



銘傳大學

亞洲第一所美國認證大學

MING CHUAN UNIVERSITY

The First U.S.-Accredited University in Asia

Registration for International Degree-
Seeking Students

September 2022

Study in Taiwan Ming Chuan University





11 Schools

- 1) School of Management
- 2) School of Communication
- 3) School of Law
- 4) School of Information Technology
- 5) School of Finance Technology
- 6) School of Design
- 7) School of Health
- 8) School of Education and Applied Languages
- 9) School of Tourism
- 10) School of Social Science
- 11) International College (English-instructed)**

**Total Student Population
More than 18,970**

- 42 Departments
- 28 graduate degree programs
- 2 Ph.D. programs

1,111 degree-seeking Int'l Students
3,691 students from outside of Taiwan



Taipei Campus 台北校區

學士學位/Bachelor's Degree=B
 碩士學位/Master's Degree=M
 博士學位/PhD Degree=D



Red : Programs taught in English
 紅色部份為提供英語授課課程之系、所

Management School 管理學院

系所	Department or Graduate School	B	M	D
國際企業學系、所	International Business	✓	✓	
企業管理學系、所	Business Administration	✓	✓	✓
財務金融學系、所	Finance	✓	✓	
會計學系、所	Accounting	✓	✓	
風險管理與保險學系、所	Risk Management and Insurance	✓	✓	

Communication School 傳播學院

系所	Department or Graduate School	B	M	D
廣播電視學系	Radio and TV	✓		
新聞學系	Journalism	✓		
廣告策略行銷學系	Advertising and Strategic Marketing	✓		
新媒體暨傳播管理學系、所	New Media and Communication Administration	✓	✓	

Law School 法律學院

系所	Department or Graduate School	B	M	D
法律系、所	Law	✓	✓	
財金法律學系	Financial Law	✓		

International College 國際學院

系所	Department or Graduate School	B	M	D
國際企業與貿易學位學程	International Business and Trade	✓		
新聞與大眾傳播學位學程	Journalism and Mass Communication	✓		
時尚創意管理學位學程	Fashion and Innovation Management	✓		
國際事務碩士學位學程	International Affairs			✓



Taoyuan Campus 桃園校區



學士學位/Bachelor's Degree=B

碩士學位/Master's Degree=M

博士學位/PhD Degree=D

Red : Programs taught in English
紅色部份為提供英語授課課程之系、所

International College 國際學院

系所	Department or Graduate School	B	M	D
資訊科技應用學位學程	Applied Computing	✓		
旅遊及觀光學位學程	Travel and Tourism	✓		
國際事務與外交學位學程	International Affairs and Diplomacy	✓		

Health Technology School 健康科技學院

系所	Department or Graduate School	B	M	D
生物科技學系、所	Biotechnology	✓	✓	
醫療資訊與管理學系、所	Healthcare Information and Management	✓	✓	
生物醫學工程學系	Biomedical Engineering	✓		

Education and Applied Languages School 教育暨應用語文學院

系所	Department or Graduate School	B	M	D
教育研究所	Education		✓	
應用中國文學系、所	Applied Chinese	✓	✓	✓
應用英語學系、所	Applied English	✓	✓	
華語文教學系	Teaching Chinese as a Second Language	✓		
應用日語學系、所	Applied Japanese	✓	✓	

Information Technology School 資訊學院

系所	Department or Graduate School	B	M	D
資訊管理學系、所	Information Management	✓	✓	
資訊傳播工程學系、所	Computer and Communication Engineering	✓	✓	
資訊工程學系、所	Computer Science and Information Engineering	✓	✓	
電腦與通訊工程學系、所	Information and Telecommunication Engineering	✓	✓	
電子工程學系、所	Electronic Engineering	✓	✓	

Tourism School 觀光學院

系所	Department or Graduate School	B	M	D
觀光事業學系、所	Tourism	✓	✓	
休閒遊憩管理學系	Leisure and Recreation Administration	✓		
餐旅管理學系	Hospitality Management	✓		

Social Science School 社會科學院

系所	Department or Graduate School	B	M	D
公共事務學系、所	Public Affairs	✓	✓	
諮商與工商心理學系、所	Counseling and Industrial/Organizational Psychology	✓	✓	
犯罪防治學系、所	Criminal Justice	✓	✓	

Design School 設計學院

系所	Department or Graduate School	B	M	D
商業設計學系、所	Commercial Design	✓	✓	
商品設計學系、所	Product Design	✓	✓	
建築學系、所	Architecture	✓	✓	
都市規劃與防災學系、所	Urban Planning and Disaster Management	✓	✓	
數位媒體設計學系、所	Digital Media Design	✓	✓	

Financial Technology 金融科技學院

系所	Department or Graduate School	B	M	D
經濟與金融學系、所	Economics and Finance	✓	✓	
應用統計與資料科學學系、所	Applied Statistics and Information Science	✓	✓	



September 1st: Check your email for ID and Passwords

MCU Outside-Asia Admission oas@eta.mcu.edu.tw will email you on September 1st and it contains your MCU Student ID Number and Passwords.



MCUIEE MCU <oas@eta.mcu.edu.tw>

MCU
1 封郵件

Email subject: MCU Student ID number 2022 Fall
銘傳大學國際新生 學生證號碼

oas@eta.mcu.edu.tw <oas@eta.mcu.edu.tw>

2022年2月15日 凌晨12:09

收件者:

Dear Freshman,

Thank you for replying Confirmation of Acceptance.

1. International Admission office will host an online orientation (English session) at 15:00 (Taipei time) on February 17th Thursday about entry procedures, registration, tuition payment, courses selection, Teams online classrooms, etc.

Please check our website (<https://iee.mcu.edu.tw/en/news-medium-image>) to join the online orientation.

2. Please check our website (<https://iee.mcu.edu.tw/en/content/visa-application-procedure-international-freshman-students-february-2022>) to download instructions for tuition fees statement.

***Please make the payment and upload the proof before March 10th. Otherwise, student's admission will be cancelled.



➔ If you do not receive this email, please contact International Admission:

- (Asia Student Admission) 林郁萍 Ms. Yvonne ihp@mail.mcu.edu.tw
- (Vietnam & Outside-Asia Student Admission) 詹宜書 Ms. Anne oas@eta.mcu.edu.tw



Please download PPT Slides

News on IEE Website
國教處網站最新消息
<https://iee.mcu.edu.tw/>

Estimated schedule: 2022 Fall semester

September 5th, 2022	Class Begins Join TEAMS online classrooms if you are undergoing quarantine or waiting to enter Taiwan Contact your departmental/ program secretary about course information.
September 5th 12:30pm ~ September 14th 12:30pm	Online Course Add/ Drop Period
October 6th ~ October 7th	Students must pay tuition fees before October 6 th and upload proof to MCU Student System before 10:00am (Taipei time) of October 7 th . Otherwise, student's admission of 2022 September semester will be cancelled.



Please download PPT Slides

News on IEE Website
國教處網站最新消息
<https://iee.mcu.edu.tw/>

Estimated schedule: 2022 Fall semester

Enter Taiwan Before October 14th (Friday)

Students must enter Taiwan as soon as possible or before October 14th. After completing quarantine requirements, students must attend classes in person/ on campuses.

If you are not able to enter Taiwan before October 14th, please do not make tuition payment. Please email IEE office to postpone your admission to 2023 Spring semester, starting in February.

Before the end of September semester 2022, i.e. before 2023/1/6

Before the end of the September semester
Students submit verified certificates and transcripts to the Division of Academic Affairs so as to complete the registration procedures.



Estimated schedule: Documents for MCU Registration

Mid August

1. Students can apply for a visa at the Taipei Representative Office near/in your place/country. Also, please have the following documents verified by the Taipei Office:

Bachelor/ undergraduate freshman students:

1. Original diploma of highest degree or graduation certificate
2. Original transcripts in high school

Transfer students (College graduate) in undergraduate:

1. Original diploma of highest degree and college graduation certificate
2. Original transcripts of high school and college study

Master/ graduate students:

1. Original diploma of highest degree/ university graduation certificate
2. Original transcripts in university

For the above documents, English or Chinese verified version is also necessary!

2. Please ask your parent/ guardian to sign on the Authorization Form for Emergency Treatment and bring the original document to Taiwan.



How to Download MCU Tuition Fees Statement Bill

 Download

 Download

Download MCU Tuition Fees Statement Bill

1. Check Email: your MCU Student ID Number
2. Link to MCU Website:

<http://bpsp.mcu.edu.tw/mrmcu/frmMRMCU01101.aspx>



The screenshot shows the "學雜費專區" (Tuition Fees Special Area) website. The main heading is "學雜費專區—列印繳費單 Print the Bill". Below this, there is a form with fields for "學號: Student ID No." and "驗證碼: words". A "列印繳費單 Print the Bill" button is highlighted in yellow. Below the form, there are instructions in Chinese and English regarding the printing process and the use of Adobe Reader.

學號:
Student ID No.
驗證碼:
words

F22VZ

一、繳費單將於繳費期間且應繳金額大於0才可列印。
二、繳費單請盡量以雷射印表機列印，若印表機列印出之條碼模糊，請利用繳費單上之繳款帳號，透過信用卡ATM繳款。
三、下載後無法開啟檔案，請安裝閱讀PDF的軟體(Adobe Reader)，您可至Adobe官方網站下載。

一、The fee statement is only available for printing during the payment period and the total fee must greater than NTSD.
二、Please use laser printer for printing. If the barcode is not viewable, please make the payment through credit card or ATM transfer with the payment account stated on the fee statement.
三、If you cannot view the fee statement or payment receipt after download, please install Adobe Reader to view the PDF files. Download Adobe Reader here <http://www.adobe.com/ai/>



Download

Download MCU Tuition Fees Statement Bill

3. Enter your student ID number and verification words
Click “Print the Bill”



The screenshot shows the '學雜費專區' (Tuition Fees Service Center) interface. The main heading is '學雜費專區—列印繳費單 Print the Bill'. The interface includes a sidebar with navigation options: '列印繳費單 Print the Bill', '繳費狀態 Query of Payment Record', '列印歷史證明單 Print the Historical Receipt', 'WebATM即時繳款 Pay by ATM Transfer', '信用卡繳款 Pay by Credit Card', '陸生繳費專區 Mainland Chinese Student Payment Service Center', and '列印操作說明 Notes on Printing the Bill'. The main content area features a form with '學號: Student ID No.' and '驗證碼: words' input fields, a '列印繳費單 Print the Bill' button, and a '清除重填 Clear' button. A sample barcode 'N8D00' is displayed. Below the form, there are instructions in Chinese and English regarding the printing process and the use of Adobe Reader.

學雜費專區

學雜費專區—列印繳費單 Print the Bill

學號: Student ID No.

驗證碼: words

N8D00

一、繳費單僅於繳費期間且應繳金額大於0才可列印。
二、繳費單請盡量以雷射印表機列印，若印表機列印出之條碼模糊，請利用繳費單上之條碼解號，透過信用卡或ATM繳款。
三、下載後無法開啟檔案，請安裝閱讀PDF的軟體(Adobe Reader)，您可至Adobe官方網站下載。

一、 The fee statement is only available for printing during the payment period and the total fee must greater than NT\$0.
二、 Please use laser printer for printing. If the barcode is not viewable, please make the payment through credit card or ATM transfer with the payment account stated on the fee statement.
三、 If you cannot view the fee statement or payment receipt after download, please install Adobe Reader to view the PDF files. Download Adobe Reader here <http://www.adobe.com/ai/>.



