

Application Procedure

步驟 STEP	說明 Explanations	連結 Link
1 下載簡章 Download the Admission Brochure	線上申請前請先詳閱簡章。 Please read the admission brochure carefully before application online.	
2 確認外國學生申請資格及申請系所 Check International Student Eligibility and Programs of Study	請先確認您的身分符合外國學生申請資格，再確認欲申請就讀之系所。 Please make sure that you are eligible to apply as an international student. Then, confirm the program(s) for which you intend to apply. <ol style="list-style-type: none">申請資格及系所請至簡章第 1-6 頁查詢。 See page 1-6 of the brochure for the eligibility and study programs.申請人至多可同時申請 2 個班別。 Applicant can apply for a maximum of two degree programs at the same time.	
3 準備應繳文件 Prepare Required Materials	<ol style="list-style-type: none">準備申請所需文件，並檢查您欲申請之系所是否須另外繳交資料。 Prepare all required documents and check if additional materials are required by the program(s) you intend to apply for.應繳資料請至簡章第 9-10 及 20-54 頁查詢。 See page 9-10 and 20-54 of the brochure for the required materials.	
4 線上申請 Apply Online	<ol style="list-style-type: none">請至本校招生系統進行網路報名。 Apply via UTaipei online application system.建議使用 IE8、IE9 或 Firefox10.x 以上版本瀏覽器操作，勿使用平板電腦、手機，以避免報名資料遺失。 Navigators above IE8(IE9) or Firefox 10.x are commended. To prevent loss of data, please do NOT use tablet or smart phone.請確認資料無誤(通訊地址需留確定可聯絡之地址)。 Please double check your personal data, especially the mailing address.	 
5 下載申請表單 Download Application Forms	<ol style="list-style-type: none">請至招生系統點選「申請文件」→輸入「護照號碼」及「出生年月日」→列印入學申請表及檢核表。 Please click "Application Documents", enter your passport number and date of birth, then print out the application form and checklist.請於入學申請表上簽名及貼妥近期照片。 Sign the completed application form and attach a recent photograph.請於具結書及文件驗證上簽名。 Sign the declaration and deposition of admissions documents to be verified.	  

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6 繳費及上傳文件 Pay the Fee and Upload Required Materials	<ol style="list-style-type: none"> 申請費用規定請至簡章第 11 頁查詢。 See page 11 of the brochure for the application fee guidelines. 將所有應繳文件掃描成 PDF 檔，至招生系統點選「檔案上傳」→輸入「護照號碼」及「出生年月日」，再依序完成資料上傳。 Scan all the required documents, click "Upload Documents", enter your passport number and date of birth, then upload with required documents in PDF format. 考生於申請期間得隨時上網更新、補正上傳資料。 Documents may be uploaded and updated during the application period. 	<div data-bbox="1696 219 2024 403">簡章 Admission Brochure</div> <div data-bbox="1696 474 2024 658">線上申請 Apply Online</div> <div data-bbox="1696 724 2024 783">Upload documents</div>



7 審核 Admission Review	必要時通知申請人補件。 Applicants may be notified to submit additional documents when necessary.	--
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8 放榜 Admission Announcement	錄取名單公告於本校招生網頁，入學通知以 e-mail 及書面寄發。 The list of admitted students will be posted on the UTaipei website. Admission results will be notified via e-mail and post.	<div data-bbox="1696 1299 2024 1484">錄取公告 Admission Announcement</div>
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臺北市立大學 University of Taipei | 招生系統 Admission System | 北市大首頁 | 系統首頁 | 招生組：02-23113040#1152 | 系統報修：02-23817076 | Server 1

※ System recommendations

- Examinee use the browser to fill in the form, it is recommended to use the Chinese version.
- Please download the Adobe_Reader software to use the report. [Download Adobe Reader](#)
- You can use IE, Firefox, Mac, Chrome to fill out the application.

Annual enrollment	Enrollment category	Application period	線上申請 Apply Online	下載申請表 Download Application Forms
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Online Application | To Modify | Uploading documents | Application Document

上傳文件(pdf)
Upload Documents