

明志科技大學 114 學年度第 1 學期日間學制註冊須知

辦理事項		說 明 內 容						總機 2908-9899 洽詢單位		
重要時程、程序	學制/年級	開學日期	註冊日期	繳費截止日期	註冊時間	註冊地點	繳費 #2114 註冊 #2203 #2204 #2205			
	博碩士一年級	114.9.8 (一)	114.9.8 (一)	114.9.7 (日)	09:00 起	教學大樓 3 樓 註冊組				
	博 碩 士 二年級以上		114.9.11(四)	114.9.9 (二)						
	學士一年級		114.9.1 (一)	114.8.31 (日)	08:00 起	體育館 3 樓				
	學士 二、四年級		114.9.11(四)	114.9.9 (二)	09:00 起	教學大樓 3 樓 註冊組				
	學士 三年級	114.6.02 (一)	114.8.1 (五)	114.7.30 (三)						
新生專區	<p>1. <u>學士新生 8/12 上午 10 點起至「新生基本資料輸入系統」填寫基本資料，並上傳 2 吋相片電子檔(製作學生證)身份證正、反面影本，於 8/25 (一) 前完成，9/1 領取學生證。8/26~9/1 完成者，於 9/8 自行至註冊組領取。</u></p> <p>2. <u>博、碩士新生 8/12 上午 10 點起至「新生基本資料輸入系統」填寫基本資料，並上傳 2 吋相片電子檔(製作學生證)身份證正、反面影本，於 9/1 前完成者，9/8 領取學生證。9/2~9/7 完成者，於 9/15 自行至註冊組領取。</u></p> <p>★「新生基本資料輸入系統」網址：http://freshman.mcut.edu.tw</p> <p>3. <u>學士到校入住：114.8.31(日)</u> 新生定向輔導營日期：114.9.1~114.9.4</p> <p>4. 學士新生親師座談會日期：114.8.31 (日) 下午 13:30~15:30 舉辦。</p> <p>(1) 「親師座談會報名」：https://bit.ly/3Kh84lo。</p> <p>(2) 「新生家長專區」最新訊息請瀏覽 https://bit.ly/3RaiUCq。</p> <p>5. 新生入學須體檢，體檢費用為每人 550 元，請於當天體檢現場交付，新生健康檢查須知 https://reurl.cc/EjR0an。</p> <p>6. 安衛教育：博碩士新生須進入實驗實習場所之新生，請於實驗前接受一般安全衛生教育訓練，使用危害險性化學品者應增列 3 小時，相關注意事項，詳環境暨安全衛生室【新進人員專區 https://bit.ly/3VH8LAN】。</p> <p>7. <u>學士一年級新生住宿：學士新生於 8 月 25 日前請至本校「新生基本資料輸入系統」上申請住宿(申請成功後由生輔組統一安排室友及寢室)。</u></p> <p>8. 新生宿舍環境介紹、宿舍 QA 網址：https://reurl.cc/Djmvxd</p> <div><div>基本資料</div><div>親師座談會</div><div>新生家長專區</div><div>安衛教育</div><div>健檢須知</div><div>宿舍環境</div></div> <div></div>							生輔組 #2307 定向輔導營 #2302 親師座談 #2321 體檢 #2371 安衛教育 #2056 新生宿舍 #2312		
	繳費	<p>1. 繳費與列印繳費單日期：<u>(不另行寄發繳費單、註冊須知，請自行上網列印)</u></p> <p>2. 下載、列印與查詢繳費單與明細及繳費證明單： 網址：https://reurl.cc/r9lmer</p> <p>3. 請於繳費期限內，選擇下列任一方式完成繳費，繳完即可視為完成註冊。</p> <p>(1) 列印繳費單後親洽華南銀行各分行或郵局臨櫃繳費。</p> <p>(2) 查詢銷帳編號(共 14 碼)後，備妥信用卡於網站或語音繳費，取得授權碼(6 碼)即完成。(網址：https://www.27608818.com，電話：02-27608818 按 1，學校代碼：8814602158)。</p>							出納 #2114 會計 #2047	

