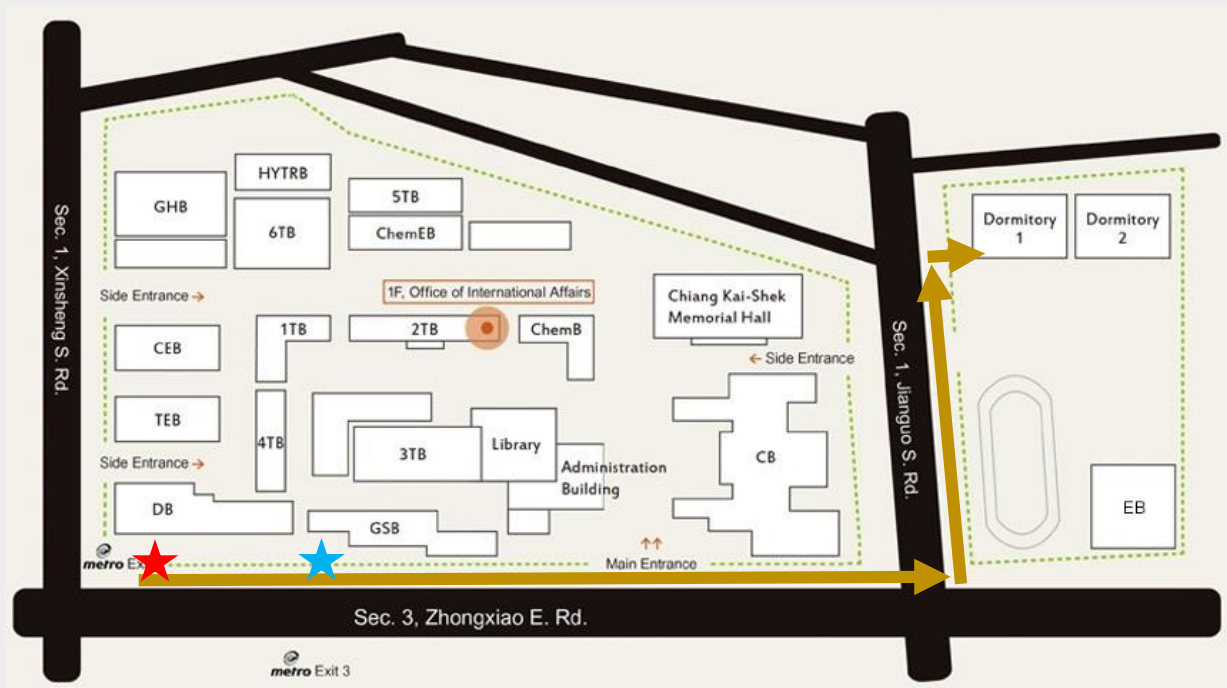
Step 4



於國立臺北科技大學站下車
Hop off at **National Taipei University of
Technology Stop**



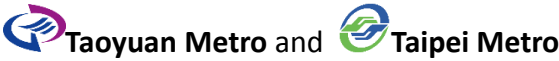

Step 5



依照圖示前往東校區宿舍

Follow the illustration to the On-campus Dormitory

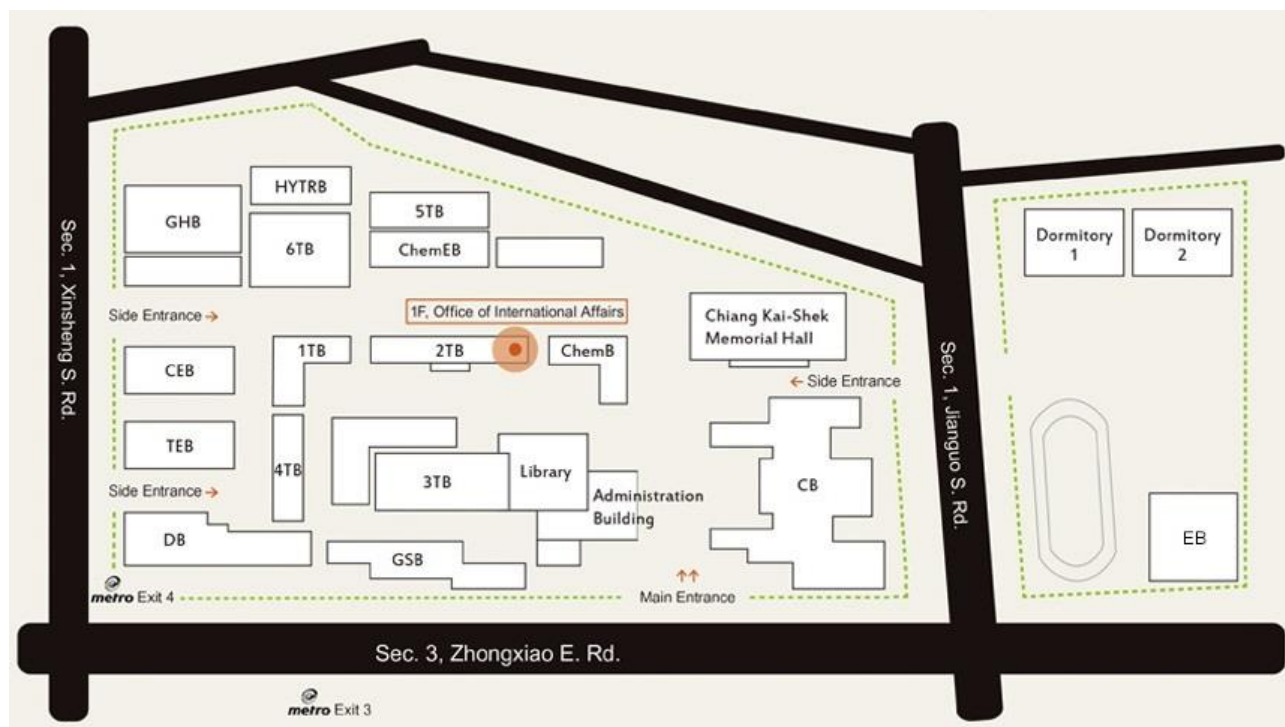
- ★ 忠孝新生捷運 4 號出口 Exit 4, Zhongxiao Xinsheng Station
- ★ 長榮巴士下車處 Evergreen Bus Stop

捷運路線資訊 Metro Information		巴士路線資訊 Bus Route Information	
			
Fare	NT\$160 + NT\$20	Fare	NT\$150
Expected Travel Time	37 mins + 5 mins	Expected Travel Time	50-70 minutes
<p>行經路線 Route</p> <p>機場第二航廈 Airport Terminal 2</p> <p>↓</p> <p>機場第一航廈 Airport Terminal 1</p> <p>↓</p> <p>·</p> <p>·</p> <p>↓</p> <p>臺北車站 Taipei Main Station</p> <p>轉乘 Transfer</p> <p>臺北車站 Taipei Main Station</p> <p>↓</p> <p>善導寺站 Shandao Temple Station</p> <p>↓</p> <p>忠孝新生站 Zhongxiao Xincheng Station</p>		<p>行經路線 Route</p> <p>桃園機場 Taoyuan International Airport</p> <p>↓</p> <p>啟聰學校 Taipei School for the Hearing Impaired</p> <p>成淵高中 Cheng Yuan High School</p> <p>馬偕醫院 Mackay Memorial Hospital</p> <p>救國團 China Youth Corps</p> <p>興安國宅 Xiang-an Residence</p> <p>南京東路站 MRT Nanjing East Road Station</p> <p>復興南路 Fuxing South Road</p> <p>忠孝復興站 MRT Zhongxiao Fuxing Station</p> <p>↓</p> <p>國立臺北科技大學 National Taipei University of Technology</p> <p>↓</p> <p>·</p> <p>·</p> <p>·</p>	

C. 東校區宿舍管理人 Contact Person of On-campus Dormitory

- 學生事務處 Office of Student Affairs
- 李秉吾先生 Mr. Lee
- Email: bwlee57111@ntut.edu.tw
- Phone: 2771-2171 EXT. 1206

