

Compilation of Reference Materials for Foreign Students (Overseas Chinese, International Students)

New Student Guide



Contact Information:

Contact Person: 胡老師 (James Hu)
, Office of Overseas Student Affairs

Contact Number: +886 2 2322-6086

WELCOME TO NTUB

1. National Taipei University of Business was established in 1917 during the Japanese Occupation Era, originally under the name "Taiwan Commercial School of the Governor's Office."
2. After several reorganizations and changes in the name, it was restructured as "National Taipei College of Business" on August 1, 2001, and further upgraded to "National Taipei University of Business" on August 1, 2014.
3. The university consists of graduate programs (master's degree), undergraduate programs (two-year and four-year programs), junior college programs (five-year programs), and continuing education division (four-year and two-year programs). Additionally, the university has an affiliated distance learning institute.

4. Colleges, Departments, and Programs

	College/ Location	Department	Department Office			
			Graduate Program	Four-year Program	Two-year Program	Junior College Program
Taipei Campus	College of Business (Wu-Yu Building, 3F)	Department of Accounting Information	Liu-Yee Building, 5F			
		Department of Finance	Wu-Yu Building, 4F			
		Department of Public Finance and Tax Administration	Wu-Yu Building, 7F			
Taipei Campus	College of Management (International Building, 6F)	Graduate Institute of Information and Decision Sciences	Administrative Building, 5F	X		
		Department of Business Administration	International Building, 6F	Wu-Yu Building, 5F		
		Department of Information Management	Administrative Building, 4F			

Taipei Campus	School of International Marketing (Wu-Yu Building, 6F)	Department of International Business	Wu-Yu Building, 2F		
		Department of Applied Foreign Languages	X	Liu-Yee Building, 3F	
		Master's Program in Law and Negotiation for Global Trade	Wu-Yu Building, 6F	X	
Taoyuan Campus	College of Innovative Design and Management (Hong-Yi Building, 5F, A520)	Master's Program in Creative Design and Management	Hong-Yi Building, 2F, A217	X	
		Department of Digital Multimedia Design	X	Hong-Yi Building, 4F, A415	X
		Department of Commercial Design and Management	X	Hong-Yi Building, 3F, A316	X
		Department of Creative Technologies and Product Design	X	Hong-Yi Building, 5F, A516	X

Enrollment/Registration Information Guide

1. Complete the registration procedures at the university on **August 3, 2026 (Monday) to August 27, 2026 (Thursday)**. (The university will be closed during the summer break.)

1.1. Enrollment Venue: No. 321, Section 1, Jinan Road, Zhongzheng District, Taipei City
(Liu-Yee, 1F, Office of Overseas Student Affairs)

Contact Number/ Person: 886-2-23226086 胡老師

E-mail: hujames@ntub.edu.tw

Contact Number/ Person: 886-2-23226058 黃老師

E-mail: huangzs@ntub.edu.tw

1.2 To assist students with a smooth registration process, new students may check in on campus early. Check-in hours have been advanced and extended to August 3–28, 2026.

2. Pre-enrollment Tasks:

- 2.1. **Upload your Data:** Prior to the registration, upload the following data to your designated Google Drive. If you haven't received the designated Google Drive folder/link for the data submission, please contact either 胡老師 or 黃老師.

	Items Needed	Note
1	Soft copy of 2x2 Photo (Taiwan Passport size with white background) *3.5cm x 4.5cm	For the use of National Health Insurance (NHI) Card and other documents
2	Passport, Student Visa	
3	– Distribution of Notice by the University Entrance Committee For Overseas Chinese Students (for Overseas Chinese Students) – Distribution of Notice by the Ministry of Education (for Five-year Program Overseas Chinese Students) – Admission/ Acceptance Letter by the University (for International Students)	
4	Graduation Certificate/ Diploma (Verification Required for Foreign Education)	
5	Financial Statement	more than US\$3000
6	Certificate of Low-Income (清寒證明)	No additional attachment required if not applicable
7	Original Copy of the Test of Chinese as a Foreign Language (TOCFL) Certificate) (Optional. Please attach if available.)	1. All overseas Chinese students from Vietnam and Indonesia, as well as all foreign students (except for

