

National Taiwan Normal University

Registration Guidelines for Graduate Students, 2026 Fall Semester

First Day of Classes (Start of the Semester): **September 7, 2026**

Academic Calendar: https://www.aa.ntnu.edu.tw/en_tw/Calender

Events to be Handled by New Students Only

	Events	For detailed information, please click the link to view.	Contact Information
<p>Required Before the start of the semester</p>	<p>Activate NTNU Portal Account</p>	<ul style="list-style-type: none"> After checking your student ID number, please activate your NTNU Portal account. After activating NTNU Portal account, students can proceed with tasks such as tuition payment and course selection. After activating the NTNU administrative account, students will have access to their personal NTNU email address (student ID@ntnu.edu.tw). All university-related messages, including important notifications for individual students, will be sent to this email address as the official communication channel. Students are advised to regularly check their inbox to avoid missing important university notifications related to their academic affairs (The forwarding function can be set up to automatically forward incoming emails to personal external accounts such as Gmail or Yahoo). <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid black; padding: 5px; background-color: #e6f2ff;">Full-time Graduate Program →</div> <div style="border: 1px solid black; padding: 5px; background-color: #e6f2ff;">Continuing Education Program \ EMBA→</div> </div>	<p>Office of Academic Affairs Graduate Studies Division 886-2-7749-1107</p>
<p>Required</p>	<p>New Student Health Examination</p>	<ol style="list-style-type: none"> The new student health examination is part of the registration procedure. Students may collect their student ID cards only after completing the health examination. Health Examination Options (Choose One) 	<p>Health Center Ms. Liu 886-2-7749-3107 anni1954@ntnu.edu.tw</p>

	Events	For detailed information, please click the link to view.	Contact Information
		<p>(1) On-Campus Health Exam</p> <ul style="list-style-type: none"> ● Please follow the schedule based on your college as listed in the “2026 Academic Year Health Examination Schedule” . ● Complete the Student Health Examination Form and Questionnaire on the Health Center website within 14 days prior to the checkup (after August 31). ● The health report will be available approximately one month after the checkup. <p>(2) Off-Campus Health Examination</p> <ul style="list-style-type: none"> ● You may undergo a checkup at a certified medical institution. The checkup must be within the past 3 months (after June 15, 2026) and must include all items listed in the university’ s health examination form. ● Please download the Student Health Examination Form in advance and bring it to your chosen medical institution for the checkup. (It is recommended to complete this before the semester begins, as it typically takes 3–4 weeks to receive the report.) ● Health examinations for employment or military service purposes cannot be used in place of the NTNU health examination. ● Submit the off-campus health report together with the NTNU Student Health Examination Form by October 8, 2026 	

	Events	For detailed information, please click the link to view.	Contact Information
		<p>to the Health Center in one of the following ways:</p> <ul style="list-style-type: none"> ■ Email: anni1954@ntnu.edu.tw (Attn: Nurse Liu) ■ In Person: During office hours at the Health Centers of the Heping I and Gongguan campuses, Monday to Friday (8:30 to 17:00, services available during lunch hours as well; During the summer, submissions can be made at the Health Centers from Monday to Thursday; on Fridays, please go to the 4th floor of the Lohas Clinic at the Heping I Campus.). <p>3. New Students Planning to Defer or Suspend Enrollment: Please do not participate in the on-campus health examination this year. You may complete the examination the following September when resuming your studies. (If you resume early in February, please schedule your own Health Examination before returning and submit the report to the Health Center.)</p> <p>4. Overseas Chinese and International Students: In addition to the health examination required for your ARC (Alien Resident Certificate), you are still required to complete the NTNU new student health examination. These two checks differ in content and are not interchangeable.</p> <p>5. After Completing the Health Examination: To receive your student ID card at the time and location announced by the Office of Academic Affairs, please present one of the following:</p>	

	Events	For detailed information, please click the link to view.	Contact Information
		<p>(1) For those who had an on-campus checkup: Health examination payment receipt.</p> <p>(2) For those who had their checkup at Lohas(樂活) or Chih-Hsin(啟新) Clinic: Health examination payment receipt.</p> <p>(3) For those who had their checkup at other off-campus institutions: Submit your health report to the Health Center and obtain a "Submission Proof of Health Report" to receive your student ID card.</p> <p>【 Physical examination instructions for freshmen → 】</p>	

