

2024/2025

Pre-Arrival Handbook

for International Visiting Students



**YOUR GUIDE
TO NSYSU**



National Sun Yat-sen University

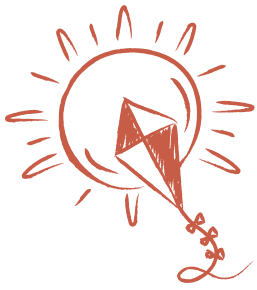
VISA & INSURANCE

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GENERAL INFORMATION

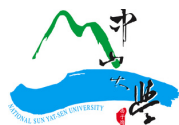


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Congratulations on being accepted to
National Sun Yat-sen University (NSYSU)!

This handbook provides detailed information
and helps you to learn more about our
university so that you know what you can
expect when you arrive at NSYSU.

We hope you find the handbook useful and
informative. If you have any questions after
reading this handbook, feel free to contact
us!



Hana Ting
your OIA coordinator
oia.exchange@mail.nsysu.edu.tw

CALENDAR

FALL SEMESTER 2025

Semester Period

Early September, 2025 – Early January, 2026
Midterm: Late-October
Final: Late-December to Early January
(most exams will end in the first week)

Earliest Date for Dormitory Check-in: TBC
Orientation: TBC
Dormitory Check-out: TBC

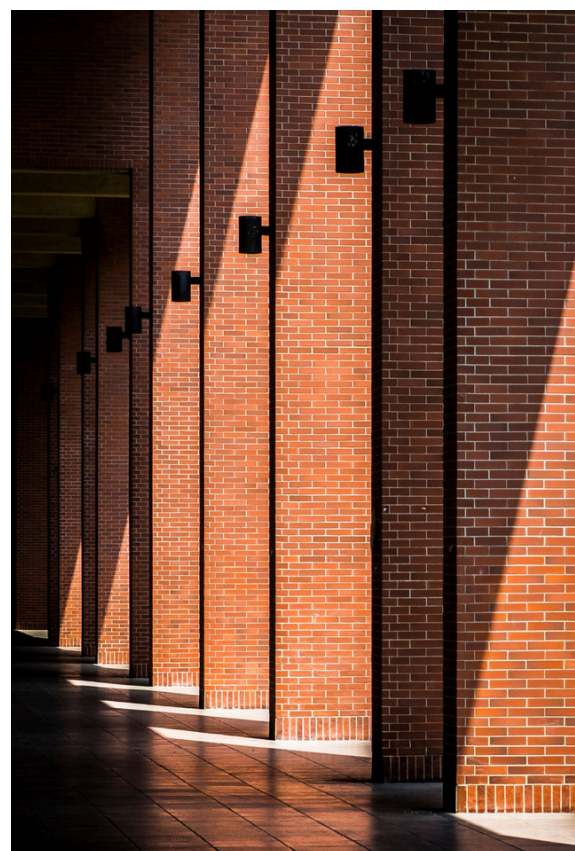
SPRING SEMESTER 2025

Semester Period

February 17 – June 20, 2025
Midterm: April 7-11, 2025
Final: June 2 – 20, 2025
(most exams will end in the first week)
Flexible Learning Period: June 9 – 20, 2025
Earliest Date for Dormitory Check-in: Feb. 12
Orientation: Feb. 14
Dormitory Check-out: June 25

Academic Calendar

<https://oaa.nsysu.edu.tw/p/412-1003-98.php?Lang=en>



VISA

Admitted visiting students can apply for a visa at an overseas Taiwan embassy after receiving the Letter of Acceptance.



VISITOR VISA

Students who are staying in Taiwan for **less than 180 days (one semester)** should apply for a Visitor Visa.

With a Visitor Visa, each student may stay for 60/90 days and apply for a maximum of two extensions, each for 60/90 days.

The extensions should be made **2 weeks** before the 60/90 days are due. Find more information on [this page](#).

