



國立臺東大學

NATIONAL TAITUNG UNIVERSITY

新版招生系統

考生報名操作手冊(境外學生)

Candidate Registration Operation Manual

(International/Overseas Chinese/Hong Kong &
Macao Students)

招生報名網站：<https://admission.nttu.edu.tw/>

Enrollment website: <https://admission.nttu.edu.tw/>

如您報名期間有任何問題，請來信 coia@nttu.edu.tw 洽詢。

(If you have any questions during the registration period, please email us at coia@nttu.edu.tw)

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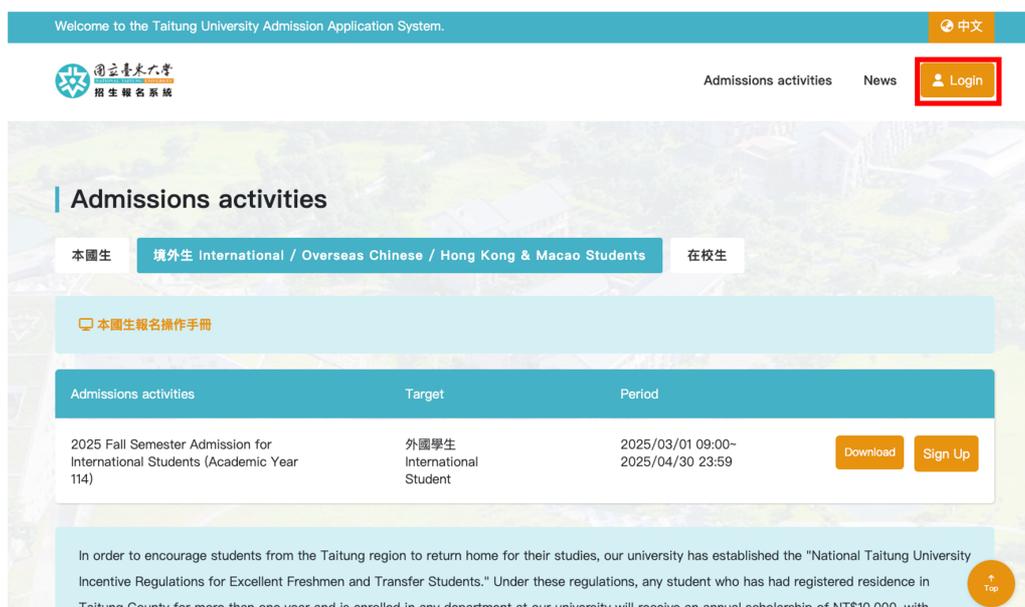
一、線上報名流程/ Online Registration Steps



二、報名步驟 / Registration Steps

(一)帳號註冊 / Account Registration

點選首頁右上角的登入功能，系統會引導您進入登入頁面。 / Click the login feature in the upper right corner of the homepage, and the system will guide you to the login page.



進入登入頁面後，點選「點我註冊」。 / After entering the login page, click "Click Herer to Register".

Account

Please enter your e-mail

Password [Forget Password](#)

At least 8 characters, including one uppercase letter

[Login](#)

No account yet ? [Click Here to Register](#)

[Current student SSO Login](#)

請使用有效的 E-mail 註冊，系統會向您提供的 E-mail 地址發送一封驗證信。請在您的 E-mail 信箱中查收該郵件，並開啟 E-mail 中的驗證連結，以完成帳號的啟用流程，您就可以使用您的新帳號登入系統。

Please use a valid E-mail to register. The system will send a verification email to the E-mail address you provided. Please check your E-mail inbox for the email and click on the verification link in the E-mail to complete the account activation process. You can then log in to the system using your new account.

The left screenshot shows the login page with the following fields: Account (Please enter your e-mail), Password (At least 8 characters, including one uppercase letter), and a 'Login' button. A link 'No account yet? Click Here to Register' is highlighted in a red box. Below it is an 'SSO Login' button. The right screenshot shows the registration page with the following fields: Account (Please enter your e-mail), Password (At least 8 characters, including one uppercase letter), and Confirm Password (Please enter password again). A 'Register' button is highlighted in a red box. Below it is a link 'Already have an account? Click to login'.

