



# SCHOLARSHIP ONLINE APPLICATION SYSTEM

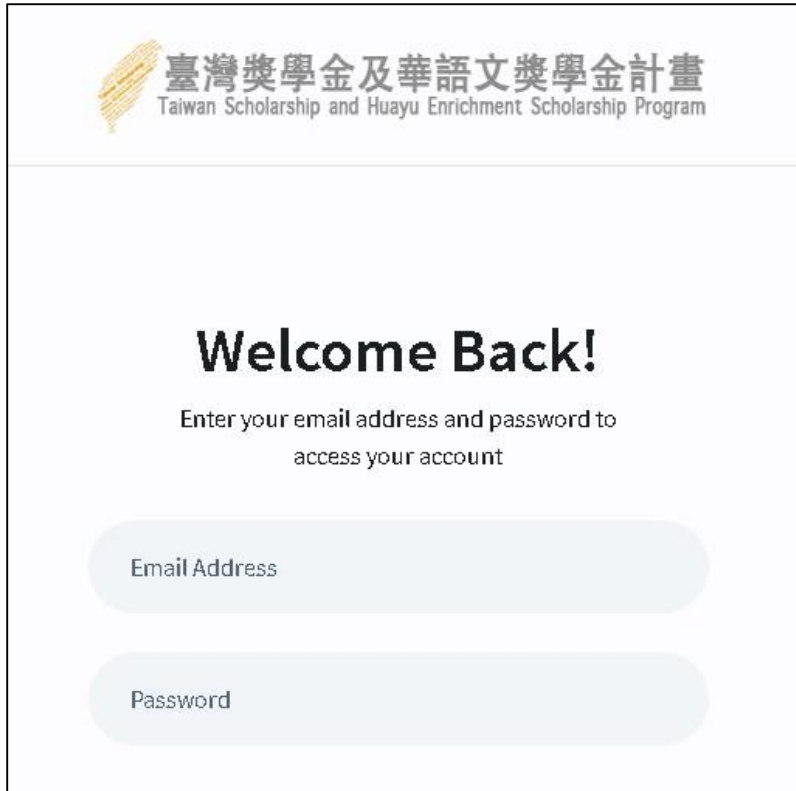
## User Manual For Applicants

Taiwan Scholarship And Huayu Enrichment Scholarship Program  
Version 2026

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This chapter guides students in filing an scholarship application using **The Apply Tool**.



The screenshot shows the login interface for the Taiwan Scholarship and Huayu Enrichment Scholarship Program. At the top, there is a logo featuring a stylized orange and yellow design next to the text "臺灣獎學金及華語文獎學金計畫" and "Taiwan Scholarship and Huayu Enrichment Scholarship Program". Below this, the main heading "Welcome Back!" is displayed in a large, bold, black font. Underneath the heading, a prompt reads "Enter your email address and password to access your account". There are two input fields: the first is labeled "Email Address" and the second is labeled "Password". Both fields are light blue with rounded corners and a subtle shadow.

- **URL:** <https://taiwanscholarship.moe.gov.tw/Apply>
- **User Role:** Student
- **Usage:** For applying for scholarships associated with The TSP Program.
- **Version:** Apply & Admin v1.2.0, 2024/12/31

