

# Taiwan Tech Policy for International Students in Response to Covid-19 Crisis

## 2021 Spring Semester for Current Student (Graduate Students)

2021.02.02

Date	Schedule	Details
Feb. 2 To Feb. 18	<b>Online Registration</b>	<ul style="list-style-type: none"> <li>● Please complete online registration by filling out the Payment Authorization Form attached to email and uploading it <a href="#">here</a> with the subject line “student ID_name (e.g. M109XXXXX_ALEX WANG).” Students need to pay their tuition fees successfully before Feb. 18 to complete their registration procedure; otherwise, it will be regarded as voluntarily giving up their admission.</li> <li>● Please be informed that we will have a lunar new year holiday from Feb. 9 to Feb. 17. Your email will not be replied during the break. You are strongly suggested to register before Feb. 8 so that we can provide timely assistance to you if you have any question.</li> </ul>
Feb. 8 (9:00 a.m.)   Feb. 19 (5:00 p.m.)	<b>Course Preliminary Selection</b> (for international students resuming from leave of absence)	<p><a href="#">Course Selection system:</a> <a href="#">Course Catalog System:</a></p> <ul style="list-style-type: none"> <li>● Please log in to the above system to select courses with your current Student ID and passwords to select courses.</li> <li>● <b>Please DO NOT select the courses offered by NTU and NTNU</b>(course code starting with 3N and 3T. e.g. 3N1005701, 3T1512701) from your course selection system.</li> <li>● Please be informed that we will have a lunar new year holiday from Feb. 9 to Feb. 17. Your email will not be replied during the break. You are strongly suggested to select your courses before Feb. 8 so that we can provide timely assistance to you if you have any question.</li> </ul>
Feb. 22 (9:00 a.m.)   March 8 (5:00 p.m.)	<b>Course Adding and Dropping</b>	<p><a href="#">Course Selection system</a> <a href="#">Course Catalog System</a></p> <ul style="list-style-type: none"> <li>● You can still select courses during this period.</li> <li>● The stage is on the basis of first forestalls to win.</li> <li>● Please log in to the above system to select courses with your current Student ID and passwords to select courses.</li> <li>● The Authorization Code Operation: When a class is full of its capacity, please send e-mail to the instructor of the class, state your situation and request for an authorization code. After receiving an authorization code, add</li> </ul>

Date	Schedule	Details
		<p>the course in the course selection system.</p> <ul style="list-style-type: none"> <li>● Please DO NOT select the courses offered by NTU and NTNU(course code starting with 3N and 3T. e.g. 3N1005701, 3T1512701) from your course selection system</li> </ul>
<p>May 3 (9:00 a.m.) to May 20 (5:00 p.m.)</p>	<p><b>2<sup>nd</sup> Course Withdrawal Period</b></p>	<ul style="list-style-type: none"> <li>● Please withdraw via the Course Selection System, print out the application form, and email it before May 20 to the Registrar Section/Graduate Studies, Academic Affairs Office.(contact information will be provided later)</li> <li>● The paid credit fees are not refundable. The courses dropped will be marked as “W”(withdrawn) on the transcript.</li> </ul>

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### 2021 Spring Semester for Current Student (Graduate Students)

No.	Question	Answer
1.	Taiwan has not lifted its general travel ban for foreign nationals, how do I register and take courses if I cannot enter Taiwan?	<p>Taiwan Tech provides online registration and remote courses during the time students are unable to enter Taiwan.</p> <p><b>Online registration Period: Feb. 2 to Feb. 18, 2021</b></p> <p>Please complete online registration by filling out the Payment Authorization Form attached to email and uploading it <a href="#">here</a> with the subject line “student ID_name(e.g. M109XXXXX_ALEX WANG).” Students need to pay their tuition fees successfully before Feb. 18 to complete their registration process; otherwise, it will be regarded as voluntarily giving up their Taiwan Tech student status .</p>
2.	How do I select courses?	<p><b>Course Preliminary Selection</b>  <b>Feb. 8(9:00 a.m.)-Feb. 19 (5:00 p.m.)</b>  <a href="#">Course Selection system:</a>  <a href="#">Course Catalog System:</a></p> <ul style="list-style-type: none"> <li>● Please log in to the above system to select courses with your current Student ID and passwords to select courses.</li> <li>● <b>Please DO NOT select the courses offered by NTU and NTNU</b>(course code starting with 3N and 3T. e.g. 3N1005701, 3T1512701) from your course selection system.</li> </ul> <p><b>Course Adding and Dropping Period: ( Online)</b>  <b>Feb. 22 (9:00 a.m.), -March 3 (5:00 p.m), 2021</b>  <a href="#">Course Selection system:</a>  <a href="#">Course Catalog System:</a></p> <ul style="list-style-type: none"> <li>● You can still select courses during this period.</li> <li>● The stage is on the basis of first forestalls to win.</li> <li>● Please log in to the above system to select courses with your current Student ID and passwords to select courses.</li> </ul>

