



# **CHUNG SHAN MEDICAL UNIVERSITY**

**【SPRING 2024】**

**DEPARTMENT OF HEALTH POLICY AND MANAGEMENT IN  
COLLEGE OF HEALTH CARE AND MANAGEMENT  
MASTER OF SCIENCE IN HOSPITAL ADMINISTRATION  
OVERSEAS MASTER PROGRAM AT VIETNAM**

**ADMISSION BROCHURE**

Chung Shan Medical University

E-Mail : [cs168@csmu.edu.tw](mailto:cs168@csmu.edu.tw)

Tel : +886-4-36098795

Address : No. 110, Sec.1, Jianguo N. Rd., Taichung City 40201, Taiwan

Department of Health Policy and Management in College of Health Care and Management  
 Master of Science in Hospital Administration  
 Overseas Master Program at Vietnam

### Important Schedule for Enrollment, Spring 2024

Date	Examination Administration Related Procedure
Starts now	Release of the Enrollment Prospectus (Free Download Online)
2023.11.27 AM 9:00~ 2023.12.15 PM 15:00	Online Application Only ( <a href="https://aca.csmu.edu.tw/">https://aca.csmu.edu.tw/</a> )
2023.11.27 ~ 2023.12.15 24:00	Submission of Application Materials via E-MAIL to cs168@csmu.edu.tw
2024.01.27	Video interview
2024.01.30	System Open for Grade Inquiry
2024.02.01 PM 12:00	Deadline for Recheck Requests Please submit your application via Email; late submissions will not be accepted.
2024.02.02	Admission list Publicized
2024.02.07	Reply Deadline for Successful Applicants
2024.02.18	Reply Deadline for waitlist applicants
2024.02.19	Classes Begin

**The listed times for this admission are all in Taiwan Time (GMT+8)**

Enquiries	Unit	Tel	E-mail
Application qualification and process and other related inquiries.	Division of Admission	+886-4-36098795	cs168@csmu.edu.tw
Academic Status or Courses-related matters	Division of registration and curriculum	+886-4-36097152 +886-4-36098793	cs1111@csmu.edu.tw
Program Contact Information	Department of Health Policy and Management	+886-4-36098760	cs1830@csmu.edu.tw

Official notifications from the university will be sent via email. Please pay attention to your email inbox and ensure the proper receipt of emails in your personal email account. It is the responsibility of the applicants to manage their email inbox. If there are any announcements regarding admissions, they can also be checked on the university's admission website.

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# Admission Brochure of CSMU-CHCM, SPRING 2024

## Overseas Master Program at CSMU-CTMP, Vietnam

### I. Application Qualifications

#### A. Enrollment Eligibility

Limited to individuals holding Republic of China (Taiwan) passports, residents of Hong Kong and Macau, mainland Chinese citizens, or individuals with foreign nationalities.

#### B. Academic Requirements

Applicants must meet one of the following conditions:

1. Graduates from domestically accredited universities or independent colleges in Taiwan who have obtained a bachelor's degree or graduates from foreign universities or independent colleges that meet the recognition criteria of the Ministry of Education and hold a bachelor's degree.
2. Applicants who meet the qualifications for admission based on the Ministry of Education's "Standards for Recognizing Equivalent Competencies of University Admissions."
3. Applicants holding academic qualifications from Hong Kong or Macau should provide the following documents for verification and recognition, following the "Examination and Recognition Procedures for Academic Qualifications from Hong Kong and Macau" set by the Ministry of Education:
  - a. Academic credentials certified by private organizations designated or commissioned by the Executive Yuan in Hong Kong or Macau (non-English documents should include a translated version).
  - b. Transcripts for the years of study, certified by private organizations designated or commissioned by the Executive Yuan in Hong Kong or Macau (non-English documents should include a translated version).
  - c. Photocopy of identification documents and records of entry and exit dates.
  - d. Other relevant documents.
  - e. Declaration for Applicants with Educational Background from Hong Kong or Macau. ([Appendix 1](#)).

Copies of the aforementioned documents submitted above should be provided during registration for verification, and original documents must be presented for inspection by enrolled students.

4. For applicants with academic qualifications from mainland China, the standards for their academic qualifications at the time of registration must comply with the "Mainland China Academic Qualifications Recognition Procedure." The following documents must be provided for our institution to conduct verification and validation:
  - a. Graduation certificate.
  - b. Degree certificate and transcripts.
  - c. Certification report confirming the authenticity of the graduation certificate by the Student Information and Career Guidance Center of higher education institutions in China.
  - d. Certification report confirming the authenticity of the degree certificate by the Degree and Postgraduate Education Development Center in China.
  - e. Certification report confirming the authenticity of the transcripts by the Student Information and

Career Guidance Center or the Degree and Postgraduate Education Development Center in China.

- f. Public notarization of the graduation certificate, degree certificate, and transcripts by a notary public office in China.
- g. Verification by an institution designated or commissioned by the Executive Yuan, and matching with the original copies from the China notary public office.
- h. Declaration for Applicants with Educational Background from Mainland China ([Appendix II](#))

Enrolled students, whose foreign, Hong Kong, Macau, or China academic qualifications are verified and found not to meet the requirements, will have their enrollment qualifications canceled if they haven't started their studies, or they will be expelled from the school if they have already commenced their studies. No academic credentials will be issued in such cases.

- 5. If an admitted student enrolls with a foreign degree, the following documents should be submitted upon enrollment for our institution to process verification, validation, and recognition:
  - a. One copy of the foreign academic qualifications certificate verified by the overseas embassies. (Translation required if not originally issued in English or Chinese).
  - b. One copy of the full academic transcript of the foreign academic qualifications verified by the overseas embassies. (Translation required if not originally issued in English or Chinese).
  - c. One copy of the Certificate of Entry and Exit Dates issued by the Immigration Department of the Ministry of the Interior (Foreign nationals and overseas Chinese are exempt from submission).
  - d. Declaration for Applicants with Foreign Educational Background ([Appendix III](#))

The third document mentioned above should include the period of study for the foreign academic qualification.

Copies of the documents submitted above should be provided during registration for verification, and original documents must be presented for inspection by enrolled students.

## II. Application Date and Procedure

### A. Application Date and Method

- 1. Application date: 2023/11/27 (Mon.) 09:00 ~ 2023/12/15 (Fri.) 15:00.
- 2. Application Method: Please apply online. For the online application process, please refer to [\[Supplement I\]](#).
  - a. Convert the following documents into PDF format in sequence: (1) Registration form, (2) Identification documents, (3) Academic qualification certificates, transcripts, and (4) Written review documents. Merge these files into a single document. Send this document via email to the registration mailbox within the registration deadline. The total file size for examination materials sent by candidates should not exceed 20MB. The deadline for receiving registration emails is December 15, 2023 (based on the email sending time). Late submissions will not be accepted.
  - b. Name the submitted application materials as "[Registration Number]\_Candidate Name.PDF". Use "2024 Spring Vietnam Overseas Class Registration Materials - [Registration Number]" as the email subject when sending.
  - c. The application materials for this test will be based on the files sent by the registration deadline, and these will be provided to the department for review. No additional submissions or

replacements will be accepted.

Upon receiving the application materials from candidates, our institution will reply via email to confirm the receipt time for the candidates.

