

Course Credit Waiver	
Students who are eligible for the course credit waiver, as stated in Items 7 and 8 of Article 2 of the NCKU Course Credit Waiver Regulations, need to complete their application for this course credit waiver with relevant transcripts or credit certificates within one week from the start of class.	Registrar's Division (50120)
Study Suspension and Dismissal	
<p>1. Study Suspension for Fall Semester 2024: Please apply in person or by a deputy with power of attorney, with the required materials including a self-addressed stamped envelope for registered mail with acknowledgement of receipt, and a completed application form. Application by POST will not be accepted.</p> <p>2. Tuition Refund: Those who have completed the application for study suspension or dismissal and paid the tuition can apply for a tuition refund. Please fill and print the application form on Application Forms System, and enclose the payment receipt and a photocopy of your personal postal passbook for the refund. According to the related regulations established by the Ministry of Education (MOE), the tuition refund regulations are as follows:</p> <p>(1) Study Suspension or Dismissal Application Completed by September 9, 2024: No tuition will be charged. A full refund, except for the insurance fees, will be processed if a payment of tuition was made.</p> <p>(2) Study Suspension or Dismissal Application completed after September 9, 2024:</p> <ol style="list-style-type: none"> Two-thirds of the tuition will be refunded during September 10 to October 18, 2024 One-third of the tuition will be refunded during October 19 to November 29 2024 None of the tuition will be refunded after November 30 2024. Students who are involuntary suspended shall be refunded at a rate according to the implementation date. <p>*Graduate students who complete the application for leaving school in the middle of the semester will receive a tuition refund according to the refund regulations.</p>	Registrar's Division (50120)
Tuition and Miscellaneous Fees Payments	
<p>*Our university has no longer issued any paper tuition billing statements. The tuition billing statements can be downloaded and printed from the Bank of Taiwan website at https://school.bot.com.tw/twbank.net/index.aspx. Tuition and fees information will be available at https://reg-acad.ncku.edu.tw/p/412-1041-5424.php?Lang=zh-tw.</p> <p>1. Tuition billing statements can be downloaded and printed starting from</p>	Cashier Division (50606, 50607)

August 23, 2024.

You can make tuition payments in any of the following ways: (1) cash payment at any Bank of Taiwan branch, (2) cash payment at any Post Office branch, (3) ATM transfer, (4) online ATM transfer, (5) cash payment with a maximum limit of NT\$40,000 at any local convenient store, including Hi-Life, OK Mart, 7-ELEVEN and Family Mart, and (6) payment with credit card via internet or phone.

Please note that the deadline for tuition payments will be Monday, September 9, 2024. All students, except for those with student loans or tuition waivers, must complete their payment by the specified deadline. Those who fail to complete this registration requirement will be dismissed from the university.

2. Students deferring graduation and returning students will have to complete their course enrollments online according to the university course enrollment schedule. For students who have NOT completed the course enrollment and tuition payment, please complete the school resumption process by completing the course enrollment directly through your department/institute, paying the tuition fees at the Cashier Division.

* Returning students who don't have Student ID card, please finish the physical examination first.

3. The tuition payments for those international students enrolled before September 2022 will be divided into two stages. The first stage involves the payment of the tuition as stated in Item 1 above. The second stage involves the course fees payment. These students can download and print their billing statements starting from October 18, 2024. Please be sure to complete this payment before November 3, 2024.
4. Students who are dismissed from NCKU due to academic failure will have their tuition payments refunded in full.
5. According to the NCKU Academic Regulations, students are required to complete the payments of course fees after the end of the designated period for Course Add/Drop. Those who fail to complete their payments of various course credit fees over two weeks after the designated deadline shall be suspended for the semester. In this case, those whose study duration has expired shall be dismissed. (Please refer to the NCKU Academic Regulations for more information.)

Registrar's
Division
(50120)

Required English Courses & Foreign Language Proficiency Requirements

Required English Courses:

1. Students (except for English majors) of the University must acquire 4 credits of English courses before graduation. Students are not allowed to take two English courses of the same title.
2. Students should take the courses from one of the three Modules according to their English

English
course
Foreign
Language
Center
(52273,
52258)

<p>proficiency levels.</p> <ol style="list-style-type: none"> NCKU English module courses with their CEFR alignments, please see https://flc.ncku.edu.tw/p/412-1144-21109.php?Lang=zh-tw Freshmen (except for English majors) can take the Freshmen English Placement Test or upload their English certificates with CEFR levels to register for their English modules. If students (except for reenrolling, exchanging or transferring students) neither take the Freshmen English Placement Test nor upload their English certificates to register for their modules, they will not be allowed to take any English courses. Foreign students from countries where English is an official language, students who once received high school education where English is the instructional language for more than two years, or students who are eligible for credit exemption can apply for English credits exemption. For further information, please see “Exemptions of English Courses.” English majors do NOT need to take English courses offered by the Foreign Language Center. Please follow the course regulations of the FLLD. For other regulations, please see https://flc.ncku.edu.tw/p/412-1144-21109.php?Lang=zh-tw <p>Foreign Language Proficiency Requirements:</p> <ol style="list-style-type: none"> All undergraduate students should fulfill the designated English or other foreign language(s) proficiency requirements before graduation. Each department is responsible for verifying the qualification and documents concerning the required foreign language proficiency for international students from foreign language speaking countries. Students who have not successfully reached the required threshold may take Online Remedial English (a zero-credit, semester, optional course) or other courses specified by respective departments. Students who successfully pass the required courses are recognized as fulfilling the English proficiency requirements for graduation. The Notes for registering in Online Remedial English are specified separately. Students who have reached the required graduation threshold of foreign language proficiency stipulated by their departments must register online themselves via the Confirmation of foreign language Competence System. An e-version of official grade report should be later verified by the students’ departments and be submitted to the Division of Registrar. Students are legally responsible for all necessary documents submitted to the University. 	<p>Foreign Language Proficiency Requirement Students’ department office</p>
<p>English Course Credit Exemptions</p>	
<ol style="list-style-type: none"> Please check https://flc.ncku.edu.tw/p/412-1144-21150.php?Lang=en for the exemption standards and regulations. There are Two PHASES of applications for credit exemptions. The qualifications are listed in the tables below. The credit exemptions will only be approved after the second phase of verification is done. No application is accepted later than the specified deadlines, except for special circumstances approved by the University. <ol style="list-style-type: none"> [First Phase] Application ONLINE: Applications for credit exemptions shall be completed online via the Confirmation of Foreign Language Competence System 	<p>Foreign Language Center (52273)</p>