Common Events for New and Current Students

	Events	For detailed information, please click the link to view.	Contact Information
After the start of the semester	Student ID	<p>Collection of Student ID Cards for New Students</p> <p>Collection Period: Starting from Monday, September 7, 2026.</p> <p>Please bring one of the following documents to collect your student ID card:</p> <ul style="list-style-type: none"> ■ Health Examination Submission Proof from the Health Center ■ On-campus Health Examination receipt ■ Lohas or Chih-Hsin Clinic Health Examination receipt <p>Location :</p> <ul style="list-style-type: none"> ■ Local Students: Department/Institute Office ■ Overseas Chinese Students, Hong Kong and Macau Students, International Students, Mainland Chinese Students: Depending on your department's campus, 	Office of Academic Affairs Graduate Studies Division 886-2-7749-1107

	Events	For detailed information, please click the link to view.	Contact Information
		<p>please collect the ID from the Graduate Studies Division at Heping Campus I or the Office of Academic Affairs at Gongguan Campus.</p> <p>To Current Students Who Have Not Yet Collected Their 4K Student ID Cards</p> <p>Please be advised that starting from the 2023-2024 academic year (112 academic year), the 4K student ID card with EasyCard functionality has been fully implemented. If you have not yet collected your new 4K student ID card, please bring your old student ID card or your enrollment certificate for the fall semester of the 2026 academic year (115 academic year) to the Graduate Studies Division (Heping Campus departments) or the Office of Academic Affairs at Gongguan Campus (Gongguan Campus departments) to collect it. If campus access privileges are still active, there is no need to replace the student ID card immediately.</p> <p>Information Regarding EasyCard Student Tickets</p> <p>The student fare discount validity period is initially set for 4 years, with an expiration date at the end of October.</p> <p>If you have not yet graduated upon expiration, please bring your student ID card to the Registration Division on the 1st floor of the Administration Building or the Office of Academic Affairs at Gongguan Campus to apply for an extension, which is valid for one year at a time.</p>	
<p>Required Before the start</p>	<p>Registration Fee Payment</p>	<ul style="list-style-type: none"> ● Pay the baseline tuition and basic credit fees, computer and network facilities fees, 	<p>Office of Academic Affairs</p>

	Events	For detailed information, please click the link to view.	Contact Information
of the semester		<p>and student group insurance fees in a single payment. Partial payments are not accepted, and failure to pay by the deadline will result in withdrawal from the university.</p> <ul style="list-style-type: none"> ● New Student Payment Period: Early August 2026 to August 14, 2026 ● Current Student Payment Period: Early August 2026 to September 7, 2026 ● Payment Methods: Full-time Master's and Doctoral Programs, Domestic students of the Online Continuing Education Master' s Program of Technological and Vocational Education, and In-service Master's Programs: Print the payment slip online . ■ Payment Channels: Post Office, CTBC Bank over-the-counter, convenience stores, ATM (including WebATM), credit card, or Taiwan Pay. ■ Important Note: Due to security protocols, if the payment page is blocked by your device's security settings, please switch to an Android or Windows-based device to complete the transaction. <p>International students of the Online Continuing Education Master' s Program of Technological and Vocational Education, and the Online Continuing Education Master' s Program of Teaching Chinese as a Foreign Language: Please log in to the NTNU Portal / Online Payment System / Online Payment and Inquiry for Overseas Students to pay online by credit card.</p> <ul style="list-style-type: none"> ● Payment Receipt: 	<p>Graduate Studies Division 886-2-7749-1107</p>