(3)ATM 轉帳(項目請選繳費,不受三萬元金額限制,因銷帳編號僅能使用一次,請確認金額無誤後再轉帳)。

4. 註冊日(含當日)前申請休、退學者,始得免繳學雜費等相關費用,並請於開學日前完成離校手續。
5. 本學期應復學之休學生欲繼續休學,並於註冊日前提出申請且獲核准者,可免辦理註冊,否則須先行註冊。
6. 境外學生在台滿六個月後(自取得居留證起計算),每月應負擔健保費 826 元,每學期註冊時自行至本校出納代收半年保險費。(第一學期收九月至次年二月保險費/第二學期收三月至八月保險費)。
7. 課外活動費:學士部一、二、三年級學生繳交學生會費 240 元(每學期收 1 次);四年級、博碩士班學生毋須繳交。
8. 伙食費依上課天數核計收費,每日伙食費 164 元(早餐 34 元,午、晚餐各 65 元,不含星期五及例假日前一天晚餐),學士四年級採自由選擇是否繳納伙食費參加團膳(需至學生資訊系統網路填寫 搭伙意願調查表選擇是否參加,未填寫則視為不參加團膳)。自 111 及 113 學年度起學士一、二年級若選擇不住宿則視為不搭伙不需繳交伙食費。

境外健
保費
#3032
課外活
動費
#2342
伙食費
#2114

收 費 明 細							
年級	學費	雜費	行政院 減免學 雜費	行政院補 貼校內住 宿/未補 貼住宿	平安 保險 費	伙食費	合計
博碩士生	37,564	13,196	--	--	228	--	50,988
學士一般生 (1年級)	37,564	13,196	減免學雜 費17,500	行政院補 貼校內住 宿 男4,000 女5,000		13,231	46,719
學士一般生 (2、4)						12,476	45,964
學士繁星生 (1年級)	16,800	7,300				13,231	20,059
學士繁星生 (2、4年級)						12,476	19,304
學士一般生 (3年級)	37,564	13,196		行政院補 貼校內住 宿		--	33,488
學士繁星生 (3年級)	16,800	7,300		男3,500 女4,000		--	6,828
學士四公費生	37,564	10,557		--		--	--
學士境外生 (外國學生、僑 生、陸生、國際 雙聯3+1專班)	37,564	13,196	--	行政院未 補貼住宿 男4,000 女5,000		1-13,231	男-68,219 女-69,219
						2-12,476	男-67,464
						4-12,476	女-68,464
學士外國專班 (1~3年級)	16,800	7,300				1-13,231	男-41,559 女-42,559
						2-12,476	男-40,804
						3-12,476	女-41,804
★學雜費由「行政院減免學雜費」補助17,500元；行政院通過「大專校院學生校內住宿補貼方案」，補貼學生校內住宿費，相關說明如本須知之住宿辦理事項說明。							

學雜費
#2047

選
課
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延

1. 入學課程總表查詢路徑:教務處首頁\資訊系統\入學課程總表查詢系統
2. 選 課 網 址: <http://day.course.mcut.edu.tw>
3. 選 課 路 徑: 首頁\其他選單\其他服務\ (日間部) 學生網路選課系統\選課須知\選課登入\選修勾選
4. 延修生需繳平安保險費 228 元,若修習 9 學分(含)以下,按現行收費標準每學分 1,278 元,若修習達 10 學分以上則收學雜費全額。114.09.19 起自行至校

