



中信金融管理學院  
CTBC BUSINESS SCHOOL

# CTBC Business School

International Students Admission Brochure

Applicants Residing Outside Taiwan  
Applying for Academic Year 2022 Enrollment

Fall Semester - September

2022 Spring Semester - February

2023

The Office of International Affairs

No. 600, Section 3, Taijiang Boulevard, Tainan 709, Taiwan, R.O.C.

+886-6-287-0023

[iaa@office.ctbc.edu.tw](mailto:iaa@office.ctbc.edu.tw)

# Content

Admission Schedule	1
Degree Programs Open to International Students	2
Eligibility	4
Application Procedure	6
Application Documents	7
Application Results and Notice	9
Application Issues	9
Scholarship	10
Registration	11
Tuition and Costs	12
Other Issues	13
Appendix 1-Application Checklist	14
Appendix 2-Application Form	15
Appendix 3-Document Declaration	17
Appendix 4-Declaration of Usage for the Collected Personal Information Obtained from Admission Application Candidates	18

## Admission Schedule

### Fall Semester

Round	Application Submission	Notification of Admission Result
First Round	November 15, 2021 – March 11, 2022	Late April, 2022
Second Round	March 21, 2022 – April 23, 2022	Early June, 2022
Third Round	May 02, 2022 – June 30, 2022	Late July, 2022

### Spring Semester

Application Submission	Notification of Admission Result
September 1 – November 30, 2022	Early December, 2022

### Important Notice

Foreign students who are currently studying in Taiwan will have to follow the transfer students procedure. Please contact Office of International Affairs (OIA) for more details at [iaa@office.ctbc.edu.tw](mailto:iaa@office.ctbc.edu.tw)

## Degree Programs Open to International Students

### Admission Quota

Full-Time Bachelor Program:

35 Full-Time Graduate Program:

27

### English Track Programs Open to International Students

Undergraduate Programme

Bachelor of Business Administration

This specialized BBA program is an inspiring experience to expand adaptability, individually-tailored to career goals. The degree program allows students to study two majors at the same time. That prepares students for a wide array of professional opportunities, and are a perfect fit for positions in a variety of businesses organizations. The curriculum integrates with other specialized BBA programs offering by CTBC to give students an additional collection of specialized skills that will set them apart from the crowd.

#### International Finance

Open economy has driven the integration of global economics. The formation of the international financial system that imposes the innovation and application of financial technology makes everyone a participant of the global financial market without being limited by institutional investors.

#### Financial Services Marketing

Financial services are the economic services provided by the finance industry including banks, insurance companies, stockbrokerages, investment funds, etc. Given the characteristic of financial services, this course introduces the theory of marketing, consumer behavior, related legal provisions and how they are further applied in the financial service industry.

## Postgraduate Programme

### Master of Business Administration

This two-year MBA program offers a rigorous, leadership focused application curriculum, which students can immediately apply to further their career in financial organizations and the international banking industry. Our top-rank faculty includes senior managers from CTBC Financial Holding who will help students understand the issues and methodologies essential to the advancement of knowledge in the actual banking industry and promote the innovative theory of financial operations

#### Curriculum Overview

Course Type	Curriculum Requirements	Credits
Dissertation	Three compulsory courses: Research Methodology Dissertation Seminar and Advisor Consultation Dissertation Defense and Completion	12
Compulsory	Four compulsory courses: Financial Institutions and Market Economics and Competitive Analysis AI and Fintech Operation Management and Leadership	8
Electives	A core set of classes include studies in accounting, finance, marketing, and operations, along with economics, that empower you with the knowledge necessary to lead in the modern global economy.	12