	Events	For detailed information, please click the link to view.	Contact Information
		<p>You can download and print the payment receipt yourself or contact CTBC Bank's customer service hotline at 0800-017-688 to apply for one approximately 5 working days after payment. Please keep your payment receipt or payment certificate properly.</p> <ul style="list-style-type: none"> ● Enrollment Certificate: The enrollment certificate can be printed approximately 3 to 5 working days after the payment is credited to the university. 【Tuition & Miscellaneous Charges →】 【Q&A for Tuition and Fee Payment →】 	
After the start of the semester	Credit Fee Payment	<p>Those who elect to take "Teacher Education Program" courses or "Individual Music Instruction Courses" are required to pay the credit fees or individual instruction fees separately after the course selection period ends (approximately late October). 【Tuition & Miscellaneous Charges →】</p>	
Handle according to individual circumstances.	Course Selection	<p>Before selecting courses, please be sure to read the <i>Course Selection Regulations</i> and <i>Course Selection Notes</i>. Course selection is carried out in two main phases: the preliminary selection period (which includes Stage 1, Stage 2, and the new student period for full-time programs) and the add/drop period.</p> <ul style="list-style-type: none"> ● New full-time students should select courses during the <i>new student period</i> and the <i>add/drop period</i>. ● Current full-time students should select courses during <i>Stage 1</i>, <i>Stage 2</i>, and the <i>add/drop period</i>. <p>* <i>Students who have no record of school</i></p>	<p>Office of Academic Affairs Curriculum Division Division (Please contact the person in charge according to your department.)</p>

	Events	For detailed information, please click the link to view.	Contact Information
		<p><i>attendance (it means that students who apply for retention of student status for 1-2 years of suspension in the first semester of enrollment), please select courses during the new student period.</i></p> <ul style="list-style-type: none"> ● In-service Master' s Program students (including EMBA), regardless of whether you are a new or continuing student, should select courses during the <i>preliminary selection period</i> and the <i>add/drop period</i>. <p>Please pay close attention to the course selection schedule for your program, as the dates may be different. For example, Stage 1 for full-time programs is scheduled from August 4 to August 7, while the preliminary selection period for in-service programs is from August 11 to August 17, and for EMBA programs from September 17 to September 23.</p> <p>For detailed schedules, please refer to the course selection webpage for your respective program. Late applications for course selection will not be accepted.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div data-bbox="488 1451 807 1570" style="border: 1px solid black; padding: 5px; background-color: #e6f2ff;"> <p style="text-align: center;">Full-time Graduate Program →</p> </div> <div data-bbox="820 1451 1134 1570" style="border: 1px solid black; padding: 5px; background-color: #e6f2ff;"> <p style="text-align: center;">In-service Master's Program →</p> </div> </div> <div data-bbox="488 1585 807 1664" style="border: 1px solid black; padding: 5px; background-color: #e6f2ff; margin-top: 10px;"> <p style="text-align: center;">EMBA Program →</p> </div>	
	<p>Credit Transfer</p>	<p>Credit transfer applications must be completed within the period specified in the academic calendar (see the university's academic calendar for details), and are limited to credits earned prior to enrollment. Please refer to the Office of Academic Affairs website for more information: 【Credit Transfer →】</p>	<p>Office of Academic Affairs Graduate Studies Division 886-2-7749-1107</p>

	Events	For detailed information, please click the link to view.	Contact Information
	<p>Tuition and Fees Waiver For domestic students only</p>	<p>Students with indigenous peoples status, survivors of military and civil servants, students with disabilities, children of active military personnel, students of people with disabilities, students from low-income households, students from low- and middle-income households, and children from families in hardship.</p> <p>【 Tuition and Fees Waiver Information → 】</p>	<p>Office of Student Affairs Student Services 886-2-7749-1057</p>
	<p>Disadvantaged Student Grants For domestic students only</p>	<ul style="list-style-type: none"> ● Application Period : October 1st to October 20th. ● Eligibility Requirements (must meet all of the following conditions): <ol style="list-style-type: none"> (1) Must be a domestic student holding Republic of China (Taiwan) nationality (excluding students in in-service master's programs and students extending their studies). (2) Must have a GPA of 1.7 or higher in the previous semester. (Freshmen in their first year of bachelor's or master's programs are not evaluated based on grades; students with no grades in the previous semester due to a leave of absence should upload their academic transcripts from previous years.) (3) The total annual family income must be NT\$700,000 or below (for master's and doctoral students). (4) The total interest income of the accountable family members must not exceed NT\$20,000. (5) The total value of real estate owned by the family must be NT\$6.5 million or below. 	<p>Office of Student Affairs Student Services 886-2-7749-1056</p>

