

國立宜蘭大學境外自費研修生短期研修收支管理要點

104 年 5 月 26 日 103 學年度第 16 次行政會議通過

104 年 6 月 2 日第 62 次校務基金管理委員會通過

106 年 7 月 18 日 105 學年度第 23 次行政會議修正通過

106 年 8 月 1 日 106 學年度第 1 次行政會議修正通過

106 年 10 月 17 日 106 學年度第 6 次行政會議修正通過

106 年 11 月 8 日 第 72 次校務基金管理委員會修正通過

109 年 3 月 17 日 108 學年度第 13 次行政會議修正通過

109 年 3 月 17 日 第 87 次校務基金管理委員會修正通過

112 年 4 月 11 日 111 學年度第 12 次行政會議通過

112 年 5 月 18 日第 103 次校務基金管理委員會通過

一、國立宜蘭大學（以下稱本校）為拓展學生國際視野並加強國際學術交流，充裕本校校務基金，特依據「國立大學校院校務基金設置條例」，針對境外學生來本校短期自費研修者（以下簡稱「自費研修生」），訂定「國立宜蘭大學境外自費研修生短期研修收支管理要點」（以下簡稱本要點）。

二、自費研修生來源包括：

- （一）與本校簽訂學術交流、學生交換、自費研修之協議、合作備忘錄等境外學校選薦者；
- （二）教育部外國大學參考名冊所列院校，係我國駐外館處查證當地國政府學校權責機關或其認定之教育專業評鑑團體所認可者。

三、自費研修生收費項目及標準：

項目/標準		學分費	行政費	備註
修課 (隨班附 讀)	學士班課程	每學分 二千五百元	五千元	百分之三十繳交校務基金、百分之十五分配至國際事務處、百分之五十五分配至該生所屬學院
	碩士班、碩士 在職專班 (不含 EMBA 班)	每學分 五千八百元	五千元	
	人文管理學院 高階經營管理 碩士在職專班 (EMBA 班)	每學分 七千五百元	五千元	
不修課	二至六個月	-	一萬元	百分之三十繳交校務基金、百分之十五分配至國際事務處、百分之五十五分配至該生所屬學院
	未達二個月	-	四千五百元	三分之二繳交校務基金、三分之一分配至國際事務處

宿舍費、電腦使用費、平安保險費	1. 依本校收費標準或依實際費用繳交。 2. 住宿未達二個月，宿舍費每人每日收費一百六十元。
代辦來臺出入境證照之相關費用	依實際費用繳交

四、分配金額須依權責單位之業務範圍，使用於以下有關境外交流發展相關業務支出：

- (一) 授課教師課業輔導津貼；
- (二) 境外生學習材料費用、生活輔導費用；
- (三) 學生至境外學校交換或短期交流補助；
- (四) 境外學者來訪相關支出；
- (五) 接送機、文化交流推廣相關支出；
- (六) 行政相關事務費用、差旅費用。

五、分配至該生所屬學院之經費，由學院依自費研修生人數統籌分配至系所，其中課業輔導津貼分配標準如下：

- (一) 學士班課程：八百元×學員人數×學分。
- (二) 碩士班、碩士在職專班（不含 EMBA 班）：一千九百元×學員人數×學分。
- (三) EMBA 班：二千五百元×學員人數×學分。
- (四) 零學分課程以上課時數計列，每小時收費比照每學分費用。

六、本要點若有未盡事宜，悉依協議書及本校相關規定辦理。

七、本要點經行政會議及校務基金管理委員會議通過後實施。

Payment Management Guidelines for Self-Financed International Students Pursuing Short-Term Study at National Ilan University