## Eligibility

### 1. Definition of International Students

- (1) An applicant should be considered as an international student if, at the time of application, he/she is a foreign national, has never held a Republic of China (ROC) passport, and does not possess overseas Chinese student status.
- (2) Those who have foreign nationality and have resided overseas (excluding Mainland China, Hong Kong, and Macau) continuously for no less than 6 years, and whose stays in Taiwan per calendar year do not exceed a total of 120 days, must fulfill one of the following requirements:
  - a. Be in possession of Taiwanese nationality at the time of application, but have never held household registration in Taiwan since birth.
  - b. Be in possession of Taiwanese nationality prior application, but ceased to possess the nationality for at least 8 years since the date on which a revocation was issued from the Ministry of the Interior.
  - c. In either of the cases as described in the preceding two paragraphs, those who have studied in Taiwan under the status of an overseas Chinese student and those who have been accepted for admission placement during the same year of the application by University Entrance Committee for Overseas Chinese Students should be excluded.
- (3) Those who once had Taiwanese nationality and applied to renounce Taiwanese nationality for at least 8 years since the date, on which a revocation was issued from the Ministry of the Interior, up to the starting date of semester.
- (4) Those who have foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, but have never held household registration in Taiwan since birth at the time of application, have resided in Hong Kong, Macau, or overseas (excluding Mainland China) continuously for no less than 6 years, and whose stays in Taiwan per calendar year do not exceed a total of 120 days.
- (5) Those who were former citizens of Mainland China and currently have foreign nationality, but have never held household registration in Taiwan since birth at the time of application, have resided overseas (excluding Mainland China, Hong Kong, and Macau) continuously for no less than 6 years, and whose stays in Taiwan per calendar year do not exceed a total of 120 days.

- (6) Those who have been selected by a foreign government, organization, school or educational/cultural group according to the Education Cooperation Framework Agreement, have not held the household registration since birth and have received the approval from the designated authorized government educational institutions.
- (7) An applicant who formerly held ROC citizenship must attach a photocopy of the Forfeited Nationality Permit Certificate or other official certificate (if applicable) issued by the Ministry of the Interior.
- (8) For other related rules about the qualification, please read “CTBC Regulations Regarding Students Undertaking Studies in Taiwan”.

R.O.C. nationality mentioned above is defined in accordance with Article 2 of Nationality Law.

According to Article 2 of the Nationality Law, a person shall have the nationality of the Republic of China under any of the conditions provided by the following subparagraphs:

- I. His/Her father or mother was a national of the Republic of China when he/she was born. The situation of mother does not apply to those who were born before February 9 (including the 9th), 1980.
- II. He/She was born after the death of his/her father or mother, and his/her father or mother was a national of the Republic of China at the time of death.
- III. He/She was born in the territory of the Republic of China, and his/her parents can't be ascertained or both were stateless persons.

## 2. Degree/Diploma

- (1) International students who have graduated from high school, college, or university recognized by Taiwan Ministry of Education can apply for admission (for more information, please visit <http://www.edu.tw/bicer/>). International students with a high school diploma from outside Taiwan are eligible to apply for undergraduate programs; international students with a bachelor's or a master's degree from outside Taiwan are eligible to apply for master's programs.
- (2) Individuals who meet the regulations stipulated in the Standards for Recognition of Equivalent Educational Level as Qualified for Entering University shall be considered to have an adequate level of education to register for the new student enrollment entrance examination.
- (3) Individuals with a degree/diploma from an institution of higher education in Hong Kong, Macau, or overseas should also meet the regulations stipulated in Article 9 of the Standards for Recognition of Equivalent Educational Level as Qualified for Entering University.

## Application Procedure

**1** Read through the Admission Brochure and make sure you are eligible to apply as an international student.

---

**2** Prepare all documents required for application.

---

**3** Submit the application documents before the deadline.  
First step. Email all the documents in PDF format to [iaa@office.ctbc.edu.tw](mailto:iaa@office.ctbc.edu.tw) Second step. Mail all the documents to  
CTBC Business School  
The Office of International Affairs (OIA)  
No. 600, Taijiang Blvd., Sec. 3rd,  
Annan Dist. Tainan 709, TAIWAN  
For students residing outside of Taiwan, it is more secure to mail your package via DHL or FedEx.  
All application documents will not be returned. Please make extra copies for yourself if needed.

