

國立臺灣師範大學

National Taiwan Normal University

2017 Admission Prospectus for Online MA Program in Teaching Chinese as a Foreign Language



Application period: February 6, 2017 - April 30, 2017
Promulgated by the National Taiwan Normal University

Admissions Committee

January, 2017

Application schedule

| Item | Date (Taiwan Time) |
|--|---|
| Date of Publication of this Admission Prospectus | January 06, 2017 |
| Application period | February 6 to April 30, 2017 |
| Document review and online oral exam | Review upon arrival. The date of the oral exam will be announced separately |
| Admission result announcement | May 26, 2017 |
| Enrollment of accepted students | July 10 to July 21, 2017 |
| Academic certification submission deadline | August 31, 2017 |
| Registration payment deadline | August 31, 2017 |
| Wait list enrollment deadline | Before classes start on the first day of the semester during the 2017 academic year |

I. Introduction

The rise of the Asian economy and the spread of influence among ethnic Chinese have turned Mandarin Chinese into a dominant language in the 21st century; the number of students studying Mandarin Chinese has also increased. NTNU is the largest and most prestigious Mandarin language training center and Mandarin language teacher cultivation center in Taiwan. NTNU trains first-rate Mandarin language talent from different countries who return to their homeland and dedicate their efforts to spread the Taiwanese culture; these students have provided significant assistance in elevating NTNU's professional, academic, and international image. However, many students lack the means to continuous professional training in their native homes, leading to substantial gaps in the training of advanced-level overseas Mandarin teachers.

To accommodate global digital learning trends and solve the shortage of advanced-level overseas Mandarin teachers, NTNU created the first "Online MA Program in Teaching Chinese as a Foreign Language" to integrate NTNU's professional faculty resources in providing a channel for professional advanced studies for overseas Mandarin educators, or overseas professionals who wish to strengthen their teaching abilities. The program also seeks to cultivate advanced-level overseas Mandarin teachers to satisfy the global demand for professional Mandarin teachers as well as high-level talent and digital technology for the management of Mandarin language education applications.

Program Characteristics:

- A. Internationalized student recruitment
The program is designed for teachers currently working as Mandarin teachers overseas.
- B. Digitalized teaching model
All program courses are taught via distance learning.
- C. Specialized course design
All program courses have been certified by the Ministry of Education's digital learning curriculum.
- D. Diversified personnel training
The program provides training for advanced-level Mandarin teachers, Mandarin teaching and research personnel, as well as Mandarin teaching management personnel.

II. Quota

30 students will enroll.

III. Eligibility

- A. Applicants who have graduated and received a bachelor's degree from a Ministry of Education accredited domestic university or independent college, a foreign university or independent college recognized by the Ministry of Education, or those possess equivalent

academic records.

- B. Individuals who are currently living abroad with more than one year of work experience working overseas **and are still employed.**

*According to the Ministry of Education Digital Masters On-the-Job Program Application Review and Certification Guidelines:

Article 11, Section 3: Individuals who qualify as candidates in accordance with Article 3, Section 4 must comply with regulations in Section 1 and they must reside overseas; they must also be nationals of Taiwan with passports issued by the Republic of China, residents of Hong Kong/Macau, or foreign nationals.

https://ace.moe.edu.tw/info_announce/view/?id=567c9dc7ae3c3

IV. Application

- A. Period for submission of applications: From February 6, 2017 (Mon.) to April 30, 2017 (Sun.).
- B. Application method: Applicants should log onto the university's application system during the application period to submit their applications and upload the required documents.
- C. Registration Website: <http://study.sce.ntnu.edu.tw/OnlineMTC/>
- D. Application fee: Online payment of NT\$2,200 (basic registration fee: NT\$1,300, document review fee: NT\$300, oral exam fee: NT\$600). **Online credit card processing fee is charged separately and shall be borne by the applicant.** Applications will not be accepted until the application fee has been paid in full. **Application fees will not be refunded after payment. Please note the conditions for eligibility.**
- E. Required documents: Please upload digital files that are clear and easy to read
- a. One digital copy of the applicant's original passport.
 - b. A color photo in digital format of the applicant above the waist taken in the most recent year.
 1. High color 2-inch image file in JPG format
 2. Resolution must be no lower than 300 dpi, highest resolution must be no more than 500 dpi. Digital photograph images should not be larger than 1 MB or smaller than 100 KB.
 - c. One digital copy of the original copy of the applicant's authenticated diploma from the highest degree obtained. If the original diploma is not printed in Chinese or English, an additional Chinese or English translation must be provided.
 - d. One digital copy of the original copy of the applicant's authenticated transcript for the most recent academic year. If the original transcript is not printed in Chinese or English, an additional Chinese or English translation must be provided.

