

Division of International Affairs

國際事務處



National University of Kaohsiung

國立高雄大學

INTERNATIONAL EXCHANGE STUDENT
HANDBOOK
2016~2017

◎ For admission in fall semester / spring semester ◎

www.nuk.edu.tw





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-- PREPARATION GUIDE --

Welcome to the National University of Kaohsiung!

We are delighted that you have chosen to study at NUK and look forward to hosting you in Kaohsiung. Please read carefully the following information which instructs you all the steps before and after you arrive NUK.

(Please go to <http://intro.nuk.edu.tw/01important1.htm> to read detailed information for new incoming students. To know about life at NUK, please go to <http://intro.nuk.edu.tw/life.htm>.)

★ IMPORTANT DATES 重要日程

| | Event 事件 | Fall semester | Spring semester | Page |
|----|---|-----------------------|-----------------|---------------------|
| 1. | Submit M & A Insurance Plan & Airport pick-up service application & Items Required For Health Certificate (Form C) 繳交海外醫療意外險證明、接機申請書、健康檢查表 | July. 24, 2016 | | 3-4 |
| 2. | Recommended arrival date (Kaohsiung) | Sep. 4, 2016 | | 4 |
| 3. | Course Registration 選課: (Please read "Course Registration" on Page 6-9 carefully.) | | | 6-8 |
| | -1st Online Course Selection Period: | Aug. 29- Sep. 2, 2016 | | |
| | -2nd Online Course Selection Period: | Sep. 5-9, 2016 | | |
| | -Course Drop/Add Period: | Sep. 12-22, 2016 | | |
| 4. | Exchange Student Orientation 新生說明會 -Time: 9 A.M.-12 P.M. -Location: H1-110, 人文社會科學院演講廳 H1-110, College of Humanities and Social Science -Required documents: Administration Fee: 3,000 NTD, Foreign students(外國生): copy of passport & Visa, Exchange student Handbook, Items Required For Health Certificate (Form C) Part A 陸生: 入臺許可證影本、交換生手冊、互免交換生 3,000 台幣行政費 | Sep. 8, 2016 | | 9 |
| 5. | Off-Campus Health Examination 交換生統一校外體檢 | Sep. 9, 2016 | | 9 (see Step 4) |
| | -Gathering Time & point: will announce by Email -Required documents 須帶文件: See Step 4 on P. 9. | | | |
| 5. | Exchange student registration period 註冊 | Sep. 12-23, 2016 | | 9-10 |
| 7. | Chinese Language Placement Test (for foreign exchange students only) 華語能力測驗 | Sep. 8, 2016 | | 4,9 (see Step 3) |
| | -Time: 14:30-15:00-Place:Room 106 in the College of Engineering Building 工學院 106 教室 | | | |
| 8. | Class start 開始上課 | Sep. 12, 2016 | | |



| | | | |
|----|---------------------|---------------|----|
| 9. | Deregistration 辦理離校 | January, 2017 | 12 |
|----|---------------------|---------------|----|

I. Before you arrive at NUK 入臺前準備事項

◆ VISA Application 外籍交換生簽證申請



All exchange students must apply for a valid visa in your resident country BEFORE coming to Taiwan. As there is no "Student Visa" for exchange students in Taiwan, **student whose exchange period is more than 180 days can apply for a Resident Visa or for an extendable Visitor Visa if the exchange period is less than 180 days.** Please contact the Ministry of Foreign Affairs and Republic of China (ROC) overseas missions in your country/region for the required documents and updated information.

Enclosed you can find your Certificate of Admission which will allow you to complete the visa application process at the nearest or most convenient ROC (Taiwan) Embassy in your country. A list of ROC (Taiwan) Embassies can be found at

<http://www.boca.gov.tw/lp.asp?ctNode=801&CtUnit=72&BaseDSD=18&mp=2>

In addition, it is advised to apply for a multiple entry Visitor Visa instead of a single-entry one if you plan to leave and come back to Taiwan during your exchange period. Because when you are in Taiwan, it is **IMPOSSIBLE** to change it. Please check the Ministry of Foreign Affairs' Bureau of Consular Affairs website <http://www.boca.gov.tw> for the updated information about visa regulations. If you encounter any problem with this, please contact us immediately. Please ensure that you apply for the correct visa which can cover your period of stay.

Note: Students who entered Taiwan with an extendable Visitor Visa have to change it into Resident Visa if you want to stay more than 180 days.

Place: Bureau of Consular Affairs, Ministry of Foreign Affairs before the visitor visa expiration date.

【Southern Taiwan Office, Ministry of Foreign Affairs, ROC 外交部南部辦事處】

Address: 2F, 436 Cheng Gung 1st Rd., Kaohsiung City, Taiwan, ROC 高雄市成功一路 436 號 2 樓 / Tel: +886-2-2343-2885 / Fax: +886-2-2343-2968 / Website: <http://www.boca.gov.tw>

◆ Health & Accident Insurance 海外醫療意外保險



Please note that all NUK exchange students are required to carry their own medical and accident insurance plan valid for the whole exchange period. We strongly recommend you to purchase insurance plan in your home country before your arrive in Taiwan for the entire period of your stay.

Please submit the proof of your medical and accident insurance in English or Chinese to our office (Division of International Affairs 國際事務處) before the deadline by sending e-mail to your coordinator or fax (+886 7-5919665). Even though you had insurance plan in your home country, you still need to purchase the standard student insurance plan provided for every student in NUK.



The fee is NT\$ 384 (valid for 1 semester) or 768 (valid for 2 semesters). For detailed regulations of the insurance plan, please go to <http://www.sa.nuk.edu.tw/>

◆ Pickup Service 接機服務申請



The FREE airport pick-up service for exchange students will only be offered on Sep. 4, 2016.