Approved on May 26, 2015 at the 16th Administrative Meeting for Academic Year 2014
 Approved on June 2, 2015 at the 62nd meeting of the University Endowment Committee
 Approved on July 18, 2017 at the 23rd Administrative Meeting for Academic Year 2016
 Approved on August 1, 2017 at the 1st Administrative Meeting for Academic Year 2017
 Approved on October 17, 2017 at the 6th Administrative Meeting for Academic Year 2017
 Approved on November 8, 2017 at the 72nd meeting of the University Endowment Committee
 Approved on March 17, 2020 at the 13th Administrative Meeting for Academic Year 2019
 Approved on March 17, 2020 at the 87th meeting of the University Endowment Committee
 Approved on April 11, 2023 at the 12nd Administrative Meeting for Academic Year 2022
 Approved on May 18, 2023 at the 103rd meeting of the University Endowment Committee

- I. For the purpose of broadening the international perspective of students and increasing international academic exchanges, National Ilan University (hereinafter referred to as **“the University”** or **“NIU”**), has formulated these Payment Management Guidelines for Self-Financed International Students (hereinafter referred to as **“self-pay students”**) Pursuing Short-Term Study at National Ilan University (hereinafter referred to as **“the Guidelines”**) in accordance with the National University Endowment Fund Establishment Act.

- II. The duration of “short-term study” for self-pay students is defined as less than 6 months. Self-pay students comprise the following:
 - (1) Students nominated by an overseas school that has already signed an academic exchange agreement, student exchange agreement, self-financing study agreement, or a memorandum of understanding with the University;
 - (2) The Reference List of Foreign Universities which includes the list of foreign academic institutions are accredited by the foreign government concerned or foreign accreditation agencies.

- III. The self-pay student fee schedule and NIU payment standards are as follows:

Item \ Standard	Course Credit Cost		Administrative Fee Per Semester	Remarks
Courses (Charged as elective course)	Undergraduate Courses	NT\$2,500 per course credit	NT\$5,000	30% of the total payment will be allocated to the NIU administrative endowment fund; 15% of the total payment will be allocated to the Office of International Affairs; 55% of the total payment will be distributed to the student's
	Master's program, Master of Business Administration (excluding EMBA)	NT\$5,800 per course credit	NT\$5,000	
	Executive Master of Business Administration (EMBA) in the College of Humanities and	NT\$7,500 per course credit	NT\$5,000	

	Management		respective college.
no coursework	<2 months	NT\$10,000	30% of the total payment will be allocated to the NIU administrative endowment fund; 15% of the total payment will be allocated to the Office of International Affairs; 55% of the total payment will be distributed to the student's respective college.
	2 months to 1 semester	NT\$4,500	Two-thirds of the total payment will be allocated to the NIU administrative endowment fund; One third of the total payment will be allocated to the Office of International Affairs.
Residence fee, computer fee, insurance fee	<ol style="list-style-type: none"> 1. Student shall make payment according to the University's standard fee or according to actual fee. 2. For students staying for less than 2 months, the dormitory fee is NT\$160 a day per person. 		
Fees related to the application of entry and exit permits / visas to Taiwan	Student is responsible for paying all relevant fees.		

IV. The expense of the distributed fee must be administered by the competent authority and must be used for one of the following purposes related to international exchange and development:

- (1) Tutoring stipend (must be international student's current instructor);
- (2) Educational and/or life counseling fees for international students;
- (3) Stipend for student exchange programs or short-term exchanges;
- (4) Fees related to visits from international scholars;
- (5) Fees for transportation to/from airport; cultural exchange activities; and administrative tasks.

- V. The total payment will be distributed to the student's respective college. The college will then distribute the funds to each department based on the number of self-pay students. The distribution standard for tutoring is as follows:
1. Undergraduate courses: NT\$800 × number of students × number of credits
 2. Master's program, Master of Business Administration (not including EMBA): NT\$1,900 × number of students × number of credits
 3. EMBA: NT\$2,500 × number of students × number of credits
 4. Courses with 0 credits are charged by course hour.
- VI. For matters not covered in these Guidelines, please refer to agreements and relevant regulations of the University.
- VII. These Guidelines will be promulgated after approved at the NIU Administrative Meeting and by the University Endowment Committee.