



G-MEO STUDY & INTERN ABROAD

STUDENT PRE-DEPARTURE GUIDE

Study Abroad in Taiwan



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I. KEY CONTACTS

New York Team	Ming Chuan University
Emergency Tel: +1 (347) 344-7788	Emergency Tel: +886-3-350-7001 ext.3705
5 West 37th Street, Suite 210 New York, NY 10018	No. 5, De-Ming Road, Gui-Shan, Taoyuan 333321, Taiwan
All G-MEO Staff E-mail: info@g-meo.com Chris Wang , Program Coordinator E-mail: chris.wang@g-meo.com	Ivy Lin Email: ivy@mail.mcu.edu.tw

II. BEFORE LEAVING CAMPUS

Since you will be off campus, you must ensure all necessary arrangements are made for your return prior to your departure such as course or registration or dormitory registration, etc. Check with your home institution's Study Abroad and/or Registrar Office to see if you need to take special steps to secure housing or classes for the semester you return to the U.S.



III. PASSPORT & VISA

Please make sure you have a valid passport with at least 6 months validity remaining from the date of your departure from China. It can take up to 6 weeks for a passport application to be processed, so make sure you obtain a new or renewed passport as soon as possible to avoid extra fees for expedited processing. If you do not have a passport or if it is expired, you can obtain a passport application through your post office.

For first time applicants, you must apply in person. Please be sure to bring a completed passport application (Form DS-11), an accepted form of photo ID plus a photocopy of the ID, proof of your US citizenship (your original birth certificate is fine), two 2x2" passport photos, and a check or money order. No cash or credit cards will be accepted.

Check the US Department of State website for more information on passports:

<http://travel.state.gov/passport/forms/ds11/ds11842.html>

For U.S. citizens, **a visa is not required for short-term study programs in Taiwan.** For Non-U.S. citizens, you may need a visa depending on your nationality. G-MEO will provide guidance and supporting documents as needed. Students may apply independently or through a visa service agency.



IV. FLIGHT ARRANGEMENTS

Please ensure that you arrive in Taiwan before the orientation date (check the university's airport pick-up schedule in advance to arrange your arrival time accordingly) and that your departure date is scheduled after the program ends.

You may book your flight through a travel agency or use online platforms such as Kayak, Skyscanner, or StudentUniverse. Your final destination should be Taiwan Taoyuan International Airport (TPE).

Once your flight is booked, please enter all flight details into the Travel Arrangements section of your G-MEO pre-departure portal (<http://sapms.gmeochina.com>). This must be completed no later than two weeks before the program start date so that our staff can schedule your airport pickup in Taiwan. Accurate information is essential for smooth coordination.

If your flight is delayed or you miss a connection, you must immediately contact the contact number in either Taiwan or New York to inform us of your situation.

Tip: Whenever possible, book a direct flight to Taipei to minimize the risk of delays or complications during layovers.