Download

Download MCU Tuition Fees Statement Bill

4. Click “繳款單” BILL (PDF)



學雜費專區

- 列印繳費單
Print the Bill
- 繳費狀態
Query of Payment Record
- 列印歷史證明單
Print the Historical Receipt
- WebATM即時繳款
Pay by ATM Transfer
- 信用卡繳款
Pay by Credit Card
- 陸生繳費專區
Mainland Chinese Student
Payment Service Counter
- 列印操作說明
Notes on Printing the Bill

學雜費專區—列印繳費單 Print the Bill

學號 Student ID Number : 1089****
班級 Class : 資訊學程一
姓名 Name : 溫永基

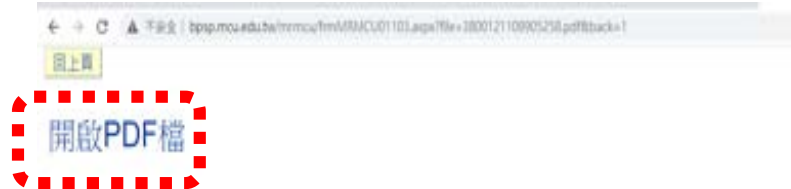
繳費項目 Fee Category	應繳金額 Amount Due	繳費日期 Date Of Payment	繳納結果 Record Of Payment	繳款單 Bill (PDF)	繳款單(圖) Bill (Webpage)
註冊費 Registration Fees	41,700			繳款單	繳款單(圖)



Download

Download MCU Tuition Fees Statement Bill

5. Click “開啟PDF檔”



6. Save the file

銘傳大學109學年度第2學期 各項費用繳費單 Ming Chuan University 2020-21 Academic Year 2nd Semester Itemized Fees Statement

班級：廣電一甲 學號：0932**** 姓名：楊嘉敏 繳款帳號：38001210903229254
 Class Session: 2101 Student ID Number: Name: Fee Acc. No.

項目名稱 Fee Category	金額 Amount	減項 Reduction	項目名稱 Fee Category	金額 Amount	減項 Reduction
學費 Tuition(可貸)	39,801	0			
雜費 Fees(可貸)	13,582	0			
學分學雜費 Credit Hour-based Tuition(可貸)	0	0			
電腦及網路通訊使用費(可貸) Computer & Internet communication Fee	1,000	0			
語言實習費 Language Lab Fee	750	0	總金額： Total Amount: NT\$61,125	收訖戳記 Verification of Payment	
平安保險費 Accident Insurance Fee(可貸)	210	0	減項金額： Total Reductions: NT\$0		
住宿費 Dormitory Fee(可貸)	0	0	應繳金額： Amount Due: NT\$61,125		
教育學程費 Teacher Ed Program Fee	0	0			
境外生健保費 Overseas Student's National Health Insurance Fee	5,782	0			
境外生醫療保險費 Overseas Student's Medical Insurance Fee	0	0			
應繳金額 Amount Due: NT\$61,125			可向台北富邦銀行申貸就學貸款總金額: NT\$54,593		



Transfer Tuition Fees

- Double check the names on the bill
- Transfer tuition fees to MCU Bank Account

銘傳大學帳戶
Ming Chuan University Bank Account

銀行名稱 BANK NAME: 台北富邦銀行大同分行
**TAIPEI FUBON COMMERCIAL BANK
TA TUNG BRANCH**

銀行地址 BANK ADDRESS: 186, SEC. 3, CHUNGKING N. RD. TAIPEI, TAIWAN.
銀行電話 BANK TEL: (886)-2-2592-6282
快捷碼 SWIFT CODE: TFSK1234
帳號 BENEFICIARY'S A/C NO.: 3801-0101-0241
戶名 BENEFICIARY'S A/C NAME: 財團法人銘傳大學 MING CHUAN UNIVERSITY
聯絡電話 BENEFICIARY'S TEL: (886)-2-2882-4564 ext 2250

說明 NOTICE

請在匯款時註明學生姓名與學院。
1 For bank transfer purpose, please note down Student's Name and MCU Student ID on the bank transfer.

繳費說明
Please pay tuition fees into MCU bank account and upload bank transmission slip to the IEE website.

繳費地點
Payment location: MCU Bank Account in Taipei, Taiwan.

繳費時間
Payment time: After the official registration, students will be informed by the university, based on the amount of tuition fees. If the amount is less than the amount of tuition fees, the amount will be returned to students.

Download [“New Foreign Students Registration Procedure”](#) from IEE Website News

銘傳大學

繳納大學2025學年度(學期)學費 銘傳大學 Ming Chuan University 2025 Academic Year Fee for Semester 1/2025

學費項目	金額	備註	繳費金額	備註
學費 Tuition Fee	21,000			
雜費 Fee	5,137			
中小學段數 Transfer Fee (Student Fee)	0			
宿舍費 Dormitory Fee	2,000	1,000		
英文學費 English Lab Fee	700	700		
學生保險費 Student Insurance Fee	200			
交通費 Transportation Fee	0			
報名費 Registration Fee	0			
合計 Total			NT\$40,437	
已繳金額 Paid Amount			NT\$0	
應繳金額 Due Amount			NT\$40,437	

繳費金額 Due Amount: NT\$40,437

可向台北富邦銀行申請學費繳納金額 NT\$40,437

繳費地點
Payment location: MCU Bank Account in Taipei, Taiwan.

繳費時間
Payment time: After the official registration, students will be informed by the university, based on the amount of tuition fees. If the amount is less than the amount of tuition fees, the amount will be returned to students.





Transfer Tuition Fees in US\$

Currency Exchange Rate NT\$30 : US\$1 (subject to change)

For example,

If your tuition fees is NT\$54,000 (about US\$1,800), please transfer US\$1,800.

If your tuition fees is NT\$65,000 (about US\$2,200), please transfer US\$2,200.

- Any bank service and transmission charge shall be paid by students him/herself.
- After completing quarantine and returning to campus, students will be informed about the amount that is successfully received by the university, based on the exchange rate on the date of the transmission.
- If the amount is less than the requested, students shall make up the missing amount in NT\$ cash. If the amount exceeds more than the requested, the surplus will be returned to students in NT\$ cash.



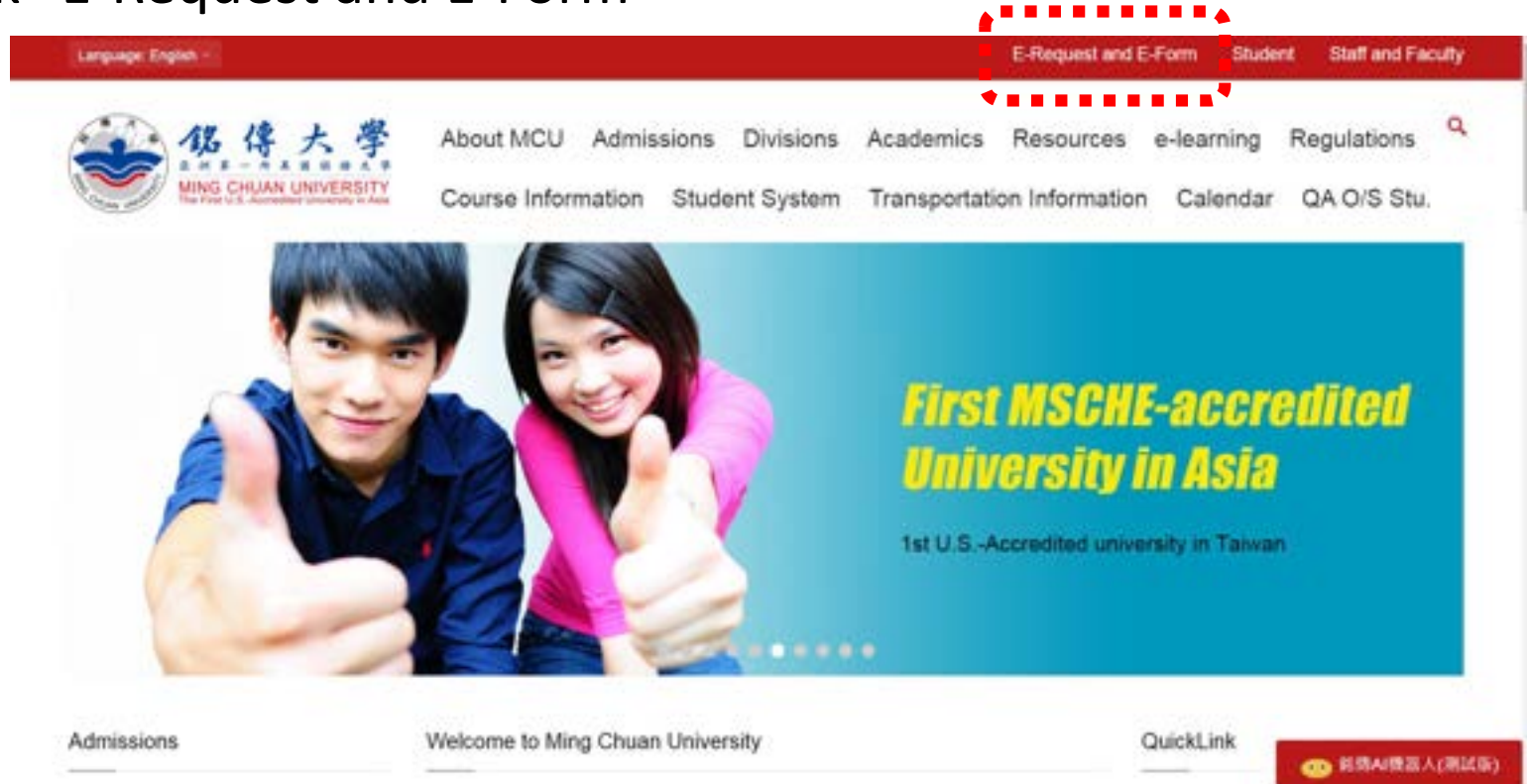
How to Upload Tuition Fees Transmission Proof





Upload Tuition Fees Transmission Proof

1. Link to MCU Website <https://web.mcu.edu.tw/en>
Click “E-Request and E-Form”





Upload Tuition Fees Transmission Proof

2. Select “English” version - Enter your Student ID (Username) and Password – Click “e-Form”



The screenshot shows the 'E-Requests and E-Form System' interface. At the top, there is a language selection dropdown menu set to 'English (United States)', highlighted with a red dashed box and a red circle containing the number '1'. Below this, the 'MCU Home' navigation bar is visible, with a red circle containing the number '2' next to it. The main content area features a login form with fields for 'Username' and 'Password', a 'Forgot Password?' link, and a 'Login' button, all enclosed in a red dashed box. To the right of the login form is an 'Announcement' box with text regarding the original website's shutdown on January 1st, 2019. A blue arrow points from the login form area to a secondary view of the system, where the 'e-Form' option in the 'MCU Home' menu is highlighted with a red dashed box and a red circle containing the number '3'. The secondary view also shows the 'Announcement' box and a 'Logout' button.





