

Dear Students,

The summer season begins again. Our university takes on challenges and continues to implement teaching innovation and strengthen various teaching and research software and hardware facilities. We also actively recruit outstanding teachers to improve teaching quality and overall competitiveness.

The tuition and miscellaneous fee payment deadline for the first semester of the 2021 academic year is September 6, 2021. Please make sure to settle the payment as scheduled to avoid damages to related rights due to overdue payment (In accordance with provisions stipulated in Article 41 of Feng Chia University Regulations, if you fail to settle the fee and complete the registration, you will be withdrawn from university). If you cannot pay the tuition and miscellaneous fees as scheduled for some reason, please submit a payment deferral application in accordance with Feng Chia University's tuition and miscellaneous fee payment deferral operations. If the approved tuition and miscellaneous fee payment deferral expires and the registration cannot be completed within the prescribed time limit, the student should be withdrawn.

Furthermore, in order to maintain student safety, care and assist students in need, in addition to applying for emergency relief funds from the life mentor of each department, the university also has a safety hotline (04-24517250 ext. 2222) to assist students who need help. This 24-hour service provides assistance to solve various living and safety issues in order to support the best consultation and service.

With best wishes.


Academic Affairs Office of Feng Chia University


Notice of registration for the first semester of the 2021 academic year for overseas students

This notice applies to sophomore students and above. For new students, please refer to the Feng Chia University Admission Office/Freshman Special Area.

►Important date for registration

Telephone : (04) 2451-7250

| Item | Date | Descriptions | Remarks |
|---|------|--|--|
| <p>(1) General Student Registration Payment</p> | | <p>1. Deadline for payment of tuition and miscellaneous fees:</p> <p>(1) September 6, 2021 (Freshmen of doctoral degree program, master's degree program, in-service master's degree program, transfer students from other institutions, and continuing education bachelor degree program shall pay according to the deadline of the admission notice).</p> <p>(2) For those who cannot pay within the time limit due to financial difficulties, please submit an application for payment deferral before September 6, 2021, as detailed in item (3).</p> <p>2. Instructions for downloading the payment slip (please choose one of the following two methods to pay):</p> <p>In response to the environment protection policy, payment slips will no longer be sent from the 2015 academic year onwards. Please confirm the correctness of the provided mobile phone number and E-mail. The payment reminder will be notified by SMS and E-mail.</p> <p>(1) Log in to the Taiwan Bank Tuition Portal</p> <p>i. Taiwan Bank Tuition Portal https://school.bot.com.tw</p> <p>ii. Enter (ARC number) and (student number), and click "Confirm Login"</p> <p>iii. Generate PDF payment slip</p>  <p>iv. Payment method: (The handling fee varies according to the payment method)</p> <ul style="list-style-type: none"> ● Counter: Bank of Taiwan, post office, convenience store (7-Eleven, FamilyMart, OK, Hi-Life, maximum payment limit is \$60,000) ● Transfer: ATM, credit card | <p>Finance Office: 2056 2057</p> |

| Item | Date | Descriptions | Remarks |
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| | | <ul style="list-style-type: none"> ● Use Taiwan Mobile APP to scan Taiwan Pay QR Code for payment ✳️ If you need a receipt, please log in to the website to download the receipt after payment ✳️ <p>(2) Use your smartphone to download the payment slip_e-Billing (collection bank→China Trust)</p> <p>i.Student version: MyFCU APP→e-Billing→payment slip/receipt</p> <p>ii.Parent version: Feng Chia University Home Page→Menu in the upper right corner →Parent→e-Billing→Enter (student's birthday + ARC number) or (student's birthday + student number) →payment slip/receipt</p> <p>iii.Payment method: (The handling fee varies according to the payment method)</p> <ul style="list-style-type: none"> ● Convenience store: 7-Eleven, FamilyMart, OK, Hi-Life (maximum payment limit is \$60,000) ● Transfer: ATM, credit card ● Post office: need to fill in the transfer form for payment <p> In addition to the above payment methods, overseas students can also use _Yuanta Bank School Affairs Network Online payment URL: https://reurl.cc/WdGYmx</p> <p>3. Finance Office website : http://www.accounting.fcu.edu.tw</p> | |