## 1 Register and Login

1. Click **Didn't have an account?** to create a user account.



Refresh

Input symbols

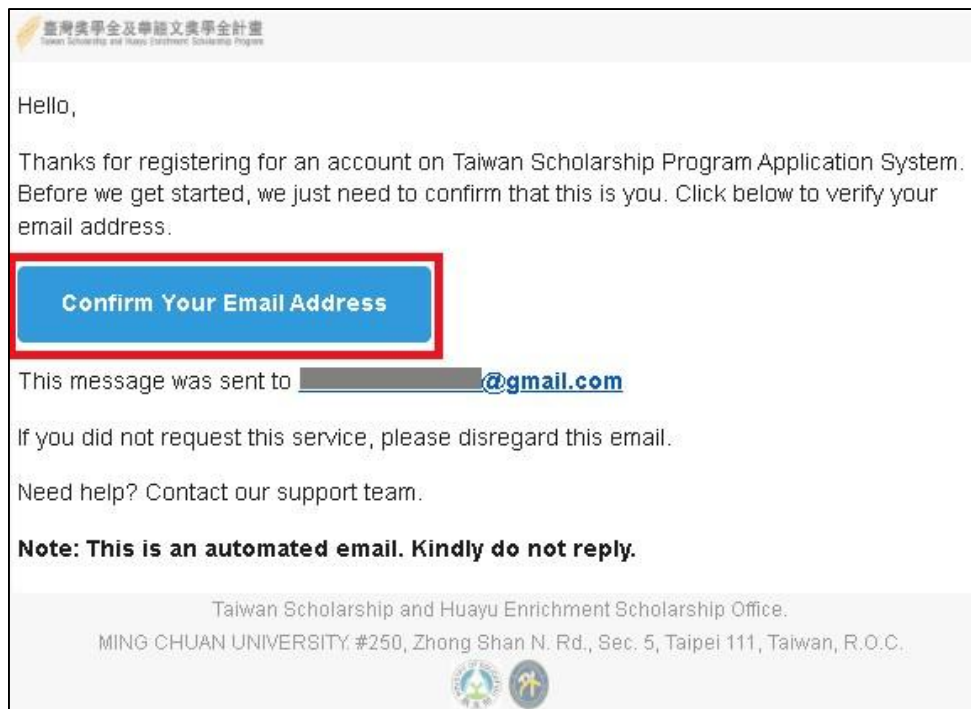
Login

Don't have an account?

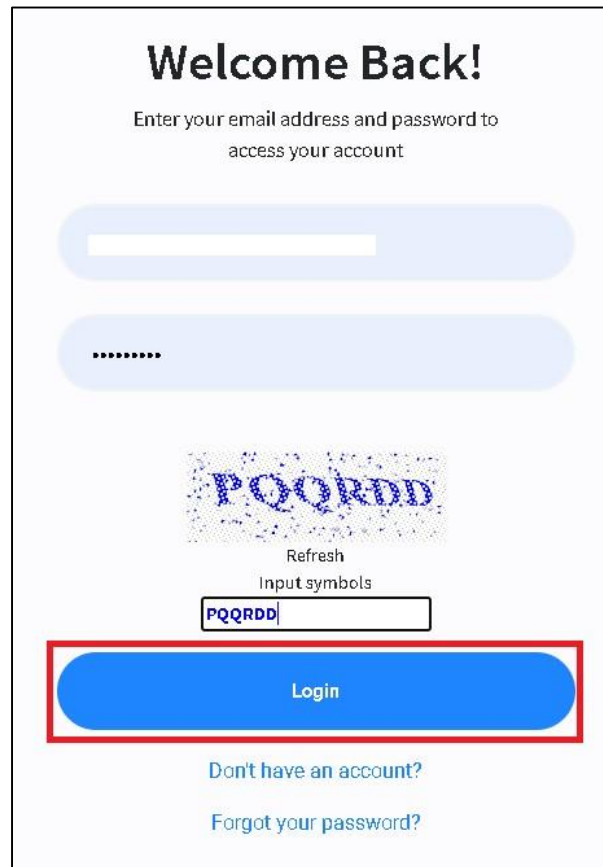
Forgot your password?

## 2. Confirm Your Email Address

- You will receive an email to confirm your email address. In the email, click on the Confirm Your Email Address button to activate your account.




3. Navigate to the index page of **The Apply Tool** and **Login**.



**Welcome Back!**

Enter your email address and password to  
access your account



Refresh  
Input symbols

**Login**

[Don't have an account?](#)

[Forgot your password?](#)

- If you have not completed the previous step, **Confirm Your Email Address** and activated your account, the system will not allow you to login and will resend another confirmation email to you.

4. Select **the mission** to which you are applying for a scholarship, and select **your nationality** before clicking **Save**.