課務
組
工程
學院
#2209
環資
學院

修 生 繳 費	園入口網\學生資訊查詢系統\繳費選課相關\列印繳費單並繳費。					#2208 管設 學院 #2207																									
	5. 繳費完成後請持學生證至教學大樓三樓註冊組蓋章；延修生請留意個人未修畢之科目（包含是否衝堂）。																														
	<table><tr><th>學制/年級</th><th>初選期限</th><th>加退選期限</th><th>延修生 繳費單列印</th><th>延修生 繳費期限</th></tr><tr><td>博碩士班、延修生</td><td rowspan="2">114.8.18~114.8.25</td><td rowspan="3">114.9.8~9.18</td><td>114.9.19~10.6</td><td>114.10.6</td></tr><tr><td>學士(含國際雙聯3+1)四年級、延修生</td><td></td><td></td></tr><tr><td>學士一、二年級</td><td rowspan="2">114.8.19~114.8.25</td><td></td><td></td></tr><tr><td>國際專班一、二、三年級</td><td></td><td></td></tr><tr><td>學士三年級</td><td>114.5.12~114.5.16</td><td>114.6.2~6.6</td><td></td><td></td></tr></table>						學制/年級	初選期限	加退選期限	延修生 繳費單列印	延修生 繳費期限	博碩士班、延修生	114.8.18~114.8.25	114.9.8~9.18	114.9.19~10.6	114.10.6	學士(含國際雙聯3+1)四年級、延修生			學士一、二年級	114.8.19~114.8.25			國際專班一、二、三年級			學士三年級	114.5.12~114.5.16	114.6.2~6.6		
	學制/年級	初選期限	加退選期限	延修生 繳費單列印	延修生 繳費期限																										
	博碩士班、延修生	114.8.18~114.8.25	114.9.8~9.18	114.9.19~10.6	114.10.6																										
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國際專班一、二、三年級																															
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各 類 減 免 、 就 貸 、 弱 助 、 校 外 獎 學 金	申辦「各類減免學雜費」截止日		申辦「各類減免」後，重新列印繳費單日			減免 就貸 弱助 #2305																									
	繳費期限前，第7個工作日		1. 親自至生輔組申辦者：於申辦後翌日起，第2個工作日。 2. 掛號郵寄申辦者：於寄件後翌日起，第4個工作日。																												
	1. 申請【各類減免學雜費】者，包含：軍公教遺族、現役軍人子女、原住民學生、身心障礙學生或子女、低收入戶、中低收入戶及特殊境遇家庭子女等，勿先繳費或辦學貸！於上表說明期間提出申請，請參照本校網站說明辦理：本校首頁/行政服務/學生事務處/生活輔導組/各類減免；或掃下方第6.各項業務 QR Code。																														
	2. 【行政院減免學雜費】17,500 元/一學期 補助對象：應具有本國籍且就讀本校具有學籍之大學部學生，免申請，統一於繳費單上先行扣減學雜費。 備註：學士同學，請審慎評估【各類減免】、【行政院減免】、【政府其他各部會助學措施】，不得重複申請，僅能擇一；要取銷【行政院減免】者，請掃下方第6.各項業務中的”取消行政院減免”的QR Code，填報後翌日起2個工作日之後，由同學逕行上本校學生資訊查詢系統列印繳費單，再完成繳費或申辦就貸。																														
	3. 申請【臺銀就學貸款】：應具中華民國國籍暨戶籍學生，始得申辦勿先繳費！請參照本校網站說明辦理：本校首頁/行政服務/學生事務處/生活輔導組/就學貸款；或掃下方第6.各項業務 QR Code。																														
住 宿	4. 申請【弱勢助學金】：於上學期申請，經政府查核符合補助條件者，再併行政院減免學雜費(17,500元)，由本校承辦單位扣減下學期學雜費，請參照相關網站說明辦理：本校首頁/行政服務/學生事務處/生活輔導組/弱勢助學；或掃下方第6.各項業務 QR Code。					校外 獎助 學金 #2319																									
	5. 申請「校外獎助學金」者：請參照本校網站說明辦理：本校首頁/行政服務/學生事務處/校外獎助學金；或掃下方第6.各項業務 QR Code。																														
	6. 各項業務 QR Code： 取消【行政院減免】 各類減免 就學貸款 弱勢助學 校外獎學金																														
	    																														
住 宿	1. 學士二、學士四及博碩士班二年級(含)以上學生開學為 114 年 9 月 8 日，入住時間請詳閱本校生輔組公告。					男宿 #2312 女宿 #2318 兵役 #2314																									
	2. 學士各年級除工讀實習期間不提供宿舍外，皆採申請住宿，一、二年級可優先分配床位（以上住宿費用隨同註冊繳費單一併繳費）；另在校住宿學生請遵守宿舍管理規定及校內規範，非假日須按規定請假，始得外宿。																														
	3. 住宿期間需遵守相關住宿規定，凡違反者依校規辦理。																														
	4. 學士一、二、四住宿費：一學期男生 4,000 元、女生 5,000 元。																														
	5. 學士三上學期：男生 3,500 元、女生 4,000 元。																														
住 宿	6. 博碩士住宿費：學七舍(男生)一學期單人房：14,400 元、2-3 人房：9,000 元 學六舍(女生)一學期 5,000 元。					兵役 #2314																									
	7. 出生日期在民國 96(含)年次以前的役男學生，身份為新生者：入學前於「新生																														