## B. Application Procedure

### 1. Registration Payment Method

- a. Application Fee: **USD 80.**
- b. Payment from abroad: All registration fees must be paid in USD via "wire transfer." Wire transfers should be made to Changhua Bank, North Taichung Branch (please refer to the table below). Please email the receipt of the registration fee to [cs168@csmu.edu.tw](mailto:cs168@csmu.edu.tw) and retain the original receipt for your records.

#### ※ International Wire Transfer

Account With Bank	Chang Hwa Bank Pei-Taichung Branch
Bank Address	No.6, Sec. 2, Taiwan Blvd., West Dist., Taichung City 40354, Taiwan (R.O.C.)
Swift code	CCBCTWTP400
Account No.	<b>40045100143700</b>
Beneficiary's Name	Chung Shan Medical University
Application fee	USD.80
Remarks	Receipt please state clearly the name of the applicant and the purpose for the remittance "Overseas Master Program Admission"

- c. Once the enrollment registration fee is paid, it is non-refundable except for cases where the registration process is not completed or the eligibility criteria are not met. Please carefully consider this before making the payment. In the event of late submissions or cases where eligibility criteria are not met, a processing fee of USD 10 (including postage and other fees) will be deducted from the registration fee, and the remainder will be refunded.

## C. Important Notice

1. If the documents and the materials submitted and filled out at the time of application are found to be untrue or forged, altered or fake, etc., in addition to being barred from taking the test or the test results already taken being deemed to invalid, the applicants may also be subject to legal actions according to the law; If it is discovered after admission and enrollment, the student shall be expelled from the university after being verified; If it is discovered after graduation, the degree certificate of the student shall be recovered according to the applicable law, be announced for the cancellation of the degree, and reported by project to the Ministry of Education for reference. The applicant shall also take the legal responsibility.
2. In the "Mailing Address" field of the registration form, please ensure that your phone number and email address are accurate. Provide contact information that will remain valid until the end of February 2024 to prevent any loss of benefits due to communication issues or undelivered mail. If you do not receive notification within the specified announcement period, you can also check our

university's enrollment website.

3. Please enter all the required information on the online registration form with great care and double-check for accuracy before clicking "Confirm."

### III. Video Interview Date, Place, and Related Regulations

#### A. Video Interview Date and Place

1. Video Interview Date: January 27, 2024 (Saturday)
2. Video Interview Place: Chung Shan Medical University.
3. Video Interview Time

<b>Department</b>	<b>8:40 - Conclusion of the Video Interview</b>
Department of Health Policy and Management in College of Health Care and Management Master of Science in Hospital Administration Overseas Master Program at Vietnam	The university will arrange video interview time slots for candidates based on their examination admission numbers. Each candidate will be allotted approximately 8-15 minutes (as specified by the department) for the video interview. The scheduled video interview times for each candidate will be announced on the university's website prior to the examination and communicated to the candidates.

#### B. Video Interview Guidelines

1. Prior to the official video interview (as instructed by the department), candidates must conduct a connection test at the designated time specified by the department.
2. During the official video interview, if a candidate fails to log in on time, the interview panel may wait for five minutes (as recorded via screen recording). If the candidate is still not online after five minutes, it will be considered as an absence, and no request for a makeup interview will be entertained.
3. The equipment and environment regulations for the video interview are as follows:
  - a. Ensure the availability of video equipment and a microphone, guaranteeing smooth internet connectivity and adequate lighting, with the upper body in the frame.
  - b. Conduct the interview in a quiet and disturbance-free private space, with no other individuals present throughout the interview. Candidates must follow the instructions of the interview panel and use the camera to scan the surroundings as proof. Any violation of this rule will result in disqualification from the exam.
  - c. Present the original admission card and a photo identification document for identity verification.
  - d. If a candidate cannot proceed with the video interview due to issues with their video, audio equipment, or internet, it will be considered an absence, and no makeup interview will be allowed. During the interview, if there are technical issues on the candidate's end, such as problems with hardware, software, the internet, any human error, or external interference that disrupts the video interview, an extension of the interview time will not be granted.
  - e. The entire video interview process will be recorded and audio-recorded, with related data retained for at least one year.
4. Candidates found to have engaged in test substitution, document forgery, or any other fraudulent

activities when taking the exam, and whose actions are verified following a report, will have their examination qualifications revoked. If such actions are discovered after admission but before registration, their admission will be revoked. If discovered after registration, their enrollment will be revoked, and no academic credentials related to their studies will be issued. If such actions are discovered after graduation, not only will their degree certificates be retrieved in accordance with the law, but their graduation status will also be publicly revoked. ([see Appendix VI](#))

#### **IV. System Open for Grade Inquiry and Review**

- A. The system is scheduled to open for grade inquiries on January 30, 2024. If candidates have any questions or concerns regarding their grades, they should apply for a grade review by email (cs168@csmu.edu.tw) before 12:00 PM on February 1, 2024. Late requests will not be accepted.
- B. All applications for grade reviews must be submitted using the "Grade Review Application Form and Inquiry Sheet" ([see Appendix V](#)).
- C. The application for re-check is limited to one time only.

#### **V. Admission Related Regulations**

- A. The Admission Committee of Overseas Program will resolve on the minimum admission criteria for this program before the admission list is released. Those who are above the standard and within the admission quota will be admitted, and the rest will be candidates on the waiting list for admission. Those who are below the standard will not be admitted. Insufficient admission may be adopted depending on the circumstances, under which there should be no candidates on the waiting list.
- B. The scores are calculated based on the percentage each component contributes to the total score, according to the grading criteria defined by this program. Candidates are ranked in descending order of their total scores. In case of candidates having the same total score, they will be ranked based on other criteria specified by this program, with higher-scoring candidates being given priority in admission.
- C. If, after comparing various scores as described above, the last candidate admitted to the program has completely identical scores with another candidate, additional admissions will be granted, and both candidates will be admitted as regular students. However, any vacancies for backfilling will still be based on the originally approved enrollment quotas.

#### **VI. Release Date and Method of Admission Results**

The announcement of admission results is scheduled for February 2, 2024. In addition to posting the results on the bulletin board and website of the university's academic affairs office, the Admissions Committee will also send out "Admission Notification Letters" via email. If admitted students do not receive the notification, please check the announcement webpage for details.

#### **VII. Verification and Enrollment**

- A. Regular Admitted Students' Registration: Admitted students should complete the registration process by scanning and emailing the signed "Confirmation of Enrollment Intent Form" ([see Appendix VI](#)) to the university's Academic Affairs Office Admissions Division mailbox (cs168@csmu.edu.tw) before February 7, 2024. Failure to complete the registration procedure within the specified period will result in voluntary forfeiture of the admission qualification.
- B. Waitlisted Admitted Students' Registration:  
If there are vacancies remaining after the registration deadline for regular admitted students, they will be

filled by waitlisted students in order. The university will notify waitlisted students about the enrollment registration process via email or SMS. The enrollment registration procedures for waitlisted students will be the same as those for regular admitted students. Failure to complete the communication registration by the deadline will result in the voluntary forfeiture of the admission qualification. Any remaining vacancies will be filled by waitlisted students, and no objections will be accepted from candidates.