1.4 學校地圖 Campus Map



1TB: 1st Teaching Building

2TB: 2nd Teaching Building

3TB: 3rd Teaching Building

4TB: 4th Teaching Building

5TB: 5th Teaching Building

6TB: 6th Teaching Building

CB: Complex Building

DB: Design Building

CEB: Civil Engineering Building

EB: Everligh Building

GHB: Guang Hua Building

GSB: General Studies Building

ChemB: Chemistry Building

ChemEB: Chemistry Engineering Building

HYTRB: Hong-Yu Technology Research Building

1.5 重要處室 Offices You Must Know

 <p>12 2nd Teaching Building</p>	<p>國際事務處 Office of International Affairs (OIA) 位置 第二教學大樓一樓 Location 1F, 2nd Teaching Building 業務 招生、獎學金、交換學生、工作證、全民健保 Duties Enrollment, scholarship, student exchange, work permit, National Health Insurance</p> <p>衛保中心 Health Care Center 位置 第二教學大樓一樓 Location 1F, 2nd Teaching Building</p>
 <p>Administration Building</p>	<p>教務處 Office of Academic Affairs (OAA) 位置 行政大樓二樓 Location 2F, Administration Building 業務 畢業證書、成績單、學生證申請、跨校選課、休退學 Duties Degree certificate / transcripts / student ID issuance, inter-campus course selection, suspension and termination of studies</p> <p>學生事務處 Office of Student Affairs (OSA) 位置 行政大樓一樓 Location 1F, Administration Building 業務 宿舍、學生社團 Duties Dormitory, student clubs</p>

1.6 行事曆 Academic Calendar

第一學期重要日期

Aug 22-Sep 05	新生預選課程
Sep 01	宿舍開放
Sep 03	外籍生報到
Sep 04	大學部英文能力測驗、新生健康檢查
Sep 07	外籍生新生座談、研究生安全衛生訓練
Sep 10-21	加退選、學分抵免
Nov 05-09	期中考
Dec 24-Jan 04	第二學期網路選課
Jan 07-11	期末考
Jan 14	寒假開始

Important Dates for Fall Semester

Aug 22-Sep 05	Course Pre-selection
Sep 01	Dormitory opens
Sep 03	Enrollment Day for International & Overseas Chinese Students
Sep 04	English proficiency exams (undergraduate students), Health Check for all students
Sep 07	Orientation for International Students Safety & Hygiene Training (graduate students)
Sep 10-21	Course add/drop period, credit transferring/waiver
Nov 05-09	Mid-term Exams
Dec 24-Jan 04	Course selection for the Spring semester
Jan 07-11	Final Exams
Jan 14	Winter Break begins

詳細行事曆請見下方 Detailed info please refer to the link below

http://www.cc.ntut.edu.tw/~wwwoaa/oa-nwww/oa-cal/oa-cal_106.html (Chinese)

<https://wwwoia-en.ntut.edu.tw/ezfiles/106/1106/img/2057/Calendar2018-2019.pdf> (English)

1.7 校內生活服務介紹 Campus Service

A. 餐廳 Student Cafeteria

- 六教美食街 6th Teaching Building Food Court (at B4 Level)
- 學生宿舍餐廳 On-campus Dormitory Food Court

B. 便利商店 Convenience Store

店名 Store	位置 Location
統一超商 7-11	本校一大川堂·第四教學大樓前 In front of the 4th Teaching Building
Ok 便利商店 OK Mart	中正館內一樓 1F, Chiang Kai-shek Memorial Hall

C. 影印服務 Copying/Printing Service

店名 Store	位置 Location
影印中心 Copy Center	第六教學大樓地下三樓 B3, 6th Teaching Building
吾印良品 Copy Center	7-11 後面 Behind 7-11

D. 圖書文具部 Stationery Shop (1F, 6th Teaching Building)

1.8 緊急求助電話 Emergency Contacts

A. 緊急救助電話 Emergency Numbers

- 消防與急救 Fire & Ambulance: 119
- 警察 Police: 110

B. 校園安全或緊急事件反應聯絡 Campus Security and Emergency Response Contacts

- 緊急專線電話 Emergency Hotline: 8773-0660, 0933-013503
- 校警隊 Campus Security: 2711-0408
- 國際事務處 Office of International Affairs: 2771-2171 ext.6500