※ If the applicant cannot complete the authentication or notarization processes for diplomas or transcripts, please sign the "Deposition of Admission Documents" (see Attachment 1, please download) and upload the completed form to the

registration system.

- ※ In addition to uploading digital copies of the original graduation certification (verification), the diploma and transcript issued by the institute, applicants with a diploma from Mainland China must also complete notarization procedures with related agencies (please refer to the "Mainland Chinese University Diploma Verification Network" at: <http://emhd.nchu.edu.tw/>).
- ※ Diploma recognition shall be processed in accordance with related regulations of the Ministry of Education of the Republic of China.
Standards for Recognition of Equivalent Educational Level As Qualified for Entering University
<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL008644&KeyWordHL=&StyleType=1>
Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education
<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL040632>
"Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao"
<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL016606&KeyWordHL=&StyleType=1>
Regulations Regarding the Assessment and Recognition of Academic Credentials for Institutions of Higher Education in China
<http://edu.law.moe.gov.tw/LawContentDetails.aspx?id=FL008349&KeyWordHL=&StyleType=1>
Reference and Roster Inquiry System for Foreign Universities
<http://fsedu.cloud.ncnu.edu.tw/home.aspx>
"List of Recognized Universities and Higher Education Institutions in Mainland China"
http://emhd.nchu.edu.tw/Attach/table/105_EVHDSCH.pdf

- e. Admission Prospectus Certificate of Employment (Attachment 2).
 - f. Certificate of Employment from the Place of Work.
 - g. One copy of the applicant's research plan in Chinese (approximately 1,500 words and include study motivation, future research goals and subject, study plans, thesis plans, expected results, etc.).
 - h. One copy of the applicant's autobiography (approximately 1,000 words).
 - i. Two letters of recommendation written by teachers or supervisors at work.
 - j. Proof of related work experience.
 - k. Other information: Documentation attesting to outstanding achievements such as work experience in Mandarin teaching, overseas Chinese education, academic-industry collaborations, academic publications, or papers and thematic reports, etc.
- F. Special notes:
- a. If the application documents submitted are incomplete, or if an insufficient number

of copies are provided, the application may be viewed as disqualified and the applicant must bear the full responsibility.

- b. Please ensure that the e-mail address and contact telephone number provided on the registration form are correct. NTNU may need to contact applicants; if an applicant fails to reply within the specified time limit, they will be deemed to have forfeited their rights as an applicant.
- c. After the applicant has completed the registration process, please visit the registration website to check the document submission status.

G. Procedures for Review:

- a. Information review, accounts for 50%.
- b. Online oral exam, accounts for 50%. (Please prepare the online video conference software and conduct the online oral exam in accordance with the published schedule)

V. Admission announcements

- A. Results are expected to be released on May 26, 2017.
- B. Admission standards: Applicants who score 70 and above are qualified, those who score under 70 will not be admitted. A certain number of students may be placed on the waiting list; if there are vacant slots among accepted students, students on the waiting list shall be admitted in order.
- C. If the number of qualifying applicants is too low, the number of applicants admitted to the program may be below the specified quota; in such cases, no candidates will be placed on the waiting list.
- D. In the event newly admitted students are discovered to have not complied with application regulations or there are inaccuracies in, forgeries of, deception, use of other people's information and/or alteration of their documents and information, the University will promptly withdraw the admission or expel disqualified students from the school, no proof of academic certification shall be issued whatsoever. If any violations stated in the previous paragraph are discovered after the student has graduated, the student's diploma shall be rescinded and announcements made regarding the cancellation of said students graduating qualifications.
- E. An applicant who uses NTNU's admission qualifications to gain inappropriate benefits and is proven to be true may have his/her admission qualifications revoked by NTNU.
- F. Applicants will be notified of the application review results and waiting list notifications via e-mail. The list of accepted students will be announced on NTNU's Office of Academic Affairs and program websites. Applicants should check the results online.

VI. Registration

- A. Accepted students are requested to register online between July 10 and July 21, 2017; **those**

who have not completed the registration process in this time shall be deemed as voluntarily waiving their admission qualifications and the vacancy shall be filled in order by students on the waiting list. Students on the waiting list who are accepted should register separately, and the deadline is the day before the first day of classes for the 2017 academic year.