- C. During registration, graduates should present the original diploma (or degree certificate) or relevant documents that meet the "University Admission Equivalent Academic Recognition Standards" set by the Ministry of Education. These originals will be verified during the new student orientation (or the start of classes), and copies will be retained for reference.
  - 1. For candidates with domestic academic qualifications: Original diploma (graduation certificate).
  - 2. For candidates with foreign academic qualifications: A foreign school's academic qualification documents that have been verified by the Republic of China's overseas embassies, representative offices, or authorized agencies designated by the Ministry of Foreign Affairs (hereinafter referred to as overseas embassies).
  - 3. For candidates with academic qualifications from China: The academic qualification documents must be notarized by the notary public office in the mainland region, verified by institutions established or designated by the Executive Yuan, or verified by privately commissioned organizations designated by the mainland region.
- D. If the materials such as the certificate submitted at the time of application and the academic qualifications documents submitted for enrollment are found to be in major violations of the regulations, impersonation, forgery, alteration, fake, fraudulent use, erasure or not meeting the requirement of the admission qualifications, and the applicant does not meet the qualifications for examination, such an applicant will be disqualified from registration once it is discovered and verified to be true; If it is discovered after admission and enrollment, the student shall be expelled from the university after being verified; If it is discovered after graduation, the master's degree certificate of the student awarded shall be recovered according to the applicable law, be announced for the cancellation of the degree, and reported by project to the Ministry of Education for reference.

## **VIII. Registration and Admission**

- A. Admitted students must complete the required registration and enrollment procedures after reporting for admission. Failure to do so will result in voluntary forfeiture of the admission qualification, and any vacancies will be filled by waitlisted students in order.
- B. After admission, students must adhere to the regulations regarding their course of study, enrollment, required credits, subjects, and graduation qualifications, following the relevant guidelines and regulations set forth by the Ministry of Education and the university.

## **IX. Fee Structure**

The teaching locations for this overseas master's program are Can Tho University of Medicine and Pharmacy and Chung Shan Medical University. The cost associated with Chung Shan Medical University's involvement in the educational activities of this program is calculated based on the actual number of students in each academic year and a tuition fee of 42,120,000 Vietnamese Dong per student per semester (Year 2023).

## **X. Scope and Procedure for Handling Enrollment Disputes and Appeals**

- A. Scope of Appeals: Candidates who believe they have been subject to unfair treatment or have had their personal rights infringed upon in matters related to admissions and have exhausted the administrative process for resolution may apply to the Overseas Master's Program Admissions Committee of this university.
- B. Appeal Handling Procedure:
  - 1. Candidates wishing to file an appeal should submit a written application to the Overseas Master's Program Admissions Committee of this university within fifteen days from the date of admission results announcement.
  - 2. The appeal letter should include the appellant's name, examination registration number, the program applied for, address, a description of the facts and reasons for the appeal, and relevant supporting documents. The appellant should also sign an affidavit. The appeal application should be sent to No. 110, Section 1, Jianguo North Road, South District, Taichung City, 40201, Taiwan, R.O.C., Overseas Master's Program Admissions Committee, Chung Shan Medical University.
  - 3. Upon receiving the appeal application, the Overseas Master's Program Admissions Committee will notify the appellant, except in cases where the application is deemed inadmissible or the deliberation is suspended, and will make a decision within thirty days.
  - 4. After the deliberation decision is approved by the university president, it will be delivered to the appellant. If the appellant disagrees with the decision, they may file another application within fifteen days from the date of receipt of the deliberation decision. However, only one appeal will be accepted for the same case.

## **XI. Important Notices**

- A. The University obtains and keeps the personal data of the candidates in accordance with the relevant provisions of the Personal Data Protection Law, and handles and utilizes them for the purpose of enrolling students. The University will fulfill the duties and responsibilities as a good custodian, and safe keep the personal data the candidates, which data shall be only for the purpose of enrollment related work and document filing of the school registration information of the admitted student. Anyone who applies for this enrollment shall be deemed to agree to authorize the University to apply the candidates' personal data and their exam results information to the admissions affairs and reporting.
- B. According to the Ministry of Education's letter forwarded to the Examination Yuan's interpretation, individuals who have passed the central and local government civil servant promotion exams should not directly use their qualifications as equivalent to passing specialized exams equivalent to higher-level exams when applying for admission to graduate school.
- C. If the documents and the materials submitted and filled out at the time of application are found to be untrue or forged, altered or fake, etc., in addition to being barred from taking the test or the test results already taken being deemed to be invalid, the applicants may also be subject to legal actions according to the law; If it is discovered after admission and enrollment, the student shall be expelled from the university after being verified; If it is discovered after graduation, the degree certificate of the student shall be recovered according to the applicable law, be announced for the cancellation of the degree, and reported by project to the Ministry of Education for reference. The applicant shall also take the legal responsibility.
- D. Graduate students at this university who are on leave of absence or have retained their admission eligibility may not apply for the same department or program's admission exams at this university. It is

strictly prohibited for candidates to exploit admission quotas for improper benefits. If such misconduct is discovered, the original enrollment status and admission eligibility of the student will be revoked.

- E. The actual class attendance and progress should follow the scheduled curriculum. Whether a student completes their studies within the minimum period of study will depend on individual course selections. After enrolling, admitted students will follow relevant regulations regarding the required and elective course credits and graduation qualifications.
- F. Credit exemptions after enrollment will be reviewed and processed in accordance with the university's credit exemption regulations and department-specific rules. There will be no room for objections regarding credit exemptions.
- G. If there are any details not specified herein, it may be resolved by the Enrollment Committee for Foreign Students of the University. If there are any details not specified in the prospectus, it may be resolved by the Admission Committee of Overseas Program of the University.

## XII. Enrollment Quotas and Related Regulations

<b>Department</b>	<b>Department of Health Policy and Management in College of Health Care and Management</b>
<b>Program</b>	<b>Master of Science in Hospital Administration Overseas Master Program at Vietnam</b>
<b>Enrollment</b>	<b>20</b>
<b>Length of schooling</b>	<b>2-4 Years</b>
<b>Application Qualifications</b>	<ul style="list-style-type: none"> <li>● Graduates from domestic and foreign universities or independent colleges recognized by the Ministry of Education who hold a bachelor's degree are eligible to apply.</li> <li>● Applicants with equivalent academic qualifications will be processed according to the regulations set forth by the Ministry of Education.</li> </ul>
<b>Subjects of Examination and Grading Standards</b>	<p>Applicants will be evaluated based on their “Video Interview” (60%) and “Other Review Materials” (40%).</p> <p>Note: In the event of a tie in the total score, the ranking will be determined in the following order: 1. Video Interview; 2. Review Materials</p>
<b>Required Documents</b>	<ul style="list-style-type: none"> <li>❖ Admission application form</li> <li>❖ Passport or other proving document of nationality</li> <li>❖ Graduation Certificate of highest degree obtained (translation required if not originally issued in English or Chinese)</li> <li>❖ Full transcript of records of highest degree obtained (including explanation of grading system; translation required if not originally issued in English or Chinese)</li> <li>❖ Study Essay (including personal research interests, autobiography): One copy (limited to 1000 words or fewer).</li> <li>❖ One recommendation letter</li> <li>❖ Other supporting documents for a favorable review (professional licenses, competition achievements, academic publications including project reports, research reports, and theses, proof of participation in relevant research, etc.).</li> <li>❖ Proof of English Language Proficiency*</li> </ul> <p>*Applicant’s English language proficiency should meet the following minimum requirement; applications without sufficient language proficiency may be given lower priority during review process: IELTS 5.5/ TOEFL-IBT 71/TOEIC 750</p>
<b>Remarks</b>	<ol style="list-style-type: none"> <li>1. Location of Classes: Can Tho University of Medicine and Pharmacy, Vietnam.</li> <li>2. Graduation Credits: 30 credits (including 6 credits for the graduation thesis).</li> <li>3. Tuition and Fees: According to the fee schedule of Can Tho University of Medicine and Pharmacy.</li> <li>4. For applicants with non-Taiwanese academic credentials, please prepare the original documents of your verified academic qualifications and transcripts in advance.</li> <li>5. "Master of Science in Hospital Administration" degree awarded upon graduation.</li> <li>6. If the number of applicants is less than 15, the university reserves the right to suspend admissions through an announcement and refund the full application fee.</li> </ol>

