

NCHU 2022 Fall Semester-

For online registration students-Study at Ease Project

1】 Study at Ease Project-

Course Pre-selection → Online Registration → Study Online

Qualification:

Student who is unable to arrive in Taiwan before the class start date(**Sep 5**) due to the COVID-19 pandemic.

How to take course:

- Course inquiry :[Here](#)
- Course pre-selection: [Here](#)
- Check the result via Email

Note:

Course list will be uploaded in the system once the selection has been approved. Hence, you do not have to select the courses at the regular course selection period.

Contact:

Ms. Wang, Division of Registration
Email: registra@dragon.nchu.edu.tw

2】 About Course selection –

Agenda	Time	Target
Course pre-selection 安心預選(1)	August 2 ~ August 8	New Students who currently not in Taiwan
Instructors approval 教授審查時間	August 2~August 15	Instructors
Course pre-selection period (2) 安心預選(2)	August 16~August 19	Students who need to choose other courses
Add-in and drop course online 線上加退選	Sep. 5, 10:00 am - Sep. 10, 08:00 am	All students
Special Case Request 特殊情形加退選	Sep. 12, 10:00 am - Sep. 17, 08:00 am	All students
Application for course withdrawal 停修申請	Nov. 7, 10:00 am - Dec. 3, 08:00 am	All students

3】 About Registration--

Situation A: Online registration

- Complete [course pre-selection](#) before **Aug 8**.
- [Online registration](#) & upload documents between **Aug 22~Aug 26**.
- Confirm Course Selection result online.
- Pay tuition, miscellaneous, and other fees listed on the tuition bill between **Aug 26~ Sep 19**.

Situation B:

- New degree students can apply for the detainment of student status
- Current students can apply for temporary suspension and no need to pay tuition and miscellaneous fees.

Application procedure& form:



4】 Course start:

September 5, 2022

NCHU 2022 Fall Semester –Registration info.

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About Dormitory

Deadline of Cancel : **Aug. 15**

Notice:

A. Students who complete all the application procedures for dormitory but cancel it via email before **Aug. 15, 2022** shall be exempt from paying the dormitory fee.

B. Students who cancel the reservation between **Aug. 15 and Aug 22, 2022** shall pay the cancellation fee of TWD 1,000.

C. Students who cancel it **between Aug 23 and Sep 5** shall first pay the accommodation fee and they will be refunded after deducting the daily accommodation fee (2% of the total accommodation fee times the number of days between August 22 to the date of application for cancellation).

D. Students who cancel the dormitory room during the **first day of the semester to the last working day of the 9th week** get 50% refund.

E. Students who cancel the dormitory room after the last working day of 9th week shall not get any refund.

F. Students for late check-in due to uncaused factors, the dorm fee will only count from the same week while they check in.

Email for Canceling:

Male Dorm: maledormitory@dragon.nchu.edu.tw

Female Dorm:

femaledormitory@dragon.nchu.edu.tw

1) Dormitory check in:

The day of check out from the Self-Initiated Epidemic Prevention period.

2) Report to OIA:

Please make an appointment first.

1st stop: OIA (bring all registration files)

2nd stop: Your department office

3) Orientation: Online

3rd meeting room, Administration Building

Bring the documents given on the report day (in the gift bag) & Pen & Personal information documents; Student handbook (digital file)

4) Student ID card

Student ID card will be issued with an Email notice when it's ready.

Pick up at Office of International Affairs

Before claiming your student ID card, you must finish

- Paying fees (ex. tuition, dormitory, insurance)
- Selecting Courses
- Hand in the copy of R.O.C. number sheet and Post Office account passbook

You need to complete the following applications after the self-health management period by yourself

* Please ignore if you have completed

1) Immigration Agency

R.O.C. number

- You need:
 - application form
 - original and a photocopy of passport

ARC

- Apply Online
- 2-inch photo *1
- NT1,000 application fee
- Original and copy of passport
- Original and copy of Resident Visa
- Original and copy of NCHU admission

2) Post office to open an Account

- Post Office Account (for scholarship/ part-time job/insurance reimbursement) --**Hand in within one week**
- You need:
 - Application form
 - CRS Self-Certification Form
 - Photocopy of passport personal info & Visa page
 - Photocopy of ROC No sheet
 - Signature (seal) – optional
 - NT\$100 (deposit)

3) NCHU Student Health Check

The week you finish the self-health management