

# Guidelines on Subsidies for Mentoring Overseas Exchange Students

Approved at the 8th Executive Meeting on December 12, 2012  
Amended and approved at the 9th Executive Meeting on December 25, 2019  
Amended and approved at the 9th Executive Meeting on June 7, 2023

- I. These guidelines are formulated to provide appropriate guidance for overseas exchange students, create a friendly international learning environment and enhance the internationalization of the university.
- II. The term “overseas exchange students” in these guidelines refers to students from countries and regions outside Taiwan (including China) who are recommended by partner universities to study at the University for one semester or one academic year.
- III. Source of funds: The tuition and miscellaneous fees paid by overseas degree students are allocated as special funds. After the add/drop period of the second semester of each academic year, one half (1/2) of the said tuition and fees of that academic year (including the fall and spring semesters) shall be allocated as the funds. Nevertheless, the tuition and fees paid by students of the department/institute/program granted utilization of all their tuition and fees are excluded from the funds.
- IV. Fund allocation:  

The subsidy items and amounts shall be handled in accordance with the following provisions, and the remaining funds shall be used for promoting the internationalization by the Office of International Affairs (OIA).

  - (1) Every mentor shall receive NTD1,000 for each supervised overseas exchange student per semester, with a maximum of ten students under their supervision, in principle. The mentor shall submit an activity report before receiving the subsidy.
  - (2) The student activity fee of NTD110 per student per semester shall be paid to the mentor after submitting the activity report.
- V. Every semester after the student registration, each department/institute shall submit a list of mentors for overseas exchange students to the OIA for allocation of mentor fees. The work scope and responsibilities of mentors shall be implemented in accordance with *Guidelines on Implementation of Mentor System*.

- VI. The OIA shall use the funds for the following expenses related to internationalization development:
- (1) Hourly pay for Mandarin teachers
  - (2) Scholarships for foreign degree students
  - (3) Scholarships for student study abroad programs
  - (4) others related to internationalization
  - (5) matching funding for projects such as those from Ministry of Education or Ministry of Foreign Affairs
- VII. These guidelines are approved by the Executive Meeting and the President before implementation. Amendments to these guidelines shall follow the same procedure.