	Events	For detailed information, please click the link to view.	Contact Information
		【 Disadvantaged Students Grants Information → 】	
	<p style="text-align: center;">Student Loan</p> <p style="text-align: center;">For domestic students only</p>	<p>Application Period : from August 1st until the start of classes.</p> <p>Introduction: Republic of China (Taiwan) citizens with household registration and formal student status whose total annual family income (in New Taiwan Dollars) is NT\$1.2 million or below, or above NT\$1.2 million with adult siblings and children in school or who are minors, are eligible to apply for student loans to cover tuition and miscellaneous fees (including music instruction fees), internship fees, book fees, accommodation fees, living expenses, student group insurance fees, computer and network communication usage fees, overseas study expenses, in order to alleviate financial burdens.</p> <p style="text-align: center;">【 Student Loan Information → 】</p>	<p style="text-align: center;">Office of Student Affairs Student Services 886-2-7749-1058</p>
	<p style="text-align: center;">Scholarships</p>	<ul style="list-style-type: none"> ● To encourage students to excel academically and actively participate in campus and community affairs, the university offers various awards such as the "Excellent Postgraduate Students", "Excellent Student Selection" and "Social Practice Award" to recognize exceptional performance in academics, character, and social involvement. ● To support economically disadvantaged students in pursuing their education with peace of mind, the university offers various forms of financial assistance, including the " Grant for Living Expenses", "Emergency 	<p style="text-align: center;">Office of Student Affairs Student Services 886-2-7749-1056 886-2-7749-1064</p>

	Events	For detailed information, please click the link to view.	Contact Information
		<p>Relief Fund", "Sunshine Financial Hardship Grant", "Giveback Scholarship", "Donations (Various Donor-Established Scholarships", as well as numerous external scholarships and grants, providing essential economic support.</p> <ul style="list-style-type: none"> ● Scholarships for International Students ● Scholarships for Overseas Chinese Students ● Scholarships for Local Students 	
	<p>Military Service For domestic students only</p>	<p>New students who have a valid Taiwan National ID but have yet completed their mandatory military service are required to complete this application process before the end of August to avoid being called or drafted for military service.</p> <p>【Military Service→】</p>	<p>Office of Student Affairs Student Services 886-2-7749-1064</p>
	<p>Student Group Insurance</p>	<p>Student group insurance will be added to the tuition and fees at the time of registration. If you want to opt out of the insurance, please download and fill out the Withdraw from Student Group Insurance Application Form.</p> <p>【Visit the Division of Student Services website for more details. →】</p>	<p>Office of Student Affairs Student Services 886-2-7749-1061</p>
	<p>Dorm Application</p>	<p>Please apply online within the application period, dormitory allocation will be arranged according to random computer numbers; please check online for results, payment deadlines, move-in schedule and related notes.</p> <p>【Visit Student Housing website for more details.→】</p>	<p>Office of Student Affairs Student Housing 886-2-7749-6922</p>
<p>Required</p>	<p>Student Advising System</p>	<p>Please log in to NTNU Portal→ System Applications→ Student Affairs System→ Student Advising System</p>	<p>Office of Student Affairs Student Services 886-2-7749-3155</p>

Events to be Handled by Overseas Chinese students, International students, and Mainland Chinese students Only

	Events	For detailed information, please click the link to view.	Contact Information
Required	Alien Resident Certificate	International students and overseas Chinese students must prepare the required documents within 30 days after entry, while students from Hong Kong and Macau must do so within three months after entry, and apply for the Alien Resident Certificate on the Immigration Agency's website.	
	Work Permit	International students and overseas Chinese students must first apply for a work permit if they intend to work in Taiwan, whether on-campus or off-campus.	Office of International Affairs (OIA) 886-2-7749-1281
Required	International Student Insurance	<ul style="list-style-type: none"> ● Mandatory insurance for any person who has resided in Taiwan for a period of 6 months. (Foreign nationals who with Valid ARC for Taiwan area must be registered in the National Health Insurance program upon living in Taiwan for 6 months.) ● Students who are not yet qualified for the National Health Insurance program should purchase the group medical insurance plan for foreign students provided by the Office of International Students. ● Insurance coverage for the fall semester runs from September to February of the following year. Coverage for the spring semester runs from March to August. ● Health insurance premiums are included in your tuition and miscellaneous fees statement and are paid at the time of registration. 	Overseas Chinese students 886-2-7749-1278 International students 886-2-7749-1280 Mainland Chinese students 886-2-7749-1283