國立臺東大學招生報名系統-帳號註冊驗證信 收件

臺東大學招生系統 <nttu-enroll@jie-heng.com.tw>
寄給 c

您好：

我們已收到您申請註冊的通知

帳號：nttu-enroll@jie-heng.com.tw

請於3天內點選下列連結來開通您的帳號

<https://admission.nttu.edu.tw/Login/ConfirmEmail/jgxRpaRKIFv%2FYpQSV1Gws0JZweI2FD4aCvg3wUY66urwzTXG6LrdeZZascbt3yyCB%2Bv347eBzDEcupmL>

祝您有美好的一天！
(此為系統自動通知信，請勿直接回信！)

Registration successful! Please check your email and click the verification link to activate your account.

OK

國立臺東大學
招生報名系統

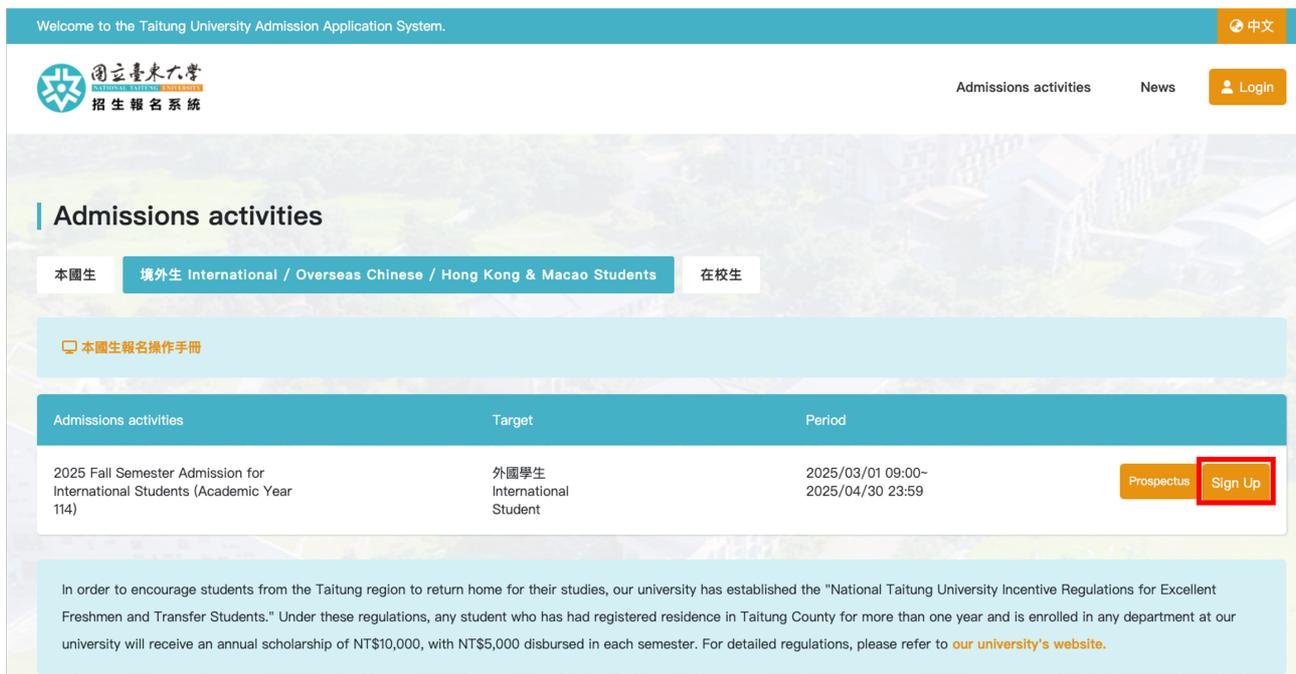
Verification Success

Click to login

(二)選擇報名項目 / Select Registration Item

在招生項目列表中，請首先選擇適合您的分類「境外生」後，點選“我要報名”按鈕以進入報名流程。 / In the list of enrollment items, please first select the appropriate category "International/ Overseas Chinese/ Hong Kong & Macao Student" and then click the "Sign up" button to enter the registration process.