2 生活資訊 Taipei Tech Campus Life

2.1 簽證須知 VISA Information

Before Arrival	
<p>Please click the following link based on your identity and follow the respective instruction in order to apply for the Resident Visa.</p> <p>Resident Visa for Foreign Students: http://www.boca.gov.tw/ct.asp?xItem=6139&ctNode=778&mp=2</p> <p>Resident Visa for Overseas Chinese Students: http://www.boca.gov.tw/ct.asp?xItem=6140&ctNode=778&mp=2</p>	
After Arrival	
If you are granted a Visitor Visa...	If you are granted a Resident Visa...
<p style="text-align: center;">Visitor Visa → Resident Visa → ARC</p> <ol style="list-style-type: none"> Visitor Visa holders must change to Resident Visa before it expires. Required documents: <ul style="list-style-type: none"> ✓ One application form and 2 photos ✓ Passport (Original & photocopy) ✓ Admission Letter & Student ID ✓ Medical Certificate issued within last 3 months (Please go to the approved hospitals.) Application Fee: NT 3,000 Location: Bureau of Consular Affairs (P16) <p style="text-align: center;">Visitor Visa → Resident Visa → ARC</p> <ol style="list-style-type: none"> Resident Visa holders must apply for Alien Resident Certificates (ARC) within 15 days after receiving Resident Visa. Required documents: <ul style="list-style-type: none"> ✓ One application form and 2 photos ✓ Passport & Resident Visa (original & photocopy) ✓ Admission Letter & Student ID Application Fee: NT 1,000 Location: National Immigration Agency (P17) Submit one photocopy of ARC to the OIA. 	<p style="text-align: center;">Resident Visa → ARC</p> <ol style="list-style-type: none"> Resident Visa holders must apply for Alien Resident Certificate (ARC) within 15 days after arrival. Required documents: <ul style="list-style-type: none"> ✓ One application form and 2 photos ✓ Passport & Resident Visa (original & photocopy) ✓ Admission Letter & Student ID Application Fee: NT 1,000 Location: National Immigration Agency (P17) Submit one photocopy of ARC to the OIA.

抵達前

請依照身分別點選下列頁面，並依照頁面內容指示完成居留簽證 Resident Visa 申請。

外國學生申請居留簽證：

<http://www.boca.gov.tw/content.asp?Cultem=6316>

僑生申請居留簽證：

<http://www.boca.gov.tw/content.asp?Cultem=6329>

抵達後

僅獲得停留簽證者

停留簽證 → 居留簽證 → 居留證

1. 停留簽證轉換居留簽證需在簽證過期前完成辦理
2. 申請文件：
 - ✓ 申請書 1 份及相片 2 張
 - ✓ 護照正、影本各 1 份
 - ✓ 入學許可函及學生證正、影本各 1 份
 - ✓ 三個月內有效體檢證明一份(請至指定醫院檢查)
3. 申請地點：外交部領事局 (P16)
4. 申請費用：新臺幣 3,000 元

停留簽證 → 居留簽證 → 居留證

1. 居留簽證轉換居留證需於取得居留簽證 15 天內完成申請。
2. 申請文件：
 - ✓ 申請書 1 份及相片 2 張
 - ✓ 護照及居留簽證正、影本各 1 份
 - ✓ 入學許可函及學生證正、影本各 1 份
3. 申請地點：內政部移民署 (P17)
4. 申請費用：新臺幣 1,000 元
5. 取得居留證後，請務必繳交 1 份影本至國際處

獲得居留簽證者

居留簽證 → 居留證

1. 居留簽證轉居留證需於抵臺 15 天內完成申請
2. 申請文件：
 - ✓ 申請書 1 份及相片 2 張
 - ✓ 護照及居留簽證正、影本各 1 份
 - ✓ 入學許可函及學生證正、影本各 1 份
3. 申請地點：內政部移民署 (P17)
4. 申請費用：新臺幣 1,000 元
5. 取得居留證後，請務必繳交 1 份影本至國際處

