

National United University

INTERN STUDENTS HANDBOOK

Jul. 30 ~ Sep. 28 2023



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Welcome to National United University



"About NUU"

- On 3rd June 1972, the Minister of Education approved the establishment and named this non-profit institution as **Lien Ho Industrial and Technological Junior College**.
- On 1st August 2003, the College was transformed to a comprehensive university, renamed as **National United University (NUU)**.
- Now NUU consists of 6 Colleges, which are College of Engineering and Science, College of Electrical Engineering and Computer Science, College of Management, College of Hakka Studies, College of Humanities and Social Science, and College of Design. In total, 19 departments offer undergraduate programs, 15 master programs and 1 doctoral program. NUU has about 8,000 students and more than 300 faculties and staffs.



- NUU has two campuses: First (Erping Shan) Campus and Second (Bajia) Campus. With a total area of 77 hectares, the two campuses are about 2.6 km apart and NUU provides free shuttle bus between the two campuses.
- The First (Erping Shan) Campus is 15-20 min of driving distance away from Miaoli Train Station and Miaoli High Speed Rail Station.
- Dormitories for international students are located in the First (Erping Shan) Campus, adjacent (5-min walking) to the downtown, providing good life function and a variety of food selections.
- There are student restaurants, convenience stores and student clubs on campus to provide services for students.

1-2. Campus Map (Erping Shan & Bajia)

Erping Shan Campus



- Daily bus stop (on page 14)
- Weekdays bus stop (on page 14)
- the way to go to Zhongzheng Rd. (on page 9)
- Cooking Classroom 酷一窩 (on page 12)
- Restaurant (on page 8)

Bajia Campus

Administrative unit

G2 : 1F- Activities Section , Office of Physical Education , Physical Fitness Center , Sports Equipment Room
2F- Military Education Office , Campus Security Report Center , Section of Life Guidance , Curriculum Section
3F- Dean of Student Affairs , Career Guidance and Counseling Center , Rhythmic Classroom
4F- Center for Basic Required Courses , Center for General Education

G3 : 1F- Section of Extracurricular Activity Guidance
2F- Dean of Academic Affairs , Admission Section , Center for Teaching and Learning Development
 Registration Section , Curriculum Section

I1 : 1F- Mail Room , Documentation Division
2F- International Conference Hall
4F- Department of General Affairs , Cashier Division , Procurement and Property Management Division ,
 Construction and General Affairs Division , Energy Management Division
5F- Section of Administrative Information , Section of Network Service
 Section of Extension Education

L1 : 1F- Institutional Research Office , Conference Room
2F- System Management Division
3F- Readers Service Division
4F- Acquisition and Cataloging Division
6F- Director's Office
7F- President Office , Vice President Office , Secretariat Office
 Personnel Office , Accounting and Statistics Office
 Office of Research and Development , Alumni Association Office

Department

A1a : Department of Mechanical Engineering
A1b : Department of Civil and Disaster Prevention Engineering
A1c : Department of Energy Engineering
A2a : Department of Materials Science and Engineering
A2b : Department of Safety, Health and Environmental Engineering
A2c : Department of Chemical Engineering
B1 : Department of Electrical Engineering
B2 : Department of Electronic Engineering
B3 : Department of Electro-Optical Engineering
B4 : Department of Computer Science and Information Engineering
D1 : Department of Cultural Tourism
D2 : Department of Culture Creativity and Digital Marketing ,
 Institute of Hakka Language and Communication
E2 : Chinese Language Center , Department of Taiwan Languages and Communication
E3 : Department of Chinese Language and Literature

Research center

A1a : Center Of Environmental Education And Sustainable Development(5F) ,
 Hazard Mitigation and Reduction Research Center(5F)
A1b : Intelligent Green Energy Research Center(5F)
A2a : Glass and Optical Materials Research Center(4F)
A2b : Center for Chemical Hazards and Environmental Health Risk Research(3F) , Environmental Protection, Safety and Health Center(4F)
A2c : Pesticide Analysis Center(1F)