※報名完成後，於報名期間內如欲修改填寫內容，請回到此頁面，點選“我要報名”按鈕以進入報名流程進行修改。 / After completing the registration, if you wish to modify the contents during the registration period, please return to this page and click the "Sign up" button to enter the registration process for modification.



Welcome to the Taitung University Admission Application System. 中文

 國立台東大學
招生報名系統

Admissions activities News Login

Admissions activities

本國生 **境外生 International / Overseas Chinese / Hong Kong & Macao Students** 在校生

 本國生報名操作手冊

Admissions activities	Target	Period	
2025 Fall Semester Admission for International Students (Academic Year 114)	外國學生 International Student	2025/03/01 09:00~ 2025/04/30 23:59	Prospectus Sign Up

In order to encourage students from the Taitung region to return home for their studies, our university has established the "National Taitung University Incentive Regulations for Excellent Freshmen and Transfer Students." Under these regulations, any student who has had registered residence in Taitung County for more than one year and is enrolled in any department at our university will receive an annual scholarship of NT\$10,000, with NT\$5,000 disbursed in each semester. For detailed regulations, please refer to [our university's website](#).

在進行報名之前，請務必勾選隱私權保護宣告，這樣您才能進入下一步。

Before proceeding with your registration, please make sure to check the privacy protection declaration so that you can proceed to the next step.

Welcome to the Taitung University Admission Application System.

中文



Admissions activities

News

jamie91200@gmail.com

Read the Privacy Policy Statement

Information Collection and Use:

We only collect the necessary information related to enrollment applications, including but not limited to name, contact details, and educational background. This information is solely used for application review and related notifications and will not be used for any other purpose.

Eligibility for Subsidy Application:

Applicants must be registered residents of Pingtung County or have parents whose household registration is in Pingtung County.

Required Documents:

Applicants must submit a completed application form along with the necessary supporting documents.

Proof of Financial Status:

Applicants are required to provide proof of family economic status from the past year, such as family income certificates, social welfare certificates, or property proof.

Subsidy Amount:

The amount of subsidy will depend on the applicant's family financial situation and academic performance. Applicants must clearly and accurately fill in all required information on the application form.

Eligible Recipients:

This subsidy applies to students from families in Pingtung County who are experiencing poverty or special financial difficulties. The supporting documents submitted must be reviewed and approved by the Pingtung County Social Affairs Department to be considered valid.

I have read, understood, and agree to the above terms and conditions.

Next Step



Phone : 089-318855

Fax : 089-517316

Address : 950309 臺東市大學路二段369號

建議使用Chrome、Firefox、Safari最新版本瀏覽

全球先進SSL 256bit傳輸加密機制

國立臺東大學版權所有 © 2025

(三)填寫報名資料 / Fill in Registration Information

首先，請上傳一張清晰的大頭照。接著，依序完成基本資料填寫與選擇您要報名的招生項目，並根據報名資格詳細填寫相關資訊，例如個人背景、學歷以及其他必要的細節。
/ First, please upload a clear headshot. Then, complete the basic information and select the enrollment item you want to register for, and fill in the relevant information in detail according to the registration qualifications, such as personal background, education, and other necessary details.

此外，您需要選擇合適的資格身份，這可能包括一般生或其他特定身份，並選擇您想要報考的科系。
/ Additionally, you need to select the appropriate qualification status, which may include regular students or other specific statuses, and choose the department you want to apply for.

Online Registration Document Upload Recommendation Letter Confirm Information Apply completed

2025 Fall Semester Admission for International Students (Academic Year 114)

Step One-Basic Information



Passport-sized Photo *

Please upload a 2-inch ID photo (photos of daily life or other types of pictures are not allowed for application).
The file size must not exceed 2MB, and the format must be JPG.