## Online Registration Process

**1. Online Registration Period: From 9:00 AM on November 27th, 2023, to 3:00 PM on December 15th, 2023.**

**2. Registration Website: <http://aca.csmu.edu.tw/>**

	Steps	Remarks
Payment Process for Registration	<ol style="list-style-type: none"> <li>1. Access the online registration system.</li> <li>2. Enter and confirm registration information.</li> </ol>	<ol style="list-style-type: none"> <li>1. Access the online registration system (<a href="http://aca.csmu.edu.tw/">http://aca.csmu.edu.tw/</a>). → Click on "Registration." → Choose the desired academic program. → Enter the applicant's "Passport Number" and create an "8-digit custom password." → Proceed to "Online Registration Form." → Enter registration details and upload a photo, then save the information.</li> <li>2. For recent graduates, please provide the current school name in the "Graduation School" field and enter "June 2024" as the graduation date.</li> <li>3. Please be cautious when entering information in the online registration form. Double-check your contact details to ensure accuracy and avoid any issues that may affect your application. After verifying that all details are correct, click "Confirm." If you encounter any problems during the registration period, please contact us via email at <a href="mailto:cs168@csmu.edu.tw">cs168@csmu.edu.tw</a>.</li> <li>4. Photo Upload: Please upload a 2-inch, front-facing, hatless passport-sized photo. Do not upload casual photos. Accepted file format is ".jpg," with a file size between 100KB and 2MB. Photo dimensions (width x height) should fall within the range of 240x320 to 480x640. If you encounter any issues with photo uploading, please contact us via email.</li> </ol>
	Payment Instructions	<ol style="list-style-type: none"> <li>1. The application fee of USD 80 should be paid through wire transfer in US dollars to Changhua Bank, North Taichung Branch. The bank account number for the transfer is: 40045100143700. Please refer to page 6 of the brochure for the payment details.</li> <li>2. After completing the payment, please email a copy of the payment receipt to the admissions office of our university. You must confirm the payment before you can print your application form through the system. Please make sure to complete this step by 3:00 PM on December 15, 2023.</li> </ol>

Print Registration Form and Email	Print Registration Form	<ol style="list-style-type: none"> <li>1. After confirming successful payment, candidates can print their registration forms through the system settings.</li> <li>2. Please revisit the online registration system at <a href="http://aca.csmu.edu.tw">http://aca.csmu.edu.tw</a>, log in to "Candidate Information Inquiry and Printing," enter the candidate's "Passport Number" and "Custom 8-digit Password," click "Print Registration Form," carefully review the printed form, and personally sign it.</li> </ol>
	Email	<ol style="list-style-type: none"> <li>1. Convert the following documents into PDF format in sequence: (1) Registration form, (2) Identification documents, (3) Academic qualification certificates, transcripts, and (4) Written review documents. Merge these files into a single document. Send this document via email to the registration mailbox within the registration deadline. The total file size for examination materials sent by candidates should not exceed 20MB. <b>The deadline for receiving registration emails is December 15, 2023 (based on the email sending time). Late submissions will not be accepted.</b></li> <li>2. Name the submitted application materials as "[Registration Number]_Candidate Name.PDF". Use "2024 Spring Vietnam Overseas Class Registration Materials - [Registration Number]" as the email subject when sending.</li> <li>3. The application materials for this test will be based on the files sent by the registration deadline, and these will be provided to the department for review. No additional submissions or replacements will be accepted.</li> </ol>

**All enrollment-related information and admission notifications from our institution will be communicated via email. Therefore, when registering, please ensure that you provide your regularly used email address accurately to avoid any delay that may affect your rights. (Please check your spam folder to prevent missing important messages.)**

## **【Supplement II】 Standards for Recognition of Equivalent Educational Levels for University**

### **Admission Online Registration Process**

#### **Standards for Recognition of Equivalent Educational Levels for University Admission**

(excerpt) 【Amended Date: 2022/01/25 Category: Ministry of Education】

##### Article 1

These Standards are enacted pursuant to the provisions of Article 23, Paragraph 4 of the University Act.

Article 2 ~4 omit

##### Article 5

A person who satisfies any of the following eligibility criteria is considered to have adequate scholastic ability and may take the entrance examination for new students for the first year of master's degree programs:

1. A university student in a bachelor's degree program completed all but the final year of the prescribed program, but for some reason took leave or withdrew from their studies for at least two years since the first day of their final year of the prescribed program, and is able to provide a certificate of attendance, or a leave from studies certificate, each with a transcript of their results for all academic years attached;
2. A university student completed the prescribed bachelor's degree program but for some reason was not able to graduate, at least one full year before the last day of their final year of the prescribed program, and is able to provide a certificate of attendance, or a leave from studies certificate, each with a transcript of their results for all academic years attached;
3. The university student completed four years of a bachelor's degree program of six years or more (including practical training), and received at least 128 of the credits required for graduation;
4. A person who was awarded a junior college diploma, at least two years previously after graduating from a three-year course; or at least three years previously after graduating from a two-year or five-year course; a person who was awarded a qualification certificate from a college of continuing (supplementary) education; or a college of continuing education graduation diploma, and is able to provide a certificate attesting that their academic ability is equivalent to junior college level is to be dealt with in the same way as a person who attended a two-year junior college. Each college or university may also set additional regulations stipulating related work experience and the minimum number of such years worked, based on actual requirements.
5. The person has passed one of the following national examinations and is able to provide a certificate attesting this:
  - (1) Senior Civil Service Examination; or Level One, Level Two, or Level Three Special Civil Service Examination;
  - (2) Senior Professional and Technical Personnel Examination; or a Special Examination of an equivalent level;
6. The person is able to provide a certificate attesting that they have passed one of the following professional skill assessment tests:
  - (1) The person has obtained a Level A certified technician's certificate, or single-class certified technician's certificate equivalent to Level A, and has three or more years of related practical work experience; or
  - (2) Level B is the highest qualification available in their skill area and the person has obtained a certified technician's certificate, or a single-class certified technician's certificate equivalent to Level B, and has five or more years of related practical work experience.