VISA EXEMPTION PROGRAM

[Click for details.](#)



National Immigration Agency (5&6F)

Visa Extension, ARC Application

Bureau of Consular Affairs, Ministry of Foreign Affairs (3&4F)

Visa Application, Change of Visa

Address:
No.6, ZhengNan Street, Lingya Dist,
Kaohsiung City
(MRT - Martial Arts Stadium)
Tel: 07-7151660

Opening Hours:
8 AM-5 PM ; Weekdays Only

RESIDENT VISA

Students who are staying in Taiwan for **more than 180 days (full academic year)** should apply for a Resident Visa. (The final decision will be made by the embassy.)

The Resident Visa must be changed to the Alien Resident Certificate (ARC) within **30 days** after completing the quarantine.

ARC online application website:



Useful Tips

Visit the website of the Taiwan representative office in your located region/country for the most updated information.

<https://www.boca.gov.tw/sp-fogf-countrylp-01-2.html>



INSURANCE & HEALTH CERTIFICATE

All international exchange students are required to purchase overseas travel insurance, and it must cover the whole duration of their stay in Taiwan.

TRAVEL INSURANCE

Registration Requirement

You are required to purchase overseas travel insurance with **medical care and accident policies** before coming to Taiwan.

The insurance plan **in English version** must be submitted upon registration.



STUDENT GROUP INSURANCE

It is mandatory for all NSYSU students to purchase Student Group Insurance.

The fee is NTD326 per semester and it will be included in the tuition & fees payment bill, which should be paid upon registration period.

NATIONAL HEALTH INSURANCE

According to the National Health Insurance (NHI) Act, any international student who is **continuously staying in Taiwan for over six months** is eligible to join the NHI.

Once you are qualified to join the NHI, please inform OIA staff by email. If you have already joined the NHI program, please also inform OIA staff beforehand. The insurance fee will be included in the tuition & fees payment bill every semester.

For more detailed information, please visit [the website](#) of the National Health Insurance Administration Ministry of Health and Welfare.

Registration Requirement

Health Certificate

Students applied for **3-6 months stay** should complete their **health certificate form C** before coming to Taiwan.

Students applied for one year study should complete the **health certificate form B** in their located country in order to apply for the residence visa.

PROGRAM FEES

Visiting Students are required to pay tuition fees according to the length of study.

- 30 Days or Less: Tuition-waived.

- 31 to 60 Days: 1/3 Miscellaneous fee.

- 60 to 90 Days: 1/2 Miscellaneous fee.

- More than 90 days: Full Miscellaneous Fee

TUITION (AY2024-2025)

NTD

		文學院 (College of Liberal Arts)		理學院 (College of Science)		工學院 (College of Engineering)	
		9 or fewer credits	10 or more credits	9 or fewer credits	10 or more credits	9 or fewer credits	10 or more credits
學士班 Undergraduate	Credit fee (per credit)	3,498	49,460	3,530	57,420	3,530	57,880
	Miscellaneous Fees	14,480		22,120		22,580	
碩、博士班 Master PhD	Credit fee (per credit)	3,140	53,760	3,140	57,300	3,140	58,280
	Miscellaneous Fees	22,360		25,900		26,880	
		管理學院 (College of Management)		海科院 (College of Marine Sciences)		社科院 (College of Social Sciences)	
		9 or fewer credits	10 or more credits	9 or fewer credits	10 or more credits	9 or fewer credits	10 or more credits
學士班 Undergraduate	Credit fee (per credit)	3,498	50,260	3,530	57,420	3,498	49,460
	Miscellaneous Fees	15,280		22,120		14,480	
碩、博士班 Master & PhD	Credit fee (per credit)	3,140	54,140	3,140	57,300	3,140	53,760
	Miscellaneous Fees	22,740		25,900		22,360	



TEEP students are exempt from program fees!

