**Measures for the Implementation of Pre-requisite Courses for Overseas Students at Tzu Chi University**

On January 10, 106, the 65th admissions committee meeting of the 106 academic year passed the amendment

1. In order to cooperate with the international development of the school and in response to the differences in the high school system of various countries, the "Implementation Measures for the Pre-requisite Courses for Overseas Students of Tzu Chi University" has been specially formulated. Seminaries are not students with the official school status of the school.

**2. Eligibility for overseas students:**

1. Fresh graduates.

2. Graduated students.

3. International Student Status.

**3. Application materials:**

1.Application form for "Tzu Chi University Pre-requisite Course for Overseas Students".

2. Autobiography.

3. Reading plan.

4. A copy of the graduation certificate; fresh graduates do not need to attach it, but they must attach it when registering.

5. Transcripts from previous years.

6. Proof of the highest academic record (the country's national test scores).

7. Other favorable documents.

**4. Fees (according to the standards set by the school):**

1. There is no need to pay miscellaneous fees for studying credit fees.

2. The dormitory accommodation fee determined by the Academic Affairs Office.

3. Leisure (uniform) clothing fees.

4. Overseas student group health insurance premium.

**5. Operation process:**

1. Applicants should send the electronic file of application materials to the International and Cross-Strait Affairs Office of the school (hereinafter referred to as the International Office).

2. After the preliminary review of the documents, the International Office of the school will sign the application documents to the Academic Affairs Office.

3. The International Office of the admission result will notify the applicant by email and announce it.

4. The Office of Academic Affairs will send the Admission Notice and the Pre-requisite Handbook for Overseas Students.

5. The International Office will arrange all the matters concerning the admission of the pre-students to the school.

**6. Admission:**

1. At least 16 credits, including compulsory Chinese graded courses or Chinese courses for overseas Chinese students.

2. Regardless of the department, you can take elective courses across colleges and departments.

3. The grades of the courses must reach 60 points or above before the credits can be applied for after having the official student status.

4. Whether the credits are credited or not shall be determined by the department the pre-student applies for.

5. Submit the health check form.

**7. Instructor for pre-students:**

1. The dean and the international dean invite the teachers of the school to serve as pre-student tutors.

2. Tutors are required to assist and guide pre-requisite students in selecting courses.

3. Regularly care about the courses and living conditions of the advanced students.

4. Assist and care for the pre-students to apply for the next semester's formal degree students.

8. Study companions: The International Office is responsible for arranging study companions.

9. This implementation method shall be implemented after being approved by the Admissions Committee, and the same shall apply to amendments.