Q1 : Museum of Hakka Culture(2F) , Miao-Li Area Research Center(3F)

Bajia Campus

No.2, Lienda, Miaoli 360302, Taiwan, R.O.C

(八甲校區)

Construction Completed

Under Construction

Under Planning

Non-development zone

\$ ATM \$ Post Office ATM

+ Health Center + Dinning room

+ Bus + Convenience store

+ Tea garden

+ Automated External Defibrillator(AED)
 1.Northern School Gate

+ Breastfeeding Room
 1.College of Engineering and Science Building 1
 7 floor A1-711 room





Erping Shan Campus



Bajia Campus

World Youth Volunteers



Our purpose is to help promote international affairs of NUU. Such as:

- Receive foreign guests from sister schools.
- Provide assistance to foreign students about the life adaptation of NUU.
- Regularly organizes World Youth Volunteer training and foreign cultural exchange activities.



Our Web

WYV

Director of WYV

余奕緯

YU, YI-WEI

Major

Taiwan Language and
Communication

+886933962082

b0975874880@gmail.com



Nice to meet you, I am Evin.

**I am the Director of World Youth Volunteers (WYV)
WYV's job is to reception of international students
and give them help to solve the difficulties in life.
Hope we can bring you a good experience
and memories about Taiwan.**

Campus Restaurants

01 Convenience Store (Family Mart)

Erping Shan Campus
7:00am ~ 11:00pm

Bajia Campus
7:00am ~ 8:00pm (during weekdays)

02 Student Restaurants

Erping Shan Campus
Breakfast: 6:30am ~ 2:30pm
Lunch & Dinner: 11:00am ~ 8:00pm

Bajia Campus
Breakfast: 6:00am ~ 12:30pm
Lunch & Dinner: 11:00am ~ 8:00pm

03 Book Store

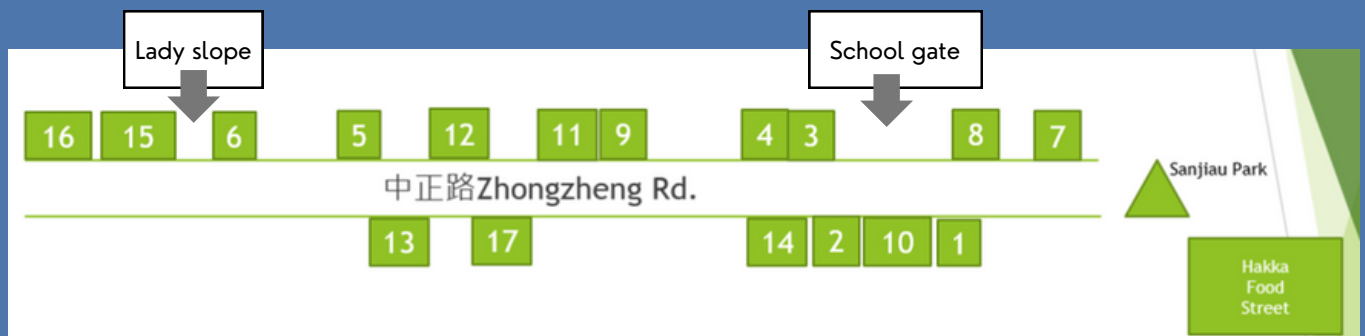
Erping Shan Campus
10:00am ~ 4:00pm

Bajia Campus
10:00am ~ 4:00pm

Off-Campus Shops and Restaurants ²⁻²

Four Ways to go to Zhongzheng Rd: (refer to page 3)

1. Turn right from the school gate
2. From Lady slope (Near the volleyball court)
3. From Hospitality slope (Near the swimming pool)
4. From Hero slope (Near the view restaurant)



Chinese Cuisine

- 1 麗媽四季鍋(hot pot)
- 2 八方雲集(dumplings)
- 3 三媽臭臭鍋(hot pot)
- 4 三顧茅廬(braised dishes)
- 5 鍋燒麵(noodles)
- 6 大碗公 (boxed meal)

