

*Application Form for Chinese Program
Language Center
National Chung Hsing University
V 8/10/2017*

請貼兩吋相片一張
Please attach a
recent 2-inch photo
here.

各項資料請務必詳實填寫。填寫時請以打字或正楷書寫。

Fill the form with correct information. Please type or print clearly.

參加期別 Term	_____ (year)	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Autumn <input type="checkbox"/> Winter	申請文件 Documents	<input type="checkbox"/> A copy of passport or ARC <input type="checkbox"/> Financial statement <input type="checkbox"/> Study Plan (for Taiwan Scholarship student)
英文姓名 English Name			中文姓名 Name in Chinese	
出生日期 Date of Birth	/ / MM / DD / YY		性別 Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
護照/居留證號碼 Passport or ARC No.			國籍 Nationality	
聯絡電話或手機 Phone or Cell Phone No.			電子郵件 E-mail	
通訊地址 Mailing Address				
在台聯絡人姓名 Contact Person in Taiwan			聯絡電話 Cell Phone No.	
最高學歷 Highest degree in education	<input type="checkbox"/> High School <input type="checkbox"/> Colleague <input type="checkbox"/> Graduated School		母語 Mother Tongue	
通過英文測驗 Passed English Test	<input type="checkbox"/> TOEIC _____ <input type="checkbox"/> TOEFL _____ <input type="checkbox"/> IELTS _____		曾學習中文? Have you studied Chinese?	<input type="checkbox"/> NO <input type="checkbox"/> YES for _____ hours
您學習華語的目的是? Purpose of studying Chinese?		<input type="checkbox"/> for work <input type="checkbox"/> for research <input type="checkbox"/> for living <input type="checkbox"/> for interest		
預定於本中心學習多久? How many terms will you study at our center?		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 and up		

本人已閱讀、瞭解並且同意有關中興大學語言中心華語班之入學資訊。

I have read, understood and am in agreement with the "Application Information" provided to me by Chinese Program, Language Center, NCHU.

申請人簽名
Applicant's Signature _____

日期
Date _____

Application Information

Consent to Provide Personal Data

This consent letter (this "Consent") sets forth how Chinese Program of Language Center, National Chung Hsing University ("CPLC, NCHU") will process the personal data collected hereunder.

By ticking the "I agree" box and signing this Consent, you confirm that you have reviewed, understood, and agreed to the terms of this Consent and its amendments. If you are under the age of **18**, you cannot use the service until your legal guardian has reviewed, understood, and agreed to the terms of this Consent and its amendments. Nevertheless, you will be deemed to have obtained your legal guardian's consent and agreed to comply with the following terms if you have used the service.

A. Collection, Updating, and Custody of Personal Data

1. CPLC, NCHU will collect, process, and use your personal data in accordance with the Personal Data Protection Act and other relevant laws and regulations as well as NCHU's Privacy Policy.
2. To practice our duty, we need to collect the personal data, including your name, institution, passport, date of birth, nationality, and contact information (phone numbers or email) from you. You are asked to provide the most correct, updated, and completed personal data when you fill out the application. Your rights and interests may be affected if you provide CPLC, NCHU with false, outdated, partial, or misleading personal data.
3. You may exercise the following rights as regards your personal data in accordance with the Personal Data Protection Act: (a) inquire or review your personal data; (b) ask for duplicates of your personal data; (c) ask to supplement or correct your personal data; (d) ask to stop collecting, processing or using your personal data; and (e) ask to delete your personal data.
CPLC, NCHU may refuse your request(s) in order to perform its duties or conduct its business.
CPLC, NCHU will not compensate any loss or damage you may sustain from the exercise of such rights.

B. Purposes of Collecting Personal Data

1. In order to process your "application form for Chinese Program at NCHU," CPLC, NCHU will need to collect the personal information from you.
2. CPLC, NCHU will ask for your written consent in advance if your personal data needs to be used for any other purpose. You may refuse to provide your personal data, but you may lose your rights or interests accordingly.
3. CPLC, NCHU may use your personal data in Taiwan for a period of 2 years commencing from now on the date of submitting your application.

C. Protection of Personal Data

Your personal data is protected by NCHU's Privacy Policy. Please review the Privacy Policy for its full text. If CPLC, NCHU violates the Personal Data Protection Act or your personal data is stolen, divulged, modified, or damaged owing to any natural disasters, extraordinary event or circumstance beyond its control, CPLC, NCHU will notify you by telephone, mail or e-mail, or post the notification at our website, whichever NCHU deems appropriate, after conducting necessary investigations.

D. Effect of Consent

1. By ticking the "I agree" box and signing this Consent, you confirm that you have reviewed, and understood, and agreed to all the terms of this Consent. If you breach any terms of this Consent, CPLC, NCHU may terminate all the rights and services given to you whenever it deems necessary.
2. CPLC, NCHU reserves the right to amend this Consent at any time. CPLC, NCHU will post the amendments at its website and will not send a separate notification to you. Do not keep using the service if you object to the amendments. If you continue using the service, you will be deemed to have agreed to be bound by the amendments.
3. **Unless otherwise expressly provided herein, no suggestion or information, neither in written format or orally delivered, that you may obtain in connection with this Consent.**

E. Governing Law and Jurisdiction

This Consent shall be construed and interpreted in accordance with the laws of the Republic of China. Any dispute arising from this Consent shall be governed by the laws of the Republic of China and heard by the Taiwan Taichung District Court.