[Choose file](#)

Full Name (Chinese Characters) *	Full Name (Exactly as shown on your passport) *
<input type="text"/>	<input type="text"/>
Home Address * (請務必填寫郵遞區號) Please make sure to include the zip code.	<input type="text"/>
<input type="text"/>	
Mailing Address * (若現在通訊地址不在臺灣，請用英文填寫) If the mailing address is not in Taiwan, please write in English. 請務必填寫郵遞區號。 Please make sure to include the zip code.	<input type="text"/>
<input type="text"/>	
Phone Number * (請優先填寫手機號碼，並完整寫上國際區號) Please fill in your handphone number with the country code, Start with the plus sign (+), followed by the country code EX: +60 162000000	<input type="text"/>
<input type="text"/>	
E-mail Address *	Place of Birth *
<input type="text"/>	<input type="text"/>
Date of Birth *	Nationality *
<input type="text"/>	<input type="text"/>
Passport(ARC) NO. *	Sex *
<input type="text"/>	<input type="text" value="男性 Male"/>

The screenshot displays a registration interface with the following elements:

- Main Window:**
 - Form fields: "Family Members or Friends in Taiwan" (Yes), "Your intention to attend NTTU if no scholarship is granted" (High/Strong), "Are you applying" (Yes), "Degree Level" (Bachelor's).
 - Section: "Apply For Department/Class/Course"
 - Table of departments with "Add" buttons:

Department of Education 教育學系	
Department of Digital Media and Education Industry (Master's Program in Digital Media and Education Industry) 數位媒體與文教產業學系碩士班	
Ph. D. Program in Austronesian Studies, College of Humanities 人文學院南島文化研究博士班	Add
Department of Digital Media and Education Industry 數位媒體與文教產業學系	Add
Department of Cultural Resources and Leisure Industries 文化資源與休閒產業學系	Add
Department of Physical Education 體育學系	Add
Department of Early Childhood Education 幼兒教育學系	Add
Department of Special Education 特殊教育學系	Add
Department of Sports Science and Athletic Training 競技與運動科學學系	Add
Department of English 英美語文學系	Add
Department of Art Industry 美術產業學系	Add
- Overlay Window: "Add new department/ class/ course"**
 - Section: "Select a department"
 - Dropdown: "Department of Digital Media and Education Industry 數位媒體與文教產業學系"
 - Section: "名額身分"
 - Dropdown: "外國學生 International Student"
 - Buttons: "Cancel", "Add"

(四)上傳報名文件 / Upload Registration Documents

在招生活動報名的過程中，文件上傳是非常重要的。 / During the registration process for enrollment activities, document uploading is a crucial step.

您需要準備並上傳所有活動要求的相關文件。 / You need to prepare and upload all the relevant documents required for the activity.

招生活動的應繳文件以簡章公告為主。 / The documents required for enrollment activities are mainly based on the announcement of the brochure.

請確保每一份文件都清晰可見，並按照系統的指示進行上傳，以免因為文件不齊全或看不清楚而影響報名進度。 / Make sure each document is clearly visible and uploaded according to the system's instructions to avoid delays in the registration process due to incomplete or unclear documents.

2025 Fall Semester Admission for International Students (Academic Year 114)

Step Two–Document Upload

The highest degree diploma * One photocopy of the highest academic degree diploma, authenticated by the R.O.C. (Taiwan) representative office.

+ Choose file

tscp.png 

The official transcript by years * One official transcript of the highest degree, authenticated by the R.O.C. (Taiwan) representative office.

+ Choose file

Declaration for International Students *

Download

+ Choose file

Study plan in Chinese or English * Accepted format: PDF

+ Choose file

Certificate of Chinese or English Proficiency * EMI: Applicants should provide an English proficiency certificate (higher than or equivalent to CEFR B1). Native English speakers are excluded. / Applicants should provide a Mandarin proficiency certificate (higher than or equivalent to TOCFL A2).

+ Choose file

Financial statement * A bank deposit statement of at least NTD\$90,000 (~US\$3,000) and above must be provided, showing sufficient financial support for the applicant's entire stay during the time of the study. The statement must be on the financial institution's official letterhead and mailed to NTTU. If the financial statement is in the name of someone other than the applicant, the person must also provide a sponsor's letter declaring the intent to provide financial support throughout his/her period of study. / If the currency of the bank statement is in neither NT dollars nor US dollars, applicants themselves shall convert the total amount and write down the exchange rate on the bank statement.