- **The mission** and **your nationality** determine the types of scholarship you are eligible for.

### Set Mission and Nationality

Please note that your selected Embassy/ Mission/ Representative Office and nationality will determine the types of scholarship for which you are eligible to apply.

If your scholarship application has been submitted, your nationality cannot be modified.

**Please select**

Select

**Please select your nationality**

Countries that have diplomatic relations with Taiwan, or have been recognized as friendly relations with Taiwan by [MOFA](#).

Country/Region

Select

SAVE

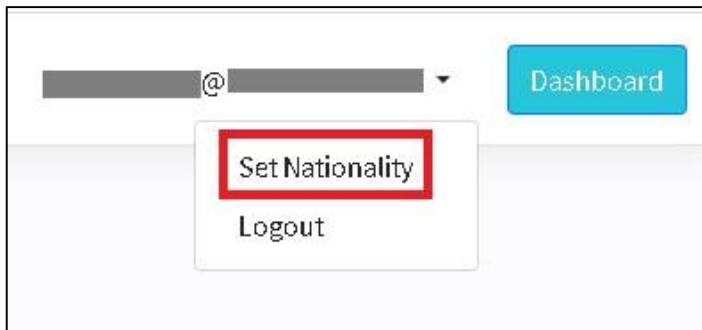
5. You are now on **the dashboard page**, which means your account is ready for you to apply for scholarships.

Overview			
Government Department	Scholarship Type	Status	Action
Ministry of Education	Huayu Enrichment Scholarship	Not Applied	<div>Add</div>
Ministry of Foreign Affairs	Taiwan Scholarship	Not Applied	<div>Add</div>

## 2 Before Starting an Application

**Important:** Before starting any application, please ensure your selections of **the mission** and **your nationality** are accurate.

- When you change the fields of **the mission** and **your nationality**, **all existing applications remain associated with your previous selections**. This means after such edit, **you will need to start completely new applications**.
- To edit the two fields, click on your email in the upper right corner of the page and select **Set Nationality**.
- After submitting an application, you can no longer edit the two fields.



## 3 Fill Out the Application Form

1. Select **the type of scholarship** you would like to apply for.

Overview			
Government Department	Scholarship Type	Status	Action
Ministry of Education	Huayu Enrichment Scholarship	Not Applied	<a href="#">Add</a>
Ministry of Foreign Affairs	Taiwan Scholarship	Not Applied	<a href="#">Add</a>

2. You are now on the application form page. Fill out each field to the best of your knowledge.

The screenshot shows the application form interface. At the top, there is a header with the program name in Chinese and English, a user email address, and a 'Dashboard' button. On the left, a sidebar lists four sections: 1. Scholarship, 2. Profile, 3. Education, and 4. Upload Documents. The main content area is titled 'Application Form for the Taiwan Scholarship and Huayu Enrichment Scholarship' and includes instructions. Below the title, there is a section for '1. Scholarship' with a pink box containing eligibility criteria. Further down, there is a 'Scholarship Type' section with a radio button selected for 'TAIWAN SCHOLARSHIP (MOFA)' and a circular logo. At the bottom of the main area, another pink box contains a note about R.O.C. national status. A 'Save Draft' button is located at the bottom left of the sidebar.

臺灣獎學金及華語文獎學金計畫  
Taiwan Scholarship and Huayu Enrichment Scholarship Program

@gmail.com Dashboard

1. Scholarship

2. Profile

3. Education

4. Upload Documents

Save Draft

### Application Form for the Taiwan Scholarship and Huayu Enrichment Scholarship

This application form should be completed by the applicant. Each question must be answered clearly and completely. Detailed answers are required in order to make the most appropriate arrangements.

#### 1. Scholarship

You are eligible only if you are a national of a country that maintains diplomatic relations with Taiwan.  
You may click [this link](#) to view the list of countries maintaining diplomatic relations with Taiwan.