V. IMPORTANT DOCUMENTS

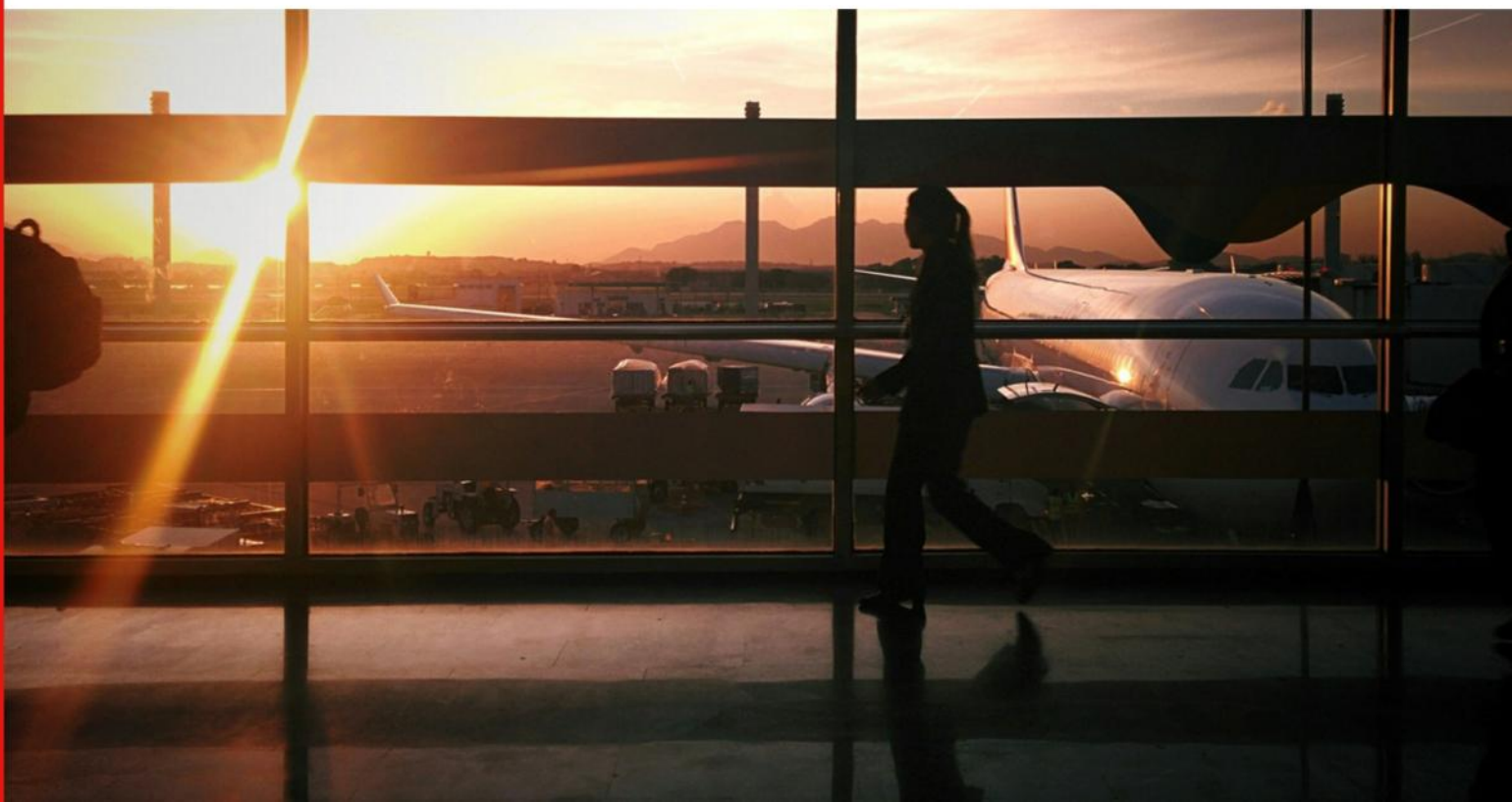
You should have at least two copies of all important documents:

- passport
- visa
- plane ticket
- credit cards & ATM cards
- health insurance card

In addition to photocopies, it is wise to also save digital copies (scanned PDFs or clear photos) of your documents on a secure cloud service (such as Google Drive, iCloud, or Dropbox) and/or an encrypted USB drive. This provides an extra backup in case of loss or theft.

We strongly recommend leaving one full set of copies with a family member or trusted friend at home. Keep the second set of copies with you while abroad, stored separately from the originals—for example, keep your passport in a secure money belt or locked suitcase, and the copies in another bag.

Being well-prepared with your documents will save you significant time and stress in case of an emergency while abroad.



VI. SAFETY, HEALTH, AND HEALTH INSURANCE

SAFETY

The emergency number in the United States is **+1 (347) 344-7788**

The emergency number in Taiwan is **+886-3-350-7001 ext.3705**

G-MEO's top priority is the health and safety of all our students. It is extremely important for all students to keep lines of communication open with both your family, and the G-MEO staff. The staff from our partner university in Taiwan speak fluent English and Mandarin and can easily converse with students and locals. Our New York City Office also has a 24/7 number which students or families can call.

Students are automatically enrolled in G-MEO's major medical insurance plan provided by recommended International Insurance, which covers among other things, "political uprising and natural disaster evacuation" insurance. This means that the insurance company is responsible for evacuating our students back to their home country in the rare case that an issue might arise that requires evacuation. Once enrolled in insurance, you will receive login information to the website exclusively for students. Please print out the International Insurance card, determine things like availability of certain prescriptions you are currently taking, information on doctors and hospitals you can visit while in Taiwan, etc. We require that you to carry the card with you daily.

All US citizen students should enroll with the U.S. State Department's Smart Traveler Enrollment Program (STEP). STEP allows the Department of State to better assist travelers in the event of an emergency.