Other than those two days, exchange students would have to pay for the service by themselves. If you need airport pick-up service, please complete the Airport Pick-up Service Form and submit to our office before the deadline by fax it to 886-7-5916665 or e-mail it to our coordinator. The pickup time is from 10:00 A.M. and after 4:00 P.M. Therefore, students who do not arrive during this period of time will need to arrange their own airport transportation or accommodation.

◆ NUK International Buddy Program 交換生接待志工



To help exchange students settle down and acquaint them with student life in Taiwan, we will assign a NUK student volunteer to assist the students during their stay at NUK. The assistance of NUK international buddy program may include:

1. **Airport Pick-up Service:** If you fill in the Airport Pick-up Service Form and submit to us before the deadline, we may arrange your student volunteer to pick you up at the airport.
2. **Registration and other administrative issues** such as Visa and health insurance application.
3. **Other support and information concerning NUK campus life.**

◆ Chinese Language Program 外籍交換生華語課程



CLP is a special program planned for exchange students who are interested in learning Chinese or eager to improve their Chinese while studying in NUK. The cost for taking the course will be 100% waived by NUK. To apply for joining the program, please fill out the application form and submit it to the CLP by fax to +886-7-5919258 or e-mail to lc@nuk.edu.tw before the deadline. For detailed information, please see the attached “Chinese Language Program for Exchange Students.(交換生華語學習計畫)”

◆ 1st Online Course Selection 網路選課一階段初選



Online Course Selection System: <http://course.nuk.edu.tw> (Chinese)
<https://aca.nuk.edu.tw/English/login.asp> (English)



Please go to this website <http://aca2.nuk.edu.tw/Aca/NewStuQuery/Default.aspx> to get your student ID No. Please read **“Course Registration”** on page 6 carefully and follow the instructions and steps accordingly.

II. After you arrive at NUK 入臺後辦理事項

◆ Student Information at NUK 學生帳號、網路信箱

Your NUK student ID No.: W□□□□□□□□

Reader Card No.: W□□□□□□□□_0 ← Student ID No. plus double space plus “0”

NUK E-mail address : W□□□□□□□□@mail.nuk.edu.tw (The code is your student ID No.) **We will contact you or send important information through NUK students' E-mail, so please check your NUK e-mail box regularly.** (You can also set up automatically forward e-mail to your personal e-mail box, if needed.)

Please go to <http://mail.nuk.edu.tw> for entering free webmail system. For Outlook user, please set up SMTP Server(外寄) : mail.nuk.edu.tw, POP3 Server(內送) : mail.nuk.edu.tw)

◆ Housing 住宿

Not all exchange students are guaranteed to stay at the campus dorm. Those who had applied for on-campus accommodation but did not get rooms at **NUK Student Dorm(高大學生宿舍)** will be assisted to stay at **NUK Artistic Student House(高大藝術學苑)**.

【About NUK Student Dorm 高大學生宿舍】

Students must complete the check-in procedure before moving in. The official check-in date is **Sep. 3, 2016** for the spring semester. The check-in time is between 10:00 a.m. and 5:30 p.m.

- 1) Accommodation Fee: **around NT\$7,550 per semester** (not including electricity fee **NT\$400**), and it is subject to change. You will share a room with 3 roommates.
- 2) Please notice that the following items **are not included** in NUK student dorm: Meals, Mattress, Bedding, Towels, Hairdryer/Other Electronics Appliances.
- 3) About check-in and check-out

Check-in Procedure:

- STEP 1: Directly go to the DIA office or get the key from the student.
- STEP 2: Pay the fee 7,550 NTD per semester to the office

Check-out Procedure:

Officially, students are not allowed to stay longer than their exchange period and students must complete the check-out procedure before moving out. If you cannot complete the checkout procedure during office hours, you should contact administrator in advance.

- STEP 1: Bring the **Deregistration Form(離校程序單)** and **Dorm Check-Out Form(退宿申請單)** to



administrator and get an official stamp for approval.

- STEP 2: Return the room key and get your key deposit back.

4) During winter and summer vacation, dorms at NUK will be closed. Anyone wishing to stay during winter or summer vacation should contact the administrator of the dorm and to apply for accommodation at the Guidance & Counseling Section, Students Affairs Division(學務處-生活輔導組) at least 1 month in advance. **Since all rooms need to be ready for new incoming students, you will need to move to another dorm and pay an extra accommodate fee (Winter break: about NT\$50 per day · Summer break: about NT\$50 per day)** at the service counter of Local Bank(土地銀行) which is next to Cashier Division(出納組) on the 1st floor of Administration building (行政大樓) during the office hour 14:00-15:30 (Mon.~ Fri.).

【About NUK Artistic Student House 高大藝術學苑】

NUK Artistic Student House is a privately-owned dorm (not belongs to NUK). We are glad to help exchange students who had applied for on-campus accommodation but didn' t get rooms at NUK Student Dorm to reserve rooms at NUK Artistic Student House. It takes about 10 minutes to walk to NUK campus.

- 1) Accommodation fee (not including deposit **NT\$1,500**, bedding clearing fee **NT\$500** water & electricity usage):
 - Single Suite (**NT\$4,000 per month**)
 - Twin Suite (**NT\$2,500 per month**)
- 2) Exchange students should sign accommodation agreement with the House and pay accommodation fee and other fees to the owner of the House by themselves. For further information, please go to <http://artistichouse.pixnet.net/blog>.