PROGRAM FEES

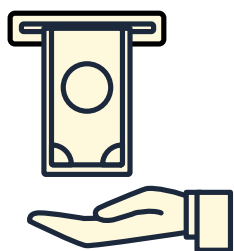
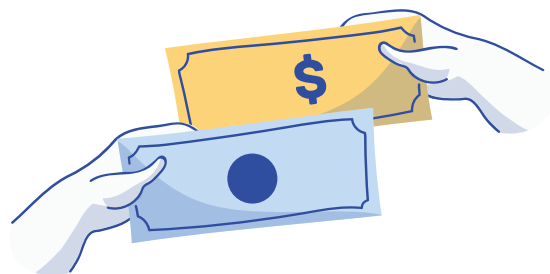
OTHER FEES

	NTD	Object
Administration Fee	3,000	Visiting Students
Internet Fee	300 / per semester	All Students
NSYSU Student Group Insurance	329 / per semester	

- Above fees are subjects to change in accordance with the NSYSU latest announcement.

MAKE THE PAYMENT

All visiting students can make the payment by cash at any Post Office and Bank of Taiwan. If the fee is less than NT20,000, the payment can also be made at any convenience store in Taiwan.



It is important to check with your bank for your weekly/monthly overseas withdrawal limitation.

The fees must be paid in a lump sum during the registration period.

ARRIVAL

ACCOMMODATION

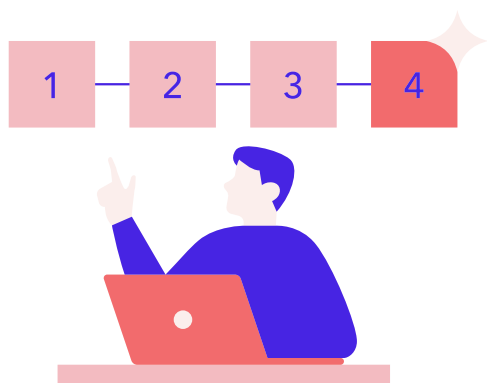
Due to a lack of dorm rooms, this option is no longer available for visiting students. Please seek off-campus housing in advance with the resources at the bottom of [this page](#) and ask for assistance from your host professor/department if needed.



STUDENT HANDBOOK

The Student Handbook is the best tool for your life in Taiwan. Nearly all the information you need is inside this book.

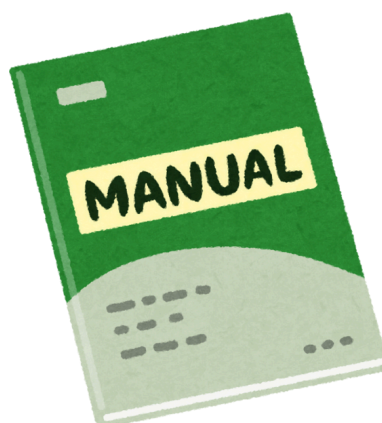
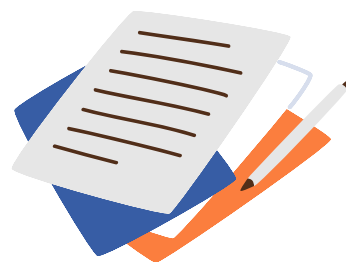
It is now turned online! Please find it through this [link](#).



IMPORTANT!

REGISTRATION

You will need to complete registration within 5 working days after arrival to receive a student ID card.



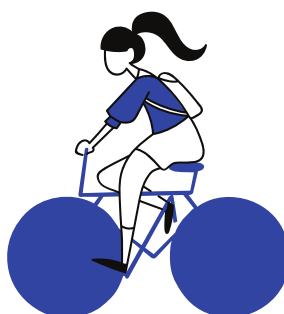
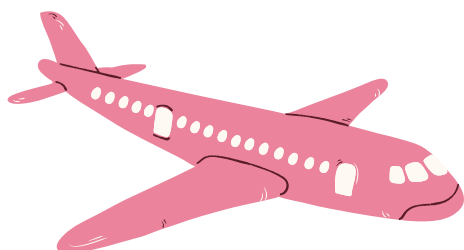
TRANSPORTATION

SUGGESTED ROUTES TO NSYSU

1) Taiwan Taoyuan International Airport (桃園國際機場) → Taiwan High-speed Rail (to 左營 Zuo Ying) → National Sun Yat-sen University (國立中山大學) by taxi

2) Kaohsiung International Airport (高雄小港機場) → National Sun Yat-sen University (國立中山大學) by taxi

For [more info](#):



TRANSPORTATION ON-CAMPUS

Campus Bus

Check the [Bus Schedule](#)

City Bus

No. 99 & Orange 1A/B/C & R52 all go through our campus.