Enroll here: <https://step.state.gov/step/>

In order for G-MEO to ensure your safety, you will need to provide the G-MEO staff and university staff with all your contact information at all times. In addition, if you ever plan on sleeping outside of the dorm overnight, you will be required to complete a form providing information on where you are staying and how we can reach you.

IMPORTANT: Remember, contact a staff immediately for any emergency situations that arise either with you or a friend. We are always here to help!

HEALTH

All students are required to make an appointment with their physician before leaving. For your own safety, your routine vaccinations must be up to date. Doctors must check your immunization record and health history to make sure your vaccinations are up to date. You will have to upload both the “Immunization Record” and “Health History Form” to the pre-departure section of your application. Your doctor will also need to complete the “Health Clearance Form” downloadable in the pre-departure portal on the Student Information System (<http://sapms.gmeochina.com/user.php>). You can visit the US Centers for Disease Control and Prevention website to learn what immunizations are recommended for Taiwan. In addition, your physician may also recommend certain vaccinations. Some of these immunizations require numerous shots to be taken over a period of time so, please be sure that you contact your physician for an appointment as soon as possible.

If you are currently taking any prescription drugs, check the International Insurance Company website to determine if the medicine you take is available in Taiwan and if so, what the Chinese name of the medication is. G-MEO highly recommends you obtain enough of the prescription for the duration of your stay.

When traveling, prescriptions must be packaged in their original bottle and must be accompanied by an official letter from your physician authorizing you to travel with the prescription and indicating it was prescribed by him/her for your personal use. Medication should be placed in your carry-on bag NOT your checked luggage.

In the event you cannot travel with an adequate supply of the medication, please ensure that the medication is available in Taiwan and that your physician has approved refilling your prescription in China specifically. If this is the case, please inform G-MEO prior to departure.





VII. FINANCES

How much money you will spend depends on your eating habits and lifestyle. Please see the estimated budget below for your time in Taiwan. Keep in mind that exchange rates change daily.

Expense	Amount All estimates are in US dollars (USD).
Living Expenses	\$300 per month
Books	\$200 to \$300
Airfare	\$700 to \$1500 roundtrip
New Passport	\$110 to \$190
Local Transportation	About \$0.3 per trip by metro / bus
Wi-Fi Internet	Free in the dorm and university
Cell Phone	\$60 to \$180 for device \$15/month for service

ACCESSING MONEY WHILE ABROAD

*Once you have booked your airplane ticket, be sure to call your banking institutions (for both checking and credit card accounts) to inform them that you will be studying abroad for the semester. Provide your dates of departure and return to the U.S., and let them know if you will be traveling to other countries before coming home. This helps prevent your accounts from being frozen due to “suspicious” international activity.

It is also extremely important to set a budget and stick to it during your stay. You don't want to run out of money before the end of your program. Familiarize yourself with the local currency and exchange rates before departure. Exchange rates change regularly, so please check the U.S. Federal Reserve website for the most up-to-date information:

👉 **U.S. Federal Reserve Exchange Rates**

The local currency in Taiwan is the New Taiwan Dollar (TWD or NT\$).

ATMs are widely available in convenience stores, banks, and metro stations, and most accept international debit and credit cards. You can use your U.S. bank account to withdraw money, but be sure to check with your bank about withdrawal fees, daily limits, overseas usage, and online banking access. Some U.S. banks even waive international transaction fees, so it's worth comparing options. We also recommend giving a trusted parent or guardian access to your U.S. bank account in case they need to assist with deposits or banking issues while you are abroad.

Credit cards (Visa and MasterCard) are accepted at hotels, department stores, and larger restaurants, but everyday purchases in Taiwan are often cash-based, especially at smaller shops and food stalls. Mobile payments such as LINE Pay, Apple Pay, and JKoPay are becoming more popular, so consider setting one up for convenience.



VIII. CELL PHONES & INTERNET

Students are encouraged to bring their smartphones to Taiwan. If your phone is unlocked, you can purchase a local SIM card from providers such as Chunghwa Telecom, Taiwan Mobile, or FarEasTone, with prepaid plans starting around \$15–\$20 USD per month. If your phone is locked to a U.S. carrier, you will only be able to use Wi-Fi, so consider requesting an unlock before departure or buying a basic smartphone in Taiwan (typically \$60–\$180 USD). Note that some phones purchased abroad may not work back in the U.S.