Download

+ Choose file

Verification of nationality or a copy of passport *

+ Choose file

 Back

Next Step >

如果報名的項目開放提交推薦信，進一步完成推薦信設定。請確保提供推薦人的完整資訊，包含推薦人的姓名、所在單位、職位及 E-mail 地址。系統將自動向推薦人發送 E-mail，並請他們上傳推薦信。您可以新增多名推薦人，並選擇相關的報名系所以作推薦。

If the registration program requires recommendation letters, please complete the recommendation letter settings. Ensure to provide full details of the recommenders, including their names, affiliations, positions, and E-mail addresses. The system will automatically send an E-mail to the recommenders requesting them to upload the recommendation letters. You can add multiple recommenders and select the relevant departments for the recommendations.

Online Registration Document Upload Recommendation Letter Confirm Information Apply completed

2025 Fall Semester Admission for International Students (Academic Year 114)

Step Three—Recommendation Letter

Name of Referrer 1
Please Enter

Email of Referrer 1
Please Enter

Organization of Referrer 1
Please Enter

Position of Referrer 1
Please Enter

Select Department
 Department of Education 教育學系

+ Add recommender

Back Save Next Step >

(五) 確認報名資料 / Verify Registration Information

這邊將彙整前面所填寫的資料，供您再次檢視。 / Here, all the previously entered information will be compiled for your review.

請仔細核對所有輸入的資訊，確保無誤。 / Please carefully check all the entered information to ensure accuracy.

確認所有資料無誤後，您可以點擊下一步，繼續進行報名流程。 / Once you have confirmed that all the information is correct, you can click "Next" to proceed with the registration process.

Online Registration Document Upload Recommendation Letter Confirm Information Apply completed

2025 Fall Semester Admission for International Students (Academic Year 114)(確定版)

Confirm Information

Application Number	1141000235
Apply For Department/Class	1.Department of Education 教育學系 2.Department of Digital Media and Education Industry 數位媒體與文教學業學系
Passport-sized Photo	
Full Name (Chinese Characters)	姜
Full Name (Exactly as shown on your passport)	1
Home Address	234台北市大安區世明大道
Mailing Address	234台北市大安區世明大道
Phone Number	886090238293
E-mail Address	jan il.com
Place of Birth	111
Date of Birth	2025-02-15
Nationality	111
Passport(ARC) NO.	123
Sex	男性 Male
Gender Identity	男性 Male
Marital Status	未婚 Single
Father's Name	郭
Nationality of Father	AAA
Mother's Name	郭姿儀
Nationality of Mather	AAA
Previous Education	中學/高中 High School
Name of School	成功大學
City and Country of the School	永和區
Major	財金所
Date of Graduation	2025-02-12
Previous	AAA

Online Registration

Document Upload

Recommendation Letter

Confirm Information

Apply completed

| 2025 Fall Semester Admission for International Students (Academic Year 114)(確定版)

Apply completed

✔ Apply completed

Congratulations on completing your online admission application for National Taitung University. You can view the related information on your member profile page. If you have any questions, please feel free to email us at coia@nttu.edu.tw . Thank you.

[Back To
HomePage](#)

[View Application
Data](#)

三、會員資料管理 / Member Information Management

(一)個人資料維護 / Personal Information Maintenance

更新個人資料 (非必填)。在招生活動報名時, 若存在相符欄位, 可自動填入相關資訊。
/ Update personal information (optional). During the enrollment registration, if there are matching fields, the relevant information can be automatically filled in.