Upload Tuition Fees Transmission Proof

3. Select Form ID “1462 Registration Application Form”



English (United States)

MCU Home Logout

e-Form

Submit Form(TOP 10)

This page displays a list of forms (TOP 10) that have been targeted to the user based on their role as a Student, staff, or Teacher.

Form ID	Form Name	Created By
1462	Registration Application Form	Academic Affairs Division
1683	Reset: https://mcu.edu.tw/ password05.23.2016 1:48PM05.23.2016 2:08PM	Information and Network Division
1999	Five-year Combined Program Courses Credits Unrecognized for Undergraduate Graduation Course Credit	Academic Affairs Division
1936	Non-reissue Digital Student ID Application Form	Taoyuan Campus Administration Division
1912	Student's National ID Change Application Form	Taoyuan Campus Administration Division
1628	Taoyuan Campus Maintenance Work Request Form	Taoyuan Campus Administration Division





Upload Tuition Fees Transmission Proof

4. Fill in your Email Address and browse/upload your tuition fees transmission proof as payment receipt – Click to submit

Work

- e-Form
- Site Builder
- Student System
- E-mail (me)
- 資訊服務專區

Registration Application Form

The information collected on this form is only used in the range and region required for the purposes of holding academic affairs data management and university affairs analysis; the period of keeping the information on file is based upon the activity. You will have rights in accordance with Item 5, Article 3 of Personal Information Protection Act. Please refer to MCU G... Protection Management and MCU Personal Information Management System at URL <http://p...> MCU personal information management policy, regulations and contact information.

Submitted On 2021-09-11 09:40 AM

ID Number and Name

Dept/Class Info.

Email Address

Fee Payment Receipt Browse Clear

Please upload your photographed or scanned fee payment receipt.

Submit Cancel

Students must pay tuition fees and upload proof to MCU Student System **before 10:00AM, October 7th**. Otherwise, student's admission of February semester 2022 will be cancelled.



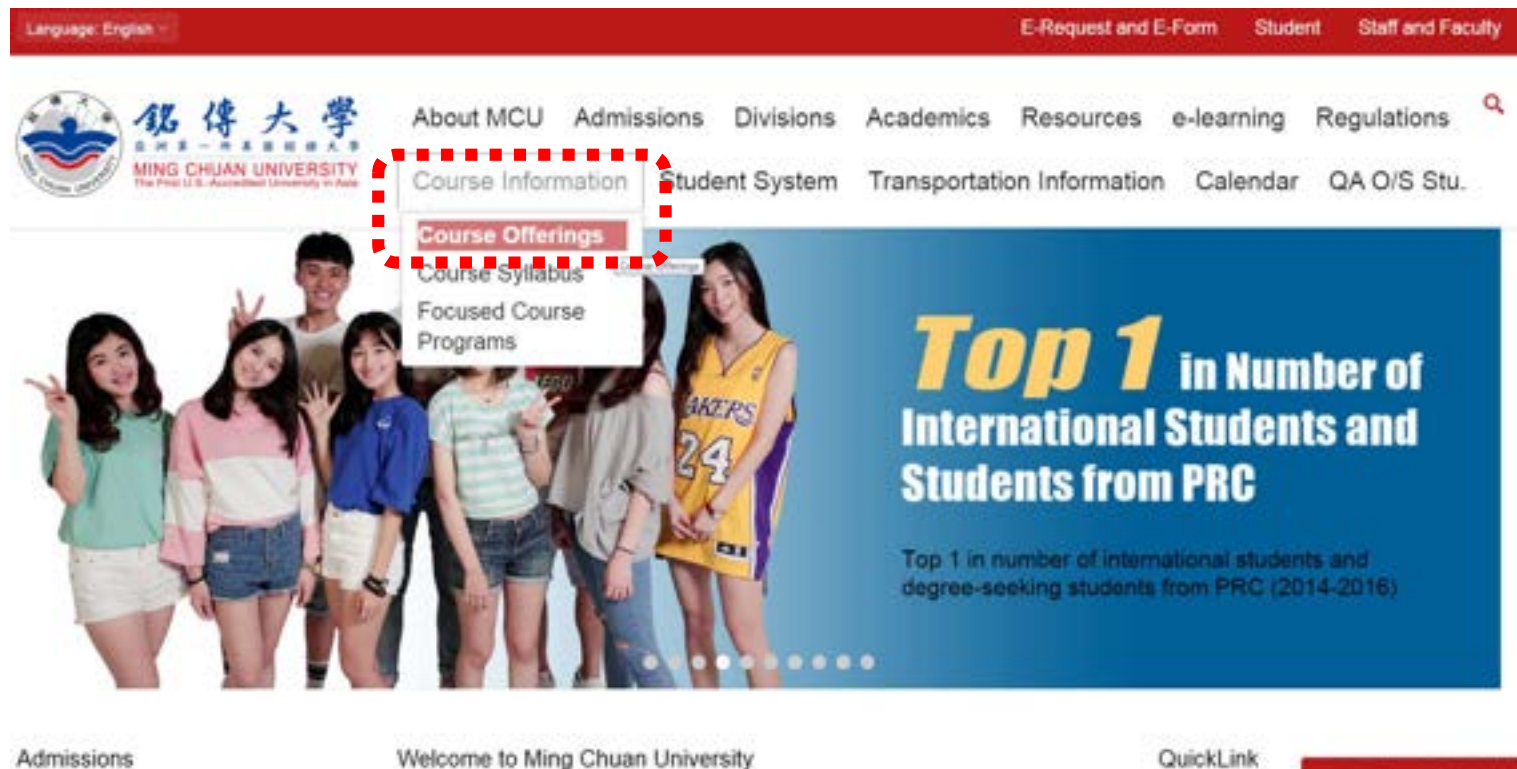
How to Check Course Information



Check Course Information



1. Link to MCU Website: <https://web.mcu.edu.tw/en>
Click “Course Information” – Click “Course Offerings”



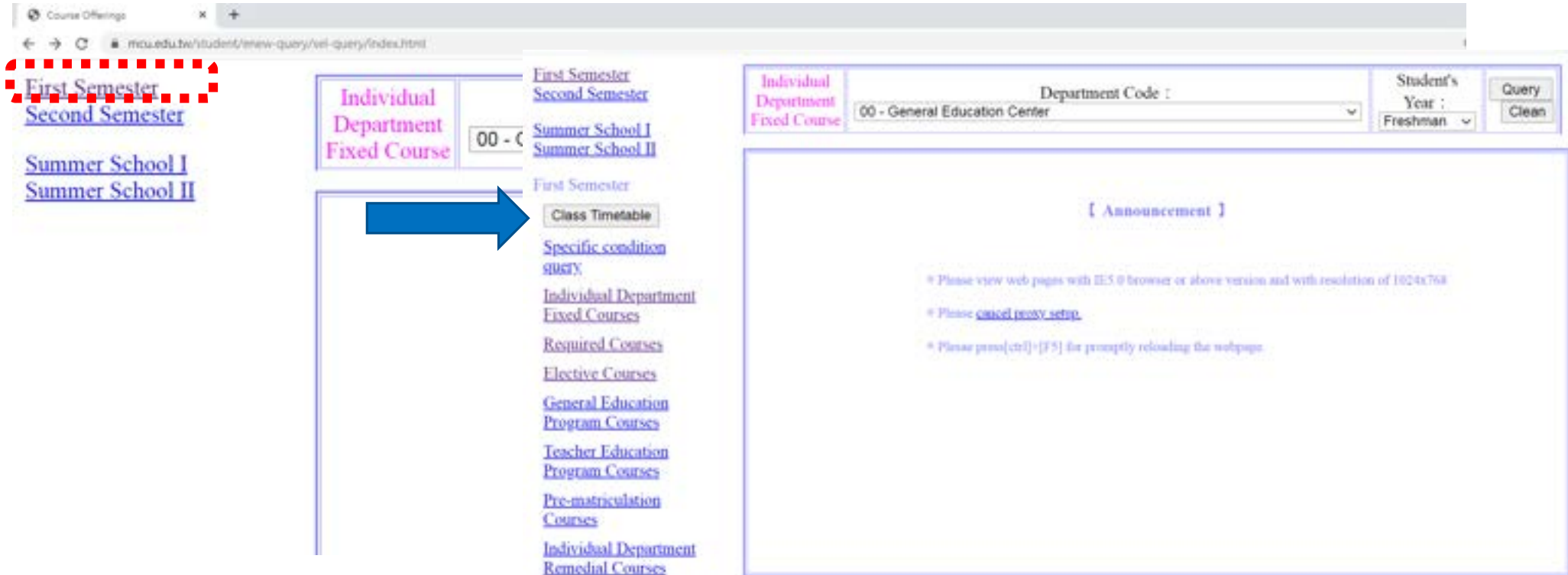
The screenshot shows the website's navigation bar with a red background. On the left, it says "Language: English". On the right, there are links for "E-Request and E-Form", "Student", and "Staff and Faculty". Below the navigation bar is the university's logo and name in Chinese and English. A search icon is on the right. The main navigation menu includes "About MCU", "Admissions", "Divisions", "Academics", "Resources", "e-learning", "Regulations", "Student System", "Transportation Information", "Calendar", and "QA O/S Stu.". A red dashed box highlights the "Course Information" menu item, which has a dropdown menu with "Course Offerings" selected. Below the navigation is a large banner featuring a group of international students. The banner text reads: "Top 1 in Number of International Students and Students from PRC" and "Top 1 in number of international students and degree-seeking students from PRC (2014-2016)". At the bottom of the page, there are three sections: "Admissions", "Welcome to Ming Chuan University", and "QuickLink".





Check Course Information

2. Click “First Semester” (= Septemebr semester)



Course Offerings

http://mcu.edu.tw/student/new-query/vol-query/index.html

[First Semester](#)
[Second Semester](#)
[Summer School I](#)
[Summer School II](#)

Individual Department Fixed Course

00 - General Education Center

Department Code :

Student's Year : Freshman

Query Clean

[First Semester](#)
[Second Semester](#)
[Summer School I](#)
[Summer School II](#)

Class Timetable

Specific condition query

Individual Department Fixed Courses

Required Courses

Elective Courses

General Education Program Courses

Teacher Education Program Courses

Pre-matriculation Courses

Individual Department Remedial Courses

[Announcement]

- Please view web pages with IE5.0 browser or above version and with resolution of 1024x768
- Please [cancel proxy setup](#).
- Please [press\(ctr\)+\[F5\]](#) for promptly reloading the webpage.