---

**4** The Office of International Affairs (OIA) will send a notification email to applicants once receive the application documents via email and post.

---

**5** All the materials will be processed and submitted to the Admission Committee for review.

---

**6** The admission documents will be emailed and sent to the email address and mailing address provided by the applicants.  
Receiving admission to CTBC Business School does not guarantee the issuance of a visa. Visas must be granted by the Bureau of Consular Affairs or Overseas Missions of the Republic of China.

---

**7** Admitted student must reply Confirmation Letter of Enrollment before the deadline. Students who fail to do so will have their positions given to waitlisted Applicants.

---

## Application Documents

The application documents should be placed in the envelope in the following order. There is no need to bind or staple them together.

Based on each individual case, the University may request applicants to provide additional documents for the purposes of reviewing the applicant's qualifications and educational background.

Application Form	Fill out the application checklist and form (Appendix 1 and 2) with a recent 2-inch photo with hats removed.
Verification of Nationality	A photocopy of your passport.
Transcripts	<p>One photocopy of the transcript for all academic years issued by the applicant's home school either in Chinese or English. If the original copy is in another language other than Chinese or English, the translated copy must be notarized or stamped by applicant's home school official.</p> <p>Admitted students must submit the original copy for reviewing by the International Center on the day of enrollment.</p> <p>For verification purpose, students must provide contact information of home school registration including contact person's name, position, title, telephone number, e-mail address.</p> <p>For academic credentials from Mainland China, the Regulations Governing the Accreditation of Schools in Mainland China shall apply.</p> <p>For academic credentials from Hong Kong or Macau, the Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macau shall apply.</p> <p>Academic credentials earned at overseas Taiwanese schools or Taiwanese schools in Mainland China shall be regarded as the same as those at domestic schools with equivalent levels.</p> <p>Academic credentials referred to in the preceding two items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from schools or branches established in Mainland China by foreign institutions shall require public notarization in Mainland China and</p>

	<p>be verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan.</p>
<p>Highest Degree or Diploma</p>	<p>One photocopy of the applicant's highest degree diploma or certificate issued by the applicant's home school either in Chinese or English. If the original copy is in another language other than Chinese or English, the translated copy must be notarized or stamped by applicant's home school official.</p> <p>Admitted students must submit the original copy for reviewing by the International Center on the day of enrollment.</p> <p>For verification purpose, students must provide contact information of home school registration including contact person's name, position, title, telephone number, e-mail address.</p>
<p>Language Proficiency Certificate</p>	<p>International students wish to apply for a program that is taught in Chinese should be proficient in Chinese listening, speaking, reading, and writing; students wish to apply for a program that is taught in English should be proficient in English listening, speaking, reading, and writing. Applicants need to submit proof of language proficiency as an advantageous reference for application review.</p>
<p>Personal Statement</p>	<p>All applicants must write a personal statement and submit it with the application for admission.</p> <p>The personal statement should be a comprehensive narrative essay outlining significant aspects of your academic and personal history, particularly those that provide context for your academic achievements and educational choices.</p> <p>Content as well as form, spelling, grammar, and punctuation, will be considered. Suggested length is 750-1000 words.</p> <p>PDF: Type or write your statement on 8.5×11" white paper. Double-space your lines, and use only one side of each sheet. Print your name, the words "Personal Statement," and the date at the top of each page, and attach the pages to your application.</p>
<p>Other Supporting Documents</p>	<p>Other documents including certificate of achievements, recommendation letter, etc.</p>
<p>Document Declaration</p>	<p>Fill and sign the declaration (Appendix 3)</p>

Declaration of Usage  
for the Collected  
Personal Information  
Obtained from  
Admission Application  
Candidates

Fill and sign the declaration (Appendix 4)

## Application Results and Notice

1. A list of admitted students will be posted on the CTBC Business School website.
2. Acceptance letters and admission documents will be sent via email from the Office of International Affairs (OIA), then delivered in post mail.