In general, lectures and examinations are conducted in Chinese. Exchange students who do not have good knowledge of Chinese should consult the professors or instructors before registering for these courses. **Exchange students have to take at least 1 course offered by the department in which he/she enrolls. The maximum credit hours for all NUK undergraduate students (including exchange students) per semester are 25. No exception could be made.** More course information can be found online at <http://intro.nuk.edu.tw/01course03-01.htm>.

【Course Enrollment Process consists of 4 parts 選課流程】

- 1st Online Course Selection Period
- 2nd Online Course Selection Period
- Course Drop/Add Period
- Confirm Course Selection Results Online

The whole process begins with the 1st Online Course Selection Period on **Aug. 29- Sep. 2, 2016** for the first semester. For the detailed dates concerning course registration, please refer to the



attachment NUK Academic Calendar (行事曆).

Before using the Online Course Selection System, please read “105 學年度第 1 學期網際網路選課須知” (<http://course.nuk.edu.tw/Sel/選課須知.htm>) & “選課系統操作手冊” (<http://course.nuk.edu.tw/Sel/Doc/選課系統操作手冊.doc>) carefully.

■ STEP 1: **1st Online Course Selection Period-**

Please go to the page of “學生選課系統” (<https://aca.nuk.edu.tw/English/login.asp>) and choose the item “學期課程查詢” (<http://course.nuk.edu.tw/QueryCourse/EngQueryCourse.asp>) to check courses which are offered and available for this semester. Please use your student ID number and code to log in the Online Course Selection System 學生選課系統 (<https://aca.nuk.edu.tw/English/login.asp>). To select the course, please use Course Serial Number listed on the curriculum.

步驟 1：網路選課第一階段初選-

請至學生選課系統登入你的學生證號及密碼，進入後請以課程表上科目代碼進行選課。

■ STEP 2: **2nd Online Course Selection Period-**

After the 1st Online Course Selection Period, log in the online course selection system again to find out the result. You can check if any of the courses offered are still available after the first course selection period, and select the course you would like to take. Please remember to check the course selection result on the next weekday after the period.

步驟 2：網路選課第二階段初選-

第一階段、第二階段初選課程係由電腦亂數選取，請務必於該選課階段截止的下一個工作天上網查閱選課結果，並可將選課結果列印存參。

■ STEP 3: **Course Drop/Add Period-**

We strongly suggest you to go to all the classes that you wish to attend in the first two weeks and add or drop courses online. Please be aware that there is no guarantee that students will be able to enroll in all the courses they have add during this period. Please update yourself by checking news about course changes posted in the system.

步驟 3：網路選課加退選階段-

本階段退選作業所產生之缺額，學生可即時上網查詢，但不立即釋放，隔天中午 12 時統一釋放前一天退選之缺額。所選到的課程為最後結果，請密切注意學生選課系統中最新消息之課程異動資訊。查詢相關資訊請看「網際網路選課須知」。

Note: If the course is full or not available then you cannot add it to your list at this stage. Please contact the lecturer of the course to get his/her approval of adding you as an additional student to the class. After the lecturer adds your student ID number in the system, you will be able to add the course to your selection list. If you have any enquiries about course selection, please contact Curriculum Section, Division of Academic(教務處課務組)



directly (TEL:+886-7-5919564).

注意：專業課程因修課人數額滿或其他原因，無法加選時，得商請任課教師指定加選，獲任課教師同意指定加選後，同學務必自行上網選課並於加退選截止前上網確認加選之最後結果。(配合選課系統開放時間作業)。通識課程選修額滿後，原則上不接受指定加選(「中文-外僑組」除外)。如有選課上之疑問，請逕洽教務處課務組。

■ **STEP 4: Confirm Course Selection Results Online- The end of Sep/ The end of Feb**

Please go to Curriculum Section, Division of Academic(教務處課務組) to get your course selection list. It is a must that you confirm the content of the list carefully and return the list to Curriculum Section with your personal signature as a confirmation. If anything on the list needs to be corrected, please contact Curriculum Section before the deadline for this period directly. Please notice that as the exchange student, your tuition at NUK is 100% waived

步驟 4：確認選課結果-

完成加退選後，請同學親自至課務組領取由教務處統一印製的選課確認單，核對簽名後請於規定期限內送回課務組，若有錯誤，應於選課期限內親至課務組辦理，逾期概不受理。該單為正式選課資料，事關同學之權益，請務必仔細核對。

【Withdrawal From Courses Selected 棄選】：

To withdraw the courses, you should do the online application and go to Curriculum Section to apply for it no later than the deadline. Please note that the maximum courses that you are allowed to withdraw are 2. Once you withdraw a course after the Drop/Add deadline, a mark of "W" will be shown on your official academic transcript.

請同學親自至教務處課務組辦理棄選，逾期不受理。棄選至多以二科為限，且於成績單上將留有“棄選”紀錄。

- STEP 1: Please use your student ID number and code to log in the Online Course Selection System 學生選課系統(<https://aca.nuk.edu.tw/English/login.asp>). Click the item “棄選作業” and enter the courses that you wish to drop. Please print out the form and get the approval of the lecturer and the director of the department with their stamps.

步驟 1:請至學生選課系統輸入學號、密碼，點選「棄選作業」並填列棄選科目，列印申請表單經任課老師及系所主管簽章。

- STEP 2: Please submit the form to Curriculum Section.