Internet access is reliable and widely available in Taiwan. Free Wi-Fi is provided in the student residence and classrooms.

Many cafés, restaurants, and libraries also provide free Wi-Fi, and Taiwan's public transportation system, including the Taipei Metro and many buses, offers hotspots that make it easy to stay connected throughout the city.

To keep in touch with family and friends, we recommend downloading LINE, which is the most popular messaging app in Taiwan. LINE allows free messaging, calls, and video chats over Wi-Fi or mobile data. Other apps like WhatsApp, Messenger, and FaceTime also work well, but LINE will be especially useful for connecting with local students and residents.

When purchasing a SIM card at the airport or telecom store, you will need to bring your passport, as registration is required by law. If you use your phone heavily for maps, social media, or communication, it may be a good idea to purchase a monthly prepaid data plan. For students who prefer not to switch SIM cards, portable Wi-Fi devices are available for rental at the airport, providing another convenient option for staying connected.



IX. PACKING LIST

Please remember to only pack what you can carry and to monitor the weight of your luggage to avoid extra airline fees. Check your airline's website for specific luggage requirements, and don't forget to leave room for souvenirs for your return trip!

Taiwan has a subtropical climate in the north and tropical in the south. Summers are hot, humid, and rainy, while winters are generally mild but can feel cool and damp. Depending on your semester, bring clothing that suits warm weather, rain, and humidity, as well as light layers for cooler months.

What to Bring:

- Passport (valid for at least 6 months)
- Credit Card, ATM Card (notify bank of travel dates)
- Prescription medicine (packed in carry-on)
- List of important contacts (G-MEO staff, emergency lines, family, campus personnel)
- Electric adapter (Taiwan uses 110V, Type A/B plugs, same as U.S., so converters may not be needed)
- Comfortable walking shoes
- Laptop/tablet
- Camera
- Formal outfit for special occasions
- Rain jacket or umbrella
- Small gifts from home for local friends
- Clothes for hot, humid weather and light layers for mild winters

***Large sizes for shoes and clothing can be hard to find in Taiwan—plan accordingly.**



X. IN TAIWAN

Arrival

The university will provide airport pick up services during the orientation week, please check the service schedule in advance and make an appointment accordingly.

Taiwan Taoyuan International Airport (TPE) is located about 40 km (25 mi) west of central Taipei, with travel into the city taking roughly 35–50 minutes. Convenient transportation options include the Taoyuan Airport MRT, shuttle buses, and taxis.

You will be jetlagged, tired and hungry so pack some snacks and water in case you need them. Be prepared for unfamiliar surroundings and try to stay calm and focused while you settle in!

Registering for Courses

Final course selection is completed upon arrival to campus, and each student can select their own courses. Chinese language credits are optional. You can download the course syllabus from the university website and get courses pre-approved by your home university in advance. However, in order for courses to transfer, you will need to meet the transfer credit requirement set by your home university. Most institutions in the US require a student to receive a “C” grade or better to finalize their transfer credit.

However, this grade is different however infor some honors and specialized programs. This means that you are not in Taiwan only to have fun! You will be required to attend class and obtain the proper grade for the courses to transfer back to your home university.

Textbooks and school materials are not included in the G-MEO program fee, so be sure to include them into your budget according to the table provided previously in this guide.



Housing and Meals

Students are accommodated in on or off-campus school housing. Single occupancy is the default option. Double occupancy is based on availability. Both options include a toilet and shower in each room.

Student meals are not included in G-MEO's program fee, so students will be responsible for their own meals.

Laws and Regulations

While in Taiwan, it is important to remember that local laws and regulations differ from those in the United States. Although you are a foreign visitor, you are required to abide by Taiwanese laws. Always remember that you are a guest, so please act respectfully and remain mindful of the rights and well-being of others.

Participating in political demonstrations or sensitive activities is strongly discouraged. During on-site orientation, you will be introduced in more detail to the laws, cultural expectations, and school regulations that you must follow.

***Be smart! If something feels wrong, most likely it is wrong.**



Culture Shock

Culture shock is a very common experience when studying or traveling abroad, and students may feel it at different times in different ways. Common symptoms include homesickness, changes in eating habits, stress, withdrawal, or idealizing home. We encourage you to keep track of your emotions, perhaps through journaling, and to reach out to local staff if you need support. On-site staff are trained professionals who can help you manage challenges and connect you with resources if needed. Many students find that making friends, joining activities, and enjoying both local and familiar foods help them adjust more smoothly.