## Application Issues

1. Applicant has never studied in Taiwan as an Overseas Chinese student.
2. International students applying for schools in Taiwan shall be limited to one application only. Upon completion of the course of study, at a school in Taiwan, to which an international student has applied, the student's admission to another school's academic level shall be handled in a manner identical to the admission procedures for local students. An exception is that an application for a master's degree or higher levels of graduate studies can be processed under the procedures of each individual school.
3. An international student who has completed a bachelor's degree or a higher degree in Taiwan and applies for a master's program shall enclose a graduation certification and transcript for each consecutive semester issued from the educational institutions in Taiwan.
4. According to Article 8 of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, terms and conditions for recognizing academic credentials awarded in foreign countries are as follows:
  - (1) The diploma shall be awarded by an academic institution listed in the MOE's reference list. Those not listed in the reference list shall be accredited by the foreign government concerned or foreign accreditation agencies.
  - (2) The term of study and curriculum shall be the same as those prescribed by an equivalent ROC academic institution.
5. Application procedures for international students who are transferring to CTBC from other Taiwanese universities are set in accordance with Article of the CTBC Regulations Regarding Admissions of International Students. Those who were dismissed from their previous school due to behavioral issues or a criminal law conviction cannot apply for admission. Students who were

dismissed from their previous school due to poor academic performance can transfer to CTBC only after participating in CTBC's admission examination for transfer students (held in the summer).

6. International students may not apply for continuing education bachelor's degree programs, part-time master's degree programs, or programs that are restricted to night or weekend classes. International students who have obtained legal resident status in Taiwan are exempt from this stipulation.
7. An offer of admission shall be revoked or the student shall be dismissed from CTBC if any information provided in the application or any of the supporting documents have been found to be falsified. Those who have graduated shall have their diploma revoked.
8. Application documents will not be returned for any reason. If required, please make copies for your own records.
9. The personal information of applicants is viewed by the admissions committee, and used for registration and related research purposes. For an understanding of the collection and use of personal information obtained from entrance examinations, please refer to CTBC Declaration of Usage for the Collected Personal Information Obtained from Entrance Examination.

## Scholarship

### Merit Scholarship

Full waiver of tuition fees, on-campus accommodation, and dining fees

Perspective international students must fulfill one of the following requirements

Provide official test score report to prove applicant achieves top 12.5% of national score  
Present acceptance letter of other top-tier universities and college, but eligibility will be

determined by CTBC Committee of Admission

### Academic Scholarship

Full waiver of tuition fee

Perspective international students must fulfill one of the following requirements

Participate in the national university entrance exam of country of resident, and provide official test score report to prove applicant achieves top 25% of national score

Present acceptance letter of other top-tier universities and college, but eligibility will be determined by CTBC Committee of Admission

### International Ambassador Grant

Applicant eligibility will be reviewed upon admission evaluation

International students can participate in Teaching Assistant Program for language classes, After-school Conversation Partner Program, or volunteer to help accommodating international guests from partner schools. The participating hours will be used to waive tuition, room and boarding.