步驟 2:完成簽章後之申請表請親自送教務處辦理。



◆ Registration Procedures 交換生註冊程序

The exchange student registration period is **Sep. 12-23, 2016** for the spring semester. You should complete STEP 1-5 of the registration procedure within these 5 days. In addition, STEP 6 must be completed during the course add/drop period. You are therefore advised to complete all the following steps to be officially registered as an NUK exchange student. Your NUK international buddy program will be very helpful in this procedure. Please take the Registration sheet(註冊程序單) to complete the following steps:

• STEP 1:

Please first report to your **department or institute (系所)** and make an appointment with your instructor. Please make sure which class you belong to. For any enquiries about courses and your class, please do not hesitate to ask the staff of the department.

• STEP 2:

Please go to the **Division of International Affairs (國際事務處)** on the 4th floor of the Administration building (行政大樓). Your **student ID card** will be issued to you immediately. In addition, you will receive a **payment notice for standard student insurance plan (NT\$384)**. Those who stay at NUK Student Dorm will receive another **sheet for accommodation fee (NT\$7,550)**. Full payment shall be made by cash during registration period (See **STEP 5**).

Please submit the Student Information Form(基本資料卡) after you fill it out.

Please submit the **copy of the passport & visa (foreign students)**. Those who will study in NUK for two semesters should submit the **copy of ARC(居留証)** afterward. (大陸交換生則請繳交入台旅行證影本)

• STEP 3 (For foreign student only 限外國生·大陸生請直接跳至 STEP 4):

Please go to **Chinese Language Center (華語中心)** on the 1st floor of the College of Engineering Building(工學院大樓). If you had applied for Chinese Language Course, you would need to confirm with CLP the exact dates of the class and placement test.

• STEP 4:

Please submit your Student Health Form(健康資料卡) to **Health Care Section(衛保組)** at the Sports & Leisure Multi-Functional Building (運健休大樓). Please complete P.1 according to your personal health condition. Health Examination Record (P.2) can only be completed by local hospital in Taiwan.

Exchange student who will stay Taiwan over half year need to do off-Campus health examination, we will arrange our school bus to take all the exchange students to Kaohsiung City Hospital. For having the health examination service, you will need to pay the examination fee NT\$ 1,000 to hospital staff on spot. Please also prepare 2 photos, and bring your resident visa or passport with you. You may not have the record immediately, please keep the receipt as a proof. Your health record will be sent to Health Care Section afterward.

本校將統一安排車輛送所有交換生至高醫進行體檢·體檢費用約 NT\$1,000·請現場繳交給醫院人員·請備妥 2 張二吋照片·並攜帶居留証(入台証)或護照供醫院人員確認身份·體檢結果將於日後寄至本校·由本校另行



通知領取。

• STEP 5:

Please take payment notices to the service counter of Local Bank(土地銀行) which is next to Cashiering Section(出納組) on the 1st floor of Administration building (行政大樓) during the office hour 14:00-15:30 (Mon.~ Fri.). Full payment shall be made by cash during registration period.

• STEP 6 (must be completed during the Course Add/Drop Period):

Please go to Curriculum Section, Division of Academic(教務處課務組) on the 2nd floor of Administration building (行政大樓) to get your course selection list after you complete online course selection.

• STEP 7:

After you have completed all the above steps and returned the registration sheet to the Division of International Affairs (國際事務處), the registration procedure is completed.

◆ Money Matters 貨幣換兌、銀行開戶



1. Currency Exchanges:

If you need to exchange foreign currencies into New Taiwan Dollars (NTD), the Kaohsiung International airport might be the most convenient place, as most banks in Kaohsiung city only exchange US dollars, Euro, Japanese Yen, and HK dollars. To exchange these currencies, please bring your passport with you. If you have other currencies, you may need to go to the head office of Taiwan Bank, where a variety of currencies is available. We also advise that you check the latest exchange rates before heading to the bank.

-Bank of Taiwan 臺灣銀行(head office, in Taipei):

<http://www.bot.com.tw/english/Pages/default.aspx>

-Land Bank 土地銀行(has a service counter on the 6th floor of Library & Information Building on NUK campus):

<http://www.landbank.com.tw/Eng/Index.aspx?EpfJdId9UuCSFXnHGuoyLA%3d%3d>

2. Using Credit Cards / Bank Cards:

Please consult your banks in your home country prior to departure whether you can use your credit cards/ bank cards to withdraw money in Taiwan, and the charge that each transaction may cause.

3. Opening an Account:

If you would like to open an account in Taiwan, please bring your Passport and Visa to a bank and ask a bank teller to fill out the forms for you. You should deposit cash at least NT\$100 in your account for the first time. It's better to get an ATM bank card, so you can use it to withdraw money from ATMs at any banks anytime. ATMs can be found on the street and inside many convenience stores in Kaohsiung. Student without visa but having an ID Number in Taiwan may bring your passport and open an account in Taiwan as well. For your convenience, Land Bank is



the choice that we recommended since it has a service counter on NUK Campus.

◆ ROC ID NUMBER 中華民國統一證號

Students who are on Visitor Visas and need to open bank accounts, or to apply for National Health Insurance (NHI), or to apply for drivers' licenses should first apply for an ROC ID Number at National Immigration Agency. Those with ARCs would automatically have the number on the certificates. This unique, life-long number is for the registration of people residing in the ROC (Taiwan), which will be used for NHI IC Cards and drivers' licenses. For more information, please go to <http://www.immigration.gov.tw/ct.asp?xItem=1090264&ctNode=30085&mp=2>.

◆ National Health Insurance 國民健康保險

Exchange students residing in Taiwan for more than four months can be enrolled in the National Health Insurance (NHI) system. **Please apply for NHI during the 4th month (not before) of your stay in Taiwan.** For students living on campus, you may go to the Nanzih District Office(楠梓區公所) to complete your enrollment procedure. (Address: No.264, Nanzihsin Rd., Nanzih District, Kaohsiung City, Taiwan R.O.C. 高雄市楠梓區楠梓新路 264 號 行政中心 2、3 樓 Tel: 07-3517120~7) The premium is around NT\$659 per month.