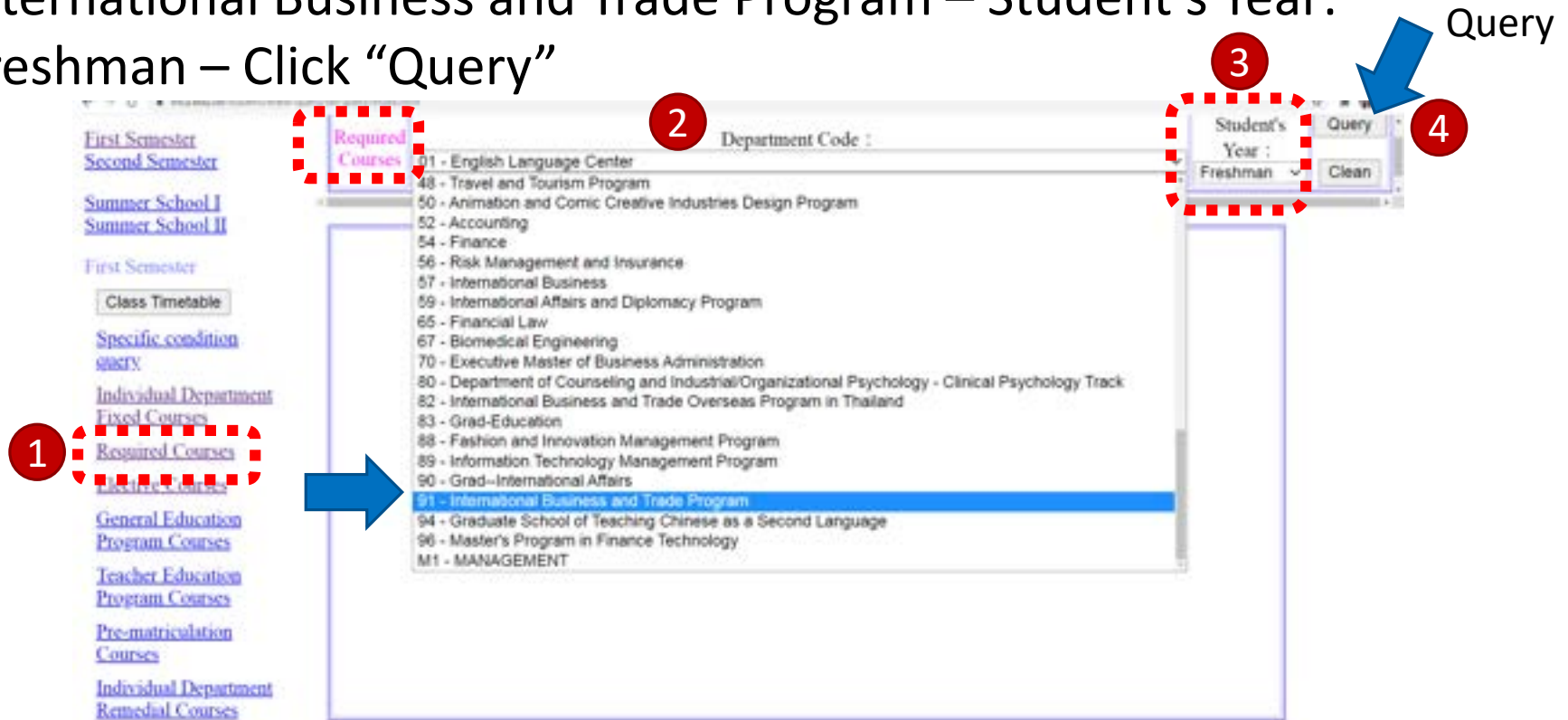


• Must take required courses, cannot drop it



Check Course Information – Required Courses

3. Click “Required Courses” – Department Code: 91 – International Business and Trade Program – Student’s Year: Freshman – Click “Query”



1 Required Courses

2 Department Code :

3 Student's Year : Freshman

4 Query

91 - International Business and Trade Program



- Must take required courses, cannot change/drop it
- Special need? please contact your departmental secretary



Check Course Information – Required Courses

4. For example: Department Code: 91 – International Business and Trade Program and Trade Program – Freshman Year – Required Courses

Required Courses Department Code : 91 - International Business and Trade Program Student's Year : Freshman

Course	Class	Class Capacity-Current Registration	Instructor	Date/Period	Year	Classroom 【Campus】	Term	Credit
00997 Class Meeting	91101 國企 E-甲	70 / 62	Ordinary Class: CHUN-HSIUAN WANG	Day 2 : 20	1	D301 【Taipei】	Required	0
00999 Weekly Meeting	91101 國企 E-甲	70 / 62	.	Day 5 : 05	1	【Taipei】	Required	0
91111 Accounting I (E)	91101 國企 E-甲	5 / 64	Ordinary Class: Tseje Chia-Hyuan	Day 3 : 02 03 04 week 4 : 05 06	1	B301 【Taipei】	Required	3
91113 Economics I (E)	91101 國企 E-甲	70 / 63	Ordinary Class: CHUN-HSIUAN WANG Lab Class: CHEN HQ	Day 5 : 01 02 03 week 5 : 04	1	E301 【Taipei】	Required	3
99405 Management (E)	91101 國企 E-甲	70 / 62	Ordinary Class: TU HUI-SHENG	Day 2 : 02 03 04	1	H402 【Taipei】	Required	3
99759 Basic Mandarin I (E)	91101 國企 E-甲	0 / 43	Ordinary Class: Fu Tsai Alan Hsueh	Day 1 : 07 08 09	1	B505 【Taipei】	Required	3
99775 Applied Information Technology : Office Software (E)	91101 國企 E-甲	60 / 62	Ordinary Class: PAI YUEH-HWA	Day 3 : 05 06 07 08	1	F609 【Taipei】	Required	3
99991 Physical Education I (E)	91101 國企 E-甲	75 / 64	Ordinary Class: WANG SAN TSAI	Day 1 : 05 06	1	體育 【Taipei】	Required	0
00997 Class Meeting	91102 國企 E-乙	90 / 69	Ordinary Class: CHEN HQ	Day 4 : 20	1	E301 【Taipei】	Required	0
00999 Weekly Meeting	91102 國企 E-乙	90 / 69	.	Day 5 : 05	1	【Taipei】	Required	0





Check Course Information – Elective Courses

5. Click “Elective Courses” – Department Code: 91 – International Business and Trade Program – Student’s Year: Freshman – Click “Query”

[First Semester](#)
[Second Semester](#)

[Summer School I](#)
[Summer School II](#)

First Semester

[Specific condition query](#)

[Individual Department Fixed Courses](#)

[Required Courses](#)

[Elective Courses](#)

[General Education Program Courses](#)

[Teacher Education Program Courses](#)

[Pre-matriculation Courses](#)



Department Code : 91 - International Business and Trade Program

Student's Year : Freshman

Query Clean

Course	Class	Class Capacity/Current Registration	Instructor	Date/Period	Year	Classroom 【Campus】	Term	Credit	Typ
99778 Human Evolution (E)	91151	0 / 64	Ordinary Class: Bruno Di Giusto	Day 1 : 02 03-04	1	E301 【Taipei】	Elective	3	大學部
99614 Psychology (E)	91152	99 / 82	Ordinary Class: JOE LAYALLEE	Day 3 : 05 06-07	1	B301 【Taipei】	Elective	3	大學部



- Add elective courses by yourself



Check Course Information – Elective Courses

6. Click “Elective Courses” – Department Code: 91 – International Business and Trade Program – Student’s Year: **Junior** – Click “Query”

- [First Semester](#)
- [Second Semester](#)
- [Summer School I](#)
- [Summer School II](#)
- [First Semester](#)
- [Class Timetable](#)
- [Specific condition query](#)
- [Individual Department Fixed Courses](#)
- [Required Courses](#)
- [Elective Courses](#)
- [General Education Program Courses](#)
- [Teacher Education Program Courses](#)
- [Pre-matriculation Courses](#)

Course	Class	Class Capacity/Current Registration	Instructor	Date/Period	Year	Classroom [Campus]	Term	Credit
99446 Human Resource Management (E)	91351	60 / 60	Ordinary Class: CHEN HO	Day 4 : 02 03 04	3	D301 [Taipei]	Elective	3
99226 Service Operations Management (E)	91352	60 / 59	Ordinary Class	Day 1 : 05 06			Elective	3
91127 Investment (E)	91353	60 / 60					Elective	3
99524 Electronic Commerce (E)	91354	60 / 60					Elective	3
99524 Electronic Commerce (E)	91355	60 / 37					Elective	3
91123 Training and Development (E)	91356	60 / 60					Elective	3
91135 Business Internship I (E)	91357	70 / 29					Elective	3
91144 Integrated Marketing Communication (E)	91357	60 / 60	Ordinary Class: Pei-hu Tung	Day 3 : 02 03 04	3	D301 [Taipei]	Elective	3

Class Capacity/ Current Registration
 ❌ 60/60 = class full, no seats
 → cannot register

Class Capacity/ Current Registration
 ✅ 60/37 = 23 seats available
 → you can add this course



Check Course Information – Elective Courses

7. How to read the schedule

Weekday
2 = Tuesday

Class No.	Course No./Course	Required/Elective	Classroom	Credit	Lecture(Y) Lab(N)	Day	Start Period	End Period
43191	43746 Seminar in Redology	Elective	P2132	3	Y	2	02	04
43294	43760 Studies on Chinese Confucianism	Elective	P2132	3	Y	4	05	08

Taipei/ Jihe
campus
Class
Period

Section#	01	02	03	04	20	05	06	07
Time	08:10-09:00	09:10-10:00	10:10-11:00	11:10-12:00	12:10-13:00	13:10-14:00	14:10-15:00	15:10-16:00
Section#	08	09	40	50	60	70		
Time	16:10-17:00	17:10-18:00	18:30-19:20	19:25-20:15	20:20-21:10	21:15-22:05		

Taoyuan
campus
Class
Period

Section#	01	02	03	04	20	05	06	07
Time	08:10-09:00	09:10-10:00	10:10-11:00	11:10-12:00	12:00-12:50	12:50-13:40	13:50-14:40	14:50-15:40
Section#	08	09	40	50	60	70		
Time	15:50-16:40	16:50-17:40	18:00-18:50	18:55-19:45	19:50-20:40	20:45-21:35		



Course Selection



1. Link to MCU Student System

<https://www.mcu.edu.tw/student/enuw-query/default.asp>

Click “Course Selection” – Click “Regular Semester”



The screenshot shows the MCU Student System interface. At the top, there is a navigation menu with the following items: Registration Graduation, Course Selection, CourseInfo, Attendance Info, StudentAffairs Info, GradeQuery, FeesQuery, and Apply. The 'Course Selection' item is highlighted with a red dashed box. Below this menu, a dropdown menu is open, showing options: CloudCourseSelectionAgencyRecord, RegularSemester, ExtendedStudyPeriodandReturningStudents(before school begins), SummerSchoolII, 201 SummerSchoolIII, IndividualCourseSelection, 202 AvailableClasses, and WaitingListEntry. A blue arrow points to the 'RegularSemester' option, which is also highlighted with a red dashed box. On the left side of the page, there is a section for 'Initial login for new student:' with instructions for domestic and foreign students, and a '課程列表 Course List' button. On the right side, there is a '個人常用資料 My Info' section with a list of links: Change your password / e-mail, Reporting Lost iPass, Course Schedule, Online Course Selection Priority, Exam Schedule/ Location Query and Final Make-up Exam Application, and Absent and Final Make-up Exam. At the bottom of the page, there is a row of small images showing various campus activities and the MCU logo.

Course Selection



- Do not choose the same course twice
- Can not choose two courses at the same time
- Question? contact your [departmental/program secretary](#) for assistance

2. Click to Add (Elective) or Drop (Elective) Course

3. Enter “Course Number” and “Class Number” to Add

★ Freshman student online course selection: 9/5 Mon. 12:30pm at noon ~ 9/14 Wed. 12:30pm at noon

選課系統 Course Selection Functions/Query

[Announcement]

Explanation of automatic adding for full course sections:

1. If the course section you wish to select is full, you may consider being on the waiting list. If another student drops the course, students will be added in the order of the list.
2. If you are on the waiting list for a class, and decide not to wait for a position in this class, please immediately go online and delete your name from the list.
3. No one with a schedule conflict or who already has selected over 25 credits will be added to a class automatically.
4. Once the add/drop period is over, no automatic additions are permitted.