The screenshot displays a web interface for managing member information. On the left is a vertical sidebar with a teal header 'Member Information' and several menu items: 'Profile Maintenance' (highlighted), 'Registration Information', 'Score Inquiry', 'Admission Registration', and 'Log out'. The main content area is titled 'Basic Information' and contains a photo upload section with a placeholder image of a woman and a 'Choose file' button. Below this are input fields for 'ID Number', 'Name', 'Birth' (with the value '2020-07-01'), 'Gender' (with radio buttons for 'Male' and 'Female', where 'Female' is selected), 'Email', 'Phone' (with a value '02'), and 'Cell Phone'. A teal 'Update Information' button is located at the bottom right of the form area.

(二)報名資訊 / Registration Information

檢視報名招生活動紀錄，可查看報名活動所填寫相關資料及下載報名表。 / Review your enrollment activity records, view the relevant information filled out for the enrollment events, and download the application forms.

※報名完成後，於報名期間內如欲修改填寫內容，請至 " 招生項目 " 頁面，點選"我要報名"按鈕以進入報名流程進行修改。 / ※After completing the registration, if you wish to modify the filled information during the registration period, please go to the "Admission Activities" page and click the "Sign up" button to enter the registration process for modification.

The image shows a user interface for registration information. On the left is a sidebar with navigation options: Member Information, Profile Maintenance, Registration Information, Score Inquiry, Admission Registration, and Log out. The main area displays a table of registration activities. A red arrow points from the 'View' button of the last row in the table to a detailed registration form below.

Application Name	Application Date	View	Download
113學年度學士班招生(TEST)	2024/12/11	View	Download
Application for International Student Admission – Fall 2025 (Academic Year 114) 2025年秋季班外國學生申請入學(114學年度)	2024/12/16	View	Download
114學年度外國學生申請入學	2025/02/07	View	
114學年度碩士在職專班(夜間假日班)招生	2025/02/18	View	
2025 Fall Semester Admission for International Students (Academic Year 114)(確定版)	2025/02/27	View	Download

Registration Information	
Application Number	1141000235
Apply For	1.Department of Education 教育學系
Department/Class	2.Department of Digital Media and Education Industry 數位媒體與文教產業學系
Passport-sized Photo	original.jpg
Full Name (Chinese Characters)	姜儀
Full Name (Exactly as shown on your passport)	Tzu yi kuo
Home Address	234台北市大安區世明大道
Mailing Address	234台北市大安區世明大道
Phone Number	886090238293
E-mail Address	jamie91200@gmail.com
Place of Birth	111
Date of Birth	2025-02-15
Nationality	111
Passport(ARC) NO.	123
Sex	男性 Male
Gender Identity	男性 Male
Marital Status	未婚 Single
Father's Name	郭姿儀
Nationality of Father	A
Mother's Name	郭姿儀
Nationality of Mother	AAA
Previous Education	中學/高中 High School
Name of School	成功大學
City and Country of the School	永和區

(三)成績查詢 / Check Scores

查看招生活動之各種成績內容。 / View the results of various enrollment activities.

Member Information

- Profile Maintenance
- Registration Information
- Score Inquiry**
- Admission Registration
- Log out

Score Inquiry

Application Name	Review Status	Admission status
113學年度學士班招生(TEST) 競技與運動科學學系招生報名	Approved	View
Application for International Student Admission – Fall 2025 (Academic Year 114) 2025年秋季班外國學生申請入學(114學年度) Department of Digital Media and Education Industry	Approved	View
114學年度外國學生申請入學體育學系	Save Temporarily	View
114學年度碩士在職專班(夜間假日班)招生 師範學院休閒事業管理碩士在職專班(夜間班)	Supplementary Documents	View
2025 Fall Semester Admission for International Students (Academic Year 114)(確定版) Department of Education 教育學系	Under Review	View

Score Inquiry

Application Name	113學年度學士班招生(TEST)
Registration Number	1131000582
Name	
Application Date	2024/12/12
Application for a major	競技與運動科學學系招生報名
Review Status	Approved
Score	
Interview score(50%)	0
Written score(30%)	0
Test score(20%)	
Overall score	0
Quota Category	一般生
Minimum admission score	
Admission status	-
Quota Category	低收入戶
Minimum admission score	
Admission status	-
Quota Category	原住民生
Minimum admission score	
Admission status	-
Admission status	

[Back](#)

(四)系統錄取生報到 / System Enrollment Check-in

針對被錄取的招生活動，您可以進行意願報到的程序。 / For the enrollment activities for which you have been admitted, you can proceed with the intent check-in process.