◆ Others 其它事項

1. Working

Exchange students are not allowed to work in Taiwan. If a student is found to be engaged in any kind of work, he/she will have to terminate the exchange study and leave the country.

2. Mobile Phone

Mobile phones and SIM cards can easily be purchased in Taiwan and there are plenty of options to choose from. You may buy a mobile phone with a number together (usually has a special price) or use your own mobile with prepaid card. You will be asked to provide your passport and residence visa for buying a new mobile service. Students without Resident Visa but having an ID Number in Taiwan may only be allowed to buy a pre-paid card. The most common phone companies include but are not limited to:

-Chunghwa Telecom 中華電信(<http://www.cht.com.tw/>),

-Taiwan Mobile 台灣大哥大(<http://www.taiwanmobile.com/>)

-Far EastTone 遠傳電信(<http://corporate.fetnet.net/>).

3. Appealing Procedure

If a student wants to counseling or appealing, he/she could directly make the statement to Student Counseling Team of Division of Student Affairs. We will need to go through the procedure for each case, please refer to :

http://www.sa.nuk.edu.tw/en_01sturoom/sturoomRegulations.asp



III. Before you leave NUK 離校前辦理事項

◆ Deregistration Procedure 離校程序

All exchange students must complete the deregistration procedure and submit **Deregistration Form(離校程序單)** to the Division of International Affairs (國際事務處) before leaving NUK. In addition, students who live on campus should complete dorm check-out procedure and submit **Dorm Check-Out Form(退宿申請單)** to administration office of NUK dorm(宿舍舍監).

We, Division of International Affairs, will send one copy of your official transcript in Chinese and English to the international office at student's home university by regular post about 2 months after the end of the exchange period. No transcripts will be mailed directly to students. For extra copies, please use the coin drop machine on the left-hand side of the Registration Section to finish your payment. Then, please take the receipt and deregistration sheet to the Registration Section, Division of Academic Affairs to get an official stamp. All the copies will be sent to the international office of your home university. (於交換計劃結束 2 個月後，本處會寄發中英文版成績單各一份至交換學生原就讀學校承辦單位，請交換學生自行與該單位取得。若另需二份以上成績單請先至教務處註冊組前投幣繳費【1 份 NT\$10】，完成後持繳費證明單及離校程序單至教務處註冊組辦理簽章。所有成績單將由本校寄發給原學校承辦人，不另寄予學生。)

-- TRANSPORTATION --

■ KAOHSIUNG INTERNATIONAL AIRPORT ⇄ NUK

高雄國際機場—高雄大學 交通往返

1. By Taxi (Fare:~NT\$800 / Travel Time: ~50 mins)

Airport -> NUK:

- (1) Roving Taxis(排班計程車): Providing immediate service. An extra surcharge of NT\$50 will be added to the fare. (Boarding Area: Curb-side of the International Terminals)
- (2) Standing Taxis(巡迴計程車): Charged by the meter.(Boarding Area: West side of International and Domestic Terminals. Near bus boarding area)

NUK -> Airport:

- (1)  www.TaiwanTaxi.com.tw **Taiwan Taxi**

Service Number : 4058-8888 (available over entire Taiwan)



Mobile Number : 55688

Website : <http://www.taiwantaxi.com.tw>

(2) [Sing Wang Taxi Call Station\(興旺無線計程車\)](#)

Service Number : 753-3333

Toll Free Number : 0800-230099

Operation Hours : 24 hrs

For more information about taxi service in Kaohsiung, please go to:

http://www.i-taiwan.nat.gov.tw/en/index.php?option=com_efenshop&view=list&cat=2&Itemid=123&limitstart=150

2. By Kaohsiung MRT高雄捷運+ shuttle bus or taxi (Fare:~NT\$70-150/ Travel Time:60-70 mins)

1. MRT Kaohsiung International Airport Station小港機場站(R4) is right in the airport. You can take MRT and get off at Nanzih Export Processing Zone Station楠梓加工區站(R19). From Exit 1, you will find a bus stop and taxi stand at your right hand side. If you take shuttle bus(紅R 56 A), you will arrive at NUK in 15-20 minutes. Shuttle bus(紅R 56B) is also an option but it will take about 30 minutes to get to NUK. If you take a taxi, you will arrive at NUK in 10 minutes.

2. You can also take shuttle bus(紅R 53 A) at Zuoying Station左營站(R16) and get off at Dashiue West Road Intersection大學西路口. For more information, please check the link <http://www.stbus.com.tw/mrtredroute53.htm>.

■TAOYUAN INTERNATIONAL AIRPORT ⇄NUK

桃園國際機場—高雄大學交通往返

If your destination or departure of your flight is at Taoyuan Int' l Airport(桃園國際機場), you will need another transportation to travel from Taoyuan to Kaohsiung. There are three choices are shown below:

1. By Taiwan High Speed Rail (THSR)台灣高鐵 (Fare: ~NT\$1455 / Travel Time: 100-120 mins)

To take THSR from Taoyuan Int' l Airport, firstly, you can take Ubus, taxi or rent a car to travel between Taoyuan Int' l Airport (桃園國際機場)and THSR Taoyuan Station(台灣高鐵桃園站) For further THSR information (online booking, timetable & fare search, etc.), please go to <http://www.thsrc.com.tw/en/?lc=en>.