Click to add or drop courses

Students must add and drop courses according to course selection rules.

After adding/dropping courses, proceed to "Individual Student Course Schedule Query" and confirm course selection result.

Elective Courses	Department Code : 91 - International Business and Trade Program
------------------	--

Course	Class	Class Capacity/Current Registration
99446 Human Resource Management (E)	91351	60 / 60
99226 Service Operations Management (E)	91352	60 / 59
91127 Investment (E)	91353	60 / 60
99524 Electronic Commerce (E)	91354	60 / 60
99524 Electronic Commerce (E)	91355	60 / 37





How to Check Course Syllabus



Accounting

Management

Calculus

Psychology

Economics

Basic Mandarin

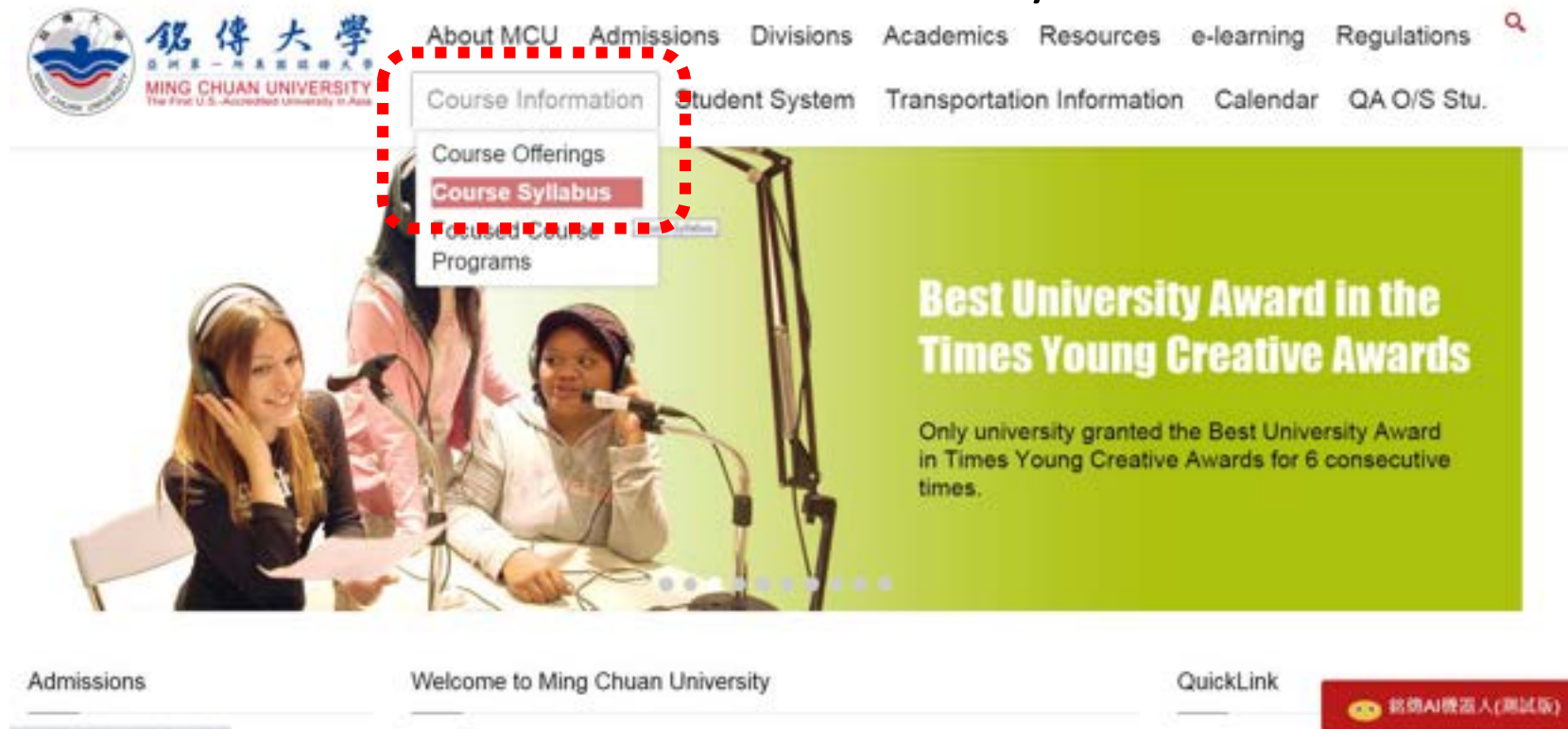
Human Evolution

Statistics



Check Course Syllabus

1. Link to MCU Website: <https://web.mcu.edu.tw/en>
Click “Course Information” – Click “Course Syllabus”



The screenshot shows the Ming Chuan University website. The navigation menu includes: About MCU, Admissions, Divisions, Academics, Resources, e-learning, Regulations, Student System, Transportation Information, Calendar, and QA O/S Stu. A red dashed box highlights the 'Course Information' dropdown menu, which contains 'Course Offerings', 'Course Syllabus' (highlighted in red), and 'Focused Course Programs'. Below the menu is a banner for the 'Best University Award in the Times Young Creative Awards' with the text: 'Only university granted the Best University Award in Times Young Creative Awards for 6 consecutive times.' The footer contains 'Admissions', 'Welcome to Ming Chuan University', 'QuickLink', and a red button for '銘傳AI機器人(測試版)'.



Check Course Syllabus



2. Click “2022-23 Academic Year / 1st (semester)”

Untitled Page

tch.mcu.edu.tw/sylwebqry/pro_qry.aspx

Course Outline & Syllabi Query



| 2022-23 Academic Year / 1st | 2021-22 Academic Year / 2nd | 2021-22 Academic Year / 1st | 2020-21 Academic Year / 2nd
| 2020-21 Academic Year / 1st | 2019-20 Academic Year / 2nd | 2019-20 Academic Year / 1st | 2018-19 Academic Year / 2nd





Check Course Syllabus

3. Select your Department Code

**International College
English-taught
Department Code**

[Taipei campus]

[Click 11: Grad – IMBA \(Master\)](#)

[Click 25: Fashion and Innovation Management \(4th year classes\)](#)

[Click 27: Journalism & Mass Communication \(1st year~4th year\)](#)

[Click 57: Grad – International Business and Trade \(Master\)](#)

[Click 88: Fashion and Innovation Management \(1st year ~3rd year classes\)](#)

[Click 90: Grad – International Affairs \(Master\)](#)

[Click 91: International Business and Trade \(1st year~4th year\)](#)

[Taoyuan campus]

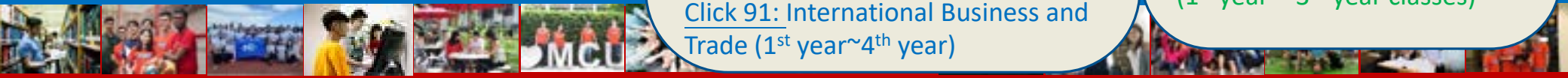
[Click 47: Applied Computing \(4th year classes\)](#)

[Click 48: Travel & Tourism \(1st year~4th year\)](#)

[Click 59: International Affairs and Diplomacy \(1st year~4th year\)](#)

[Click 89: Information Technology Management \(1st year ~ 3rd year classes\)](#)

Department Code	Department	Department Code	Department
00	General Education Center	01	English Language Center
02	Physical Education Office	03	Military Training Office
04	Urban Planning and Disaster Management	05	Information and Telecommunication Engineering
07	Public Affairs	08	Counseling and Industrial/Organizational Psychology
09	Digital Media Design	10	Teacher Education Program
11	Business Administration	13	Information Management
14	Tourism	16	Computer and Communication Engineering
17	Applied Statistics and Information Science	18	Leisure and Recreation Management
19	Hospitality Management	21	Commercial Design
22	Economics and Finance	23	Product Design
24	Architecture	25	Fashion and Innovation Management Program
26	Advertising and Strategic Marketing	27	Journalism and Mass Communication Program
28	Department of Counseling and Industrial/Organizational Psychology - Counseling Psychology Track	30	School of Communication
	New Media and Communication		





Check Course Syllabus

4. For example: 91 – International Business and Trade Program

Course Outline & Syllabi Query

| 2022-23 Academic Year / 1st | 2021-22 Academic Year / 2nd | 2021-22 Academic Year / 1st | 2020-21 Academic Year / 2nd
| 2020-21 Academic Year / 1st | 2019-20 Academic Year / 2nd | 2019-20 Academic Year / 1st | 2018-19 Academic Year / 2nd

【2022-23 Academic Year 1st Semester】

Class Number	Course Number & Title	Instructor's Name	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	91111Accounting I (E)	曾淑瑛 Tseng, Chia-Hsuan	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	91113Economics I (E)		Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	91130Calculus (E)		Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	99759Basic Mandarin I (E)		Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	99800Introduction of Artificial Intelligence (E)		Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91101	99991Physical Education I (E)	陳其廷 Chen, Hung-Ting	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102	91111Accounting I (E)	曾淑瑛 Tseng, Chia-Hsuan	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102	91113Economics I (E)	黃素琴 HUANG, SHU-CHEN	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102	99405Management (E)	杜華生 TU, HUEI-SHENG	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102		王昱弓 Yu-Yun Wang	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102		白玉華 PAI YUH-HWA	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91102		王三時 WANG SAN TSAI	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91151		胡偉仲 Bruno Di Giusto	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities
91152		李湖方 JOSEPH LAVALLEE	Chinese Outline	English Outline	Chinese Syllabi	English Syllabi	English Instructional Activities

• (E) means the course is instructed in English

Class Number
 91101: 1st year course
 91201: 2nd year course
 91301: 3rd year course
 91401: 4th year course





Check Course Syllabus

5. For example: 91 – International Business and Trade Program - Accounting I

Course Plan/Proposal

Instructor's Name: **CHEN HO**
 Year: **111** Semester: **1 (1-autumn term 2-spring term)**
 Class Number: **91201** Course Number: **99213**

Course Name: Marketing Management (E)
Total credits: 3 Weekly classroom hours: 3
Department: 91International Business and Trade Program
Course type: 1 required
Semester: 1 (1-1st semester 2-2nd semester 3-Full academic year)

Course Objective

1. The introduction of marketing management theories & concepts
2. Marketing management cases analysis
3. Application of marketing tools (Product, price, place, promotion, physical evidence, people, & process)

Course Outline

1. Introduction: Marketing management
2. Marketing planning
3. Customer and consumer behavior
4. Marketing research
5. Marketing mix
6. Product
7. Price
8. Place
9. Promotion mix
10. Promotional tools
11. Physical evidence, people, and process
12. General Issues

Course Outcomes

1. Understand the basic concepts of marketing management
2. Identify key elements those underlie good marketing practices
3. Learn to utilize marketing tools to create values for customers and organizations

Department Education Goal

- ☐ Helping students in developing expertise in business disciplines.
- ☐ Striving for excellence in learning and teaching
- ☐ Helping students develop global views

Course Syllabus

Instructor's Name: **CHEN HO**
 Year: **111** Semester: **1 (1-autumn term 2-spring term)**
 Class Number: **91201** Course Number: **99213**