B. Documents to be submitted at the time of registration:

- a. A color photo in digital format of the applicant above the waist taken in the most recent year.
 1. High color 2-inch image file in JPG format
 2. Resolution must be no lower than 300 dpi, highest resolution must be no more than 500 dpi. Digital photograph images should not be larger than 1 MB or smaller than 100 KB.
- b. Identification Documents:
 1. Taiwanese Students: Digital file of both sides of the applicant's National ID card.
 2. International Students: Digital copy of the applicant's original passport.
- c. Academic record (equivalent) documents:
 1. **Accepted applicants with diplomas issued in Taiwan:**
 - (1) Digital file of the applicant's diploma from the highest degree obtained.
 - (2) Fill out and upload the "Diploma Verification Authorization Letter" to allow NTNU to verify with the corresponding institution. (Please download and print out the registration webpage of the program)
 2. **Accepted applicants with overseas diplomas should upload the digital files of diplomas and transcripts, as well as mail the following information to NTNU:**
 - (1) **Taiwanese students:** Submit the following documentation in accordance with the Ministry of Education's "Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education":
 - A. The **original copy of overseas academic credentials and the original Chinese translation** authenticated by an overseas mission of the Republic of China. The original Chinese-language translation may be submitted to the R.O.C. representative office in the relevant country for authentication, or notarized by a district court or public notary.
 - B. **A photocopy of proof of overseas diploma and transcripts for all academic years authenticated by** an overseas mission of the Republic of China;
 - C. The **original certificate** of entry and exit dates issued by the designated immigration authority.
 - (2) **International Students:**
 - A. A copy of the applicant's original diploma from the highest degree received and a translated copy in Chinese or English.

- B. A copy of the applicant's original transcripts for the highest degree obtained, and a translated copy in Chinese or English.
3. **In addition to uploading digital copies of the original graduation certification (verification) as well as the diploma and transcript issued by the institute, accepted students with a diploma from Mainland China must also complete notarization procedures with related agencies and mail the following documentation to NTNU:** (please refer to the "Mainland Chinese University Diploma Verification Network" at: <http://emhd.nchu.edu.tw/>) :
- (1) **Students with diplomas (graduated) from universities and higher education institutions in Mainland China recognized by Taiwan:**
- A. Authentication report of the diploma (graduation) certificate from the China Higher Education Student Information and Career Center. (website: <http://www.chsi.com.cn/>)
 - B. Authentication report of the diploma (graduation) certificate from the China Academic Degrees & Graduation Education Development Center. (website: <http://www.cdgd.edu.cn/>)
 - C. Authentication reports for transcripts from past years of study issued by the China Higher Education Student Information and Career Center or China Academic Degrees & Graduation Education Development Center.
 - D. Students with Masters' degrees or above should submit complete digital copies of their dissertations.
 - E. Taiwanese students should provide a certificate of exit dates or a digital copy of the certificate of exit dates (the certificate should include the entire duration of study in Mainland China) issued by the National Immigration Agency of the Ministry of the Interior.
- (2) **Students with diplomas (study certifications) from universities or institutions in Mainland China recognized by Taiwan:**
- A. The notarization letter of copies of study certification and transcripts for all years of study notarized by a public notary in Mainland China.
 - B. The aforementioned notarization letter must be authenticated by the Straits Exchange Foundation as matching the copy originally issued by the notarization agency in Mainland China.

*Authenticated overseas diplomas and diplomas from Mainland China described above must be mailed to:

National Taiwan Normal University

Office of Academic Affairs Graduate Studies Division

No.162, Sec. 1, Heping E. Rd., Da'an Dist., Taipei City 10610, Taiwan. (R.O.C.)

Tel : +886-2-7734-1107

The mailing label must indicate "Diploma Documentation for the Online MA Program in

Teaching Chinese as a Foreign Language".

- C. If an applicant is unable to submit academic certifications within the registration deadline, the applicant should sign a "Deposition of Admission Documents" (please download and print the form from the program registration webpage) and upload to the registration system during the registration period. The applicant must also submit all academic records by August 31, 2017. If an applicant fails to submit the required documents by this date, he or she will have their admission qualifications revoked.
- D. Deadline for Registration Fee Submission: August 31, 2017. Accepted students who have completed the check-in procedure but fails to pay the registration fee before the payment deadline shall be regarded as forfeiting their admission; their admission qualifications shall be revoked and vacant spots shall be filled by applicants on the waiting list.
- E. Applicants accepted for enrollment onto the program may not have their accepted status extended to a later date.