(1) **Ubus** (Fare: NT\$30)

[Shuttle Service Information pdf.](#)

You can take Ubus 705 which only charges NT\$30. Every five or ten minutes will have one Ubus 705. As for buying Ubus tickets at Taoyuan Airport, the service counter is at the Arrival Greeting Hall. For buying Ubus tickets at THSR Taoyuan Station, the service counter is at the Platform 1 of bus transfer station. The service phone number is listed as following:

A. Toll-Free Number: 0800-241560 (operation hours: 24 HRs)

B. Terminal 1 counter: 03-3834779 (operation hours: 06:00-24:00)

C. Terminal 2 counter: 03-3833552 (operation hours: 06:00-24:00)

D. THSR Taoyuan Station: 0913-085-530 (operation hours: 07:00-23:45)

Ubus Station: THSR Taoyuan
Station Access:



A. THSR Taoyuan Station to Taoyuan International Airport

After buying your tickets, please follow the direction of the platform and go to the Airport Shuttle Bus. The bus stop is at the No. 5 entrance/exit. Please wait at the first or the second stop. Remember to pay attention to the time schedule of the bus. The first bus will take off at 7:00 and the last bus will be at 23:45.

B. Taoyuan International Airport to THSR Taoyuan Station (Terminal 2)

From airport to Taiwan High Speed Railway, please follow signs in the airport, and buy the ticket of Ubus at the No.6 front desk, and then wait at the first bus stop.

For more information, please check the website

<http://www.taoyuan-airport.com/chinese/high-speed-rail>.

(2) Taxi (Fare: ~NT\$700)

| Location | Service Phone | Taxi Pickup |
|-----------------------|---|--|
| Taoyuan International | Terminal I Taxis, please call (03) 398-2832 | Taxi queues are outside the Arrival Lobby of both Terminals I and II (24 hrs). Airport |



| | | |
|---------------------------------|--|--|
| Airport 桃園國際機場 | Terminal II Taxis, please call (03) 398-3599 | taxis charge according to the meter in addition to a 50% surcharge (highway tolls not included) and provide transport to anywhere in Taiwan. A night time surcharge may apply for rides after 11 pm. |
| THSR Taoyuan Station 台灣高鐵桃園站 | Taiwan Taxi (台灣大車隊): 4058-8888 Mobile number : 55688 Website : www.taiwantaxi.com.tw | Taxi queues are outside at Exit 3, Exit 4, Exit 7 |

(3) Car Rentals (Fare: ~NT\$800)

| Location | Service Phone | Service Counter |
|--------------------------------------|--|--|
| Taoyuan International Airport 桃園國際機場 | Terminal I : (03) 398-2576 (09:00 ~ 24:00) / Email: aps01@aps.com.tw | Terminal I: The Car Rental Service Counter is located in the North Side of the Arrivals Lobby. |
| | Terminal II : (03)398-2989 (24Hr) / Email: yungsing23365298@yahoo.com.tw | Terminal II: The Service Counter is located in the North Side of the Arrival Passenger Reception Area. Sheng Hong Type car Rental Co.,Ltd |
| THSR Taoyuan Station 台灣高鐵桃園站 | Service number : 0800-222-568 Website: www.car-plus.com.tw | Car-Plus(格上租車) (available over entire Taiwan) |
| | Service number : 0800-024-550 Website: www.easyrent.com.tw | Easy-Rent(和運租車) (available over entire Taiwan) |

THSR Zuoying Station ↔ TNUK --- by Taiwan Fast-Link Travel(台灣速駁) or Taxi or

Kaohsiung MRT(高雄捷運)

After arriving THSR Zuoying Station, you can take taxi (boarding area :Exit 4, Exit 5) or Taiwan Fast-Link Travel(台灣速駁) or Kaohsiung MRT(高雄捷運, at Exit 2) to your destination. For taking taxi or Kaohsiung MRT to NUK, please see the 1st page of TRANSPORTATION part to get detailed information.



Taiwan Fast-Link Travel

THSR Zuoying Stations are provided with service counter for pick-up reservation, which is offered by



Taiwan Fast-Link Travel. Passengers can reserve the pick-up service for arrival and departure via telephone. (Service number : 0809-005-006 Website : <http://www.fast-link.com.tw>)

2. By Connecting Flight 轉機

If you want to take the flight from TPE→KHH, you can search more information on the website of China Airlines <http://www.china-airlines.com.tw/ch/index.html> or call the phone number 886-7-231-5186.

3. By Taiwan Railway 臺鐵 (Fare: ~NT\$845)

To take Taiwan Railway to travel between Taipei and Kaohsiung, you can order tickets online first or buy tickets at the station. It takes at least 4 hours and 30 minutes for traveling if the train class that you take is Tze Chiang(自強號). Other train classes take about 6-7 hours for traveling.



or Taxi or Car rentals

To take Taiwan Railway from Taoyuan Intl Airport, you could take Taiwan Bus (Kuokuang Line 國光號) or Toward You Air Bus(大有巴士,west line 西線) to travel between Taoyuan Intl Airport(桃園國際機場) and Taipei Railway Station(台北車站). For buying bus tickets at Taoyuan Airport, tickets are available at Arrival Areas of both Terminals (Terminal I: on the southeast side; Terminal II: on the northeast side.) Other than that, you could also take taxi or rent a car (please see the previous page for related information).

| Location | Fare / Travel Time |
|---|--|
| Taoyuan International Airport 桃園國際機場 | Taiwan Bus Corp.(Kuokuang Line): Fare: NT\$125 / Travel Time:~50 mins / Service Hours: 05:40-24:50 |
| | Toward You Air Bus west line: Travel Time: NT\$70~90 / Fare: NT\$90 / Service Hours: 6:00-23:00 |
| Taipei Railway Station 台北車站 | Taiwan Bus Corp.(Kuokuang Line):Fare: NT\$125 / Travel Time:~50 mins / Service Hours: 05:00-23:30 |
| | Toward You Air Bus west line: Travel Time: NT\$70~90 / Fare: NT\$90 / Service Hours: 4:40-23:00 |

※ **Our Suggestion:** For your convenience, if the arrival or departure of your flight is at Taoyuan International Airport, we suggest you to take Taiwan High Speed Rail to travel between Kaohsiung and Taoyuan International Airport.