Course Name: Marketing Management (E)
Total credits: 3 Weekly classroom hours: 3
Department: 91International Business and Trade Program
Course type: 1 required
Semester: 1 (1-1st semester 2-2nd semester 3-Full academic year)

• Weekly Syllabus (18 weeks in total)

Week	Unit	Points to be covered
1	Course Overview	Course Overview
2	Chapter 1	Introduction: Marketing Management
3	Chapter 2	Marketing Planning
4	Chapter 3	Customer and Consumer Behavior
5	Chapter 4	Marketing Research
6	Chapter 5	Marketing Mix and Communications
7	Chapter 6	Product
8	Chapter 1-6	Course Review and In-Class Exam
9	Midterm	Midterm
10	Chapter 1-6	Speech and Discussion
11	Chapter 7	Price
12	Chapter 8	Place
13	Chapter 9	Promotions Mix
14	Chapter 10	Promotional Tools
15	Chapter 11	Physical Evidence, People, and Process
16	Chapter 12	General Issues
17	Chapter 7-12	Course Review and In-Class Exam
18	Final Exam	Final Exam

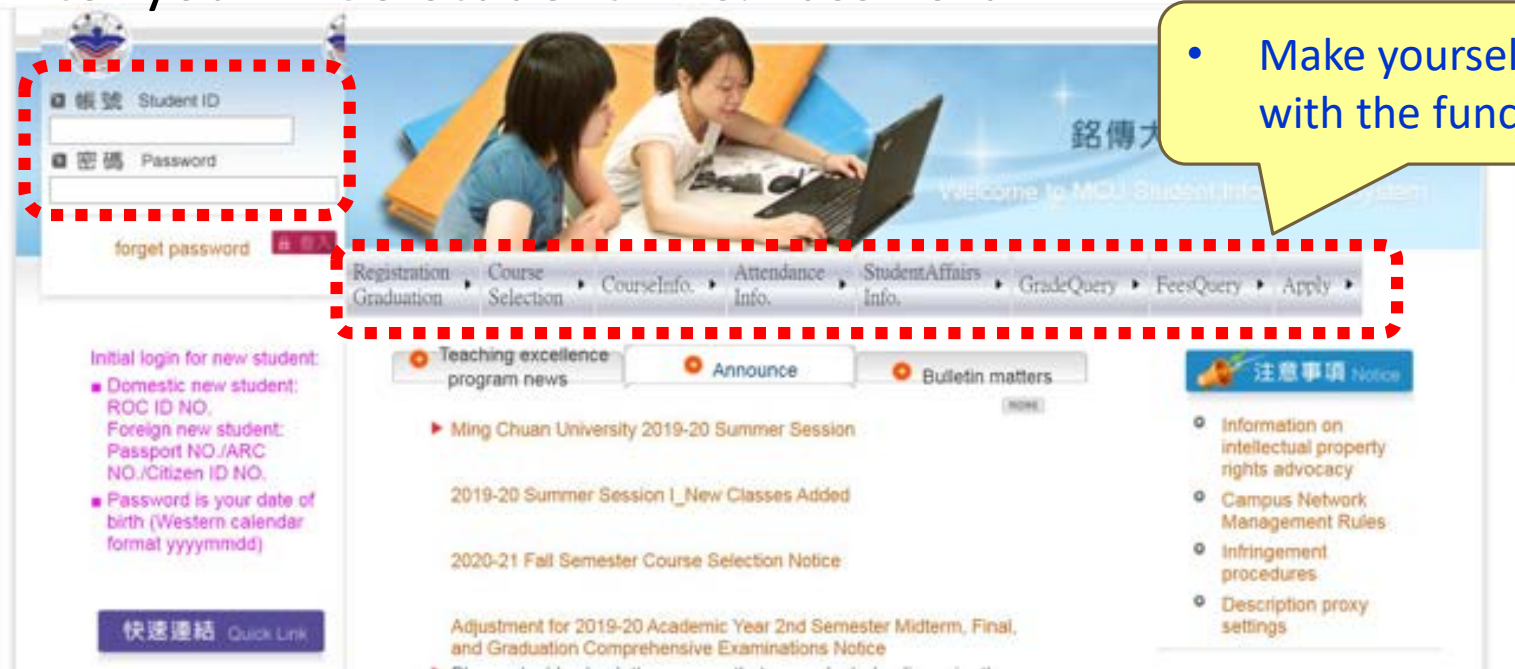


MCU Student Information System

The screenshot shows the homepage of the MCU Student Information System. On the left, there is a login section with fields for '帳號 Student ID' and '密碼 Password', a 'forget password' link, and a '登入' button. Below the login section, there are instructions for new students: 'Initial login for new student: Domestic new student: ROC ID NO, Foreign new student: Passport NO./ARC NO./Citizen ID NO, Password is your date of birth (Western calendar format yyyyymmdd)'. A '快速連結 Quick Link' button is at the bottom left. The main content area features a navigation menu with items like 'Registration Graduation', 'Course Selection', 'CourseInfo', 'Attendance Info', 'StudentAffairs Info', 'GradeQuery', 'FeesQuery', and 'Apply'. Below the menu, there are three tabs: 'Teaching excellence program news', 'Announce', and 'Bulletin matters'. The 'Announce' tab is active, showing news items such as 'Ming Chuan University 2019-20 Summer Session', '2019-20 Summer Session I_New Classes Added', '2020-21 Fall Semester Course Selection Notice', and 'Adjustment for 2019-20 Academic Year 2nd Semester Midterm, Final, and Graduation Comprehensive Examinations Notice'. On the right, there is a '注意事項 Notice' section with a list of items including 'information on intellectual property rights advocacy', 'Campus Network Management Rules', 'infringement procedures', and 'Description proxy settings'. The background of the main content area shows two students looking at a laptop, with the text '銘傳大學 學生資訊系統' and 'Welcome to MCU Student Information System' overlaid.

MCU Student Information System

- Link to <https://www.mcu.edu.tw/student/enew-query/default.asp>
- Enter your MCU Student ID & Password



Initial login for new student:

- Domestic new student: ROC ID NO.
- Foreign new student: Passport NO./ARC NO./Citizen ID NO.
- Password is your date of birth (Western calendar format yyyyymmdd)

快速連結 Quick Link

Registration Graduation Course Selection CourseInfo Attendance Info StudentAffairs Info Grade-Query FeesQuery Apply

Teaching excellence program news Announce Bulletin matters


注意事項 Notice

- Information on intellectual property rights advocacy
- Campus Network Management Rules
- Infringement procedures
- Description proxy settings

Make yourself familiar with the functions



Check Your Course Schedule



銘傳大學 學生資訊系統
Welcome to MCU Student Information System

Registration Graduation ▶ Course Selection ▶ Course Info. ▶ Attendance Info. ▶ Student Affairs Info. ▶ Grade Query ▶ Fees Query ▶ Apply ▶

Teaching excellence program news | Announce | Bulletin matters

個人常用資料 My Info

- Change your password / e-mail
- Report Lost ID Card
- Course Schedule
- Initial Course Selection Priority
- Exam Schedule/ Location Query and Final Make-up Exam Application
- Absent and Final Make-up Exam Schedule Query
- Merit / Demerit Information Query
- Student's e-Portfolio
- Competence Inventory
- UCAN
- Teaching Assistant Questionnaire

2017.09.01 The course selection method for returning and extended study period students of 2017-18 academic year 1st semester changed to online course selection

2018-19 Summer Session

Please double check the courses that you selected online prior the deadline for the Cloud Course Selection.

2017.05.05 2017-18 Fall Semester Course Selection Notice

Course Load Minimum and Maximum: Freshmen, Sophomores, Juniors: 12 credit hrs/semester minimum, 25 maximum; Seniors: 9 credit hrs/semester minimum, 25 maximum, and for graduate students at least one course.

◎ Student may not choose courses with time conflicts. Upon discovery, all conflicting selections will be deleted.

◎ Students who aren't graduating may not choose courses for graduating seniors.

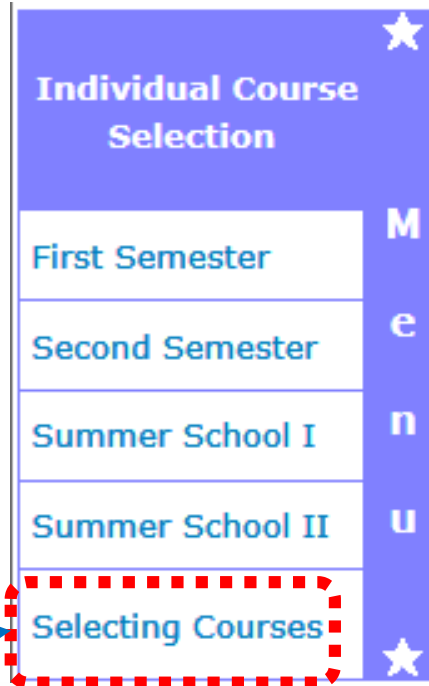
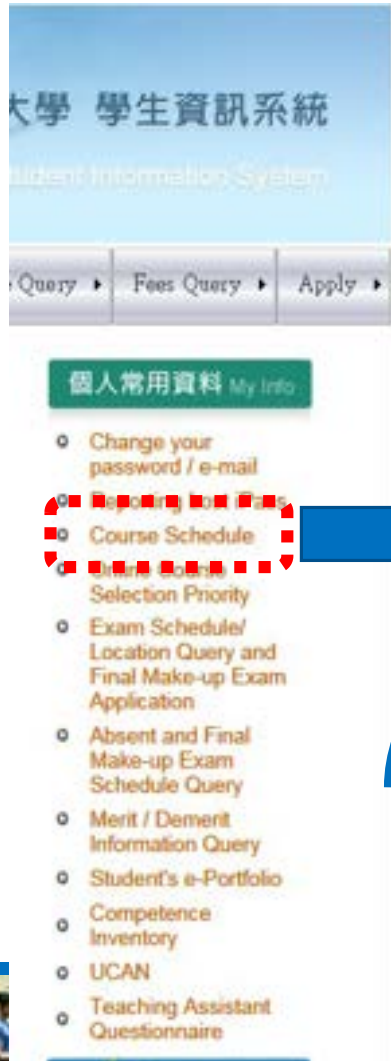
Cross-department courses and course retakes with another class section are not available for Initial Course Selection, but must be selected during Add/Drop period.

After completing initial selection of courses, students must confirm the selections and print out the initial course selection record.

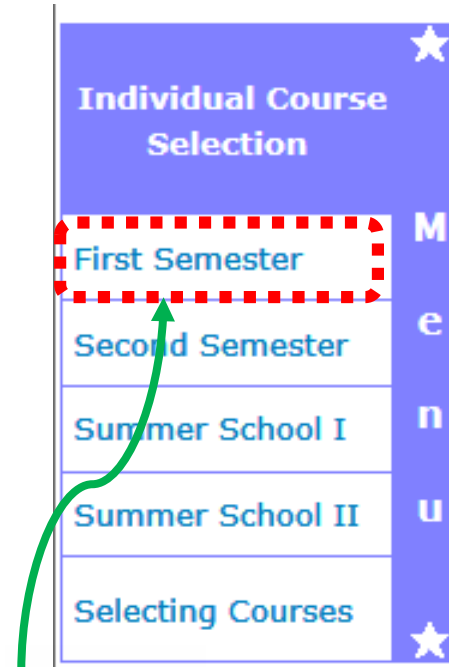
Please protect your password to prevent tampering with your course selection record.

