

National Taiwan Normal University's 2026 Academic Year Registration Guidelines for Overseas Joint Admissions Master and PhD Students (including students from Hong Kong & Macau)

I. How to Register:

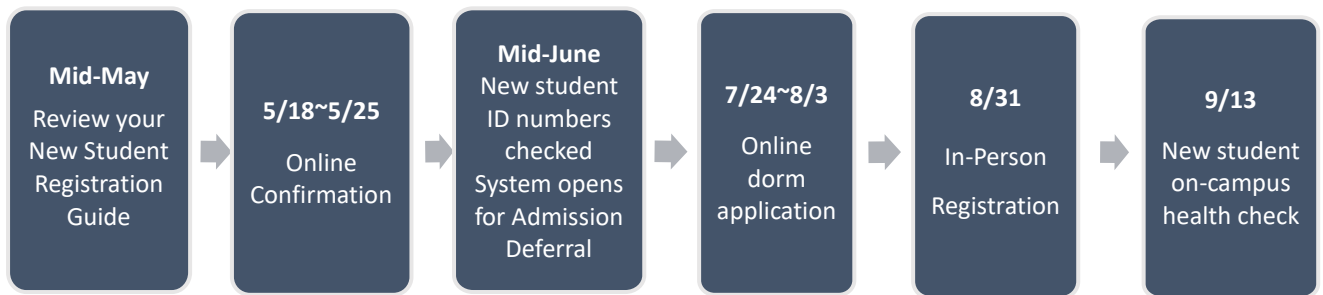
Registration is divided into two stages: **Online Confirmation** and **In-Person Registration**. Students who fail to complete the registration process shall be regarded as having voluntarily withdrawn their admission to NTNU.

For more information about the registration process, please visit the NTNU Office of Academic Affairs website: <https://www.aa.ntnu.edu.tw/?locale=en>

Homepage→**New Student Arrival**→**M.A. & Ph.D. Students**.

For further inquiries, please contact:

- Graduate Studies Division, Heping Campus: +886-2-7749-1107
- Academic Affairs Division, Gongguan Branch: +886-2-7749-6548
- Division of International Student Affairs: +886-2-7749-1278



II. Online Confirmation

1. Date: **Online confirmation is open from May 18, 2026 (Mon) 9:00am until May 25, 2026 (Mon) 17:00pm. Taiwan time.**

2. Account and Password:

Account:

Examination admission number (OCAC—Overseas Compatriot Student number) + the last 4 digits of your identification number

(The order of identification documents to be used is as follows:

- ① Taiwan-issued ID,
- ② Taiwan passport,
- ③ ID from place of residence abroad,
- ④ Passport from place of residence abroad)

Password:

The first 4 characters of the last 10 digits of your identification number + @+ your birth month and day (4 digits)

Example:

Date of birth: June 5

Examination admission number (OCAC): 123456

Identification number: 1/LKN(N)234567

→ Account: 1234564567

→ Password: N(N)@0605

3. Online Registration Requirements:

During online registration, you must upload a digital photo for your student ID. Please follow the specifications below:

(1) Photo Content and Specifications:

Please use a 2-inch color photo taken within the last two years. It should be a front-facing photo with no hat. ⚠ Do not upload casual or lifestyle photos.

- Photo dimensions: Vertical: 4.5 cm, Horizontal: 3.5 cm (excluding the border).
- The photo should be a close-up from the top of the head to the top of the shoulders. The face length (from the top of the head to the chin) should be between 3.2 cm and 3.6 cm, occupying about 70%–80% of the total photo area. (You can refer to the image on the Ministry of the Interior's National ID [website](#)).
- The portrait should be centered horizontally, with the eyes looking directly at the camera. The photo should have proper brightness, contrast, and no shadows.

(2) File Format and Naming:

- The file name should be the national ID number of your country of residence.
- File format: JPG (not JPEG).
- The resolution must be at least 300 dpi, and should not exceed 500 dpi.
- The file size should be between 100KB and 1MB.

(3) After completing the online confirmation, please print the " NTNU Student Information Record " and submit it during the in-person registration. The Student Information Record cannot be printed after the online registration deadline.