■ REFERENCE RESOURCES

- Taoyuan International Airport 桃園國際機場 (<http://www.taoyuanairport.gov.tw/>)
- Taipei Songshan Airport 松山機場 (<http://www.tsa.gov.tw/>)
- Taiwan High Speed Rail 台灣高鐵 (<http://www.thsrc.com.tw/>)
- Kaohsiung International Airport 高雄國際機場 (<http://www.kia.gov.tw/>)
- Kaohsiung MRT 高雄捷運 (<http://www.krtco.com.tw/>)

■ SURROUNDING OF NUK & Kaohsiung

■ Food

Besides the restaurants and the convenient store in the campus, the nearest areas for food are the west road (outside the College of Engineering building) and the area across the main entrance of the school.

The service hours of the restaurants are as below:

| | | |
|---------------------------|----------------|-------------|
| First General Building B1 | Mon.~Fri.週一至週五 | 07:00~20:00 |
| 第一綜合教室 B1 餐廳 | Sat.週六 | 07:00~14:00 |
| Dormitory (OA/OB) 2F | Mon.~Fri.週一至週五 | 07:00~19:30 |
| 學生第一宿舍 2F 餐廳 | Sat.週六 | 07:00~14:00 |
| College of Law 1F | Mon.~Sun.週一至週日 | 07:00~23:00 |
| convenient store | | |
| 法學院 1F 便利超商 | | |

*Notice: On Mon. to Fri. afternoon, the school restaurants will also provide meal at the Library and Information Center, College of Science, Management, and Law Buildings. The amounts of the meals are limited; please pay attention to the service hours.

貼心服務：每週一~五中午於圖書資訊館天橋下、理學院、管理學院及法學 1F 中庭，由學校餐廳提供現場便當零售服務，售完為止。

You can also take the bus(紅 R 56 A,B) to Huimin Road or Carrefour for more daily necessities. There are more delicacies in downtown Kaohsiung as well as other countryside, you can search the Internet and find out more.

Bus stops around Carrefour:

紅 R 56 A → Chungshan Senior High School

紅 R 56B → Lantian Road



You can also go to the Facebook fan page, which run by the students of school for more information.

<https://zh-tw.facebook.com/sayhitoyummyfood>

■Post Office

If you want to go to post office, you can take (紅 R 56 A,B) to Nanzih Export Processing Zone North Gate 加工區北門， and you can find a post office which will help you about the post affairs. Another choice is that you can go to Division of Central Affairs at the working time 14:00~16:30(summer/winter vacation 15:00~16:30). The division provides help like sending packages, but it is unavailable with other finance affairs.

■ATM

You can find ATMs at the Administration Building (Land Bank) and the College of Engineering Building (Land Bank & Post Office).

■Health Center

If you get hurt or feeling uncomfortable, please come to the health center and look for some help. The time schedule as below:

| Items 項目 | Service hours 衛生保健組服務時間 | | Students insurance service hours 學生團體保險服務時間 | | |
|---|---|---------------------------|--|---------------------|-------------|
| | Date/time 日期時間 | Day 日間 | Night 夜間 | Mon./Thurs. 週一、四 | Wed. 週三 |
| Semester 學期中 (Holidays not included 不含例假日) | | 8:30-17:00 | 17:00-22:00 | 12:00-13:00 | 18:00-19:00 |
| Vacations 寒暑假 (Holidays not included 不含例假日) | | 8:30-12:00 13:30-16:30 | | | |
| Service Items 服務項目 | 1. Emergency medical care/consultation 緊急傷病處理、諮詢 | | 2. Students insurance 學生團體保險理賠 | | |
| | 3. Health equipment borrowing | | | | |



| | | |
|------------------|--|--|
| | 衛生保健器材借用 | |
| Location 服務地點 | Sports and Leisure Multi-Functional Building 1F Class103 體健休大樓 1 樓 103 室衛生保健組 | |

■Library and Information Center, NUK

The Library is being very welcome among the students. Not only you can borrow the books from here, it also contains different DVDs of movies, documentaries, teaching videos, etc. The Library and Information Center provides a comfortable environment that you can enjoy reading, studying, as well as learning. The service hour is as below:

| | Semester 上課時間 | | Vacations 寒暑假期間 | |
|-------------------------------------|--------------------|-------------------|--------------------|--------------|
| | Mon.~Fri. 週一至週五 | Sat./Sun. 週六、日 | Mon.~Sat. 週一至週六 | Sun.週日 |
| Library 圖書館 | 8 : 30 ~ 22 : 00 | 8 : 30 ~ 17 : 00 | 8 : 30 ~ 17 : 00 | Closed 休館 |
| Medium Area 視聽欣賞區 | 13 : 30 ~ 21 : 30 | 12 : 30 ~ 16 : 30 | 12 : 30 ~ 16 : 30 | |
| Study Room 自修室 | 8 : 30 ~ 22 : 00 | | Unavailable 不開放 | |
| 107/108 Computer Class 電腦教室 | 8 : 30 ~ 22 : 00 | 8 : 30 ~ 17 : 00 | 8 : 30 ~ 17 : 00 | |
| | | | | |
| 備註： | | | | |
| 1.國定假日依規定休館。 | | | | |
| 2.本校期中、期末考前二週，自修室延長開放至晚上十二時，屆時另行公告。 | | | | |