停留簽證 Visitor Visa → 居留簽證 Resident Visa → 居留證 ARC

- 地點：外交部領事局
Location: Bureau of Consular Affairs
- 地址：臺北市濟南路 1 段 2 之 2 號 3~5 樓(中央聯合辦公大樓北棟)
Address: 3F-5F, No. 2-2, Jinan Rd. Sec. 1, Taipei
- 交通：捷運臺大醫院站 2 號出口
Transportation: Metro Xiaonanmen Station, Exit 2
- Website: <http://www.boca.gov.tw/>
- Tel: +886-2-2343-2888



停留簽證 Visitor Visa → 居留簽證 Resident Visa → 居留證 ARC

- 地點：內政部出入國及移民署
Location: National Immigration Agency
- 地址：臺北市中正區廣州街 15 號
Address: No.15, Guangzhou Street, Taipei
- 交通：捷運小南門站 2 號出口
Transportation: Metro Xiaonanmen Station, Exit 2
- Website: <http://www.immigration.gov.tw/>
- Tel: +886-2-2388-9393



手機門號辦理資訊 Where to Get a Phone Number

電信業者 Telecom Company	地址 Address
中華電信 Chunghwa Telecom	臺北市大安區忠孝東路三段 214 號 No.214, Sec.3 , Zhongxiao E. Rd. http://www.cht.com.tw
遠傳電信 Far East Tone	臺北市大安區忠孝東路三段 227 號 No.227, Sec.3 , Zhongxiao E. Rd. http://www.fetnet.net
台灣大哥大 Taiwan Mobile	臺北市大安區忠孝東路三段 208 號 No.208, Sec.3 , Zhongxiao E. Rd. http://www.taiwanmobile.com
臺灣之星 T STAR	臺北市大安區忠孝東路三段 226 號 No.226, Sec.3 , Zhongxiao E. Rd. http://www.tstartel.com

2.2 醫院與診所資訊 Hospital/Clinic Information

醫院/診所 Hospital/Clinic	地址 Address
劉秉誠家醫診所 Liu Bing-Cheng Clinic	臺北市新生南路一段 92 號 2 樓 2F, No. 92, Sec. 1, Xincheng S. Rd.
惠恩診所 Hui En Clinic	臺北市濟南路二段 48 巷 3-2 號 1 樓 1F, No. 3-2, Ln. 48, Sec. 2, Jinan Rd.
日禾牙醫 Dental Clinic	臺北市忠孝東路三段 217 巷 3 弄 4 號 1 樓 1F, No. 4, Aly. 3, Ln. 217, Sec. 3, Zhongxiao E. Rd.
大學眼科 Ophthalmology Clinic	臺北市忠孝東路四段 76 號 2 樓 2F, No. 76, Sec. 4, Zhongxiao E. Rd.
柏登牙醫診所 Pro-Dent Dental Clinic	臺北市建國南路一段 152 號 1 樓 1F, No. 152, Jianguo S. Rd.
王剗鏘醫師診所 Kelly Wang Qiang Physician Clinic	臺北市忠孝東路五段 388 號 3 樓 3F, No. 388, Sec. 5, Zhongxiao E. Rd.
大安皮膚專科診所 Da An Dermatology Clinic	臺北市信義路二段 281 號 1 樓 1F, No. 281, Sec. 2, Xinyi Rd.

上表為臺北科大特約診所，學生持學生證享有掛號費折扣。

The table above is the list of Taipei Tech's privileged clinic. Taipei Tech students will get discount to Registration fee. (Please have Student ID Card with you.)

2.3 生活用品採買地點 Market Locations

店名 Store	地址 Address
大潤發 RT Mart	臺北市大安區八德路二段 306 號 B2 B2., No.306, Sec. 2, Bade Rd.
頂好 Welcome Mart	臺北市大安區忠孝東路三段 218 號 B1 B1., No.218, Sec. 3, Zhongxiao E. Rd.
全聯 PX Mart	臺北市中正區忠孝東路一段 86 號 No.86, Sec. 1, Zhongxiao E. Rd.