Late-night Food

- 11 林肯雞排(Taiwanese fried chicken)
- 12 永和豆漿(soybean milk, fritters)
- 13 新竹夜市城(oyster omelette, meat ball)

Electronic Product

- 15 全國電子(3C)

Western Cuisine

- 7 McDonald
- 8 KFC
- 9 小羊咩(steak)
- 10 85度C (coffee shop)

Daily Supplies

- 14 POYA

Stationery

- 16 星文具(stationery shop)
- 17 加貝賀文具(stationery shop)

2-4

Rules for NUU Dormitory

1. Attention matters:
 - A. The main gate of dormitory and emergency exit.
 - B. The shower room and the garbage disposal area. Garbage should be classified.
 - C. Please be quiet after 22:00 am to avoid disturbing others for resting.
 - D. Please switch off the room light after 00:00 am.
 - E. Follow the manual of the washing machine and dryer.
2. The room should be kept clean anytime and the rubbish should be classified and thrown at garbage disposal area.
3. The rent for each day is **NTD 56**. (for non-semester exchange students). The bedding fee is not included.
4. The key must be kept safe during the internship and **must be returned before leaving**.
If it lost, you should pay **NTD 100** for the cost.
5. Please pay the dorm cleaning fee (**NTD 500**) to the contact window of World Youth Volunteer (WYV). The cleaning fee is for cleaning and maintenance fees, and it won't be returned.
6. The prepaid fee for first time use of AC-card is **NTD 300**. Discuss with your roommates for using the air conditioner (AC) card. If you need to top up the AC-card, please ask the WYV student for help.

7. iPASS Note:

- A. Security deposit of **NTD 100**, it will be refunded when the iPASS card is returned. **Please remember to return iPASS card before leaving.**
 - B. It's can be used to enter the dormitory.
 - C. It's FREE to take school bus between two campuses.
 - D. The card can be used to enter the library, but can NOT borrow the books.
8. When you get the Taiwanese telephone number, please send an email to oia@nuu.edu.tw.
9. Please contact the dormitory staff if getting any problem.
Tel:037-380001/037-380002
10. Dormitory network:
- A. No Wi-Fi.
 - B. Wired internet is available, but charges apply.
 - C. It is recommended to buy your own network.

Here's a website you can buy the network:

<https://www.taiwanmobile.com/events/airport/prepaidcard/#/en>

11. Rent a mattress for **NTD 450** on the first day and **NTD 50** per day thereafter.

2-5

Rules for Cook & Eat Open Space (酷一窩)

1. NO alcohol, NO smoking and NO fire in the space.
2. All equipment and appliance belong here only and don't take them away.
3. After using all equipment and appliance, you must clean, dry and put them back.
4. Always keep the floor, table and sink clean.
5. Never leave the burners on and be attentive while cooking.
6. When electric burners cool down, you must clean the top.
7. Use the potholder before putting the hot stuffs on the table.
8. If any equipment is damaged, you are responsible for compensation or maintenance fees.
9. All garbage including the kitchen waste in the sink should be sorted and take them away.
10. Do not leave your personal belongings here, and the manager is not responsible for the loss of your valuables. Make sure the light is off and plug out the sockets when you leave the space.



Rules for fridge

1. Stuffs in the fridge should be packed tightly.
2. Label your stuff with your name and check-in date.
3. Each stuff in the fridge is placed for one week at most or it will be removed. If the stuffs go sour or rotten, the manager has the right to get rid of them anytime.

Contact Information

Division of International Affairs (email: ويا@nuu.edu.tw)

Contact person: Mr. LAU, HUI-YEW

0938-703-326

Emergency: 037-381119 (if on fire)

2-6 Bus Schedule

Bajia→Erping Shan

Time	Weekdays (Mon. - Fri.)	Time	Daily drive (Mon. - Sun.)
Hour	Min.	Hour	Min.
7	25 30 40★ 45 50 55	7	40
8	00 25 30 40 45 50	8	
9	25 35 40◆ 50 55	9	20
10	50	10	
11	15◆ 20 35 40 50	11	20
12	15★ 20 30 40 50 55★	12	
13	00 15★◆ 35 40 45	13	20
14	20 50	14	
15	00 15◆ 35 50	15	20
16	30 40 50	16	50
17	05 15◆ 20 40★	17	
18	00 20 40★ 45◆	18	
19	20 40★	19	
20	30 50★	20	
21	45	21	
22	05★		