Taiwanese culture, both traditional and modern, may feel very different from what you are used to. For example, locals may show curiosity toward foreigners in public, though usually in a polite manner. You will also notice differences in facilities—Western-style toilets are widely available, though squat toilets can still be found in some places, and it is a good habit to carry tissues or toilet paper, as they may not always be provided. Preparing yourself for these small differences will help ease the adjustment and limit culture shock.

Outside the Classroom

Outside of class, there are plenty of things to do! In addition to program's cultural activities, there may be optional events or excursions that students can join at their own expense.

While in Taiwan, we encourage you to learn some Mandarin and make friends with local students—you may be surprised by how much you gain from these experiences. Be open to trying new foods, exploring new interests, and experiencing daily life in Taiwan while respecting the customs and perspectives of others.



Travel and Transportation

Traveling and exploring new places are some of the most exciting parts of studying abroad in Taipei. Many students choose to travel beyond the pre-planned G-MEO trips to discover more of Taiwan. Taiwan's excellent high-speed rail and public transportation system make it easy to get around safely and efficiently. Taipei in particular has one of the cleanest, safest, and most convenient metro systems in Asia, making local travel simple and affordable.

If you plan on traveling, we strongly recommend that you go with at least one other person and always notify the university contact person, as well as your family, of your travel plans and arrangements. Exploring is an important part of the experience, but your safety always comes first!

Here is a map of Taipei metro lines, for more information, please visit:

<https://english.metro.taipei/Default.aspx>



XI. RETURNING HOME



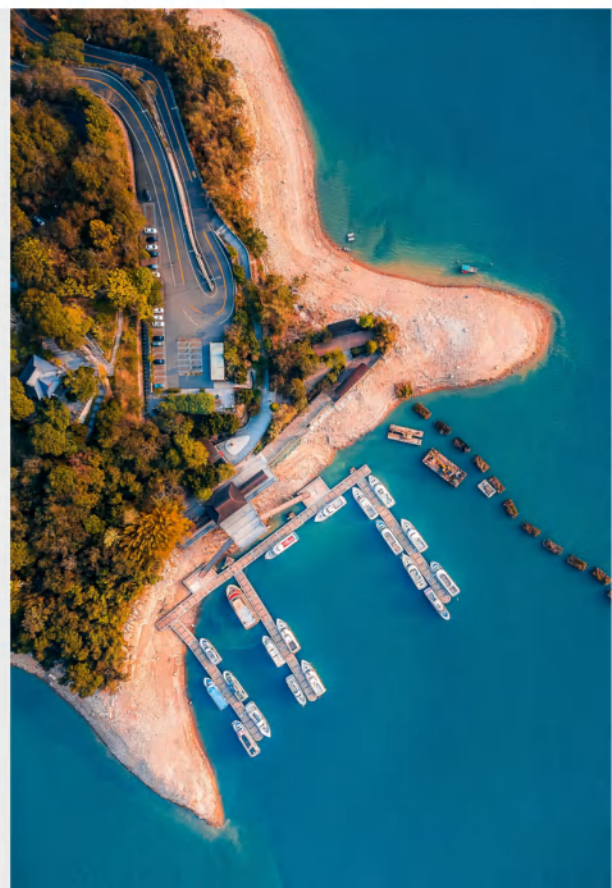
It is important for students to make sure they're registered for courses and housing at their home institution for the semester following their semester time abroad. Several weeks after the partner University will be sent to your home institution.



Some students experience reverse culture shock upon returning from their experience abroad. This is completely normal. It is a time for readjustment and is similar to the culture shock experienced during your semester abroad. It is important to keep in contact with your friends from Taiwan, and we recommend getting involved with your international department on campus! Spread the word about how great it is to study abroad and share your amazing, life altering experience! We hope you have an amazing time in Taiwan.

XII. SOME THINGS TO THINK ABOUT

- What are your goals for studying abroad?
- How do plan to achieve these goals?
- Where do you most want to visit while in Taiwan?
- Are you interested in more program opportunity? If so, please contact the G-MEO New York Office for information.
- Are you ready to make some local friends, sample local food, and learn Chinese?



Have a great time!