#### Scholarship Type

☒ TAIWAN SCHOLARSHIP (MOFA)

If one or both of your parents was an R.O.C. national at the time of your birth, you are an R.O.C. national as well and therefore not eligible to apply.

3. A red apostrophe (\*) indicates that the field is required. Filling in the field contributes to the section's **completion percentage**.

This screenshot shows a section titled 'Data Collection Policy Agreement'. It contains a checkbox that is checked, followed by the text 'I agree to the data collection policy'. To the right of the text is a red square containing a white asterisk (\*), indicating that this field is required.

#### Data Collection Policy Agreement

☒ I agree to the data collection policy \*

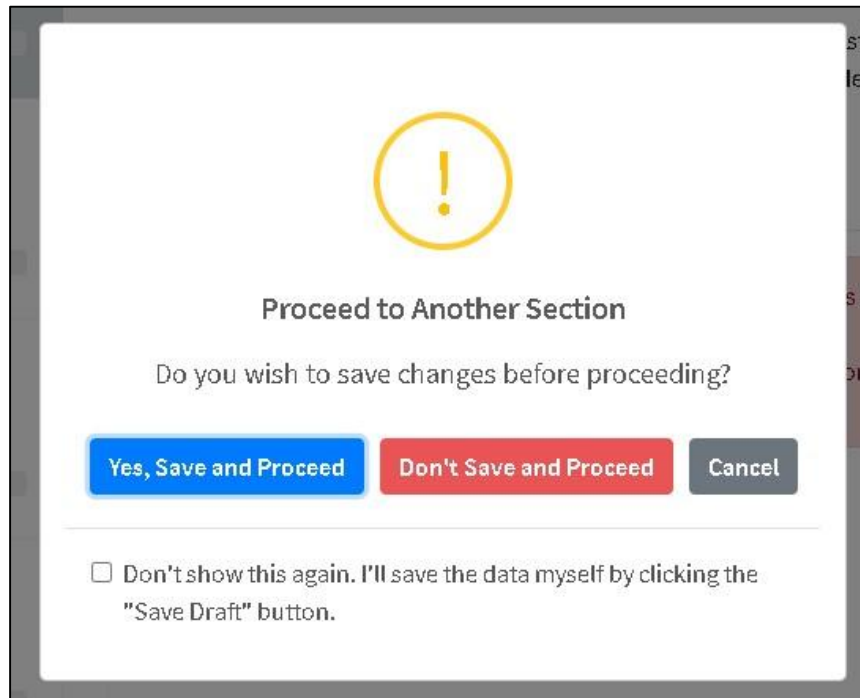
This screenshot shows the '2. Profile' section. It features a progress bar that is 85% full, indicated by a blue bar and the text '85%'. The entire progress bar area is enclosed in a red rectangular box, highlighting the completion status.

#### 2. Profile

85%



4. When you switch to a different section, a pop-up **save reminder** panel appears, prompting you to save your progress.
- The application form calculates **completion percentages** after each save.
  - Check **Don't show this again.** will disable the reminder panel. This setting is saved in your browser cookies. To re-enable it, clear your browser cookies.



5. When the percentage in every section reaches 100% completion, **the preview button** appears. Your application is then ready to submit.



## 6. Preview application.



臺灣獎學金及華語文獎學金計畫  
Taiwan Scholarship and Huayu Enrichment Scholarship Program

Dashboard



臺灣獎學金及華語文獎學金計畫  
Taiwan Scholarship and Huayu Enrichment Scholarship Program

Scholarship Type  
獎學金申請

Embassy Name  
外館

Embajada de la República de China (Taiwán) en el Paraguay

Application Number  
申請單號

10623

Department  
部會

Ministry of Foreign Affairs

Scholarship Name  
獎學金類型

Taiwan Scholarship





Degree  
學位

Doctor

Personal Information

	Title	Ms
	First Name	
	Last Name	
	Middle Name	

## 7. Submit at the bottom of the page.

Affidavit		 .pdf
Declaration		 .pdf

Previous

SUBMIT

## 8. Done

You have submitted an application.

(End)