For more information about the Library and other on-line resources, please check the website:

<http://licweb-e.nuk.edu.tw/bin/home.php>

If you still had other questions about school life information, please check on-line at

<http://intro.nuk.edu.tw/life.htm>



■Fun

To travel and get to know more about Kaohsiung, please make a good use of the MRT and bus system. Shopping, sight-seeing or other different plans, you can search the Internet and find out more information. For instance, Shinkuchan 新堀江 is popular among the young people, and it is full of different pop cultures; the Sanduo Shopping District 三多商圈 contains three department stores and also a movie theater 威秀影城. As for sight-seeing, The Pier-2 Art Center Siziwan 駁二藝術特區 is a new landscape in Kaohsiung. There are many different exhibitions and art works in the art center, you can also go to Siziwan 西子灣, which is near the art center. It is a famous landscape for sun-set.

For more travel information please check on-line:

Kaohsiung Official Fan Page: <https://zh-tw.facebook.com/bravo.Kaohsiung>

Kaohsiung City Government Official Page: <http://www.kcg.gov.tw/EN/Index.aspx>

Kaohsiung Travel On-line: <http://khh.travel/?l=2>

Kaohsiung MRT Official Page: <http://www.krtco.com.tw/en/index.aspx>





-- ABOUT TAIWAN --

■ General Information

Location

Taiwan's total land area is only about 36,000 square kilometers (14,400 square miles); it is shaped like a leaf that is narrow at both ends. It lies off the southeastern coast of mainland Asia, across the Taiwan Strait from Mainland China-- a solitary island on the western edge of the Pacific Ocean. To the north lies Japan; to the south is the Philippines. Many airlines fly to Taiwan, helping make it the perfect travel destination.



Taiwan lies on the western edge of the Pacific "rim of fire," and continuous tectonic movements have created majestic peaks, rolling hills and plains, basins, coastlines, and other wonders. Taiwan's tropical, sub-tropical, and temperate climates provide clear differentiation between the different seasons. There are about 18,400 species of wildlife on the island, with more than 20% belonging to rare or endangered species. Among these are the land-locked salmon, Taiwan mountain goat, Formosan rock monkey, Formosan black bear, blue magpie, Mikado Pheasant, Hsuehshan grass lizard, and many more.



Climate

Taiwan enjoys warm weather all year round. The strongest fluctuations in weather conditions are during spring and winter, while during summer and autumn the weather is relatively stable. Taiwan is extremely suitable for traveling, as the annual average temperature is a comfortable 22 degrees Celsius with lowest temperatures ranging from 12 to 17 degrees Celsius (54-63 Fahrenheit). Therefore, with the exception of a few mountain areas where some traces of snow can be found during winter, no snow can be seen throughout Taiwan. When summer is about to dismiss spring (March to May), continuously drizzling rain will sometimes fall on Taiwan. When visiting Taiwan during this period, remember to carry an umbrella at all times; because although it might seem romantic to have a stroll in the rain, it is no fun to travel when you're soaking wet. During the summer (June to August) typhoons sometimes reach the island.

■ Useful Information

Currency

The Republic of China's unit of currency is the New Taiwan Dollar (NT\$), which has five denominations in paper money and five in coins. Paper money comes in NT\$2000, NT\$1000, NT\$500, NT\$200, and NT\$100 denominations. Coins come in NT\$50, NT\$20, NT\$10, NT\$5 and NT\$1 denominations.

Foreign currencies can be exchanged at government-designated banks and hotels. Receipts are given when currency is exchanged, and must be presented in order to exchange unused NT dollars before



departure.

Major credit cards such as American Express, Master Card, Visa, and Diners Club are accepted and traveler's checks may be cashed at foreign-exchange banks, some tourist-oriented businesses, and (by room guests) most international tourist hotels. For further information about New Taiwan Dollar notes, please visit the [Central Bank of the Republic of China \(Taiwan\) website](#).

Traveler's Check

Many Taiwan's local stores do not receive Traveler's Check, therefore travelers who have Traveler's Check, please exchange for NT dollars.

Electricity

Taiwan uses electric current of 110 volts at 60 cycles, appliances from Europe, Australia or South-East Asia will need an adaptor or transformer. Many buildings have sockets with 220 volts especially for the use of air conditioners.

Telecommunications

Public phones in Taiwan are divided primarily into two types, coin and card.

The procedure for making international direct dial calls from Taiwan is as follows:

1. Dial Taiwan's international access code, 002 or 009.
2. Dial the country code of the country being called (1 for the U.S., 86 for mainland China, etc.)
3. Dial in the area code of the called party (leaving out the long-distance recognition digit, "0")
4. Dial in the number of the called party.

For operator-assisted international calls, please dial "100."

For international information, call this free number: 0800-080100.

Passport Loss

How should foreigners apply for a passport loss record and when they lose passports in Taiwan?

1. Report the lost passport to the local service centers, the airports or seaports brigades of the National Immigration Agency to get a lost passport report certificate.
2. Take the passport loss report certificate to their nation's embassies, consulates (or representative offices) in Taiwan to apply for a new passport or the travel documents.
3. After receiving new passports or the travel documents, go to the local service center of National Immigration Agency to apply for exit permits
4. Present the traveler exit registration list plus the new passport or travel documents to inspectors at airports when leaving Taiwan.

For more information, please go to: <http://www.boca.gov.tw/ct.asp?xItem=1301&CtNode=767&mp=2>