	Events	For detailed information, please click the link to view.	Contact Information
International students only	In-Person Registration and Document Submission	<p>Date: August 31, 2026 (Monday), 9:00-17:00</p> <p>Venue: International Lecture Hall, Education Building, Heping Campus II (No. 129, Sec. 1, Heping East Road, Taipei)</p> <p>Please be sure to bring the required documents listed in the Registration Guidelines for New International Students provided by the Office of International Affairs (OIA).</p>	
Overseas Chinese students (including Hong Kong and Macau Students) only	In-Person Registration and Document Submission	<p>Date: August 31, 2026, 14:00 – 16:30</p> <p>Venue: Lecture Hall 202 (Heping Campus II - Union Building I) (No. 129, Sec. 1, Heping East Road, Taipei)</p> <p>Please be sure to bring the required documents for registration. (Please refer to the "Registration Guidelines for Overseas Joint Admissions Master and PhD Students (including students from Hong Kong & Macau)" for the required documents.)</p>	
Mainland Chinese students Only	In-Person Registration and Document Submission	<p>Date: September 4, 2026, 14:00 – 16:00</p> <p>Venue: International Lounge (Administration Building II 1st Floor) (No. 162, Sec. 1, Heping East Road, Taipei)</p> <p>Please be sure to bring the required documents listed in the Registration Guidelines for Mainland Chinese Students provided by the Office of International Affairs (OIA).</p>	

Digital Platform Usage Information


	Events	For detailed information, please click the link to view.	Contact Information
Must-know	Moodle e-learning	<ul style="list-style-type: none"> In Moodle, you will find resources and learning activities like your teacher's 	Office of Academic Affairs

	<p>Platform</p>	<p>course outline, curriculum schedule, learning materials, assignment guide, online discussion board, and online tests. Please follow the course schedule and learning activities arranged by your instructor.</p> <ul style="list-style-type: none"> ● Log in using your NTNU Portal account and password. <p>【Explanation of the digital learning method for the Online MA Program →】</p>	<p>NTNU Online 886-2-7749-5673 886-2-7749-5579</p>
	<p>My Library</p>	<ul style="list-style-type: none"> ● My Library: Provides access to the university's electronic resources and online services. ● First-time login requires account activation and password setup. ● When accessing electronic resources off-campus, you can authenticate directly with your My Library account and password, or set up a Proxy server. (About Remote Access) 	<p>Library Circulation and Collection Management Division 886-2-7749-5235 886-2-7749-5236</p>


Students who are unable to continue their studies

	Events	For detailed information, please click the link to view.	Contact Information
	<p>Leave of Absence/ Withdrawal of Study</p>	<p>Before the start of the semester (including the first day of the semester), if an application for a leave of absence or withdrawal from study has been submitted to the Office of Academic Affairs, no tuition or miscellaneous fees will be charged; otherwise the tuition and miscellaneous fee must be paid, then on the day the study suspension or withdrawal application is completed, a refund can be requested according to the regulations.</p> <p>【Leave of Absence, Reinstatement, and Withdrawal Section→】</p>	<p>Office of Academic Affairs Graduate Studies Division 886-2-7749-1107</p>

	Events	For detailed information, please click the link to view.	Contact Information
	<p>Deferred Enrollment for New Students</p>	<p>New students who meet the conditions specified in Article 47 of the Academic Regulations may apply for deferred enrollment before the registration deadline.</p> <p>【Deferred Enrollment Section →】</p>	

 Practical Information :



 Contact Information for Registration:



For departments at the Gongguan Campus (College of Science, Institute of Electro-Optical Engineering, Department of Sport and Kinesiology), please contact the Office of Academic Affairs at Gongguan Campus.