		new students in the Master's Program on Law and Negotiation for Global Trade Program), submit proof of passing level A2 or above. 2. Foreign students in the Master's programs of Business Administration and International Business submit proof of passing level B1 or above.
8	Original Copy of English Proficiency Certificate (Optional. Please attach if available.)	New students in the Master's Program on Law and Negotiation for Global Trade Program are required to submit proof of English proficiency at CEFR B2 level or above.
9	Taiwan Resident Certificate	For those who have not yet obtained their residence permits, they can complete the application after the school year starts and submit it later
10	Bank Account (Preferably Chunghwa Post)	

- 2.2. **Log into the NTUB Student System:** (<https://ntcbadm2.ntub.edu.tw/login.aspx>) Enter the new student information form. The username is your passport number.

3. Upon the Enrollment:

- 3.1. **Submission of Documents:** Make sure to have the following documents ready for the enrollment/ registration procedure.

	Items Needed	Note
1	- Original Notice by the University Entrance Committee For Overseas Chinese Students (for Overseas Chinese Students) - Original Notice by the Ministry of Education (for Five-year Program Overseas Chinese Students) - Original Admission/ Acceptance Letter by the University (for International Students)	Original Document will be returned after verification
2	2x2 Photo (Write your name and department on the back)	

3	Original Copy of the Test of Chinese as a Foreign Language (TOCFL) Certificate) (Optional. Please attach if available.)	1. All overseas Chinese students from Vietnam and Indonesia, as well as all foreign students (except for new students in the Master's Program on Law and Negotiation for Global Trade Program), submit proof of passing level A2 or above. 2. Foreign students in the Master's programs of Business Administration and International Business submit proof of passing level B1 or above. 3. Original documents will be returned after verification.
4	Original Copy of English Proficiency Certificate (Optional. Please attach if available.)	1. New students in the Master's Program on Law and Negotiation for Global Trade Program are required to submit proof of English proficiency at CEFR B2 level or above. 2. Original documents will be returned after verification.
5	Original Passport	Original Document will be returned after verification.
6	Original Copy of Graduate Certificate/ Diploma (Verification Required for Foreign Education)	Original Document will be returned after verification.

3.2. **Payment of Tuition and Dormitory Fees:** Refer to the table below to estimate your tuition fees and living expenses, and prepare sufficient money when coming to Taiwan. (<https://acad.ntub.edu.tw/p/404-1004-55963.php?Lang=zh-tw>)

(1) Graduate Program, Master's Degree Tuition Fee

Item	Cost (New Taiwan Dollar, NTD)
Tuition Fee	- Overseas Chinese Students: 25,000-30,000NTD/semester - International Students: 47,000-60,000NTD/semester
Dormitory Fee	Dormitory for Taipei Campus - Two people room: 6,000NTD/month + *6 months + 3,800NTD deposit fee= 39,800NTD - Four people room: 3,800NTD/month + *6 months + 3,800NTD deposit fee= 26,600NTD Dormitory for Taoyuan Campus 9,900NTD/semester + 1,000NTD deposit fee= 10,900NTD
Computer Usage Fee	- Taipei Campus: 400NTD/semester - Taoyuan Campus: 600NTD/semester
Student Safety Insurance	235NTD/semester
National Health Insurance (NHI)	4,956NTD/6 months
Books	Depending on the department's requirements
Note	- Payment should be made in New Taiwan Dollar upon enrollment <u>Health insurance fees for Overseas Chinese Students depend on whether they provide Certificate of Low-Income</u>

(2) Undergraduate Program (Two-year and Four-year Program) Tuition Fee :

