

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, overseas Chinese students, and dual-degree program 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 students are not eligible to apply for or receive 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.
- D. Dual-degree program students may apply for the scholarship in accordance with these Guidelines. However, the University reserves the right to determine their scholarship eligibility based on the inter-institutional agreement and the principle of reciprocity.

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 a paper in which the applicant, besides the supervisor, is the first author. All applicants shall submit one photocopy of the presented paper, proof of acceptance from the conference, proof of registration, and proof of attendance at the international conference.

For co-authored papers, applicants shall additionally submit the *National Taipei University of Technology International Graduate Student Scholarship Renewal Application Co-Authorship Authorization Agreement*, signed by the supervisor and all co-authors. The same paper cannot be used for multiple applications.

4) Definition of journal paper:

The journal paper mentioned below must be indexed in SCI, SSCI, A&HCI, or ABI, in which the applicant, besides the supervisor, is the first author. All applicants shall submit one photocopy of the published paper or proof of acceptance from the journal's publisher, and provide the journal indexing information from the designated University Library website.

For co-authored papers, applicants shall additionally submit the *National Taipei University of Technology International Graduate Student Scholarship Renewal Application Co-Authorship Authorization Agreement*, signed by the supervisor and all co-authors. The same paper cannot be used for multiple applications.

B. Tuition fee and Credit fee subsidy for 1 academic year (agency fees, thesis guidance fees, internet use fees, dormitory, books, and insurance fees excluded)

- 1) Eligibility: Both master's and doctoral students are eligible to apply. The maximum duration of the scholarship is two years for master's students (limited to one year for dual-degree program students) and four years for

doctoral students.

- 2) Application Requirements: Applicants who meet the following criteria and pass the review process may receive tuition and fee subsidies for up to two semesters, based on the University's standard tuition and fee rates. Any remaining balance shall be covered by the recipient.
 - a. New master's and doctoral students will be evaluated for scholarship eligibility during the admission review process. Only officially admitted students of the current academic year may receive the scholarship.
 - b. Master's students applying for the second year of the scholarship must have achieved an average grade of at least 80 in the previous academic year.
 - c. Doctoral students applying for the second year of the scholarship must have achieved an average grade of at least 80 in the previous academic year and have published at least one international conference paper or international journal paper.
 - d. Doctoral students applying for the third year of the scholarship must have published one additional international journal paper. Those applying for the fourth year must have accumulated at least two international journal papers. If unable to meet the publication requirement, the applicant may still receive the tuition and fee subsidy upon approval by the scholarship review committee.

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 Equity Education 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.