

Required Documents

- A. Applicants should register online first, and use email as user account.
<https://eportal.cjcu.edu.tw/OSIS>
- B. All required documents shall be uploaded in PDF files, except for the photo which shall be in JPG format. Each document shall not be larger than 2MB. Applicants are to upload each of the documents to its respective field. Only one file for each field is accepted. Thus, if applicants have multiple files for a particular field, applicants will need to combine them into one file first before loading. Applicants should ensure that all files are back up, as the application documents will be not returned regardless of admission status. Late, ineligible or incomplete applications will not be processed.
- C. Checklist

No.	Item	Tick
1	Online Application Form (https://eportal.cjcu.edu.tw/OSIS)	
2	2-inch photo with white background (JPG file)	
3	Verification of nationality or copy of valid passport. <ul style="list-style-type: none"> ● Certificate of Nationality Renouncement of Republic of China (if applicable): Required for applicants who once held nationality of the Republic of China. Applicants must have renounced their nationality for at least 8 years from the date of the certificate to the first day of Fall Semester 2024 or Spring Semester 2025. ● If you are already in Taiwan, please provide valid ARC/VISA and passport. 	
4	The highest degree diploma verified with official stamps by the R.O.C. embassies, consulates, or missions abroad or by other notary institutes authorized by the Ministry of Foreign Affairs, R.O.C. (For documents in languages other than Chinese or English, a Chinese or English translation should be attached; original documents are required upon registration.) <ul style="list-style-type: none"> ● If you obtained your degree in Taiwan in the previous academic system, you can directly provide the Chinese version of the graduation certificate. ● For those expecting to graduate this year and are yet to obtain their diplomas, submit a copy of the student ID card showing the year of study and the official Certificate of Expected Graduation from your current school. 	
5	The official transcripts by years verified with official stamps by the	

	<p>R.O.C. embassies, consulates, or missions abroad or by other notary institutes authorized by the Ministry of Foreign Affairs, R.O.C. (For documents in languages other than Chinese or English, a Chinese or English translation should be attached; original documents are required upon registration.)</p> <ul style="list-style-type: none"> ● If you obtained your degree in Taiwan in the previous academic system, you can directly provide the Chinese version of the transcript. 	
6	<p>An official bank statement (in Chinese or English) that indicates an account balance of more than NT\$150,000 (US\$5,000). The statement must be issued by a financial institution and cannot be older than 3 months at the time of application.</p> <ul style="list-style-type: none"> ● If the certificate is not in the name of the applicant himself/herself, a signed sponsorship letter (in Chinese or English) is required. In this sponsorship letter, the relationship between the sponsor and the applicant must be stated and the support of the applicant's expenses for the duration of the applicant's studies in Taiwan must be guaranteed. ● A scholarship awardee shall provide proof of scholarship, and he or she shall also submit a bank statement showing at least NT\$30,000 (USD 1,000). (The scholarship application form not accepted) 	
7	Language Proficiency Required by Each Department.	
8	Declaration Form for International Degree Students.	
9	Departmental Requirements: for example, Roots & Shoots Action Plan, recommendation letters or etc.	
10	Other supporting documents (not mandatory): for example, award records or etc.	