##### Article 6

A person who has been employed as a professional technician at a university or tertiary college, or as a teacher of professional or technical subject(s) at a junior college or senior secondary school who has been reviewed and given approval by a particular university's admission committee or by a joint admission committee will be considered to have an adequate scholastic ability and may take the entrance examinations for new students referred to in Article 2, Article 3, or the previous article, as appropriate.

##### Article 7

A person who has exceptional achievements in their professional field, and has received approval from the Ministry of Education, and been reviewed and given approval by a particular university's admission

committee or by a joint admission committee will be considered to have an adequate scholastic ability and may take the entrance examinations for new students referred to in Article 2, Article 3, and Article 5, as appropriate.

#### Article 8

A person who satisfies any of the following eligibility criteria is considered to have an equivalent level of education and may take the entrance examination for new-students for the first year of a doctorate program:

1. The person has completed two years of a master's degree program and all the prescribed program subjects and received the required credits (not including a thesis) but for some reason was not able to graduate and for some reason took leave or withdrew from their studies for one year or more, and is able to provide a certificate of attendance, or leave from studies certificate, each with a transcript of their results for all academic years attached, and submits an example of their written work with the quality of a master's thesis;
2. The person has completed a doctorate program but did not pass the doctorate degree candidate qualification examination or doctorate degree examination and is able to provide a certificate of attendance, or leave from studies certificate, each with a transcript of their results for all academic years attached, and submits an example of their written work with the quality of a master's thesis;
3. The person has been awarded a bachelor's degree in a department that requires six or more years of study, has received two or more years of professional training, and submits an example of their written work with the quality of a master's thesis;
4. The person has graduated from a university and has a bachelor's degree, has five or more years of practical experience related to their field of study, and submits an example of their written work with the quality of a master's thesis; or
5. The person has passed any of the following national examinations and is able to provide a certificate attesting this, has six or more years of practical experience related to their field of study, and submits an example of their written work with the quality of a master's thesis:
  - (1) Senior Civil Service Examination; or Level One, Level Two, or Level Three Special Civil Service Examination;
  - (2) Senior Professional and Technical Personnel Examination; or a Special Examination of an equivalent level;

The example of their written work with the quality of a master's thesis referred to in each subparagraph of the paragraph above shall be independently assessed by the university involved. An example of their creative work such as an exhibition or performance with a written report, or a technical report relating to their work in an applied technologies field may be submitted in place of an example of written work with the quality of a master's thesis.

The professional training referred to in Paragraph 1, Subparagraph 3, and the practical experience related to the individual's field of study referred to in Paragraph 1, Subparagraphs 4 and 5 shall be independently assessed by the university involved.

#### Article 9

The provisions of Article 2, Subparagraph 1 may also be applied, *mutatis mutandis*, for a person who received secondary school education in a foreign country, or Hong Kong, or Macao and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, or those of the Regulations Regarding the Assessment and Recognition of Academic Credentials for the Hong Kong and Macao Areas.

A student who graduated in a foreign country, Hong Kong, or Macao from a senior secondary school whose graduating year is academically equivalent to the second grade of a senior secondary school in Taiwan of a comparable academic level and nature is considered to have adequate academic ability and may take the entrance examination for new students for university bachelor's degree programs.

However, the university shall increase the number of credits required for such students to graduate or extend the prescribed length of their program.

The provisions of Article 2, Subparagraph 1 may also apply, *mutatis mutandis*, to a student who attended a school in a foreign country, Hong Kong, or Macao of a comparable academic level and nature to senior secondary schools in Taiwan, but which requires more years of study to complete than senior secondary schools in Taiwan do, and who did not complete their secondary studies there but

completed grades/years of study equivalent to particular grades/years of the prescribed senior secondary school program in Taiwan.

The provisions of Paragraph 1, Subparagraphs 3 and 4 of the preceding article may also apply, *mutatis mutandis*, to a person who was awarded a bachelor's degree in a foreign country, Hong Kong, or Macao and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, or those of the Regulations Regarding the Assessment and Recognition of Academic Credentials for the Hong Kong and Macao Areas.

The provisions of Article 2, Subparagraph 2; Article 3, Paragraph 1, Subparagraphs 1 to 4; Article 4, Paragraph 1, Subparagraphs 1 to 3, Paragraph 2, and Paragraph 3, Subparagraph 1; Article 5, Subparagraphs 1 to 4; and Paragraph 1, Subparagraphs 1 and 2 of the preceding article may also apply, *mutatis mutandis*, for a student with an academic record of graduating from (or not yet completing a program at) a junior college or higher level educational institution in a foreign country, Hong Kong, or Macao which is included in the Ministry of Education List of Recognized Higher Education Institutions or which has been accredited by an organization authorized by the government where it is located, or by a professional accreditation body, if the educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational standard of its students has been reviewed by the admission committee of a particular university or by a joint admission committee and been determined to be equivalent to that provided by an educational institution of the same level and nature in Taiwan.

A person who was awarded an associate degree and was issued a transcript of their results for all academic years, or was issued an advanced diploma and a transcript of their results for all academic years by such an educational institution in Hong Kong or Macao as referred to in the previous paragraph, is considered to have adequate academic ability and may take the entrance examination for new students for the first year of two-year bachelor's degree programs at a university of science and technology, or an institute of technology.

The academic credentials, records of academic performance (ability), and transcripts of results, or related documentary evidence issued in a foreign country, Hong Kong, or Macao referred to in Paragraph 5, the previous paragraph, Paragraph 10, and/or Paragraph 12 shall each be examined and verified by an overseas representative office of the ROC, or by an agency in Hong Kong or Macao established or designated by the ROC Executive Yuan.

Since the Act Governing Relations between Peoples of Taiwan Area and Mainland Area was promulgated and took effect on September 18, 1992, the provisions of Article 2, Subparagraph 2; Article 3, Paragraph 1, Subparagraphs 1 to 4; Article 5, Subparagraphs 1 to 4; and of Paragraph 1, Subparagraphs 1 and 2 of the preceding Article may also be applied, *mutatis mutandis*, to people from the Taiwan Area, and people from the Mainland China area, foreigners, or residents of Hong Kong or Macao who have been given permission to enter Taiwan for family reunification, as relative-sponsored residents, for long-term residence, or settlement who have an academic record of graduating from (or did not complete the program at) a junior college or higher level educational institution in Mainland China which meets the following criteria:

1. The educational institution is included in the Ministry of Education List of Recognized Higher Education Institutions in Mainland China and does not have any of the precluding characteristics set out in the provisions of Article 8 of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area.
2. The educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational program(s) provided must have been reviewed and determined by the Admission Committee of a university in Taiwan to be equivalent to those provided by an educational institution of the same level and nature in Taiwan.

The provisions of Article 4, Paragraph 1, Subparagraphs 1 to 3; Paragraph 2; and Paragraph 3, Subparagraph 1 may also be applied, *mutatis mutandis*, to a person who graduated from (or did not complete the program at) a junior college or higher level educational institution in the Mainland China area and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area.