★ → Through Miaoli train station

◆ → Through Miaoli High Speed Railway Station

Erping Shan → Bajia

Time	Weekdays (Mon. - Fri.)	Time	Daily drive (Mon. - Sun.)
Hour	Min.	Hour	Min.
7	35 40 50★ 55	7	40
8	00 05 35 40 50 55	8	
9	00 35 45 50◆	9	20
10	00 50	10	
11	20 25◆ 45	11	20
12	05★ 10 30 40 50	12	
13	00 05★ 25◆ 30 45 50	13	20
14	20 30 52	14	
15	00 20 25◆ 40 45	15	20
16	20 40	16	50
17	10 15 25◆ 30★	17	
18	10 30★ 55◆	18	
19	30★	19	
20	40★	20	
21	55★	21	

★ → Through Miaoli train station

◆ → Through Miaoli High Speed Railway Station

2-6 Bus Schedule (During 06/26~09/10)

Erping Shan→Bajia

Hour	Min.
9	40★◆
11	15★◆
13	15★◆
17	15★◆
18	45★◆

Bajia→Erping Shan

Hour	Min.
8	05
9	45
11	45
13	25★◆ 45
15	45
17	15

★ → Through Miaoli train station

◆ → Through Miaoli High Speed Railway Station

Internship/Exchange Program

3-1 Course and Activity Information

Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
							Jul.30
10:00-13:00							抵校 (Arrival)
13:00-13:30							
13:30-17:00							
17:00-19:00							
19:00-21:00							
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Jul.31	Aug.1	Aug.2	Aug.3	Aug.4	Aug.5	Aug.6
10:00-13:00	實習(Intern)					自由活動 (Free Time)	抵校 (Arrival)
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Aug.7	Aug.8	Aug.9	Aug.10	Aug.11	Aug.12	Aug.13
10:00-13:00	實習 Intern					自由活動 Free Time	
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Aug.14	Aug.15	Aug.16	Aug.17	Aug.18	Aug.19	Aug.20
10:00-13:00	實習 Intern					抵校 (Arrival)	
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						

Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Aug.21	Aug.22	Aug.23	Aug.24	Aug.25	Aug.26	Aug.27
10:00-13:00	華語課(Mandarin Class)					文化體驗 (Culture Experience)	自由活動 Free Time
13:00-13:30	相見歡*22位 (Welcome Party)	午餐 Lunch					
13:30-17:00		實習 Intern					
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Aug.28	Aug.29	Aug.30	Aug.31	Sep.1	Sep.2	Sep.3
10:00-13:00	華語課(Mandarin Class)					離校 (Leave NUU)	抵校 (Arrival)
13:00-13:30	午餐 Lunch				午餐 Lunch		
13:30-17:00	實習 Intern		成果發表歡 送會*7位 (Experience sharing/		實習 Intern		
17:00-19:00	Farewell Party)						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Sep.4	Sep.5	Sep.6	Sep.7	Sep.8	Sep.9	Sep.10
10:00-13:00	實習 Intern					自由活動 Free Time	
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Sep.11	Sep.12	Sep.13	Sep.14	Sep.15	Sep.16	Sep.17
10:00-13:00	實習 Intern					自由活動 Free Time	
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						

Time/Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Sep.18	Sep.19	Sep.20	Sep.21	Sep.22	Sep.23	Sep.24
10:00-13:00	實習 Intern			成果發表歡 送會*18位 (Experience sharing/ Farewell Party)	離校 (Leave NUU)	離校 (Leave NUU)	自由活動 Free Time
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						
Time/Date	Mon	Tue	Wed	Thu			
	Sep.25	Sep.26	Sep.27	Sep.28			
10:00-13:00	實習 Intern			離校 (Leave NUU)			
13:00-13:30	午餐 Lunch						
13:30-17:00	實習 Intern						
17:00-19:00	晚餐 Dinner						
19:00-21:00	自由活動 Free Time						

4-1 Rules in Taiwan

01 Drugs

Taiwanese laws concerning banned substances are extremely stringent, and those arrested on suspicion of drug use are treated harshly.