<p>基本資料輸入系統」填寫基本資料時，必須上傳身分證正反面影本(已服役者須加附上傳退伍令或結訓令影本/替代役證明文件等)，體檢體位為免役者，除身分證正反面影本以外，必須加附上傳免役證明文件。身份為舊生者：業已核准緩徵、儘召辦理，無須重複申請；唯休學後之復學生需重新申辦兵役緩徵，故應重新繳交身分證正、反面影本(已服役者須同時繳交退伍令或結訓令影本/替代役證明文件等)，體檢體位為免役者，除身分證正反面影本以外，須同時繳交免役證明文件申辦。</p> <p>8. 學生機車停車證於開學後公告申請作業。</p>	<p>學生 機車 停車 證 #2306</p>
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Ming Chi University of Technology

Registration Instructions: first Semester, 2025 Academic Year (Day Division)

Content Description

Important Dates and Procedures

Program Type and Grade	Start Date of Semester	Enrollment Date	Payment Deadline	Registration Time	Registration Location
Master's and PhD Grade 1	2025/9/8 (Mon)	2025/9/8 (Mon)	2025/9/7 (Sun)	Starting at 09 : 00 AM	Educational Building 3F
Master's and PhD Grade 2 and above		2025/9/11 (Thu)	2025/9/9 (Mon)		
Bachelor's Grade 1		2025/9/1 (Mon)	2025/8/31 (Sun)	Starting at 08 : 00 AM	Gymnasium 3F
Bachelor's Grade 2 、 4		2025/9/11 (Thu)	2025/9/9 (Mon)	Starting at 09 : 00 AM	Educational Building 3F
Bachelor's Grade 3	2025/6/2 (Mon)	2025/8/1 (Fri)	2025/7/30 (Wed)		

TEL: 2909-9899

Contact Units : (Payment: #2114 , Registration: #2203, #2204, #2205)

Information for New Students

- Starting at 10:00 a.m. on August 12, new undergraduate students must complete the "New Student Basic Information Input System" by filling out their details and uploading a 2-inch electronic photo (for the student ID card), as well as a copy of the front and back of their ID card. This process must be completed by Monday, August 25. Students who meet the deadline can collect their student ID card on September 1. Those who complete the process between August 26 and September 1 can pick up their ID card at the Registration Office on September 8.
- Starting at 10:00 a.m. on August 12, new PhD and Master's students must complete the "New Student Basic Information Input System" by filling in their details and uploading a 2-inch electronic photo (for the student ID card). Those who complete the process before September 1 will receive their student ID card on September 8. Students who complete the process between September 2 and September 7 can collect their ID card at the Registration Office on September 15.
★Website of "New Student Basic Information Input System" : <http://freshman.mcut.edu.tw>
- Undergraduate students are scheduled to move into the dormitories on Sunday, August 31, 2025. The orientation program for new students will be held from September 1 to September 4, 2025.
- The Parent-Student Orientation Session for new undergraduate students will be held on Sunday, August 31, 2025, from 1:30 p.m. to 3:30 p.m.
(1) Registration for the Parent-Student Orientation Session: <https://bit.ly/3Kh84Io>
(2) For the latest updates, please visit the New Student Parent Information Page: <https://bit.ly/3RaiUCq> .
- All newly admitted students are required to undergo a mandatory health examination. The examination fee is NT\$550 per person and must be paid in cash at the examination site on the day of the check-up. For detailed instructions, please refer to the "Health Examination Guidelines for

New Students”: <https://reurl.cc/EjR0an>.

6. Occupational Safety and Health Education:

All new master’s and doctoral students who are required to enter laboratories or internship sites must complete general occupational safety and health training prior to beginning any laboratory work. An additional 3-hour training session is required for those who will be handling hazardous chemicals. For further details, please refer to the “New Personnel Section” on the Office of Environmental Protection, Occupational Safety and Hygiene website: <https://esh.mcut.edu.tw/p/412-1006-9892.php?Lang=zh-tw>.