If a person has a bachelor's degree awarded in a foreign country, Hong Kong, or Macao and has

academic records of graduating from (or not yet completing a program at) a higher educational institution in a foreign country, Hong Kong, or Macao which is included in the Ministry of Education List of Recognized Higher Education Institutions, or which has been accredited by an organization authorized by the government where it is located, or by a professional accreditation body, and if that educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational standard of its students has been reviewed by the admission committee of a particular university or by a joint admission committee and been determined to be equivalent to that provided by an educational institution of the same level and nature in Taiwan; or if a person has a bachelor's degree awarded by a higher educational institution in the Mainland China Area and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area, and if the person is able to provide documentary evidence that they have accumulated a total of 20 credits or more studying different courses of the sort listed in the provisions of Article 4, Paragraph 3, Subparagraph 2, then the person may take an examination to transfer into a post-baccalaureate bachelor's degree program, and if they are admitted they may transfer into the second-year of the program.

The provisions of Article 4 of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area shall be applied, *mutatis mutandis*, regarding the academic credentials and records referred to in the preceding three paragraphs if a person who graduated from (or did not complete the program at) a junior college or higher level educational institution in the Mainland China area wants to take a university entrance examination.

If a person is able to provide transcripts of their results, and records of academic performance (ability) issued in a foreign country, Hong Kong, or Macao indicating that they have received an education equivalent to completing secondary school and is also able to provide documentary evidence that was issued by the competent education authority of the government in that location that the person may take the local entrance examination for new students for university bachelor's degree programs, and that documentary evidence has been reviewed and endorsed by the admission committee of a particular university or by a joint admission committee, then the person may take the entrance examination for new students for university bachelor's degree programs (not including two-year bachelor's degree programs). However, the university may, after taking into consideration a person's academic performance in a foreign country, Hong Kong, or Macao, increase the number of credits required for such a student to graduate or extend the prescribed length of their program or extend the prescribed length of their program.

#### Article 10

For a student who has studied at a military or police college or academy, the relevant authorized MOE regulations governing comparative educational levels apply.

#### Article 11

When some number of years is stipulated in these Standards, the period is calculated from the stipulated beginning date until the latest date on which students can enroll for the academic year for which the student took the entrance examination, with the exception of the two instances set out below:

1. To determine the number of years a person has discontinued or taken leave from formal study: count from the end-date of the last semester that the student completed, as recorded in the transcript of their results for all academic years, certificate of attendance, or transfer certificate, until the latest date on which students can enroll for the academic year for which the student took the entrance examination.
2. To determine the number of years of professional training and related work: count from the starting date recorded on the professional training related certificate or on a certificate attesting the related work experience, to the latest date on which students can enroll for the academic year for which the student took the entrance examination.

#### Article 12

These Standards shall take effect from the date of promulgation.

**【Supplement III】 Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education**

**Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education**

Article 1

These Regulations have been formulated in accordance with Article 28, Paragraph 2 of the University Act.

Article 2

Institutions of higher education shall undertake the assessment and recognition of foreign academic records of students applying for admission, in accordance with the provisions of these Regulations.

Article 3

Terms used in these Regulations are defined as follows:

1. Assessment and recognition: refers to the determination by the institution of higher education handling an application whether the foreign academic credentials and documentary records submitted by an applicant are equivalent to those issued by an educational institution in Taiwan of an equivalent academic level and nature.
2. Reference list: refers to the list of the names and addresses of foreign tertiary level institutions of higher education recognized by the Ministry of Education, put together and made public by the Ministry of Education.
3. Authentication: refers to an applicant submitting documents such as a degree or transcripts from a foreign educational institution to an ROC embassy, consulate, representative office, or office, or other agency authorized by the Ministry of Foreign Affairs (hereunder referred to as “an overseas mission”) and applying to have the documents certified as authentic.
4. Verification: refers to an institution of higher education checking the nature of the approval that a foreign educational institution has actually been given by the government authority responsible for such educational institutions or by the professional accreditation agency for education in the country where it is located, and its admission requirements, the restrictions on the period spent undertaking a program, and the courses that must be completed.

Article 4

Only foreign academic records that satisfy each of the following provisions may be assessed for recognition:

1. The educational institution from which the applicant graduated or where they have been studying but have not yet graduated shall already be listed in the reference list. An educational institution not in the reference list shall have been accredited by the government authority responsible for such educational institutions or by the professional accreditation agency for education in the country where it is located.
2. The restrictions on the period spent undertaking a program, and the courses that must be completed shall be comparable to those prescribed for a comparable program at an educational institution in Taiwan of an equivalent academic level and nature.

Article 5

An applicant applying for assessment and recognition of their foreign academic credentials shall personally submit the following documents to each institution of higher education that they are applying to for admission:

1. A photocopy of their foreign academic credentials and of transcripts for each year of their studies
2. A record of the applicant's cross-border entries and exits, issued by the competent entry and exit authority, that covers the full period of their studies for their foreign academic credential. However, an applicant who is a foreign citizen or an overseas Chinese is not required to include this.
3. Other relevant documents specified by the institution of higher education.  
The institution of higher education handling the application may deal with the documents referred to in Subparagraph 1 of the preceding paragraph by requesting the foreign educational institution from which the applicant graduated to verify the documents, by writing to an ROC overseas mission and requesting its assistance to undertake verification, or by asking the applicant to arrange to have the documents authenticated.  
The applicant referred to in Article 6, Paragraph 8 and Paragraph 9 may submit documentary evidence issued by the government authority responsible for such educational institutions or by the accreditation agency for education in the country where the foreign educational institution is located, in place of the record referred to in Paragraph 1, Subparagraph 2.

#### Article 6

The "restrictions on the period spent undertaking a program" in Article 4, Subparagraph 2 refers to the period that the applicant spent undertaking a program at a foreign educational institution and the following provisions apply:

1. An applicant who has senior secondary school academic credential shall have spent a total period undertaking the senior secondary program that satisfies the regulations of the education system in the country where the school they attended is located.
2. An applicant who has a bachelor's degree shall have spent a total period of at least 32 full months undertaking the bachelor's degree program.
3. An applicant who has a master's degree shall have spent a total period of at least eight full months undertaking the master's degree program.
4. An applicant who has a doctorate shall have spent a total period of at least 16 full months undertaking the doctorate program.
5. An applicant who concurrently completed the programs for and obtained both a master's degree and a doctorate at the same university (graduate institute) shall have spent a total period of at least 24 full months undertaking the master's degree and doctorate programs.
6. An applicant who has an academic credential after graduating from a junior college or who has an associate's degree and academic ability equivalent to having graduated from a junior college shall have spent a total period of at least 16 full months undertaking the associated program.

With regard to the restrictions on the period spent undertaking a program referred to in the preceding paragraph, each institution of higher education shall compare the domestic and foreign education systems at that level and make an overall determination taking into account the education system in the country where the applicant obtained the foreign academic credential, the administrative calendar of the educational institution during the period the applicant was undertaking the program, and the applicant's cross-border entry and exit record. If a period that the applicant spent in that foreign locality is not consistent with the regular length of a program at that educational institution or the program schedule indicated on its administrative calendar, that period will not be counted.

If an applicant had an outstanding performance during their study for a bachelor's degree, the educational institution to which they are applying may make a discretionary reduction to the

required period spent undertaking their bachelor's degree program, taking into due consideration the regulations governing the length of programs at institutions of higher education in that particular foreign country, and the specific circumstances.