| Item | Date | Descriptions | | | | Remarks | | | | |
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| <p>(2) Leave of Absence and Withdrawal Refund Policy</p> | <p>Leave of Absence or Withdrawal Period</p> | <p>Fee Item</p> | <p>Tuition, miscellaneous fees and all other fees (Payment Method)</p> | <p>Course credit fees, miscellaneous fees and all other fees (Payment Method)</p> | <p>Continuing Studies Undergraduate Programs course credit fees, tuition, miscellaneous fees and all other fees</p> | <p>Finance Office: 2056 2057</p> | | | | |
| | | | | | | | <p>1.Applications received on or before September 6, 2021 (registration date)</p> | <p>Payment exemption; paid fees shall be refunded in their entirety.</p> | <p>Payment exemption; paid fees shall be refunded in their entirety.</p> | <p>Payment exemption; paid fees shall be refunded in their entirety.</p> |
| | | | | | | | <p>2.Applications received between September 13, 2021 and October 25, 2021</p> | <p>Refund: two-thirds of tuition, miscellaneous fees, and all other fees.</p> | <p>Refund: two-thirds of course credit fees, miscellaneous fees, and all other fees.</p> | <p>Refund: two-thirds of tuition (course credit fees) and all other fees.</p> |
| | | | | | | | <p>3.Applications received between October 26, 2021 and December 3, 2021</p> | <p>Refund: one-third of tuition, miscellaneous fees, and all other fees.</p> | <p>Refund: one-third of course credit fees, miscellaneous fees, and all other fees.</p> | <p>Refund: one-third of tuition (course credit fees) and all other fees.</p> |
| | | | | | | | <p>4.Applications received after December 4, 2021</p> | <p>All paid fees are non-refundable.</p> | <p>All paid fees are non-refundable.</p> | <p>All paid fees are non-refundable.</p> |
| <p>Explanation:</p> <ol style="list-style-type: none"> The refund policy is set in accordance with provisions stipulated in the Ministry of Education’s “Regulations Governing the Collection of Tuition and Miscellaneous Fees at Institutions of Higher Education.” The calculation of registration dates, class (start) dates, semesters etc. listed in the table shall be determined according to the calendar announced by the university. The “Leave of Absence or Withdrawal Period” stipulated in this policy is determined by the date that the student (or parent) officially applies to Feng Chia University’s Registration and Curriculum Section for a leave of absence or withdrawal; this date is used to determine the amount of the tuition refund. “All other fees” stipulated in this policy refers to internet/network training fees. For those applying for a leave of absence or withdrawal, if the dissertation supervision fee was paid, this item will be refunded in its entirety. When applying for a leave of absence or withdrawal refund please bring the original copy of the tuition and miscellaneous fees “Payment Receipt,” as well as the “Procedures for Leaving School Application Form,” and identification document. | | | | | | | | | | |

| Item | Date | Descriptions | Remarks |
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| (3) Payment Deferral | Application deadline: Before September 6, 2021 Settlement deadline: Before December 15, 2021 | <ol style="list-style-type: none"> Students applying for payment deferral should complete Feng Chia University Tuition and Miscellaneous Fee Payment Deferral Application Form before September 6, 2021: <ol style="list-style-type: none"> Overseas students who have various scholarships or bursaries should apply to the Office of International Affairs; After verification, please send it to the Accounting Section of the Finance Office for processing. Students who have received the above payment deferral approval should complete the payment within the time limit. If the payment is not made on schedule, it will be handled in accordance with the procedures of the tuition and miscellaneous fee payment deferral operations of Feng Chia University. | Registration and Curriculum Section: 2111 Office of International Affairs: 2498 Student payment deferral will be handled in accordance with the procedures of the tuition and miscellaneous fee payment deferral operations of Feng Chia University. |
| (4) Emergency Relief Operations | School day | <ol style="list-style-type: none"> When current students (including those taking leave of absence) have financial difficulties due to the following circumstances, they can prepare relevant supporting documents to apply for emergency relief to the College Life Guidance Section of the Student Affairs Office: <ol style="list-style-type: none"> Family unemployment. Suffer from various natural disasters. Other major incidents (including hospitalization for more than seven days, parents' death, major injury and illness). By written application. Relevant website: "Emergency Relief" on the homepage of our university's College Life Guidance Section (http://www.life.fcu.edu.tw). | College Life Guidance Section: 2223 |