## Registration

1. Admitted students with the Acceptance Letter must submit the required documents upon registration:
  - (1) Copies of each the applicant's official transcript and highest degree diploma or certificate issued by the applicant's home school either in Chinese or English, if the original copies are in another language other than Chinese or English, the translated copies must be notarized or stamped by applicant's home school official.
  - (2) Submit the original copies for reviewing by the International Center on the day of enrollment.
  - (3) For verification purpose, students must provide contact information of home school registration including contact person's name, position, title, telephone number, e-mail address.
  - (4) Students graduated from a Taiwanese university must submit diploma and transcripts in Chinese and they are not required for further authentication.
  - (5) All students are required to provide proof of personal health insurance or proof of National Health Insurance (NHI). Please be aware that personal health insurance certificate must be authenticated by the Taiwan Embassy, Consulate Office, or Taipei Economic & Culture Office in the country which the student resides.
  - (6) After arrive in Taiwan, all students are required to acquire Alien Resident Certificate (ARC) and submit a copy to the International Office of International.
  - (7) According to the Student Health Check Implementation Regulations issued by the Ministry of Education, the school will arrange a general health checkup for all newly admitted students, and the fee will be around NT\$550.
2. Scholarship qualified recipients who do not complete registration procedures will lose their admissions status, or take a leave of absence before registration or after enrollment, shall lose their scholarship. In the case of late admission, scholarships will not be reinstated.
3. Academic Year
  - Fall Semester: September to January
  - Spring Semester: February to June
4. All students should complete registration accordingly. Failure to complete registration procedure is regarded as forfeiting admitted status.

## Tuition and Costs

The following charts are for reference only. The final tuition rates and fees will be available on CTBC website

The following fees are estimated for one semester. There are five months in a semester, and two semesters in an academic year

Tuition and Fee	Bachelor	NT\$ 45,445
	Master	NT\$ 50,000
Accommodation	Two-bed	NT\$ 18,000
	Four-bed	NT\$ 9,000
	<p>Graduate international students are required to live in the dormitory for the first year, and Undergraduate international students are required to live in the dormitory for the first two years.</p> <p>Dormitory rooms have slightly different rates that are set in accordance with available facilities and the size of the room; rooms are assigned by the Office of Student Affairs.</p> <p>Students should plan on living in the dormitory for the full academic year. During the accommodation period, refunds will not be provided. In accordance with CTBC's tuition and incidental fee regulations, refunds will only be granted for leave of absences, withdrawals, suspensions, transfers, and for those suffering from an infectious disease. Dormitory fees for all other students who leave the dormitory during the academic year will not be refunded. Students who do not live in the dormitory for one academic year must make up the dormitory fee balance as prescribed in the student dormitory fee list.</p> <p>A prepaid card for air-conditioners can be purchased at NT\$500 per card.</p>	
	Dining Plan (Compulsory)	NT\$ 16,000

Insurance  
(Compulsory)

Student Insurance	Approximately NT\$ 249
International Student Medical Insurance First six months of enrollment	Overseas medical insurance valid for the first six months
National Health Insurance Begins after the seventh month of enrollment	Approximately NT\$ 1,377/ month

Overseas insurance should be certified by a Taiwan overseas representative office in the student's home country or the nearest Taiwan overseas representative office.

By government law, international students who hold an Alien Residence Certificate (ARC) and have lived in Taiwan continuously for over six months are required to join National Health Insurance (NHI). The effective date of NHI depends on the issuance date of ARC and the number of times and days overseas travel after being issued an ARC.

According to the relevant provisions of the health insurance, the Foreign Students and Overseas Chinese students who come to Taiwan to study are classified as category 6 in health insurance and charged according to the average insurance premium (currently NTD 1,377). The individual contribution is NTD 826 (60%) and the central government is NTD 551 (40%), the contribution ratio is reasonable and appropriately reduces the student's health premium burden.

## Other Issues

1. Except for diplomas issued by overseas Taiwanese schools, diplomas submitted for application review shall first be authenticated in accordance with the rules promulgated by the MOE.
2. According to regulations stipulated by the Center for Disease Control (CDC) (Department of Health, Executive Yuan), as of January 2009, those who apply for a resident visa must submit a medical report showing immunity to measles and rubella or proof of vaccination against measles and rubella. For details, please refer to the Bureau of Consular Affairs (Ministry of Foreign Affairs) website (<http://www.boca.gov.tw>).
3. According to the Tobacco Hazard Control Act, smoking is prohibited in all indoor areas on the CTBC campus. Smoking in all outdoor areas is also prohibited, except in designated smoking areas.