If a person is categorized as having a physical or mental disability as defined in the Special Education Act, the educational institution to which they are applying may make a discretionary reduction to the required time which they spent undertaking their program, taking into due consideration the length of programs at institutions of higher education in that particular foreign country, the extent of their physical and/or mental disability, and other specific circumstances. If an applicant undertook a degree program that can be taken concurrently at the same level at a domestic institution of higher education and a foreign one under an international academic collaboration program, the applicant is not permitted to have completed the program entirely at the domestic institution. The total time the applicant spent undertaking the degree program at each of the institutions of higher education may be combined; it shall be subject to the following provisions, and the provisions of Paragraph 1 are not applicable:

1. An applicant who has a bachelor's degree shall have spent a total period of at least 32 full months undertaking the bachelor's degree program.
2. An applicant who has a master's degree shall have spent a total period of at least 12 full months undertaking the master's degree program.
3. An applicant who has a doctorate shall have spent a total period of at least 24 full months undertaking the doctorate program.

The course credits earned by an applicant studying at the domestic institution of higher education and those earned at the foreign institution of higher education referred to in the preceding paragraph shall in each case be at least one-third of the total number of course credits required by each of the institutions for the conferral of such a degree.

If the period that the applicant spent undertaking their program is at least two-thirds of the requirement stipulated in Paragraph 1 or in Paragraph 5, the institution of higher education may assess their foreign academic credential for recognition, after first making an overall determination of whether the applicant's educational level is equivalent to that required for admission to an institution of higher education, taking into account the education system in the country where the applicant obtained their foreign credential, the administrative calendar of the educational institution during the period the applicant was undertaking the program, the applicant's cross-border entry and exit record, and the length of programs at a domestic educational institution of an equivalent academic level and nature.

If an applicant for admission to a university has been awarded a foreign academic credential that, in accordance with the regulations of the foreign university, required courses to be undertaken abroad (including in the Mainland Area, Hong, Kong, and Macao, but not including Taiwan), the period that the applicant spent undertaking courses abroad may be included when calculating whether they satisfy the requirement stipulated in Paragraph 1 if the applicant has submitted documentary evidence from the foreign university and the domestic university has undertaken verification and given approval. In addition, any educational institution(s) at which the courses abroad were undertaken shall satisfy the provisions of Article 4, the provisions of the Regulations Governing the Assessment and Recognition of Educational Qualifications from the Mainland Area, or the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

If an applicant being admitted has an academic credential obtained after undertaking a professional degree program offered by a collaborating domestic university and a foreign university that was approved by the Ministry of Education on a case by case basis, when

calculating whether they satisfy the requirements stipulated in Paragraph 1 and in Paragraph 5, the period that they spent undertaking courses at the domestic university may also be included.

#### Article 7

With regard to the courses that must be completed referred to in Article 4, Subparagraph 2, if the academic credential conferred by a foreign educational institution is obtained by completing courses in distance learning mode, the course credits earned shall have been taken at an educational institution that satisfies the provisions of Article 4, Subparagraph 1 or with a domestic university under an international academic collaboration program. The number of credits shall also satisfy the regulations governing domestic distance education.

#### Article 8

Each university shall follow the procedure set out below when undertaking the assessment and recognition of all foreign academic credentials except arts related diplomas. Arts related diplomas shall first be verified in accordance with the provisions of these Regulations and then be assessed and recognized:

1. The assessment and recognition of academic records issued by a foreign senior secondary school, or of academic credentials issued by a foreign educational institution on the reference list, shall be carried out by the university in accordance with the provisions of these Regulations.
2. Academic credentials issued by a foreign educational institution that is not on the reference list shall first be verified by the university in accordance with the provisions of these Regulations and then be assessed and recognized.

If any doubt arises during the assessment and recognition referred to in the previous paragraph, the university shall organize an academic credential assessment and recognition review panel to undertake the assessment and recognition. The university shall stipulate the regulations governing the organization and operations of the panel.

If the university's review panel referred to in the previous paragraph is still unable to undertake the assessment and recognition, the university may submit an explanation of the matter raising doubt to the Ministry of Education, together with related documentary evidence, and request its assistance.

#### Article 9

When undertaking verification of foreign academic credentials, each university shall require the applicant to submit a letter of consent authorizing it to undertake verification, and related documents.

The university may ask the foreign educational institution from which an applicant graduated to verify the following matters regarding the applicant's foreign academic credential(s), or send a written request to an overseas mission for assistance to do so:

1. Admission requirements;
2. The restrictions on the period spent undertaking a program;
3. The courses that must be completed;
4. The nature of the approval given to the educational institution by the government authority responsible for such educational institutions or by the professional accreditation agency for education in the country where it is located;
5. Any other matters that require verification.

#### Article 10

The following academic credentials awarded in a foreign country are not eligible for assessment and recognition:

1. An academic credential obtained by completing a program in correspondence mode.
2. Certificates awarded after undertaking attendance at any kind of training courses, seminars, or workshop.
3. Having obtained candidate status for a doctorate without having been awarded the doctorate. A person with this status may apply for assessment and recognition as having the equivalent of a master's degree.
4. A doctorate conferred only on the basis of having completed a dissertation, without having registered, been admitted, and undertaking any courses.
5. Honorary degrees.
6. An academic credential awarded for a program undertaken in a non-Chinese speaking country or region, with Chinese as the language of instruction. This, however, does not include any senior secondary academic credential.
7. An academic credential obtained from a foreign educational institution that has established a branch or a division and professional degree programs in Taiwan that do not have Ministry of Education approval, or obtained from an institution commissioned to recruit students and teach courses in Taiwan in the name of a foreign educational institution without Ministry of Education approval.
8. Any academic credential obtained in distance learning mode which does not satisfy the provisions of Article 7.

#### Article 11

If any documents provided by an applicant are found to not be genuine by being forged or altered in any way, or by presenting another person's details as the applicant's own, after this has been investigated and confirmed, the assessment and recognition of the applicant's academic credential(s) shall be revoked. A student who has already been admitted will have their permission to enroll as a student revoked. If a student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any documentary certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, the educational institution shall revoke the former student's eligibility to graduate and shall request the applicant to return any degree already awarded and shall rescind it. If any such circumstances involve any criminal liability, the matter shall be referred to a prosecutorial authority to handle in accordance with the law.

#### Article 12

The competent authority of any domestic employment or examination agency which assesses and recognizes foreign academic credentials may consult the provisions of these Regulations for reference.

#### Article 13

These Regulations shall come into effect on the date of promulgation.

**【Appendix I 】 Declaration for Applicants with Educational Background from Hong Kong or Macau**

**Declaration for Applicants with Educational Background from Hong Kong or Macau**

Name		Registration Number	
Passport Number		E-mail	(Fill in by Chung Shan Medical University)

I have applied for admission with educational qualifications obtained in Hong Kong or Macau. At the time of application, I have provided the following documents for verification, validation, and recognition in accordance with the "Hong Kong and Macau Educational Qualifications Verification and Recognition Regulations":

- A. Academic certificates verified by non-governmental organizations designated or appointed by the Executive Yuan in Hong Kong or Macau (For non-English documents, please provide a Chinese translation).
- B. Academic transcripts verified by non-governmental organizations designated or appointed by the Executive Yuan in Hong Kong or Macau (For non-English documents, please provide a Chinese translation).
- C. Photocopies of identification documents and records of entry and exit dates.
- D. Any other relevant documents.