Download the app: [Kaohsiung iBus](#) or [Bus+](#) for bus schedule.

YouBike

Please refer to the [website](#) for rental and station info.

[More info for NSYSU Transportation Services](#)

OTHER TRANSPORTATION IN THE CITY

KHH Airport

Kaohsiung Travel [Website](#)

Kaohsiung Metro (KRTC)

[Website](#)

Taiwan High Speed Rail (THSR)

[Website](#)

Taiwan Railways

[Website](#)

TRANSPORTATION

DRIVER'S LICENSE

An international driving permit (IDP) is required to drive in Taiwan.

Students from countries with reciprocal agreements with Taiwan can use their IDP for up to 30 days after arrival. After 30 days, it is required by law to have an International Driving Permit Visa or R.O.C. (Taiwan) Driver's License if they wish to continue driving in Taiwan.

If your country does not have a reciprocal arrangement with Taiwan for an international driving permit, you must sit a written test and take a driver's examination (only applicable for students with ARC). Find more information [here](#).

- You will need an IDP to rent a scooter or car in Taiwan. An IDP for a car **CAN'T** be used for scooters. You must have a scooter driving permit for General Heavy Motorcycles (50–250 cc) to ride a general heavy scooter (most common) in Taiwan.

VEHICLE RENTAL

Please search for a certified company for renting a scooter/car.

Both sides should sign a clear contract. The company should present its validated certificate and you should be asked to show your international driving permit.

The rental company should purchase compulsory insurance for vehicles, and **we strongly suggest you buy extra insurance** such as **liability insurance for third parties** and **property damage insurance** in case of big amounts of compensation are requested.

Find more information regarding [insurance](#) and [suggestions on driving in Taiwan](#).



NSYSU Vehicle Management Committee
1F of Administration Building

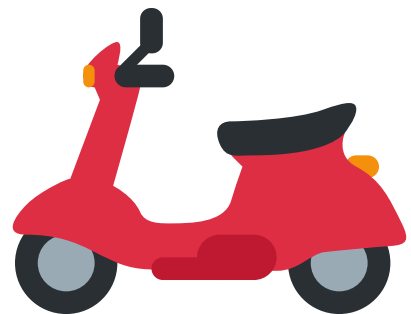
NSYSU Parking Permit, Scooter Retrieve, Paying fine, borrowing & returning NSYSU bike, ...etc.

PARKING ON-CAMPUS

You should apply for a parking permit to park your scooter on campus. The fee is 300NTD per year.

If you didn't park your vehicle in designated areas, it could be towed.

Visit the Vehicle Management Committee for applying for the parking permit.



WIFI & ELECTRICITY

The NSYSU campus is mostly covered by a wireless network called TANetRoaming.

You will receive an account and password to access the university's WiFi.

Simply select the WiFi network, open your browser, and a login page will appear.

Choose "Guest" as your status, then enter the provided account and password.

Taiwan operates on a 110V electrical system. Please bring an adapter if needed.




SIM CARD

Please purchase a prepaid card from one of the mobile network carriers at the airport or the cellular company in the city.

OPEN A BANK ACCOUNT IN TAIWAN

We recommend you open a bank account at the Post Office if you carry a big amount of cash or if you will receive a stipend or scholarship.

Requirements:

1. Personal Seal
2. Passport
3. Taiwan ID No. 
4. Student ID
5. One ID photo
6. Self-Certification Form (Individual)
7. 1,000NTD



POST OFFICE

1F of the Student Center

Opening Hours:

8:30 AM-05:00 PM

Weekdays Only

Appointment is needed

The Taiwan Uniform ID number can be applied at the [National Immigration Agency \(Division of Kaohsiung\)](#).