Member Information

- Profile Maintenance
- Registration Information
- Score Inquiry
- Admission Registration
- Log out

Admission Registration

Application Name	Application Date	Reply Status	CheckIn Status	
113學年度學士班招生(TEST) 體育學系水域運動	2024/12/11 17:34:11	Not yet replied	Awaiting Response	View

Admission Registration

Application Name	113學年度學士班招生(TEST)
Registration Number	1131000582
ExamNumber	B30101001
Name	郭
Application Date	2024/12/11
Application for a major	體育學系水域運動
Admission status	Accepted 1

Submission Data Instructions

[操作說明.pdf](#)

Check-in Information Entry

姓名(英) KUO TZU YI	自我性別認同 女														
代表國家/地區 * (TW)臺灣	畢業學校 * 國立政治大學														
地址類型 戶籍地址	居住區域 * (TW-100)100 臺北市 中正區														
家人-Name Please enter name	Relation 父親	Age Please Enter	Occupation Please Enter												
Phone ex:089-318855	Cell Phone Please Enter	+ Add Family Member													
<table border="1"><thead><tr><th>Name</th><th>Relation</th><th>Age</th><th>Occupation</th><th>Phone</th><th>Cell Phone</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></tbody></table>				Name	Relation	Age	Occupation	Phone	Cell Phone						
Name	Relation	Age	Occupation	Phone	Cell Phone										
學歷資訊-兵役別 免服兵役															
最好朋友-Name Please enter name	Relation 父親	Gender Male													
Phone ex:089-318855	Cell Phone Please Enter	+ Add Best Friend													
<table border="1"><thead><tr><th>Name</th><th>Gender</th><th>Relation</th><th>Phone</th><th>Cell Phone</th></tr></thead><tbody><tr><td>許佳靜</td><td>Female</td><td> </td><td> </td><td> </td></tr></tbody></table>						Name	Gender	Relation	Phone	Cell Phone	許佳靜	Female			
Name	Gender	Relation	Phone	Cell Phone											
許佳靜	Female														
身分別 一般生															

[Back](#) [Unwilling To Report](#) [Willing To Report](#)

(五)忘記密碼 / Forgot Password

如果您忘記了密碼，請按照以下步驟找回： / If you have forgotten your password, please follow these steps to retrieve it:

- 在登入頁面，點選“忘記密碼”按鈕。 / On the login page, click the "Forgot Password" button.
- 系統會提示您輸入註冊時使用的電子郵件地址，請確保輸入正確。 / The system will prompt you to enter the email address you used during registration. Please ensure it is correct.
- 完成後，請檢查您的電子郵件信箱。系統會發送一封重設密碼連結的郵件給您。 / After completion, please check your email inbox. The system will send you an email with a password reset link.
- 點選郵件中的重設連結，系統會引導您進入新的頁面，在那裡您可以設定一個新的密碼。 / Click the reset link in the email, and the system will guide you to a new page where you can set a new password.
- 設定新密碼後，返回登入頁面，使用新密碼進行登入。 / After setting the new password, return to the login page and log in using the new password.

The image illustrates the password reset process through several stages:

- Step 1:** The login page for the Nttu Admission System. The "Forgot Password" link is highlighted with a red box and an arrow pointing to the next step.
- Step 2:** A modal window titled "Forgot Password" prompts the user to enter their registration email address. The "Apply" button is highlighted with a red box.
- Step 3:** A confirmation message "Letter has been sent" with an "OK" button highlighted in red.
- Step 4:** An email screenshot from "臺東大學招生系統" (nttu-enroll@jie-heng.com.tw) containing a password reset link. The link is highlighted in blue.
- Step 5:** A password reset form with fields for "Password" and "Please enter password again". The "Send" button is highlighted with a red box.
- Step 6:** A final confirmation message "Modified successfully" with an "OK" button highlighted in red.