(<https://eagle.english.ncku.edu.tw/>)

from **9:00 AM, August 1, 2024 to 5:00 PM, September 20, 2024**. The wavier qualifications for students enrolled in/after the 2017-18 academic year differ from those for students enrolled in/before the 2016-17 academic year (especially for the scores on TOEFL iBT, TOEIC, and OOPT); therefore, choose the qualifications applicable to the academic year of your admission. Any untrue or insufficient applications require re-submission.

(2) **[Second Phase] Verification by Foreign Language Center:** A printout of the application form along with one of the following documents should both be submitted in person to the Foreign Language Center on the second floor of Hsiu-Chi Building on Kuang-fu Campus **from 9:00 AM, September 9, 2024 to 5:00 PM, September 20, 2024** Please go to the Confirmation of Foreign Language Competence System (<https://eagle.english.ncku.edu.tw/>) to check the results of your credit exemption application after your submission to the Foreign Language Center:

- i. **Valid passport** (for those from countries where English is an official language).
- ii. **Official transcript or school letter with a valid signature that describes the study period and subjects taught in English accounting for more than 50% of the entire subjects** (for those who received high school education where English is the instructional language).
- iii. **Original English proficiency certificate** of GEPT, TOEFL iBT, IELTS, TOEIC, Cambridge Main Suite, BULATS, or Oxford Online Placement Test.

- 3. Those who have waived four credits and do not intend to take any English courses must drop the enrolled courses online before the end of the third stage enrollment period. The students who do not meet the criteria for credit exemptions or fail to adhere to the deadlines should take the courses as required. Students can apply for two- and four-credit waivers respectively only once before graduation. Maximally, only four credits can be exempted.
- 4. The system for English credit exemptions will be open every semester. Students are only required to complete the application of English credit exemptions before graduation.

English Placement Test for New Students of 2024 School Year& English Courses Selection

- 1. Target students: Freshmen of the 2024 academic year
- 2. The following students do **NOT** need to register for English modules.
 - **Students who are eligible to apply for English four-credits exemption.**
 - **FLLD students**
 - **Reenrolling, new transferred, or exchange students** (Please go to the NCKU Course Information & Enrollment System to choose an English course. Students who need to take four credits for English courses should take hard copies of their

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English certificates to the FLC and register for English modules by the end of December, 2024. Otherwise, students of this category will not be allowed to select any English course online next semester.)

- Students with CEFR proficiency certificates should directly register for a corresponding module from the English Placement System with the required document uploaded (<https://eagle.english.ncku.edu.tw/eagleclassfiy>). The system is open from 00:00, August 1, to 12:00 (noon), August 30, 2024. Late submission will not be accepted in any circumstance.

3. Information about the Placement Test:

- (1) Registration: 9:00, August 20 to 23:59, August 25, 2024.
- (2) Registration site: English Placement System
<https://eagle.english.ncku.edu.tw/eagleclassfiy>
- (3) Test period: August 29, 30 and September 2, 2024.
The actual testing times will be announced on the registration system site.
- (4) Test venue: The lab classrooms at the Computer and Network Center of the University (Cheng Kung Campus).
- (5) The test: “Oxford Online Placement Test” (OOPT) is a computer adaptive proficiency test assessing the test takers’ abilities in listening, reading, and English usage. The students may bring their own earphones for the test.
- (6) The students must carry a valid personal identification when taking the test.
 - a. ROC (Taiwan) Resident Certificate and Passport
 - b. Basic Data Entry for New Student ([website](#))
- (7) The test results can be used for credit exemptions or graduation requirement.

4. Students should **either take the placement test or register for the module with an existing proficiency certificate**. Students who take the placement test and register for modules with other proficiency tests will be **classified into the higher module results**.

5. Students can check their module results **after 16:00, September 5, 2024** by **entering the website of NCKU Course Information and Course Enrollment System**.

6. Students are required to select courses preferred in the category of English Module Program. Selection of English module courses for this semester starts from 9:00, September 6 to 17:00, September 7, 2024.

7. Please note that the “English Placement System” and the “Confirmation of Foreign Language Competence System” are used for different purposes. Students should make sure to **upload their English certificates/transcripts** for module registration **via the English Placement System**. The Foreign Language Center assumes no responsibility for students’ negligence.

8. Students who miss the test and do not possess valid certificates of English proficiency should take a standardized test, such as GEPT, TOEIC, TOFEL, IELTS, on their own

expenses in order to register in the required module. After getting the module, students can select an English course at next semester.

9. English module courses are not freshman-limited. Students are only required to take four credits of English courses before graduation.