Requirements:

1. Application Form
2. Passport
3. One copy of the passport

DAILY LIFE MANDARIN (MOST USEFUL 20 OF PHRASES)



漢語拼音 (Hàn Yǔ Pīn Yīn) 中文(Zhōng Wén)	英文翻譯 (Yīng Wén Fān Yì) English Equivalence
問候 / 招呼 (wèn hòu / zhāo hū)	Greetings / Regards
請/謝謝/你好/對不起/沒關係/再見 (qǐng/xiè xie/nǐ hǎo/duì bù qǐ/méi guān xi/zài jiàn)	Please/Thanks/Hello/Excuse me/ Never Mind/Good-Bye
不好意思/我不知道。 (bù hǎo yì sī / wǒ bù zhī dào)	To find it embarrassing to do, say something or addressing to someone politely / I don't know.
很高興認識你。 (hěn gāo xìng rèn shì nǐ)	(I am) pleased to meet you.
你的電話號碼是幾號？ (nǐ de diàn huà hào mǎ shì jǐ hào?)	What is you phone number?
購物 (gòu wù)	Shopping / Purchasing
我要買這個。 (wǒ yào mǎi zhè ge)	I would like to buy/have this.
多少錢？ (duō shǎo qián?)	How much (is it)?
我可以刷卡嗎？ (wǒ kě yǐ shuā kǎ ma?)	May I pay by credit card?
可以便宜一點嗎？ (kě yǐ pián yí yī diǎn ma?)	May I get a discount?
可以試試嗎？ (kě yǐ shì shì ma?)	Can I try it (on)?
請求 (qǐng qiú)	Making a Request
請等一下！ (qǐng děng yí xià!)	Wait a minute, please!

你能幫我一個忙嗎？ (nǐ néng bāng wǒ yí ge máng ma?)	Would you please do me a favor?
請你幫幫我！ (qǐng nǐ bāng bāng wǒ!)	I need some help, please!
我不舒服，請送我到醫院。 (wǒ bù shū fú, qǐng sòng wǒ dào yī yuàn.)	I don't feel well, please take me to the hospital.
快叫警察！/ 請幫我打110！ (kuài jiào jǐng chá, qǐng bāng wǒ dǎ yī yī líng!)	Get the police quickly! / Call 110 (emergency) for me please!
問路/買票 (wèn lù / mǎi piào)	Asking for directions / Purchasing Tickets
請問，_____在哪兒？ (qǐng wèn, _____ zài nǎ ěr?)	May I please ask, where is the _____?
請問，_____怎麼走？ (qǐng wèn, _____ zěn me zǒu?)	May I please ask, how to get to the _____?
我要買一張到_____的票。 (wǒ yào mǎi yì zhāng dào _____ de piào.)	I would like to buy one ticket to _____.
我迷路了。 (wǒ mí lù le.)	I have lost my way.
詢問 (xún wèn)	Getting Information
我們去_____, 好嗎？ (wǒ men qù _____, hǎo ma?)	Let's go to the _____, Ok?
什麼時候去？ (shén me shí hòu qù?)	When should we go/leave for _____?



Checklist Before & After Arrival

- ☐ *Passport*
- ☐ *Travel Insurance & Health Certificates (in English)*
- ☐ *A valid International Driving Permit (optional)*
- ☐ *Adaptor for electrical appliances (optional)*
- ☐ *Taiwan dollars for transportation & daily expenses upon arrival
(USD, EUROS, Japanese Yen, and RMB can be exchanged for
NTD at the airport)*
- ☐ *A credit/debit card for withdrawing cash from abroad*
- ☐ *Activate overseas usage for your credit card & mobile phone*
- ☐ *"Declaration of Apply for the Mobile Phone Number" if you are
under 18*

Safe flight & see you soon!