Item	Cost (New Taiwan Dollar, NTD)
Tuition Fee	- Overseas Chinese Students: 24,000-25,000NTD/semester - International Students: 44,000-52,000NTD/semester
Dormitory Fee	Dormitory for Taipei Campus - Two people room: 6,000NTD/month + *6 months + 3,800NTD deposit fee= 39,800NTD - Four people room: 3,800NTD/month + *6 months + 3,800NTD deposit fee= 26,600NTD

	Dormitory for Taoyuan Campus – 9,900NTD/semester + 1,000NTD deposit fee= 10,900NTD
Computer Usage Fee	– Taipei Campus: 400NTD/semester – Taoyuan Campus: 600NTD/semester
Student Safety Insurance	235NTD/semester
National Health Insurance (NHI)	4,956NTD/6 months
Books	Depending on the department's requirements
Note	– Payment should be made in New Taiwan Dollar upon enrollment – <u>Health insurance fees for Overseas Chinese Students depend on whether they provide proof of financial need</u>

(3) Living Expenses

Food/M meal Expenses : Approximately 6,000NTD to 8,000NTD per month

Off-Campus Housing/Rental Expenses :

Housing Type	Estimated Rental Cost per Month (NTD)
Standard apartment (Three bedrooms, unfurnished)	25,000NTD
Single room (with private bathroom)	9,000 - 14,000NTD
Single room (with shared bathroom)	5,000 - 8,000NTD

*Excluding water, electricity, and internet fees, as well as gas fees, usually requiring a deposit of 1-3 months.

Other additional expenses: Insurance, Books, Daily necessities, Transportation, and Utilities (water and electricity) amount to approximately 6,000NTD to 8,000NTD per month

Schedule for this Semester (Important Dates to Remember)

Campus	日期	項目
Taipei Campus	115.08.24~08.27	New Student Enrollment Period (To assist students with a smooth registration process, new students may check in on campus early. Check-in hours have been advanced and extended to August 3–28, 2026.)
	115.09.02	Orientation for New Foreign Students
	115.09.04	University Freshmen Opening Ceremony
	115.09.06	New Student Health Examination
	115.09.07	Official Start of Classes
	115.09.07~09.12	Third Phase of Online Course Enlistment
	115.09.17	Foreign Students Get-Together
Taoyuan Campus	115.08.24~08.27	New Student Enrollment Period (To assist students with a smooth registration process, new students may check in on campus early. Check-in hours have been advanced and extended to August 3–28, 2026.)
	115.09.03	Orientation for New Foreign Students
	115.09.04	University Freshmen Opening Ceremony
	115.09.07	Official Start of Classes
	115.09.07	Taoyuan Campus- New Student Health Examination
	115.09.07~09.12	Third Phase of Online Course Enlistment
	115.09.18	Foreign Students Get-Together

Curriculum, Courses, Enlistment

Curriculum: Before the start of the semester, each department will add the general courses into your course selection system. Please refer to the following links for more course details:

(a) Course Subject List Inquiry Website for each department and program (refer to the applicable system for the 115 academic year new students):

(<http://acad.ntub.edu.tw/p/412-1004-1718.php?Lang=zh-tw>)

(b) Class Schedule Inquiry Website:

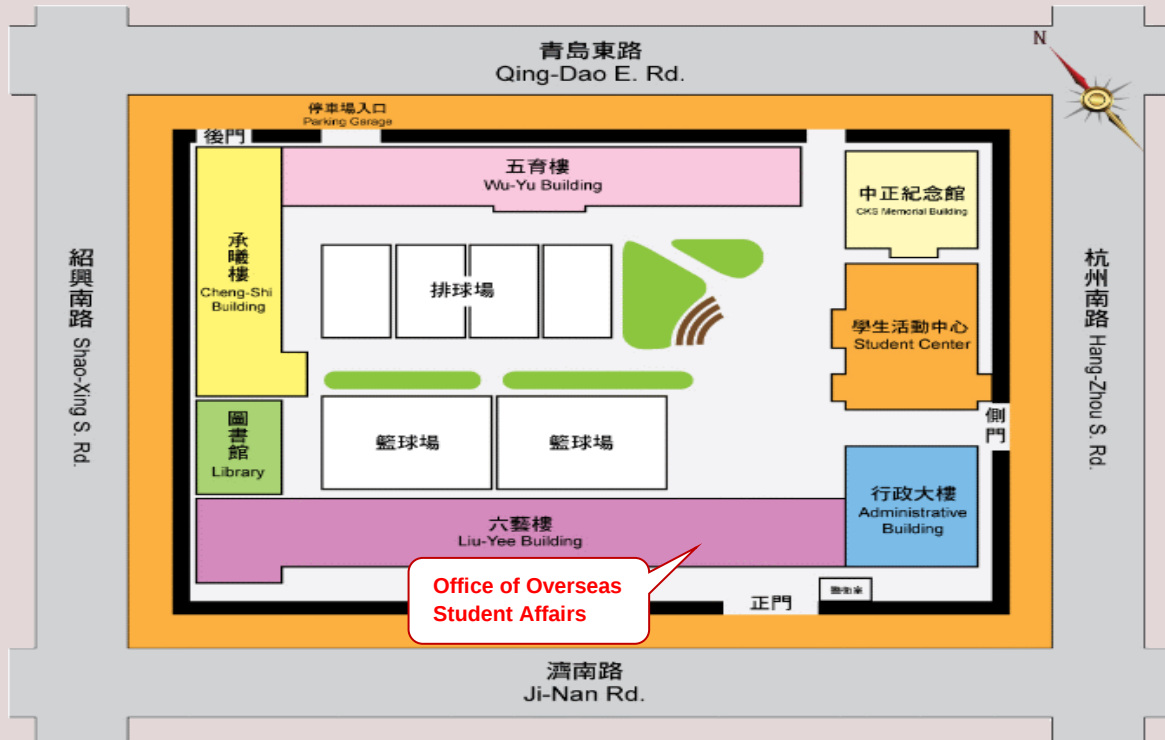
(https://ntcbadm.ntub.edu.tw/pub/cur_class.aspx)