02 Driving

Driving cars and any other motorized vehicles causes problems of insurance, liability, licensing, auto registration, mandatory auto or motorcycle inspection. For your safety and to avoid being caught up in legal trouble, do not drive during your stay in Taiwan.

03 Alcohol and Tobacco Product Use and Abuse

Most if not all of you will be of legal age (18 in Taiwan) to purchase alcohol and tobacco products during your stay. Both are legal products. As adults, you are at liberty to use them. However, we advise you to be cautious and responsible in your choices. Alcohol use often underlies the most serious problems faced by the students. The legal drinking age in Taiwan is 18. Please be mindful of the minimum legal drinking age and that it is also illegal to sell or supply alcohol to anyone under the age of 18. If you choose to drink, do so responsibly. Troubles have arisen with the students from single incidents of overindulgence and from ongoing problems with alcoholism. Again, caution and responsibility are keys here.

04 Please note that smoking is prohibited

On the Erping campus except in designated smoking booths on campus. Fines are charged for smoking in prohibited areas. At all times, we ask smokers to be considerate of non-smokers, who include persons with particular sensitivities to tobacco smoke exposure.

4-2

Emergency Contact Number

警察局

Police Station

110

醫院

Hospital

119

24小時緊急電話

24/7 Emergency

037-381119

二坪山校區校安中心

Campus Security Report
Center

037-381226

WYV

LIN, YEN-YU

Contact Person

0952-570-936

Notice

The Office of International Affairs publishes the International Activity Reports twice in a year. We would like to ask you write an English report (300-500 words+2~3 photos) about your experience at NUU (and in Taiwan) and send it to us via uia@nuu.edu.tw BEFORE you leave NUU on Sep.

Thank you!



International Activity Reports

NUU Contact Information

University Internship Program 5-1 Contact Information

Unit	Name	Telephone	E-mail	Note
Office of R&D	吳芳賓 研發長 Dean Mr. WU, FAN-BEAN	Tel:(037)381400 Fax:(037)381409	fbwu@nuu.edu.tw	
Office of R&D	陳盈盈 組長 Section Leader Ms. CHEN, YING-YING	Tel:(037)381403 Fax:(037)381409	archerki@nuu.edu.tw	
Office of R&D	黃宛俞 Ms. HUANG, WAN-YU	Tel:(037)381407 Fax:(037)381409	wanyu0928@nuu.edu.tw	
Office of R&D	葉芊秀 Ms. YEH, CHIEN-HSIU	Tel:(037)381404 Fax:(037)381409	chienchien36@nuu.edu.tw	
Office of R&D	羅敏 Ms. LO, MIN	Tel:(037)381408 Fax: (037)381409	minlo815@nuu.edu.tw	緊急聯絡人 Emergency Contact Person
Office of R&D	黃曼菱 Ms. HUANG, MAN-LING	Tel:(037)381413 Fax:(037)381409	abc123@nuu.edu.tw	
Housing Center	陳德彬 MR. CHEN TE-PING	Tel: (037)381226 Fax: (037)38673	TPchen@nuu.edu.tw	