After selection courses, students must print out the course selection

- First semester = September semester
- # Check Your Course Schedule

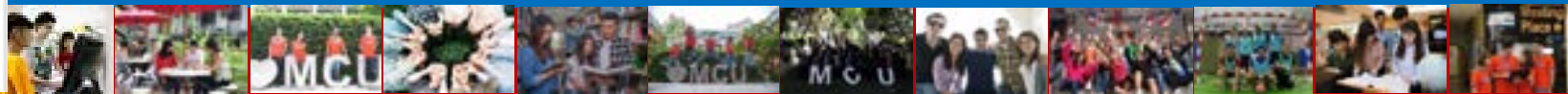


**During 9/5~9/14
online course
adding/dropping
period**



**After online course
adding/dropping
period ends**

- **Check results of your online course add/drop selection:** from 9/16 Fri. 12:30 noon~
- **Re-confirm your course selection:** 9/26 (Mon.) ~ 10/7 (Fri.)
- ★ Students who do not re-confirm the course selection before the deadline will be regarded as accepting the selected courses.



Enter Freshman Registration Information





Enter Freshman Registration Information

- Link to <https://www.mcu.edu.tw/student/enew-query/default.asp>
- Enter your MCU Student ID & Password – Click “Registration” – Click “Freshman Information Processing”



銘傳大學 學生資訊系統
Welcome to MCU Student Information System

Registration Course CourseInfo Attendance StudentAffairs GradeQuery FeesQuery Apply
Graduation Selection Info. Info. Info.

Initial login information:
■ Domestic new student:
ROC ID NO.
Foreign new student:
Passport NO./ARC
NO./Citizen ID NO.
■ Password is your date of
birth (Western calendar
format yyyyymmdd)

快速連結 Quick Link

Announce Bulletin matters

注意事項 Notice

- Information on intellectual property rights advocacy
- Campus Network Management Rules
- Infringement procedures
- Description proxy settings



Enter Freshman Registration Information

- Click “Information on new students and parents or guardians” to fill in your information, **before October 7th**
- Click “Upload Photo” (i.e. photo for your MCU Student ID card)



Information on new students and parents or guardian | **Upload Photo**

Freshman Information Processing

Any questions about Freshman Information and Photo Upload please contact the Registrar at 02-28824564 EXT 2705 or Academic Affairs Section in Taoyuan Campus at 03-3507001 EXT 3248.
新生個人及家長、監護人資料及上傳相片檔作業如有疑問，請來電02-28824564註冊組分機：2705 或 03-3507001桃園教務組分機：3248



After completing quarantine requirement, students can seek advice from OISS office on how to open a bank account in Taiwan.

Bank Account Information in Taiwan

1. Please key in your bank account in Taiwan (especially if you are MOE, MOFA scholarship students)
2. Questions about MOE, MOFA scholarship: daphne@mail.mcu.edu.tw



銘傳大學 學生資訊系統

繳費/領款

- 查詢/列印各項繳費資料
- 學生領款銀行帳號
- 平安保險費
- 就業繳費單





Moodle System

MCU_Moodle_Portal

English (en)

MCU Resources

IT Services

Learner Services

E-Portfolio

Log in

銘傳大學
Moodle數位教學平台



注意

尊重智慧財產權，請使用正規教科書(含二手書)，
不得非法影印、拒絕非法下載，以免因侵害他人
著作權而觸法



LOGIN

Username

Password

Remember username

Log in

Lost password?

MAIN MENU

網站公告

COURSES

No courses in this category

1. 本網站所提供之數位教材內容及使用，均應符合有關著作權規定，其他關於教材內容之創作或取得，並應侵害他人權利或著作權情事，以免觸犯民事或刑事責任。

All online teaching materials provided and used by teachers should follow the relevant Intellectual Property Rights regulations; neither the creation nor the acquisition of the teaching content should infringe upon the rights of any third party or result in a copyright violation.

2. 系統固定每日凌晨03:00~05:00暫停服務，進行系統定期維護。

Due to scheduled maintenance, Moodle will have system disruption everyday from 03:00am-05:00am.

*****防疫教學專區 Online learning zone*****

- Teams 會議說明
- Teams Account and Password Description
- Teams 簡易操作手冊_教師版
- Teams Simplified Operations Manual_Teachers
- Teams 簡易操作手冊_學生版
- Teams Simplified Operations Manual_Students
- 如何在Teams版本[會議室]或[課程報名]或[投票]

Moodle System

1. Link to Moodle System:

<https://moodle.mcu.edu.tw/index.php?lang=en>

Enter your MCU Student ID (Username) and Password



MCU Moodle Portal English (en) MCU Resources IT Services Learner Services E-Portfolio Log in

銘傳大學 Moodle數位教學平台

注意
尊重智慧財產權，請使用正版教科書(含二手書)，不得非法影印、拒絕非法下載，以免因侵害他人著作權而觸法

LOGIN
Username
Password
 Remember username
Log In
Lost password?

MAIN MENU
網站公告

COURSES
No courses in this category

1. 本網所提供之數位教材內容及使用，均應符合有關著作權規定，其他與教學內容之創作或取得，應無侵害他人權利或著作權情事，以免觸犯民事或刑事責任。
All online teaching materials provided and used by teachers should follow the relevant Intellectual Property Rights regulations; neither the creation nor the acquisition of the teaching content should infringe upon the rights of any third party or result in a copyright violation.

2. 系統課表每日凌晨03:00~05:00暫停服務，進行系統定期維護。
Due to scheduled maintenance, Moodle will have system disruption everyday from 03:00am-05:00am.

*****防疫教學專區 Online learning zone*****

- Teams安裝說明
- Teams Account and Password Description
- Teams簡易操作手冊_教師版
- Teams Simplified Operations Manual_Teachers
- Teams簡易操作手冊_學生版
- Teams Simplified Operations Manual_Students
- 如何在Teams設定[會議錄影]或[課程取名]或[投票]



Moodle System

2. Click to "Import Courses"



MCU Moodle Portal 正體中文 (zh_tw) 校園資源 資訊服務 課程資源 成長學

課程

遠端的課程

- VR講堂
- 圖書館服務滿意度調查MCU Library Service Quality Review
- 就學貸款宣傳專區
- M 資訊或教育訓練課程
- M 就學貸款宣傳專區 School Loan
- M 生輔組助學措施宣傳專區 Student Aid
- M 11001...
- M 10902...
- M 10901...
- M 10802...
- M 10801...
- M 10702...
- M 10701...
- M 10602...
- M 10601...
- M 10502...
- M 10501...
- M 10402...
- M 10401...
- M 10302...
- M 10301...
- M 所有參與課程(9602~)-All
- M 匯入舊學期課程-[Import courses syllabus](10802)

infringe upon the rights of any third party or result in...
2. 系統固定每日凌晨03:00~05:00暫停服務，進行系統定期維護。
Due to scheduled maintenance, Moodle will have system d...

*****防疫教學專區 Online learning

- Teams密碼說明
- Teams Account and Password Description
- Teams簡易操作手冊_教師版
- Teams Simplified Operations Manual_Teachers
- Teams簡易操作手冊_學生版
- Teams Simplified Operations Manual_Students
- 如何在Teams設定[會議新到]或[課程點名]或[投票]
- 如何查詢Teams新到結果
- 用Teams上課時(含視訊會議)，一直被學生干擾怎麼辦?
- Teams 備入包
- 網路教學方案軟體使用說明

網站至今登入總人次：71,191,442

數位教材建置排行榜 Digital Material Setup Bulletin Board

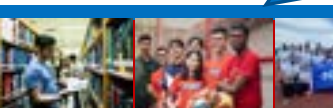
Moodle數位教學平台系統升級教育訓練

軟體需求與規格

- 軟體需求 Software & Hardware Requirements :
 - 硬體 Hardware :
 - CPU : 2.0GHz 以上 (2.0GHz or higher)
 - RAM : 4GB 以上 (4GB or higher)

Why Moodle System?

- Download Professor's teaching materials (PPT or handouts)
- Upload your homework
- Online quiz
- Online discussion



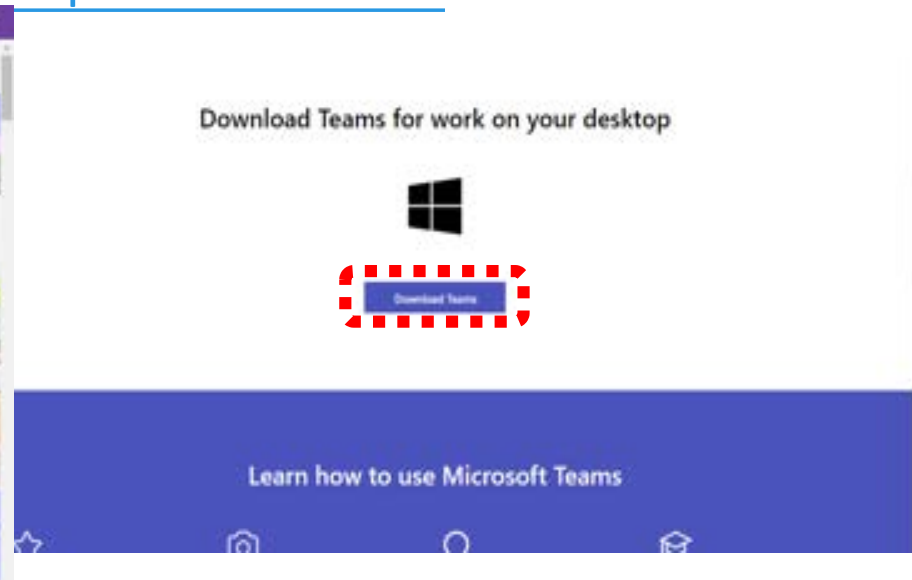
How to Use Teams



Teams Online Classrooms



- Class begins on September 5th. Please log in Microsoft Teams for online learning if you are undergoing quarantine or waiting to enter Taiwan.
- Download Microsoft Teams: <https://www.microsoft.com/zh-tw/microsoft-365/microsoft-teams/group-chat-software>

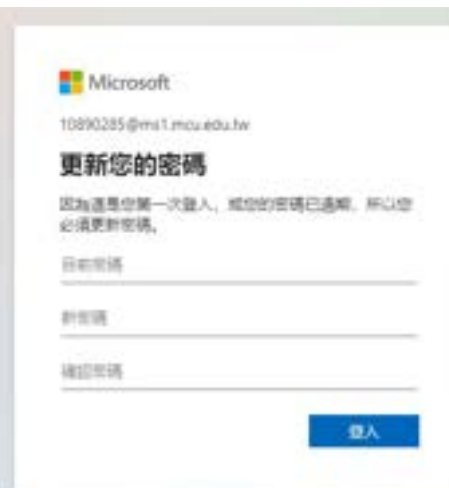
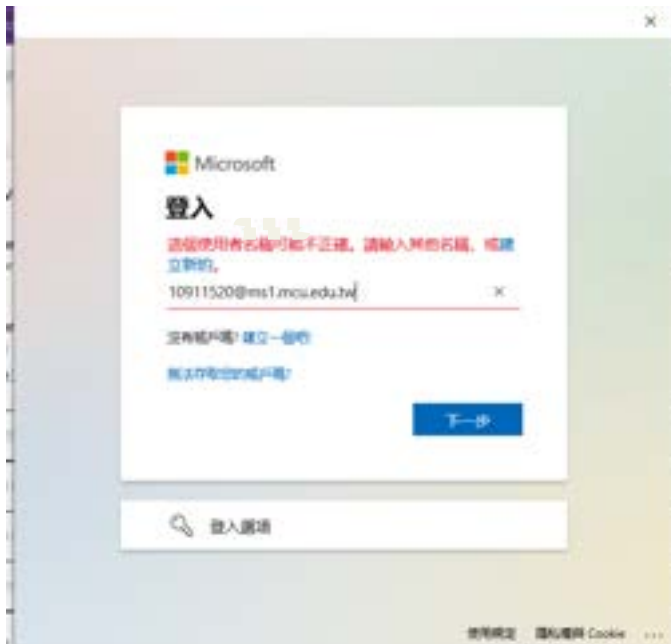


Teams Online Classrooms



- “Type” in your Teams Username and Password
- Do not copy/ paste email text
- Change your password after first login

MCU Outside-Asia Admission oas@eta.mcu.edu.tw will email you on September 1st and it contains your Teams Username and Password.



