

# Guidelines for the MOST Taiwan Scholarship Program

Promulgated by MOST on January 09, 2015

- I. These are the guidelines stipulated by the Ministry of Science and Technology (hereinafter the “MOST”) of the Republic of China (hereinafter “Taiwan”) for the implementation of the Taiwan Scholarship Program (hereinafter the “Scholarship”), which aims to encourage outstanding international students to study in Taiwan, as well as promote bilateral scientific and technological exchanges.

These guidelines are not applicable to students from Mainland China, Hong Kong and Macau.

- II. Scholarship Recipients and Program Curriculum:

The Scholarship, in principle, is granted to students (hereinafter the “Scholarship Recipients”) from the annually designated countries. However, the MOST reserves the right to annually adjust the designated countries of the eligible Scholarship Recipients based upon special considerations. The curriculum available to the Scholarship Recipients is restricted to Master’s or PhD programs at Taiwanese Universities and does not include specialized or vocational classes.

- III. Over the duration of their studies, the Scholarship Recipients will be given a monthly stipend of NT\$30,000. Scholarship Recipients are responsible for all expenses during their stay in Taiwan. The MOST will not provide any other subsidies.

- IV. The award period for the Scholarship is as follows:

1. Master’s Programs: two years
2. PhD Programs: three years

An award period must be continuous without interruption. A student who has previously completed a Master’s program scholarship may be eligible to apply for the Taiwan Scholarship Program for a PhD program at the attending institution. The maximum total award period for Scholarship Recipients is five years.

- V. The Scholarship award period shall be calculated beginning from August 1 of the first year of study in Taiwan to the month during which (1) the award period is set to expire, (2) the Scholarship Recipient graduates, (3) the Scholarship Recipient is suspended or withdraws from his/her program, or (4) the Scholarship is cancelled.

If Scholarship Recipients are unable to arrive in Taiwan in August of the first year of their study, the Scholarship becomes effective from the month of their arrival. However, the award period cannot be extended.

Recipients must arrive in Taiwan and enroll at their educational institutions on time. Unless otherwise approved in advance by the relevant institutions and the MOST, those failing to enroll will be deemed to have given up the Scholarship.

VI. Scholarship quotas will be formulated on a yearly basis according to the MOST's annual budget. An allocation table of scholarship quotas for the following year shall be distributed to the designated ROC embassies, consulates, representative offices and their branch offices (hereinafter the "diplomatic missions") by December 31 each year.

VII. Scholarship Applicants shall meet the following conditions:

1. Is a College or University graduate or above with an excellent academic record, of good moral character and has no criminal record.
2. Is not a national of the Republic of China (Taiwan).
3. Is not an overseas compatriot student.
4. Has never attended an educational institution in Taiwan at the same level of degree that he/she intends to apply for, including universities and educational institutions that the applicant has enrolled or attended in Taiwan.
5. Is not an exchange student or student with a double (joint) degree through any cooperation agreement between a foreign university/college and an educational institution in Taiwan while receiving the Scholarship.
6. Has not previously had a Scholarship revoked by an ROC government agency or other relevant institution.

VIII. Application Process

1. Diplomatic Missions shall draw up their own general application rules based on these guidelines and selection requirements, and cooperate with the local government and research institutions to handle the application and selection of the scholarship accordingly. Before January 31 of each year, the diplomatic missions shall announce the details of the Scholarship to the local residents through Chinese and foreign language pamphlets (which include selection criteria, number of recipients, processes and scheduling information, etc.)
2. After the diplomatic missions announce the aforementioned information, a text and electric copy file of the Chinese and foreign language pamphlets shall be sent to units specified by the MOST and organized into the records for reference.
3. The yearly application period is, in principle, from February 1 to March 31. However, the actual application period will be in accordance with the general application rules of individual diplomatic missions.
4. Applicants shall submit the following documents to the ROC diplomatic mission responsible for their home country:

- (1) A completed application form.
- (2) A photocopy of their passport or other documents that prove nationality.
- (3) A photocopy of the highest-level diploma or certificate of equivalent educational level and a complete grade transcript. If issued by a foreign educational institution, these documents must be authenticated by an ROC diplomatic mission, or directly mailed in a sealed envelop by the foreign educational institution the applicant attended to the educational institution they plan to matriculate at (if these documents are written in a language other than Chinese or English, a Chinese or English translation must be provided).
- (4) Documents to certify that they have applied to an educational institution in Taiwan, such as photocopies of the application fee receipt, the application form and a note of reply or email from the educational institution.
- (5) For those applying for degree programs taught in Chinese, a photocopy of a TOCFL Listening and Reading transcript or certificate for Level 2 or above.
- (6) For those applying for degree programs taught in English, a photocopy of a TOEFL transcript, a certificate of English proficiency approved by the applicant's government, or documents to certify that the applicant has graduated from a program taught in English. This does not apply to applicants whose official national language is English.
- (7) If applicants are unable to provide the above proof of English proficiency due to special circumstances, the diplomatic mission may assess their level of language proficiency through interviews or other tests.
- (8) Two letters of recommendation from a principal, professor, or the head official of a organization, personally signed and sealed by the author of the recommendation.
- (9) Other documents requested by diplomatic missions accepting the application.

#### IX. Selection Process

1. Scholarship Recipients shall be selected based upon their ability to promote the scientific research and the cooperation and development of the industries and economies of their native country and Taiwan. Applicants who have worked with national government organizations or scientific research institutions (including universities) shall have priority.
2. In addition to examining the academic records, work experience and recommending the applicants by priority, diplomatic missions shall also conduct an interview or accept video to understand the moral character of the applicants.
3. Applicant grade averages shall be above those of students at the same level from local schools.
4. After compiling and examining the information provided by applicants, diplomatic missions shall sort them in order of priority, then submit their Diplomatic Missions' Preliminary Evaluation, as well as their Diplomatic Missions' Recommendation List and Waiting List, to the

MOST no later than April 15 every year.

5. The MOST will select recipients and provide the diplomatic mission with the name list no later than May 31 every year.
6. Recipients shall submit a photocopy of the admission letter, as well as the signed Terms of Agreement for the Taiwan Scholarship Program, to diplomatic missions no later than June 30 every year. Those failing to do so will be deemed to have given up the Scholarship.
7. Diplomatic missions shall issue award certificates to the Scholarship Recipients, and then submit details of the recipients to the Information Platform for the Taiwan Scholarship and Huayu Enrichment Scholarship Program Office (hereinafter the "Information Platform") no later than July 31 every year. A list of recipients printed out from the Information Platform shall be mailed to the MOST, as well as to the Taiwan Scholarship and Huayu Enrichment Scholarship Program Office (hereinafter the "Scholarship Program Office"), with copies also sent to the Bureau of Consular Affairs, the National Immigration Agency and the educational institution where applicants plan to matriculate, along with all the necessary attachments.

- X. Scholarship Recipients enrolled in a degree program who do not attend class or leave the country without permission from their educational institutions, except during summer and winter vacations, or when writing a dissertation or thesis, will have their stipends for the months they are absent suspended.

If recipients who have had their Scholarship stipends suspended transfer to another educational institution before the suspension takes effect, the original educational institution must instruct the other in writing to deduct the stipends.

- XI. The MOST may permanently disqualify recipients from the Scholarship if they:

1. Fail to submit a photocopy of their Alien Resident Certificate (ARC), marked 'Study', to their educational institution at the time of enrollment.
2. Reside in Taiwan for reasons other than pursuing studies.
3. Are expelled or suspended from their studies or given any major demerits by their educational institution as a consequence of violating ROC laws.
4. Are concurrently in receipt of another scholarship or subsidy offered by the ROC government or educational institution in Taiwan.
5. Fail to achieve an average grade greater than standard passing grade of the educational institution or a score of 70 percent or above for two consecutive terms.
6. Do not attend class or leave Taiwan for more than two months without permission from their educational institution, except for summer and winter vacations, or when writing a dissertation or thesis.

Where the situation described in Paragraph 4 arises, the MOST will recover the Scholarship stipends already drawn by recipients.

Educational institutions shall cease disbursing stipends from the month following disqualification.

XII. Scholarship Recipients enrolled in Master's programs who, upon completion of their award period, wish to stay in Taiwan to enroll in a PhD program must resubmit all relevant documents as stipulated in Article 8 to their original diplomatic mission before February 28 of any given year as if they are applying as a new student. Scholarship Recipients shall also not violate Article 4 herein, stipulating that recipients' award period cannot exceed a term of more than 5 years.

