

# **Regulations for Management of Work-Study Program for International Students and Overseas Compatriot Students at I-Shou University**

Ratified and promulgated by the President on April 22,  
2010

Amendments to Articles 1-4 ratified and promulgated by the  
President on February 20, 2013

Amendments to Articles 1 and 2 ratified and promulgated  
by the President on March 4, 2014

Article 1 To help international students and overseas compatriot students legally take part-time employment on campus, the Regulations for Management of Work-Study Program for International Students and Overseas Compatriot Students at I-Shou University (hereinafter referred to as the “Regulations”) are introduced as per the Regulations for Work-Study Program for Undergraduates at I-Shou University, the Employment Services Act, and relevant regulations and rules.

Article 2 International students and overseas compatriot students may seek the University’s assistance in applying for a work permit as long as they satisfy any of the following requirements:

1. International students may take part-time employment associated with what they learn and their native languages on condition that they are formally enrolled at the University, have taken language courses for at least one year at the University, and have been involved in any of the following situations in which they are eligible to take part-time employment:
  - a. An international student has difficulty in continuing studies at the University due to financial hardship and provides concrete evidence of this condition;
  - b. An academic or research unit at the University needs international students’ assistance;
  - c. An international student is required to take an off-campus internship related to what he or she learns.
2. International students are exempted from the restrictions referred to in the preceding subparagraph if they meet either of the following requirements:
  - a. possessing exceptional specialty in a foreign language, with the ad hoc approval by the Ministry of Education, after his or her enrollment at the

University, to work on a part-time basis as a teacher in that language in a subsidiary language center affiliated with a university/college or with a foreign culture and education organization stationed in Taiwan; or

b. studying at a master's or doctoral program at the University and having obtained prior consent from the University to take part in research associate with his or her major.

3. Overseas compatriot students may take part-time employment on campus on the condition that they are formally enrolled at the University, and they are exempted from the restrictions referred to in the preceding two subparagraphs.

Article 3 Those who wish to take work-study jobs during the current semester shall file an application within one month after the semester begins, while those who wish to take or continue work-study jobs during the upcoming semester are required to file an application one month prior to the end of the current semester. However, the aforesaid deadlines do not apply to those who encounter sudden financial hardship.

International students shall file their applications to the International Student Section of the Office of International Affairs, while applications of overseas compatriot students are submitted to the Student Campus Life Guidance Section of the Office of Student Affairs.

Qualified applications shall then be forwarded to the Ministry of Labor (formally known as Council of Labor Affairs, Executive Yuan) to apply for a work permit.

Article 4 International students and overseas compatriot students may apply for work-study in person to administrative and academic units after being granted a work permit by the Ministry of Labor. Once admitted to the unit being applied for, they shall report to the International Student Section or Student Campus Life Guidance Section without delay. Other issues related to the work-study program shall be governed by the University's Regulations for Work-Study Program for Undergraduates.

Article 5 A work permit is valid for up to six months. The work-study hours are limited to sixteen hours per week when the University is in session.

Article 6 The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

*Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Regulations, the Chinese language version shall prevail.*