- Required courses will be listed on your Teams
- Special need? please contact your [departmental secretary](#)

Teams Online Classrooms



Teams Instruction for Students

• Before Class

1. Log in to Teams

Account: Student ID number @ms1.mcu.edu.tw

Password: last four digits student ID + date of birth
YYYYMMDD

2. Select [Teams] and click [Course Team]

3. Find the meeting being held by your teacher and click [Join]



4. Mute your microphone



• Report during Class

1. Unmute your microphone



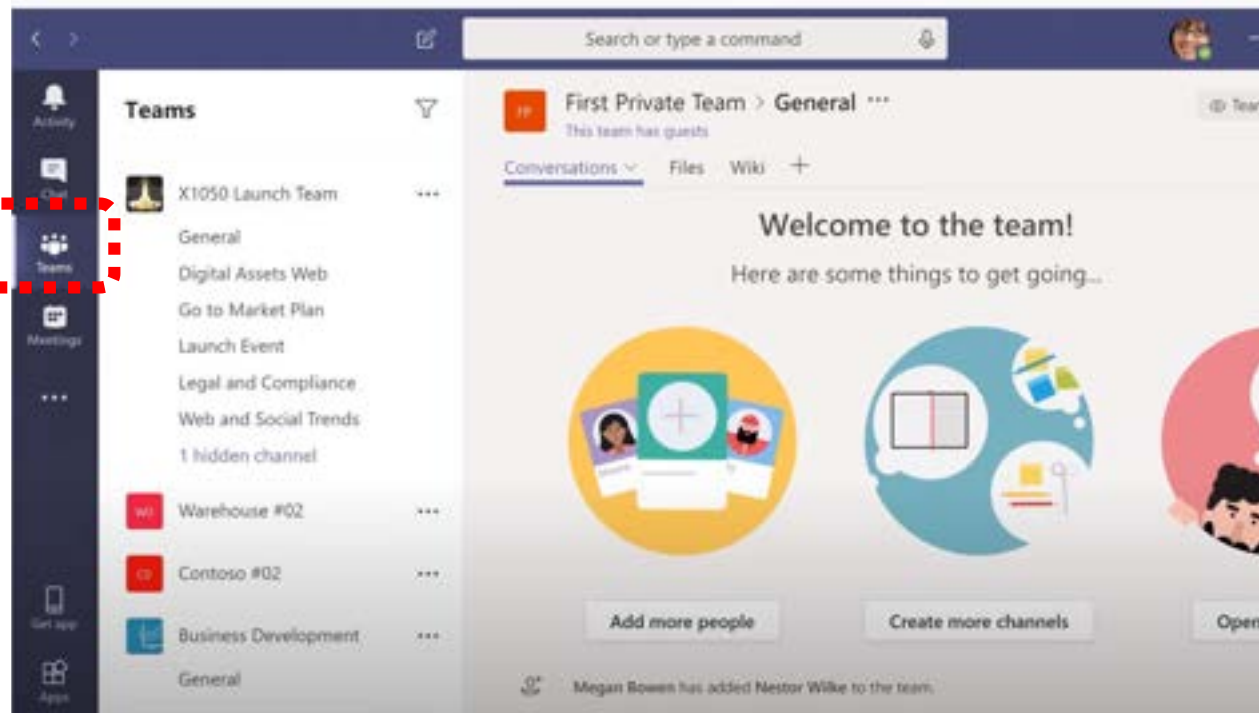
2. Begin Screen Sharing, select [Screen #1] or a slide

3. Make sure all students can hear you

• Group Discussion

1. Group Leader clicks [Meet Now] for your team among the icons at the bottom of the window

2. Students in the group click [Join] to join the meeting



Please join Teams 5 minutes ahead
before the class begins

Teams Online Classrooms + On-site Courses

- Class begins on September 5th. Please check your course schedule and log in Microsoft Teams for online learning.
- After you complete 7-day quarantine requirement, you can enter MCU campuses.
- Classes are conducted on site. Students must join on-site classes as soon as completing 7-day quarantine requirement.
- Please log in Microsoft Teams for online learning if you are undergoing quarantine or waiting to enter Taiwan.
- On-site classes must follow the epidemic prevention regulations, including always sitting in the assigned seat, wearing a face masks at all times, maintaining air flow, and disinfecting periodically. The instructor must take role accurately for each class period as to keep track of students' attendance.



Question about Course Selection?

- For freshman students, the add/ drop period starts from September 5th 12:30pm noon until September 14th 12:30pm noon. If students need to audit a class during the course selection period, please contact the instructor using the chat function in Teams and request to be added to the class.
- **Contact your Departmental Secretary for assistance on course schedule and selection**
- Link to MCU Website: <https://web.mcu.edu.tw/en> - Academics



Your Departmental Secretary?



International College

- International College
- Master Program in International Affairs
- International Affairs & Diplomacy Program
- International Business and Trade Program
- Journalism and Mass Communication Program
- Fashion & Innovation Management Program
- Travel and Tourism Program

Institute of General Education

- General Education Center
- Teacher Education Center
- Office of Physical Education

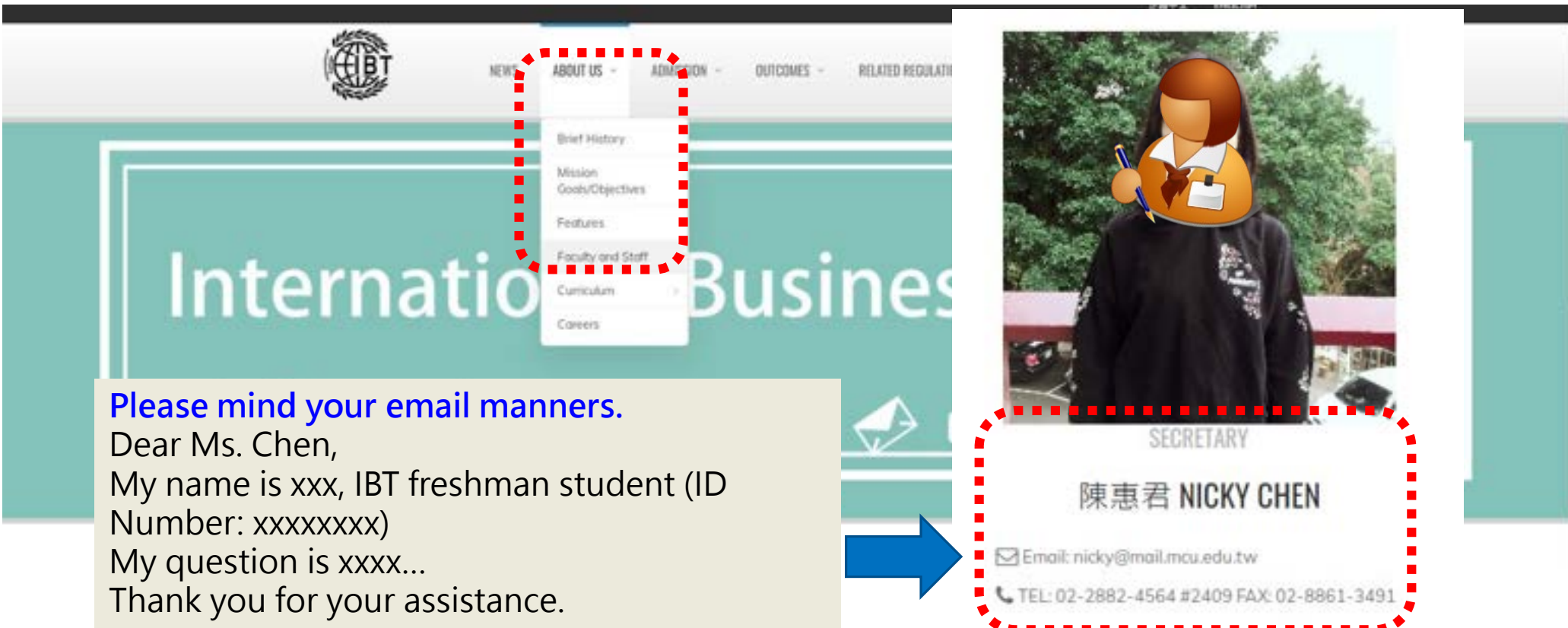
School of Financial Technology

- School of Financial Technology
- Economics and Finance
- Applied Statistics and Information Science
- Financial Technology Applications

Your Departmental Secretary?



- Click “About Us” – Faculty and Staff



Please mind your email manners.
Dear Ms. Chen,
My name is xxx, IBT freshman student (ID Number: xxxxxxxx)
My question is xxxx...
Thank you for your assistance.

SECRETARY
陳惠君 NICKY CHEN
Email: nicky@mail.mcu.edu.tw
TEL: 02-2882-4564 #2409 FAX: 02-8861-3491





Q&A

Questions?

Download:
[Orientation PPT](#)

Q. Do we have all the lectures in person or online?

Students will have lectures in person. That's why we are trying our best to complete the entry procedures and quarantine requirement before the semester begins on September 5th.

Q. Can I take the courses online for the entire Fall semester?

No, you cannot. Students must enter Taiwan as soon as possible or before October 14th. After completing quarantine requirements, all students must report to MCU campus and attend classes in person.

If you are not able to enter Taiwan before October 14th, please do not make tuition payment. Please email IEE office to postpone your admission to 2023 Spring semester, starting in February.

Q. Can I get a refund or discount if I cannot move in the dormitory on September 5th ?

No, you cannot. Dormitory is reserved under your name. No refund or discount will be offered to late arrivals. The dormitory fee is fixed for the entire semester.



Q&A

Questions?

Download:
[Orientation PPT](#)

Questions about visa and entry procedures?

For MCU Taipei campus students, please contact OISS
Ms. Crystal (crystal@mail.mcu.edu.tw) 、 Ms. Nancy
(nora@mail.mcu.edu.tw)

For MCU Taoyuan campus students, please contact OISS
Ms. Betty (pic202@mail.mcu.edu.tw) 、 Ms. Teresa
(mfchung@mail.mcu.edu.tw)

Questions about courses?

Contact your [departmental secretary](#)



THANK YOU FOR YOUR ATTENTION