III. In-Person Registration

1. Date: **August 31, 2026 (Mon) 14:00 pm to 16:30 pm Taiwan time.**

2. Location:

(1) Heping Campus II - Union Building I Lecture Hall 202 ([No. 129, Sec. 1, Heping East Road, Taipei](#))

Required Documents:

- A. Passport: The original will be returned after verification, and two additional photocopies are required.
- B. ROC visa page, Taiwan entry and exit permit for Hong Kong and Macau residents, or residence permit for Taiwan: The original will be returned after verification, and two additional photocopies are required.
- C. Overseas Joint Admissions Program acceptance letter: The original will be returned after verification.
- D. Overseas Chinese student information form: Please fill out at <https://forms.gle/TZnkTLvQ5RFZ27Cg6>
- E. Please apply for the Overseas Community Affairs Council i Compatriot Card at: <https://forms.gle/ugm82ECpj9FvuF7Z6>
- F. If you are applying for the Overseas Community Affairs Council subsidy for National Health Insurance (NHI) for financially disadvantaged overseas students, please complete the following form: <https://forms.gle/gQsgWgtgFgFu3Xar9>

※ For on-site registration information, please check the "Overseas Chinese Student"

section on the International Affairs Office website in early April. International Affairs Office website: <https://bds.oia.ntnu.edu.tw/bds/web/ocinfo>

- (2) Graduate Studies Division, Administration Building I 2F, Heping Campus I ([No. 162, Sec. 1, Heping East Road, Taipei](#))

Required Documents:

- A. NTNU Student Information Record (Please download during the online confirmation period).
- B. **Educational Documents:**
 - i. **Taiwanese Education:** Graduation certificate (the original certificate will be returned after verification, and one copy must be submitted).
 - ii. **Hong Kong, Macau, and Foreign Education:** You must submit the original graduation certificate and transcripts for all years, [verified by a representative office of Taiwan \(Taipei Economic and Cultural Office\)](#).
 - iii. **Mainland China Education:** Please complete the notarization process in accordance with the "Regulations for the Recognition of Mainland China Education," and submit the relevant documents. For detailed verification information, please refer to the Ministry of Education's "[Mainland China University Education Verification Information Website](#)."

Points to Remember:

- In accordance with regulations of the University Entrance Committee for Overseas Chinese Students Admission Prospectus, please present your school diploma to NTNU for verification before the first day of class (September 7, 2026). Failure to do so will be considered as failing to meet qualifications for registration, resulting in your admissions being revoked. No graduation certification in the future will be accepted.
- Students from Hong Kong, Macau, and international students must have their diploma/transcript authenticated at an overseas Taipei Economic and Cultural Office by September 7, 2026. For students from the Mainland China region, the authentication process of their documents must be completed at a respective agency by September 7, 2026.
- **The diploma/transcript authentication process is lengthy; therefore, it is recommended that students start as early as possible.**

✂For male overseas Chinese holders of R.O.C. ID cards, following registration, please apply for a deferment of military service with the Division of Student Assistance in the Office of Student Affairs.

IV. Further registration details:

For more information regarding student ID number inquiry, course selection, registration fees, health checks, and dorm room application, please visit the Office of Academic Affairs homepage starting from mid-May: **Graduate Studies Division→Registration**. No further notifications regarding these topics will be made outside of this location.

V. Admission Deferral (Applications will be accepted starting from June 15, 2026)

Except in cases where deferral is not permitted by the student's department or graduate institute,

new students who have completed the registration process and wish to defer their admission to the following academic year may apply according to the rules and steps outlined in the 2026 Academic Year First Semester New Student Registration Guidelines (estimated release date: mid-May). Once their application is approved, students can enroll in the subsequent academic year, following the same rules and regulations as new students enrolling at the beginning of the academic year. Please visit the Office of Academic Affairs homepage → New Student Arrival → M.A. & Ph.D. Students to download the Deferral Request Form.

VI. Graduate Student Handbook: Office of Academic Affairs→File download →Graduate Student Handbook

VII. Health Examination for New Students:

1. New students who fail to complete a health examination will be deemed as un-enrolled; students must submit a health examination report in order to receive their student IDs.
2. Please download the "National Normal University Freshman Physical Examination Form" by yourself and bring it to the Lohas Clinic or CH Clinic for a physical examination according to the prescribed items. In addition to the health examination for overseas Chinese and foreign students applying for a residence permit, they are still required to undergo a new student health examination (because the two examination items are different).
3. Submit the physical examination report to the health center (in person or by e-mail), and it must be submitted no later than SEP 22, 2026. (e-mail: anni1954@ntnu.edu.tw by Nurse Liu). The working hours of the health centers at Heping Campus and Gongguan Campus are: Monday to Friday (8:30-17:00), with staff on duty at noon.
4. Student Health Examination Form
 - (1) Chinese ver.: 國立臺灣師範大學新生健康檢查表
 - (2) English ver.:NTNU Student Health Examination Form
5. LOHAS Clinic: <http://www.lohasclinic.com.tw/>
6. CH. Clinic: https://service.ch.com.tw/group_check/Online_Reg.aspx?tp=sh