7. Undergraduate First-Year Student Housing:

All incoming undergraduate students must apply for on-campus housing through the university's New Student Information Entry System by August 25. Roommates and dormitory assignments will be arranged by the Student Assistance Division after the application is successfully submitted.

8. Dormitory Introduction and Q&A for New Students : <https://reurl.cc/Djmyxd>

Payment Instructions

1. **Payment and Payment Slip Printing Date:**(Payment slips and registration guidelines will not be sent separately; please print them online.)
2. **Download, Print, and Check Payment Slip, Details, and Payment Receipt**
Website : <https://reurl.cc/r9lmer>
3. Please complete the payment using any of the following methods within the payment deadline. Once the payment is made, your registration will be considered complete. (**Cashier #2114**)
 - (1) After printing the payment slip, please visit any branch of Hua Nan Bank or a post office to make the payment in person .
 - (2) After retrieving the 14-digit transaction number, prepare your credit card and complete the payment via the website or phone. Once you receive the 6-digit authorization code, the process is complete. (Website: <https://www.27608818.com>, Phone: 02-27608818, press 1, School Code: 8814602158) .
 - (3) ATM Transfer (Please select the payment option. There is no limit of NT\$30,000. Since the transaction number can only be used once, please ensure the amount is correct before transferring).
4. Students who apply for leave of absence or withdrawal before (and including) the registration day are exempt from paying tuition and other related fees. Please complete the withdrawal procedures before the start of the semester.
5. Students who are scheduled to return from leave this semester and wish to extend their leave must apply and obtain approval before the registration day to be exempt from registration. Otherwise, they must complete the registration process first.
6. International students who have resided in Taiwan for six months or more (**calculated from the date of obtaining the Alien Resident Certificate, ARC**) are required to pay a monthly National Health Insurance (NHI) premium of NT\$826. Students must pay the insurance fee for six months at the university’s Cashier Division during registration each semester.(The first semester covers the period from September to February, and the second semester covers March to August.)
7. **Extracurricular Activity Fee:** Undergraduate students in the first, second, and third years must pay a student association fee of NT\$240 (collected once per semester); fourth-year undergraduates and graduate students are exempt from this fee.
8. **Meal Fees and Participation Policy:**Meal fees are calculated based on the number of school days, with a daily cost of **NT\$164** (NT\$34 for breakfast, **NT\$65** each for lunch and dinner). Dinner on Fridays and the day before public holidays is not included. For fourth-year undergraduate students, participation in the group meal program is optional. Students must indicate their preference by completing the Meal Program Participation Survey via the Student Information System. Failure to complete the survey will be regarded as opting out of the program. **Starting from the 2022 (Academic Year 111) and 2024 (Academic Year 113) academic years, first- and second-year undergraduate students** who choose not to reside in the dormitory will be considered non-participants in the meal program and will not be required to pay meal fees. .

Fee Details									
grade	tuition fee	Miscellaneous Fees	Executive Yuan Tuition and Miscellaneous Fee Reduction	Subsidized On-Campus Housing by the Executive Yuan/Non-Subsidized Housing	Accident Insurance Fee	Meal Fees	total		
Master's and PhD	37,564	13,196	--	--	228	--	50,988		
Regular Student (Grade 1)	37,564	13,196	Tuition and Miscellaneous Fee Reduction 17,500	Subsidized Housing male4,000 female 5,000		13,231	46,719		
Regular Student (Grade 2、4)						12,476	45,964		
Star Program Student (Grade 1)	16,800	7,300				13,231	20,059		
Star Program Student (Grade 2、4)						12,476	19,304		
Regular Student (Grade 3)	37,564	13,196		Subsidized Housing Male3,500 female 4,000		--	33,488		
Star Program Student (Grade 3)	16,800	7,300				--	6,828		
Publicly funded students(Grade 4)	37,564	10,557		--		--	30,849		
International Bachelor's Students (including foreign students, overseas Chinese, Mainland Chinese students, and 3+1 dual-degree program students)	37,564	13,196	--	Non-Subsidized Housing male4,000 female 5,000		1-13,231	male 68,219 female 69,219		
						2-12,476	male 67,464 female 68,464		
						4-12,476			
International Bachelor's Program	16,800	7,300				1-13,231	male 41,559 female 42,559		
						2-12,476	male 40,804 female 41,804		
						3-12,476			
★Tuition and miscellaneous fees are subsidized by the "Executive Yuan Tuition and Miscellaneous Fees Reduction Program" with an amount of NT\$17,500. The Executive Yuan has also approved the "Subsidized On-Campus Housing Program for College and University Students," which provides subsidies for students' on-campus housing fees. For more details, please refer to the housing management section of this notice.									