4. International student admissions are based on the CTBC Business School Regulations Governing International Student Admissions.
5. CTBC Business School Regulations Governing International Student Admissions are established in accordance with the Ministry of Education Regulations Regarding International Students Undertaking Studies in Taiwan. If MOE regulations are revised, the latest MOE regulations shall prevail.
6. Any application matters not stipulated here shall be handled in accordance with relevant CTBC Business School regulations or determinations of the admissions committee.

## Appendix 1. Application Checklist

Full name in Chinese (If Applicable):

---

Full name in English:

---

Required documents for application.

Please place a check mark in the space provided.

Check	Required Documents
	Application Checklist and Form (Appendix 1 and 2)
	Verification of nationality (a copy of passport)
	One recent two-inch photo within recent 3 months.
	<p>The official transcript of the highest level school which has the detailed history of the applicant's academic records.</p> <p style="padding-left: 40px;">Issued by the applicant's home school either in Chinese or English. If the original copy is in another language other than Chinese or English, the translated copy must be notarized or stamped by applicant's home school official.</p> <p style="padding-left: 40px;">Admitted students must submit the original copy for reviewing by the Office of International Affairs (OIA) on the day of enrollment.</p> <p style="padding-left: 40px;">For verification purpose, students must provide contact information of homeschool registration including contact person's name, position, title,</p>
	<p>A photocopy of the highest education diploma or equivalent academic attainment.</p> <p style="padding-left: 40px;">Issued by the applicant's home school either in Chinese or English. If the original copy is in another language other than Chinese or English, the translated copy must be notarized or stamped by applicant's home school official.</p> <p style="padding-left: 40px;">Admitted students must submit the original copy for reviewing by the International Center on the day of enrollment.</p> <p style="padding-left: 40px;">For verification purpose, students must provide contact information of homeschool registration including contact person's name, position, title,</p>
	Language Proficiency Certificate
	Personal Statement
	Other Supporting Documents
	Document Declaration (Appendix 3)
	Declaration of Usage for the Collected Personal Information Obtained from Admission Application Candidates (Appendix 4)

## Appendix 2: Application Form

### Personal Detail

Mr. Mrs. Miss Other

Gender Male Female

First Name

Date of Birth \_\_\_\_/\_\_/\_\_ (Y/M/D)

Last Name

Citizenship

Nationality

Native  
Language

### Contact Information

Mobile Number

Home Number

E-mail

Mailing Address

City

State/Province

Postal/Zip Code

Country

### Family Information

Father's name

Nationality

Mother's name

Nationality

Guardian (if applicable)