I agree that, if admitted, I will provide the original copies of the above-listed documents during registration. If the documents attached are found not to conform to the provisions of the "Hong Kong and Macau Educational Qualifications Verification and Recognition Regulations" after verification and validation by your institution, my admission will be revoked (if already enrolled, my enrollment will be terminated), and no educational qualifications will be granted. I hereby declare that I have no objections to this.

Sincerely,

Signature

Date:

**【Appendix II 】 Declaration for Applicants with Educational Background from Mainland China**

**Declaration for Applicants with Educational Background from Mainland China**

Name		Registration Number	
Passport Number		E-mail	(Fill in by Chung Shan Medical University)

I applied for admission with educational credentials from Mainland China and have submitted the following documents for your institution's examination and verification in accordance with the 'Regulations for the Recognition of Educational Credentials from Mainland China:

- A. Graduation certificate.
- B. Degree certificate and transcripts.
- C. Graduation certificate, verified by the Student Information and Career Guidance Center of Mainland China higher education institutions, confirming its authenticity.
- D. Degree certificate, verified by the Degree and Graduate Education Development Center of Mainland China, confirming its authenticity.
- E. Transcripts, verified by the Student Information and Career Guidance Center or the Degree and Graduate Education Development Center of Mainland China, confirming their authenticity.
- F. Graduation certificate, degree certificate, and transcripts, notarized by a Mainland China notary office, confirming their authenticity.
- G. The aforementioned notarized documents, authenticated by a government agency established or designated by the Executive Yuan or a privately commissioned organization, matching the original copies from Mainland China notary offices.
- H. Applicants with a master's degree or higher should provide their thesis.
- I. Mainland China residents permitted to reside in Taiwan should provide a copy of the front and back of their residence permit.
- J. Mainland China residents permitted to settle in Taiwan should provide a copy of their national identification card, front and back.
- K. Taiwanese citizens should provide a copy of their national identification card, front and back, and a certificate of entry and exit dates issued by the National Immigration Agency of the Ministry of the Interior.

I hereby agree that, if, after admission, any of the aforementioned documents are found to be inconsistent with the provisions of the 'Regulations for the Recognition of Educational Credentials from Mainland China,' my admission will be revoked (if already enrolled, my student status will be terminated), and no educational credentials will be issued. I have no objections to this and make this declaration.

Sincerely,

Signature

Date:

**【Appendix III】 Declaration for Applicants with Foreign Educational Background**

**Declaration for Applicants with Foreign Educational Background**

Name		Registration Number	(Fill in by Chung Shan Medical University)
Passport Number		E-mail	

I, as an applicant with foreign educational qualifications, have already provided the following documents according to the "Regulations for Recognition of Foreign Educational Qualifications by Universities" during the registration process, for the purpose of inspection, verification, and recognition:

1. One copy of the photocopy of the foreign educational qualification documents authenticated by the Republic of China (ROC) overseas missions. (For non-English documents, please also provide a Chinese translation.)
2. One copy of the photocopy of the foreign educational qualification's annual transcripts authenticated by the ROC overseas missions. (For non-English documents, please also provide a Chinese translation.)
3. One copy of the entry and exit records issued by the competent authority for immigration. (Exempt for foreigners and overseas Chinese.)

I agree that if I am admitted, I will submit the original copies of the above-listed documents during the registration process. If, upon inspection and verification by the university, any of the documents are found to be in violation of the "Regulations for Recognition of Foreign Educational Qualifications by Universities," my admission may be revoked (and, if already enrolled, my enrollment may be terminated). In such a case, no academic credentials will be issued. I have no objections to this and hereby make this declaration.

Sincerely,

Signature

Date:

**【Appendix VI】 Affidavit for Video Interview**

**Chung Shan Medical University  
Admission Examination for the 112th Academic Year (2023) Spring Semester Master of  
Science in Hospital Administration Overseas Master Program at Vietnam**

**Affidavit for Video Interview**

I, the undersigned, am participating in the video interview for the Chung Shan Medical University 112th Academic Year (2023) Spring Semester Master of Science in Hospital Administration Overseas Master Program at Vietnam. I hereby solemnly affirm and guarantee that during the video interview, I will strictly adhere to all relevant regulations. The entire interview process will be conducted by me alone, without any external interference or assistance. If there is any impersonation, fraudulent activity, or cheating on behalf of another person or by any means, and if such actions are reported and verified to be true, my examination qualification will be revoked, and I will raise no objections.

Sincerely,

To:

Admission Committee for the Master of Science in Hospital Administration Overseas Master Program at Vietnam, Chung Shan Medical University

Signature:

Date:

**【Appendix V】 Grade Review Application Form and Inquiry Sheet**

**Grade Review Application Form and Inquiry Sheet**

Name		Registration Number	(Fill in by Chung Shan Medical University)
E-mail			
Recheck Subject			
Original Score			
Signature			

( Fill in by Reviewers )			
Score after receiving			
Review Outcome			
Admission Committee for the Vietnam Overseas Special Program, Chung Shan Medical University	Date :		

Grade review is limited to one request only and must be submitted via fax before 12:00 PM on February 1, 2024. The fax number is: +886-4-24754392. Late requests will not be accepted.



**【Appendix VI】 Confirmation of Enrollment Intent Form**

**Confirmation of Enrollment Intent Form for SPRING 2024 Overseas Master Program**

<b>Program Accepted</b>	Department of Health Policy and Management in College of Health Care and Management Master of Science in Hospital Administration Overseas Master Program at Vietnam		
<b>Full Name</b>			
<b>E-mail Address</b>		<b>Registration Number</b>	
<b>Please check one box only</b>	<input type="checkbox"/> I accept your offer of admission. <input type="checkbox"/> I decline your offer of admission.  Signature: _____ Date: _____		
<b>Remarks</b>	<p>A. Admitted students should complete the registration process by scanning and emailing the signed "Confirmation of Enrollment Intent Form" to cs168@csmu.edu.tw <b>before February 7, 2024</b>. Failure to complete the registration procedure within the specified period will result in voluntary forfeiture of the admission qualification.</p> <p>B. Enrolled students should present the original diploma (or degree certificate) or relevant documents that meet the "University Admission Equivalent Academic Recognition Standards" set by the Ministry of Education. These originals will be verified during the new student orientation (or the start of classes), and copies will be retained for reference.</p> <p>1. For candidates with domestic academic qualifications: Original diploma (graduation certificate).</p> <p>2. For candidates holding academic qualifications from Hong Kong or Macau should provide the following documents for verification and recognition, following the "Examination and Recognition Procedures for Academic Qualifications from Hong Kong and Macau" set by the Ministry of Education</p> <p>3. For candidates with academic qualifications from China: The academic qualification documents must be notarized by the notary public office in the mainland region, verified by institutions established or designated by the Executive Yuan, or verified by privately commissioned organizations designated by the mainland region.</p> <p>4. For candidates with foreign academic qualifications: A foreign school's academic qualification documents that have been verified by the Republic of China's overseas embassies, representative offices, or authorized agencies designated by the Ministry of Foreign Affairs (hereinafter referred to as overseas embassies).</p> <p><i>*After completing the declaration of relinquishing admission eligibility, it cannot be revoked for any reason. Please consider this carefully.</i></p>		

Opening ceremony & Classes begin : Feb.19, 2024