Course Selection 、 Extended Study Student Payment

1. Curriculum : 210.240.241.15/AAS/frontshow/LinkCourseMasterList.aspx?&View=CML
2. Course Selection : <http://day.course.mcut.edu.tw>
3. Course Selection Path : <http://day.course.mcut.edu.tw>
4. Extended study students are required to pay a safety insurance fee of NT\$228. If they enroll in 9 credits or fewer, the current fee standard of NT\$1,278 per credit applies. If they enroll in 10 or more credits, the full tuition and miscellaneous fees will be charged.
<https://portal.mcut.edu.tw/index.do?thetime=1732168447665>
5. After completing the payment, please bring your student ID to the Registration Office on the third floor of the Academic Building for stamping. Extended study students should pay attention to any incomplete courses, including potential schedule conflicts.

Start Date of Semester	Course Selection Deadline	Add/Drop Deadline	Extended study students Payment Slip Printing	Extended study students Payment Deadline
Master's and PhD 、 Extended study students	2025/8/18 - 8/25	2025/9/8 – 9/18	2025/9/19 – 10/6	2025/10/6
Regular Student (3+1 dual-degree program students Grade 4) 、 Extended study students				
Regular Student (Grade 1 、 2)	2025/8/19 – 8/25		-----	-----
International Program Students (Grade 1 、 2 、 3)				
Regular Student (Grade 3)	2025/5/12 – 6/6	2025/6/2 – 6/6		

Housing

1. Semester Start and Move-in Date : For 2nd-year, 4th-year undergraduate students, and graduate students (2nd year and above), the semester begins on September 8, 2025. **Please refer to the announcements from the Discipline Section for check-in dates.**
2. On-Campus Housing Application: For international undergraduate students, on-campus housing is guaranteed for 1st to 4th year. Housing fees are included in the tuition and fee payment. Dormitory residents must comply with dormitory rules and university regulations. Overnight stays off-campus on weekdays require prior approval.
3. Dormitory Regulations : All residents must comply with housing regulations. Any violations will be handled according to university policies.
4. Dormitory Fees for 1st, 2nd, and 4th-Year Undergraduates
NT\$4,000 for male students; NT\$5,000 for female students (per semester).
5. Dormitory Fees for 3rd-Year Students (Fall Semester Only)
NT\$3,500 for male students; NT\$4,000 for female students.
6. Graduate Student Dormitory Fees
Dormitory 7 (Male) : Single Room: NT\$14,400 per semester 2–3 Person Room: NT\$9,000 per semester. Dormitory 6 (Female): NT\$5,000 per semester
7. **Male Students Born in or Before 2007 (Minguo Year 96) and Subject to Military Service For New Students:**
When entering basic personal information in the "New Student Information Entry System" prior to enrollment, you must upload a copy of the front and back of your National Identification Card.
If you have already completed military service, you must also upload a copy of your discharge order, training completion certificate, or alternative military service certificate.
If you are exempt from military service due to physical examination results, you must upload the exemption certificate in addition to the front and back of your ID card.

For Continuing Students:

If your application for draft deferment or reserve call-up has already been approved, you do not need to reapply.

However, students who are returning from a leave of absence must reapply for draft deferment.

In this case, you must re-submit a copy of the front and back of your ID card.

If you have completed military service, you must also submit a copy of your discharge order, training completion certificate, or alternative military service certificate.

If exempt from military service, you must also submit your exemption certificate along with your ID copy.

8. Student Scooter Parking Permit

Application procedures will be announced after the semester begins.