Nationality

### Education Background Information

High School

City and

Country Period

of Study Degree

Earned

University /

College City and

Country Period

of Study Degree

Earned



## Appendix 2: Application Form

### Education Background Information

Other

City and

Country    Period

of Study    Degree

Earned

Signature

Date

### Appendix 3. Document Declaration

1. I hereby attest that I am qualified to apply for admission as an international student under the “Regulations Regarding International Students Undertaking Studies in Taiwan” as promulgated by the Ministry of Education, Republic of China (R.O.C.)
2. I hereby attest that I fulfill ONE of the following conditions:
  - At the time of application, I am holding foreign nationality and have never held R.O.C. nationality. Moreover, I do not have Overseas Chinese Student status.
  - At the time of application, I am holding both foreign and R.O.C. nationalities but have never been registered as part of a household in Taiwan. Moreover, I have been living abroad continuously for more than 6 years, have never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.
  - I am holding foreign nationality and once had R.O.C. nationality but have not been registered as part of a household in Taiwan, as determined by the Ministry of Interior, for at least 8 years. I have been continuously living abroad for more than 6 years. Moreover, I have never studied as an overseas Chinese student in Taiwan and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.
  - An applicant holds foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, has never been registered as part of a household in Taiwan and, at the time of application, has resided in Hong Kong, Macau, or another foreign country for no less than 6 years.
  - An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided overseas for no less than 6 years.
3. The diploma granted by the educational institution I last attended is valid and has been awarded legally in the country where I graduated. The certificate is comparable to that which is awarded by certified schools in Taiwan.
4. All of the documents provided (including diploma, passport and other relevant documents, original or copy) are valid. Should any documents be found to be invalid or false, my admission to CTBC will be revoked, and no proof of attendance will be issued.
5. At the time of registration, admitted applicants must provide the original academic degree diploma and transcripts. If the related certificates cannot be submitted on time, the admissions offer will be revoked.
6. I hereby certify that I did not complete a high school program in the R.O.C. under international student status, and I have never been expelled from any university or college in the R.O.C.
7. If there should be any discrepancy or contradiction between the Chinese and translated English versions, the Chinese version shall prevail.

I authorize CTBC Business School to verify the information provided above. If any document is found to be false after admission, I have no objection to being deprived of registered student status.

Signature

Date

## Appendix 4.

### Declaration of Usage for the Collected Personal Information Obtained from Admission Application Candidates

1. Purpose of Collecting Personal Information: To manage entrance examination tasks and procedures; provide entrance examination results to the relevant department, college, or degree program; confirm application information; distribute and register admission information services; provide admissions-related data for statistical analysis and research; undertake administrative tasks for the enrollment of admitted students; and allocate scholarship funds.
2. Procedures for Collecting Personal Information: Personal information shall be collected from CTBC Business School's (hereinafter referred to as CTBC) entrance examination written registration form or online registration system. By completing the entrance examination registration procedures, the examination candidate consents to the use of relevant information and examination results to provide all necessary services, as well as to set up new student registration and admissions information.
3. Categories of Collected Personal Information: Full name, ID Card number (or Citizenship ID number or passport number), nationality, birthplace, birth date, gender, E-mail, educational background, mailing address, phone number, mobile phone number, emergency contact, income status, work information, marital status, proof of financial resources, and health status.
4. Period of Use for Personal Information: With the exception of specific legal requirements or provisions stipulated by central authorities that extend the time limit for preserving personal information, personal information obtained from CTBC entrance examination online registration system shall be deleted after a period of four academic years (calculated from the date of enrollment). Personal information collected from entrance examination written registration forms shall be destroyed after one year.
5. Restrictions on the Use of Personal Information:  
Only with the permission of the examination candidate will personal information obtained by CTBC utilized beyond the borders of Taiwan (including Penghu, Kinmen and Matsu). As CTBC personnel have different duties and responsibilities, system access restrictions shall be applied; only authorized personnel shall have access to the exam candidate's personal information.
6. Providing incomplete or false information may affect the candidate's examination, the follow-up review of relevant test services or the service rights and benefits of each examination candidate.
7. With the exception of information that general enrollment provisions stipulate cannot be changed, all correct personal information that requires modification may be modified online prior to the registration deadline.

8. In accordance with the regulations governing personal information, examination candidates may request to read their personal information; request to copy their personal information; request to supplement or correct their personal information; request to stop the collection, processing or use of their personal information; or request the deletion of their personal information. To exercise the aforementioned rights, examination candidates can contact the admissions committee via fax, through another written format, or by telephone (for the relevant contact method, please refer to the registration general regulations).
9. CTBC shall in accordance with relevant laws and regulations, or in accordance with the legal requirements imposed by competent authorities or a court of law, provide personal information or related data to a relevant authority or court of law.
10. If a request to stop collecting, processing or using personal information, or a request for the deletion of personal information, impedes with CTBC’s ability to carry out school-related duties or complete the objectives of data collection, or cause CTBC to violate laws and regulations or the legal requests of competent authorities, CTBC shall continue to collect, process, and use, as well as retain, personal data.

Signature

Date