| Item | Date | Descriptions | Remarks |
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| (5) Student Group Insurance | Apply for student group insurance benefits: School day | <ol style="list-style-type: none"> 1. Insurance company payout items: <ol style="list-style-type: none"> (1) Outpatient medical expenses caused by accidents, such as car accidents, sports injuries... (2) First cancer diagnosis, burns, disability, or death. (3) Hospitalization for more than one day (including accidents or non-accident diseases) 2. Documents required to apply for student group insurance benefits: <ol style="list-style-type: none"> (1) Insurance claim application form. (2) Hospital diagnosis certificate. (3) Hospital receipt. (4) Front copy of bank passbook. (5) For bone fracture cases, X-ray discs must be attached if not hospitalized. (6) Overseas students must attach a residence permit or passport (copy). 3. Application period for student group insurance benefits: within 2 years from the date of the incident. 4. Relevant website: "Student Group Insurance" on the homepage of our university's College Life Guidance Section (http://www.life.fcu.edu.tw). | College Life Guidance Section: 2223 |
| (6) University Scholarship | September 13, 2021~ September 24, 2021 (Within 2 weeks from class start date) | <ol style="list-style-type: none"> 1. For information on university scholarships and bursaries, please refer to: https://myfcu.fcu.edu.tw MyFCU →Student Guidance →University Scholarship. 2. Please read the detailed restrictions of each award carefully before applying. After completing the online application, print out the application form, attach the relevant materials for the award, and submit them to the undertaker of the Extracurricular Activity Section within the application deadline to complete the application process. | Extracurricular Activity Section: 2246 |

| Item | Date | Descriptions | Remarks |
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| | <p>Course selection date: September 10, 2021</p> <p>Course add and drop application date: September 22-23, 2021</p> | <ol style="list-style-type: none"> In accordance with the provisions stipulated in Article 10, Paragraph 1 of Feng Chia University Regulations, students should select courses according to the course schedule, course selection calendar published by the Academic Affairs Office each semester, the rules of the Feng Chia University Student Course Selection Enforcement Standards and relevant guidelines. The student course selection calendar for the first semester of the 2021 academic year is announced on the online course selection of the Registration and Curriculum Section website. | <p>Registration and Curriculum Section: 2111</p> <p>The total number of credits is based on Feng Chia University Student Course Selection Enforcement Standards</p> |
| (7) Course Selection | <p>Course add deadline : September 23, 2021</p> | <ol style="list-style-type: none"> It is the base date for credit fee calculation and there is no refund for courses dropped from the following day onwards. The Finance Office calculates the credit fees or full tuition and miscellaneous fees payable based on the results of the course add deadline on September 23, 2021: <ol style="list-style-type: none"> For students who are charged based on the credits during their studies, the credit fees due will be calculated based on the course add results. For super senior students who are charged in full tuition and miscellaneous fees during their studies, the fees will be calculated by multiplying each credit fee by the credits with elective credits below 9 credits (inclusive). Those with 10 credits or more will be charged the full tuition and miscellaneous fees. The national defense and military education training and physical education course will be charged for 2 credits. | <p>Finance Office: 2056 2057</p> <p>For credit fees and payment methods, please refer to the Tuition and Miscellaneous Fees section of the Finance Office website</p> |

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| (8) Certificate of Enrollment application | Immediately after acceptance | <ol style="list-style-type: none"> 1. Photocopy of the front and back sides of the student ID with the student status stamp of the Registration and Curriculum Section will be considered as a Certificate of Enrollment (free of charge). 2. Use the auto payment system of printing grade (on the left side of the Engineering Building, the first floor of the Information/Electrical Engineering Building, or the first floor of the Jong-Chin Building) or the Registration and Curriculum Section to apply for the Certificate of Enrollment, each NT\$10. | Registration and Curriculum Section: 2125 |
| Class start Date | September 13, 2021 | Classes begin | |