5-2 Intern list

	所屬高專 School	姓名 Name	實習期間 Inturnship	性別 gender	宿舍號 Dorm number
1	宇部高專	水本步那 Mizumoto Ayuna	8/14-9/22	F	1207
2	宇部高專	網本璃乃 Amimoto Rino	8/21-9/22	F	1207
3	宇部高專	土居桃夏 Doi Momoka	8/21-9/22	F	1208
4	宇部高專	造酒希 Miki Nozomi	8/21-9/22	F	1208
5	宇部高專	安達花優 Adachi Hana	8/21-9/22	F	1208
6	宇部高專	杉村美紅 Sugimura Miku	8/21-9/22	F	1210
7	宇部高專	梅本百華 Umemoto Momoka	8/21-9/22	F	1210
8	宇部高專	江口飛翔 Eguchi Tsubasa	8/21-9/22	M	1312
9	高知高專	山崎陽生 Yamasaki Yosei	9/4-9/23	M	1313
10	高知高專	井ノ上青虎 Inoue Shogo	9/4-9/23	M	1313
11	高知高專	上原康太郎 Uehara Koutarou	8/21-9/23	M	1313
12	高知高專	鈴木優月 Suzuki Yuzuki	9/11-9/29	F	1211
13	鶴岡高專	富樫芽生 Togashi Mei	7/31-9/2	F	1209

5-2 Intern list

	所屬高專 School	姓名 Name	實習期間 Inturnship	性別 gender	宿舍號 Dorm number
14	鶴岡高專	佐藤双音 Sato Tomone	7/31-9/2	F	1209
15	鶴岡高專	伊藤和奏 Ito Wakana	7/31-9/2	F	1209
16	小山高專	花塚葵 Hanatsuka Aoi	8/21-9/22	F	1211
17	函館高專	近藤亜海 Kondo Ami	8/21-9/21	F	1207
18	函館高專	近藤彩梨 Kondo Aira	8/21-9/21	F	1207
19	新居濱高專	中平智也 Nakahira Tomoya	8/7-9/1	M	1312
20	新居濱高專	木下萌衣 Kinoshita Mei	8/21-9/22	F	1211
21	新居濱高專	西原優空 Nishihara Yura	8/21-9/22	M	1312
22	釧路高專	狩野由奈 Karino Yuna	8/21-9/22	F	1211
23	津山高專	上野奈奈 Ueda Nana	8/21-9/2	F	1210
24	津山高專	莊賢 Poon Manakijisirisuthi	8/21-9/2	M	1312
25	津山高專	岩崎七菜 Iwasaki Nana	8/21-9/2	F	1210
26					

	所屬高專 School	學生姓名 Student Name	指導老師 instructor	email	TEL
1	宇部高專	水本步那 Mizumoto Ayuna	蔡林彤飛 Tung-Fei Tsai-Lin	tftsailin@nuu.edu.tw	037-381601
2	宇部高專	網本璃乃 Amimoto Rino	江姿萱 Tzu-Hsuan Chiang	thchiang@nuu.edu.tw	037-382385
3	宇部高專	土居桃夏 Doi Momoka	陳建仲 Chien-Chon Chen	ccchen@nuu.edu.tw	037-382383
4	宇部高專	造酒希 Miki Nozomi	胡天鐘 Tian-Jong Hwu	tjhwu@nuu.edu.tw	037-381599
5	宇部高專	安達花優 Adachi Hana	陳建仲 Chien-Chon Chen	ccchen@nuu.edu.tw	037-382383
6	宇部高專	杉村美紅 Sugimura Miku	江姿萱 Tzu-Hsuan Chiang	thchiang@nuu.edu.tw	037-382385
7	宇部高專	梅本百華 Umemoto Momoka	胡天鐘 Tian-Jong Hwu	tjhwu@nuu.edu.tw	037-381599
8	宇部高專	江口飛翔 Eguchi Tsubasa	江姿萱 Tzu-Hsuan Chiang	thchiang@nuu.edu.tw	037-382385
9	高知高專	山崎陽生 Yamasaki Yosei	柳文成 Wen-Cheng Liu	wcliu@nuu.edu.tw	037-382357
10	高知高專	井ノ上青虎 Inoue Shogo	柳文成 Wen-Cheng Liu	wcliu@nuu.edu.tw	037-382357
11	高知高專	上原康太郎 Uehara Koutarou	陳博亮 Bor-Liang Chen	blchen@nuu.edu.tw	037-382352
12	高知高專	鈴木優月 Suzuki Yuzuki	林裕森 Yu-Sen Lin	linyusen@nuu.edu.tw	037-381631
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