2.4 銀行資訊 Bank Information

銀行 Bank	地址 Address
中華郵政 ChungHwa Post http://www.post.gov.tw	<p>臺北光華郵局 Guang Hua Post Taipei Branch 32 臺北市大安區新生北路 1 段 7 之 2 號 No.7-2, Sec. 1, Xincheng N. Rd., Da'an Dist.</p> <p>臺北正義郵局 Zheng Yi Post Taipei Branch 82 臺北市大安區忠孝東路 3 段 150、152、154 號 No.150/152/154, Sec. 3, Zhongxiao E. Rd., Da'an Dist.</p>
臺灣銀行 Bank of Taiwan http://www.bot.com.tw/	<p>城中分行 Chengzhong Branch 臺北市中正區青島東路 47 號 No. 47, Qingdao E. Rd., Zhongzheng Dist. (MRT Shandao Temple Station, Exit 4)</p> <p>Tuition & Fee Payment can be made at <u>any branches of the Bank of Taiwan.</u></p>

2.5 租屋資訊 Off Campus Housing

名稱 Name	網址 Website
租客 Zuker (En)	http://www.zuker.com.tw/en/landing
外籍專業國際交流網 Tealit (En)	http://www.tealit.com/ad_categories.php?section_id=31
591 租屋網 (CN)	https://www.591.com.tw/
好宅網 Home 7-11 (CN)	http://www.home7-11.com.tw/lsearch.asp
崔媽媽 Tsuei Ma Ma Foundation	https://www.tmm.org.tw/
Rental Apartments in Taiwan	https://www.facebook.com/groups/RentalApartments/

上列表格僅供學生參考，臺北科大將不介入房客及房東間的任何契約簽訂即解約。





The table shows a list of referrals. Taipei Tech is not liable for any future conflicts that might arise between the tenants and the owners (landlords/landladies). Rental decisions should be made at your own discretion.

2.6 電壓資訊 Electricity and Voltage

A. 臺灣的電壓為 110 伏特，電頻率為 60 赫茲。

The voltage in Taiwan is 110 V and the electrical frequency in Taiwan is 60 Hz.

B. 臺灣的插頭及插座 Plug and socket in Taiwan

Type A Plug & Socket	Type B Plug & Socket
 A white Type A plug with two flat parallel blades and a grounding pin.	 A white Type B plug with two flat parallel blades and a grounding pin, similar to Type A but with a different blade shape.
 A white Type A wall socket with two vertical slots and a grounding hole.	 A white Type B wall socket with two vertical slots and a grounding hole, similar to Type A but with a different slot shape.

C. 有關插座使用之資訊可參考下列頁面

For more information, please refer to the International Electrotechnical Commission (IEC) website:

<http://www.iec.ch/worldplugs/typeA.htm>

2.7 臺灣氣候 Climate in Taiwan

臺灣有著副熱帶濕潤氣候，全年潮濕有雨。臺灣夏季多有颱風，最高溫度可達 37 度，冬季多雨，最低溫可達 10 度以下。

Taiwan has a humid subtropical climate, meaning it is often raining and that an umbrella is a necessity around the year. Highest temperature during summer might reach 37°C and the lowest temperature in winter might drop to 10°C.

臺灣四季概況 Four seasons in Taiwan	
春天：三月至五月 氣候特色：潮濕多雨，氣溫 20-30 度	Spring: April to May Characteristics: mostly rainy and damp; temperature ranges from just 20 to 30 (°C)
夏天：六月至九月 氣候特色：常有午後雷陣雨、偶有颱風，氣溫 30-35 度	Summer: June to September Characteristics: sunny with thundershowers; temperature ranges from 30 to 35 (°C).
秋天：十月至十一月 氣候特色：較為乾爽，氣溫 20-30 度	Fall: October to November Characteristics: sunny/cloudy with showers; temperature ranges from 20 to 30 (°C).
冬天：十二月至二月 氣候特色：北部較為潮濕，氣溫 10-20 度	Winter: December to February Characteristics: sunny/cloudy with showers; temperature ranges from 10 to 20 (°C).