Transportation Information

Campus Map of Taipei Campus

No. 321, Section 1, Jinan Road, Zhongzheng District, Taipei City, Taiwan

Main Hotline: +886-2-3322-2777



Campus Map of Taoyuan Campus

No. 100, Section 1, Fulong Road, Pingzhen District, Taoyuan City, Taiwan

Main Hotline: 03-450-6333

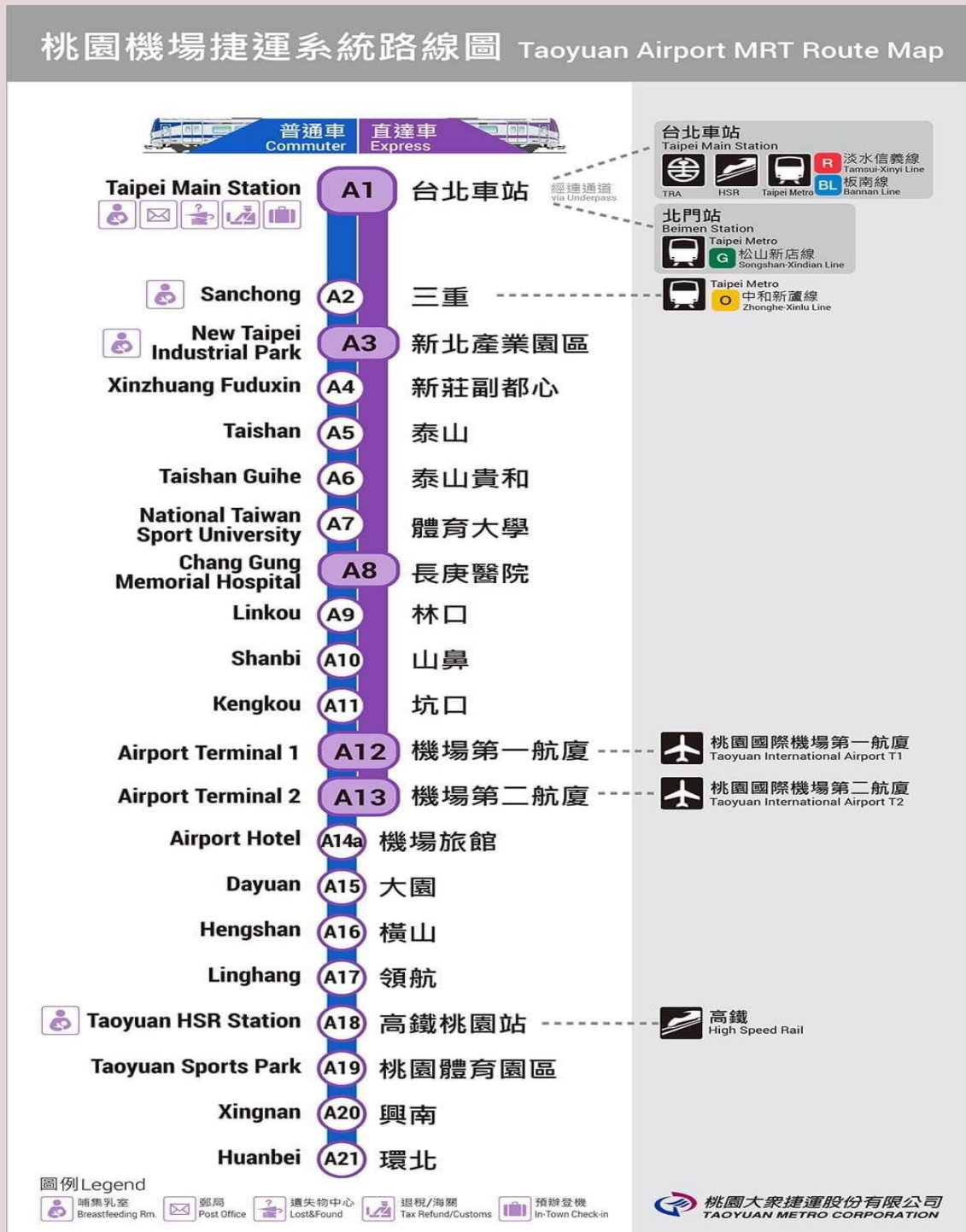


[Self-arranged Transportation Information upon Arrival]

[Public Transportation Information in Greater Taipei Area]

– Taoyuan Airport MRT

Airport Terminal 1 Station (A12) and Airport Terminal 2 Station (A13) both have direct (purple) and regular (blue) train services. Trains run approximately every 7.5 minutes (interval). Get off at Taipei Main Station (Red Line) and transfer to Taipei Metro's Blue Line, then get off at Shandao Temple Station Exit 4.



Taipei MRT Map



[Transportation Information for Taoyuan Campus]

No. 100, Section 1, Fulong Road, Pingzhen District, Taoyuan City, Taiwan



[Self-driving by car or motorcycle]

1. From Zhongli to Taoyuan Campus:
Take Exit on Jinning Road of Expressway 66, and make a right turn to reach Taoyuan Campus.
2. From Taoyuan to Taoyuan Campus:
From Taoyuan Zhonghua Road to Neili, make a left turn to Xingren Road, then continue onto Rongmin Road and make a right turn onto Huanzhong East Road Section 3. From there, make a left turn onto Jinning Road Section 2 and continue straight until Jinning Road Section 5. Cross the overpass of Expressway 66, and you will arrive at Taoyuan Campus.
3. From Longtan to Taoyuan Campus:
From Gao Yang North Road in Longtan Township, make a right turn onto Zhongyuan Road, then continue onto Zhongfeng Road-Shanglin Section and Zhongfeng Road-Zhongshan Section. Make a left turn onto Section 1, Dachang Road, and continue until Section 3, Fulong Road. Keep going straight until Section 1, Fulong Road, and you will reach Taoyuan Campus.

Please complete the data upload and fill in the required student information prior to registration.



<https://forms.gle/eKM96cks38rkzzpQ7>