		<ul style="list-style-type: none"> <li>● The Authorization Code Operation: When a class is full of its capacity, please send e-mail to the instructor of the class, state your situation and request for an authorization code. After receiving an authorization code, add the course in the course selection system.</li> <li>● <b>Please DO NOT select the courses offered by NTU and NTNU</b>(course code starting with 3N and 3T. e.g. 3N1005701, 3T1512701) from your course selection system When Taiwan lifts its travel bans, all the remote courses are going to discontinue. Please come to Taiwan to physically attend classes.</li> </ul>
3.	What should I do if the courses I take do not offer remote options?	By Feb. 22, if such situation happens, please contact the instructor directly.
4.	How do I withdraw courses after course adding and dropping period?	<p>You can withdraw your courses during <b>2<sup>nd</sup> Course Withdrawal Period</b>  <b>May 3(9:00 a.m.)to May 20(5:00 p.m.)</b></p> <ul style="list-style-type: none"> <li>● Please withdraw via the Course Selection System, print out the application form, and send it before May 20 to the Registrar Section/Graduate Studies, Academic Affairs Office. (contact information will be provided later)</li> <li>● The courses that dropped will be marked as “W”(withdrawn) on the transcript.</li> <li>● Courses from NTU and NTNU cannot be dropped during 2<sup>nd</sup> Course Withdrawal Period.</li> </ul>
5	I am going to graduate in 2021 spring semester; however, I haven’t passed the ethics course. What should I do?	<ul style="list-style-type: none"> <li>● Please log in to Center for Taiwan Academic Research Ethics Education (<a href="http://ethics.moe.edu.tw">http://ethics.moe.edu.tw</a>)</li> <li>● Sign up and take course 0101-0115 in total 15 units</li> <li>● After passing the courses above, provide certificate downloaded from the website to your department to process ethics course exemption.</li> </ul>
6.	I have fulfilled all the requirements for graduation except for the oral defense. How can I graduate this semester?	Please contact your department to process your video oral defense.
7.	Once the travel ban is lifted, can I still take remote courses?	No, please come to Taiwan to continue your studies. All the remote classes will discontinued after Taiwan opens its border. If you don’t come to Taiwan, please apply for a leave of absence.
8.	How can I apply for a leave of absence?	<ul style="list-style-type: none"> <li>● After you register online, please fill out the <a href="#">application form</a>. If the reason for your application is related to COVID-19, you also need to fill out the <a href="#">application form for study assistance due to COVID-19</a>. You can apply for a leave for one semester. The period will not be counted to your leave of absence period.</li> </ul>

		<ul style="list-style-type: none"> <li>● The tuition and fees you have paid will be refunded to you in accordance with related regulations in the following semester when you come to Taiwan for registration.</li> <li>● Please submit your application <a href="#">here</a>.</li> </ul>
9	I am in my own country. If I do not register before Feb. 18, will my student status of Taiwan Tech be cancelled?	Yes, your student status of Taiwan Tech be canceled if you fail to register online before Feb. 18, 2021.
10	Scholarship Status	Please contact OIA for your scholarship status. <a href="mailto:oia@mail.ntust.edu.tw">oia@mail.ntust.edu.tw</a>
11	When I have questions, who should I contact with?	<p>Academic Affairs: <a href="mailto:admission@mail.ntust.edu.tw">admission@mail.ntust.edu.tw</a></p> <p>Scholarship: <a href="mailto:oia@mail.ntust.edu.tw">oia@mail.ntust.edu.tw</a></p>
12	Useful link	<ul style="list-style-type: none"> <li>● <b>Course Selection system:</b> <a href="https://stuinfosys.ntust.edu.tw/NTUSTSSOServ/SSO/Login/CourseSelection">https://stuinfosys.ntust.edu.tw/NTUSTSSOServ/SSO/Login/CourseSelection</a></li> <li>● <b>Course Catalog System:</b> <a href="https://querycourse.ntust.edu.tw/querycourse/">https://querycourse.ntust.edu.tw/querycourse/</a></li> <li>● <b>Online Registration:</b> <a href="https://forms.gle/w8CJZXhitVcpNcq7">https://forms.gle/w8CJZXhitVcpNcq7</a></li> <li>● <b>Download Leave of Absence Form</b> <a href="https://www.academic.ntust.edu.tw/p/412-1048-8234.php?Lang=en">https://www.academic.ntust.edu.tw/p/412-1048-8234.php?Lang=en</a></li> <li>● <b>Upload Leave of Absence Form and Admission Deferral Form</b> <a href="https://forms.gle/gsRCd3wvVFfzSQEdA">https://forms.gle/gsRCd3wvVFfzSQEdA</a></li> <li>● <b>COVID-19 Prevention</b> <a href="https://admission-r.ntust.edu.tw/p/412-1052-9222.php?Lang=en">https://admission-r.ntust.edu.tw/p/412-1052-9222.php?Lang=en</a></li> </ul>