XIII. The process for Scholarship Recipients changing university or educational institution is as follows:

1. After a Scholarship Recipient has been enrolled in a university or education institution for a semester or more, the recipient may apply to transfer to another university or educational institution in accordance with the standards and regulations of the university or institution the recipient is currently attending. Recipients on degree programs are allowed to transfer to another university or educational institution once only.
2. When a Scholarship Recipient transfers to a different school or changes to a different degree program, the recipient must resubmit an application to the Diplomatic Mission of Taiwan. The Scholarship Recipient shall only transfer schools or change to a different program once per degree level.
3. If a Scholarship Recipient has not reached the end of one's Master's Degree award period and has been approved to enter a PhD program, the recipient must fill out and submit the scholarship application through one's attending institution, the recipient's report card in Taiwan, and the Letter of Approval to enroll in the PhD program to the MOST for approval and a change of the Scholarship Recipient's level and period. The MOST will then notify the institution, the unit designated by the MOST and the relevant diplomatic mission of the approval result.
4. When a Scholarship Recipient transfers schools or programs, the original attending institution shall state the recipient's status and the beginning and expiration date of the Scholarship Recipient's award period, and report the information in a letter to the institution to which the recipient is transferring. The transfer institution shall express consent and the date the Scholarship Recipient enrolls in the institution, and then report the information in a letter to both the Scholarship Recipient and the previous attending institution. Both the previous attending and transfer institution shall then notify, via letter containing the aforementioned documents, the MOST and the relevant diplomatic mission and the unit designated by the MOST.

XIV. Educational institutions shall request Scholarship funds and verify stipend disbursements according to the following schedule and methods:

1. Schedule: For any given year, scholarship funds for the September to December period shall be requested by September 30, and stipend disbursements for the January to August period shall be verified by August 31. In addition, scholarship funds for the January to August period of the next year shall be requested by January 5, and stipend disbursements for the September to December period shall be verified by December 20.
2. Requesting funds: Educational institutions shall prepare a list of recipients printed out from the Information Platform and a pay order clearly indicating that the funding institution is the Taiwan Scholarship and Huayu Enrichment Scholarship Program Office. If, due to special circumstances, educational institutions cannot request funds on time, they shall first disburse monthly stipends to recipients and then apply for reimbursement from the Scholarship Program Office on a monthly basis.
3. Verifying stipend disbursements: According to the Guidelines for Management of Pay Orders, educational institutions shall compile signed stipend receipts or other documents that prove stipends have been deposited in the recipient's bank account, along with a MOST Funding Balance Sheet, for verification. Any remaining balance must be returned to the MOST.

XV. The educational institutions should assist with the following:

1. Reviewing the applications of the foreign students applying for the program and notifying the students of the application results before June 15.
2. Holding an orientation for new recipients to explain the Scholarship regulations, as well as to provide information on studying and living in Taiwan.
3. Disbursing monthly Scholarship stipends, in accordance with these Guidelines, once recipients have enrolled.
4. Purchasing medical and student accident insurance policies for recipients before they join Taiwan's National Health Insurance program. Insurance premiums should be deducted from the Scholarship stipends.
5. Informing the MOST, as well as the Taiwan Scholarship and Huayu Enrichment Scholarship Program Office, by written notice, with copies sent to the Bureau of Consular Affairs, the National Immigration Agency and the relevant diplomatic mission, when a recipient's enrollment status changes, such as through transfer to another educational institution, suspension, expulsion, dropping out or disqualification from the Scholarship. A revised Scholarship recipient list should then be sent to the MOST and the Information Platform updated accordingly.

XVI. Diplomatic missions should assist with the following:

1. Promoting the Scholarship.
2. Providing recipients with information on studying in Taiwan.
3. Accepting Scholarship applications and selecting recipients.
4. Assisting recipients with visas to Taiwan.
5. Helping recipients to sign the Terms of Agreement for the Taiwan Scholarship Program and keeping the original copy of such.
6. Holding an orientation for recipients before they leave for Taiwan.
7. Issuing Scholarship qualification certificates to recipients before they leave for Taiwan.
8. Keeping in contact with recipients who have completed their studies in Taiwan and returned home; holding events in which past recipients can give presentations on their achievements and experiences studying and living in Taiwan; and submitting overall assessment reports to the MOST.