I have reviewed and accept the terms of this Consent

Signature _____

(hand-written signature is necessary)

Date _____

(YYYY/MM/DD)

Application Information 入學資訊

Chinese Program, Language Center, NCHU

中興大學語言中心華語班

1. Application Requirements 申請資格

A) Applicants must be over 18 years old with at least high school degree or its equivalent.

年滿 18 歲並具備高中畢業以上或同等學歷。

B) Applicants must have financial proof to support the studies and stay in Taiwan.

具備在台就學生活經費。

2. How to Apply 申請流程

A) Submit the following documents: 繳交以下文件

- A completed application form

入學申請書

- A photocopy of your passport or ARC

護照或是 ARC 影本

- A copy of the certificates of your highest degree or proof of education

最高學歷證明影本

- Financial statements issued within the past 6 months

6 個月內之財力證明。

The application materials can be submitted in person, by mail or by email.

以上資料可以親自繳交、郵寄或以電子郵件寄送。

B) Admitted applicants who are already in Taiwan should make payment within two weeks.

申請通過者，若已在台灣請於 2 週內完成繳費。

C) Admitted applicants who are not yet in Taiwan will receive the admission letter within one week and should make payment one week before the program starts.

申請通過者，若未在台灣，將於 1 週內收到入學許可，並請於開課 1 週前完成繳費。

3. Notes to Students 注意事項

A) Applicants who do not submit all required application materials listed above will not be accepted.

缺少以上資料者，恕不接受申請入學。

B) For those who are rejected, Language Center reserves the right to inform you of the reasons.

未通過申請者，本中心保留是否告知理由之權利。

- C) Courses are mainly taught in Chinese while making English subsidiary.
本中心教學以中文為主、英文為輔。
- D) Besides standard syllabus, instructors are entitled to alter their teaching plans. If students are not satisfied with the courses, please talk to the instructors or withdraw from the class.
本中心課程除制式之課程大綱外，授權各教師自行規劃。不滿意教師授課方式者，請與教師溝通或選擇退班。
- E) Refund application should be submitted within 2 weeks after the program starts. Please refer to "Refund Information and Conditions" for related regulations.
退班請於開課 2 週內提出，相關退班規定請參考「退費說明」。
- F) Students who are absent for more than one third of the course, about 20 days, are not allowed to apply for the next term or admission within 6 months.
缺席超過 1/3(約 20 日)者，不得申請下一期課程，且半年內不得再提出入學申請。
- G) Students who do not pass the Final Exam will be disqualified for the registration for the upper level. Alternatively, you can register for the class at the same level again, and only one re-registration is permitted.
未通過期末測驗者不得晉級，可選擇重讀該等級。重讀以 1 次為限。
- H) Students who attend Chinese Program are foreigners. You are not eligible for the rights for NCHU students. For example free to entrance the library and sports facilities.**
華語班學生視為校外人士，無法享有本校學生之校內權利。例如：免費使用圖書館及運動設施。
- I) The visa information is for your reference only. We are not liable to any errors or legal actions resulting from this posting.**
本中心提供之簽證資訊僅供參考，本中心不負責任何因資訊錯誤所造成的法律責任。
- J) If you are against ROC Laws or regulations of the Chinese Program, or provide false information, your enrollment will be cancelled immediately.
若違反中華民國法律、華語班規定，或是提供不實資訊者，將會被立即取消學籍。
- K) Your signature on the application form acknowledges that you fully understand and agree with the terms and conditions stated on the application form and above.
於報名表上簽名，表示您已熟知並願意遵守以上注意事項。

退費說明

Refund Information and Conditions

1. 此處所指退費僅限學費，報名費恕不退還。

The refund hereby refers to the tuition, not including the registration fee.

2. 參加短期班（未滿八週）者，恕不退費。

We do not accept your refund application if the program you attend is a short-term one (less than 8 weeks).

3. 學員於報名繳費後於開課前無法就讀者，得申請退還所繳學費九成。

If a student has paid the full tuition but decides to quit before the program begins, he/she is eligible for a refund of 90% of the tuition.

4. 學員於開課後兩週內退班者，得申請退還所繳學費七成。

If a student has paid the full tuition but decides to quit during the first two weeks of the program, he/she is eligible for a refund of 70% of the tuition.

5. 學員於開課後第三週至第四週之間退班者，得申請退還所繳學費五成。

If a student has paid the full tuition and decides to quit during the third or the fourth week of the program, he/she is eligible for a refund of 50% of the tuition.

6. 學員於開課第五週後則不予退費。

If a student has paid the full tuition and decides to quit after the beginning of the fifth week, he/she is not eligible for any refund.

7. 請於退費截止日期之前提出退費申請，否則不予退費。

The refund application must be received by the Language Center before the deadline or no refund will be given.

8. 依規定，退費一律退款至學員本人或直系親屬之帳戶。

The refund will be wired to the student's bank account or one commissioned by the student.

9. 學期中缺席之課程，不予退費，亦不得申請保留。

Students who take leaves of absence relinquish their refunding privileges for the missing school day(s) and the missing school day(s) cannot be reserved to the terms after.