

# **National Chengchi University Regulations Governing Foreign Student Application of the Ministry of Education Common Scholarship**

Approved by the Committee for Academic Research & Cooperation's 29<sup>th</sup> committee meeting on October 15 2003

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Article 1 In cooperation with the international academic collaboration policy of the Ministry of Education, the University establish the “National Chengchi University Regulations Governing Foreign Student Application of the Ministry of Education Common Scholarship”(hereinafter referred to as the “Regulations”) in accordance with the “ Ministry of Education Guidelines for the Award of Scholarships to Foreign Students”to encourage outstanding foreign students enrolled at the University to apply for the scholarship.

Article 2 These regulations shall apply to foreign students enrolled at National Chengchi University (hereinafter referred to as the “University”) only.

Article 3 The amount and number of the scholarship shall be determined by the amount and number of scholarships offered by the Ministry of Education.

Article 4 The scholarship award period shall be 6 months. The actual award period shall begin in the month of registration of the scholarship recipient and end in the month when the award expires or when the recipient graduates, completes the course, suspends or discontinues his enrollment at the University.

Article 5 Eligibility:

1. Undergraduate students who have completed one semester of study and are currently enrolled at the University. Must be enrolled in and completed a minimum of eight credits every semester. Applicants must achieve an average result of above seventy points in the first and second semester of the previous academic year and have not been convicted of major violations.

2. Graduate students who have completed one semester of study and are currently enrolled at the University. Must be enrolled in and completed a minimum of four credits every semester. Applicants must achieve an average result of above eighty points in the first and second semester of the previous academic year and have not been

convicted of major violations.

3. Graduate students preparing doctorate and masters thesis and without results from the previous semester may apply within the designated period with the letter of recommendation from guiding professor and a thesis writing plan. The thesis-writing plan shall include the research motive and objective, research structure and design, data collection methods and sources, thesis outline, reference books and more. Persons who apply in accordance with this Article are allowed for a one-time application only regardless if the applicant pursuing study in the masters or doctorate program.

4. Applicants shall not have received other scholarships awarded by the Ministry of Education, other government agencies, or organizations outside of the University.

5. The accumulated award period of the same student shall not exceed the regular study period of the course meaning four years for doctorate program and two years for masters program.

Article 6 The applicant shall provide the following documents to the Center of International Education and Exchange of the University ( hereinafter referred to as “IEE”) for review:

1. A copy of scholarship application form.
2. A copy of official transcript translated into Chinese.
3. At least one letter of recommendation from professor.
4. A copy of research and study plan.
5. Other certificates: eg. Extra-curricular activity certificate, competition award certificate, thesis presentation and others. ( Optional ) .

Application that are incomplete or do not meet the requirements shall be rejected. Documents submitted will not be returned after examination.

Article 7 Application for this scholarship are accepted twice every year in late September and late February. The actual application dates shall be published by IEE. Late applications shall not be accepted.

Article 8 Judging procedures: IEE shall convene a review meeting to make recommendations and the final selection of the recipients shall be approved by the principal and submitted to the Ministry of Education for the issuance and distribution of scholarship funds.

Article 9 Judging criteria:

1. The judging criteria shall be based on the average academic results.
2. Letters of recommendation from the professors: Points shall be added at the discretion of the judges.
3. Other certificates: Points shall be added at the discretion of the judges for extra-curricular activity certificate, competition award certificate, thesis presentation and other types of certificates.
4. Students writing thesis for doctorate or masters program and without academic results from the previous year shall be considered on a case-by-case basis.
5. The approval ratio shall be determined during the judging according to the number of foreign students enrolled in the undergraduate and masters programs and the number of applicants. Doctorate students shall be given priority consideration. Each department shall be limited to a maximum of two recipients.
6. The number of recipients of the same nationality shall not exceed one-third of the total number of scholarship awards in the year.

Article 10 The University shall transfer the scholarship fund on a monthly basis to the bank account of the scholarship recipient.

Article 11 The scholarship recipient shall adhere to the following regulations and duties:

1. Complete the registration procedures within the designated period.
2. Must not be absent for more than a quarter of the total class time.
3. Recipients shall achieve results of a certain standard after receiving the scholarship: Undergraduates must achieve an average result of above seventy points. Graduate students must achieve an average result of above eighty points. Recipients shall not be convicted of major violations.

The University shall send an official letter to the Ministry of Education to disqualify the recipient in the event if he does not adhere to the above regulations or duties. Scholarship fund shall be terminated as of the next month. The Ministry of Education shall approve a substitute candidate to fill the opening without having to convene a judging meeting.

Article 12 These regulations and future revisions shall be approved by IEE and become effective on the day of promulgation by the principal.