VII. Tuition Fees

- A. Payment Information (payment standards for 2017 are based on NTNU's official announcements):
 - a. Basic Tuition/Fees: NT\$27,794 per semester.
 - b. Credit Fees: NT\$6,600 per credit.
 - c. Dissertation Consultation (oral examination) fees: NT\$16,000
 - d. Basic tuition/fees as well as credit fees (calculated in accordance with the number credits taken per each semester) are payable every semester (until graduation). Those who are enrolled in dissertation supervision only (no credit) are still required to pay basic tuition and fees. Credit fees will not be charged.
 - e. Basic tuition/fees include textbook, material, and equipment expenses.
 - f. Other expenses arising from academic requirements while studying in Taiwan shall be borne solely by the student.
- B. Payment Method: Online credit card payment. **Online credit card processing fee is calculated separately and it shall be borne by the student.**
- C. Tuition Refunds:
 - a. A student who withdraws from the program before one-third of that semester has elapsed may apply for a tuition fee refund equivalent to two-thirds of the fee for that semester.
 - b. A student who withdraws from the program after one-third of that semester has elapsed but before two-thirds of the semester has elapsed may apply for a tuition fee refund equivalent to one-third of the fee for that semester.
 - c. A student who withdraws from the program after more than two-thirds of the semester has elapsed is not entitled to a refund.

VIII. Requirements

- A. Term of Study: One (1) to four (4) years. Students who do are unable to complete their required coursework or dissertation (including technical reports) within this period may apply for an extension of up to two years.
- B. Total Credits Required for Graduation: 24 credits.
- C. Overseas Mandarin Teaching Internship: 100 hours.
- D. Graduation Dissertation: Students can only submit the plan for Master's dissertation after completing 18 credits; they can only start writing their Master's dissertation (including technical reports) in Chinese or English after passing the review process required by the Institute. The application for the plan for Master dissertation (including technical reports) and the graduation oral exam may not be submitted during the same semester.
- E. The advisor may request the student to return to school for discussions or participate in physical courses during the semester.
- F. The student is required to return to the campus in Taiwan to take the graduate degree examination.
- G. The student must pass the Band 3 Test in the Test of Chinese as a Foreign Language or corresponding tests for Chinese language skills. Test of Chinese as a Foreign Language certification may be waived if the student's highest level of education was completed in Taiwan, Hong Kong, Macao or mainland China.
Steering Committee for the Test of Proficiency-Huayu, Overseas Tests:
<http://www.sc-top.org.tw/chinese/oversea.php>
- H. A student who qualifies for graduation and passes his/her graduate degree examination shall be granted an MA degree in accordance with related regulations including the Degree Conferral Law. Distant learning shall be indicated as the method of education on the diploma.

IX. Curriculum

- A. Synchronized and unsynchronized online courses shall be given in Chinese.
- B. Course Title: (According to the Department's curriculum announcements for the 2017 school year)

| Course Category | Course Title | Required/ Elective | Number of Credits |
|--|--|-----------------------|----------------------|
| Chinese Language Core Courses | Special Topics on Chinese Linguistics | Elective | 3 |
| | Second Language Acquisition | Elective | 3 |
| | Chinese Society and Culture | Elective | 3 |
| | Language and Cognition | Elective | 3 |
| Mandarin Instruction: Theories and Applications | Special Topics on Chinese Instructional Methodology | Required | 3 |
| | Digital Chinese Language Teaching | Required | 3 |
| | Mandarin Teaching Methodologies | Elective | 3 |
| | Theory and Applications of Chinese Language Play | Elective | 3 |
| | Assessment of Chinese Language Proficiency | Elective | 3 |
| | Chinese Character Teaching Theory and Applications | Elective | 3 |
| | Studies in Web-Based Training | Elective | 3 |

X. Miscellaneous

All matters not stipulated in this admissions prospectus shall be processed in accordance with relevant laws and regulations and the decisions of the NTNU admissions committee.

Contact

Department of Chinese as a Second Language, National Taiwan Normal University

Tel: +886-2-7734-3833

Fax: +886-2-2321-9206

Email : aclc@ntnu.edu.tw

Program Website: <http://study.sce.ntnu.edu.tw/OnlineMTC/>

Address: No. 162, Section 1 Heping E. Rd., Da-an District, Taipei City 10610

Appendix I

National Taiwan Normal University Department of Chinese as a Second Language 2017 Academic Year Online MA Program in Teaching Chinese as a Foreign Language Deposition of Admission Documents

The applicant _____ holds a diploma from _____
(please fill in a name) (please fill in the school graduated from)

As an applicant of the Online MA Program in Teaching Chinese as a Foreign Language of the Department of Chinese as a Second Language, I hereby submit the following documentation in accordance with the requirements:

Holder of academic credentials from a Taiwanese institute

- Digital file of the applicant's highest diploma

Holder of overseas academic credentials

Taiwanese students: Submit the following documentation in accordance with the Ministry of Education's "Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education":

- A photocopy of proof of foreign academic credentials authenticated by an overseas representative office of Taiwan, and the original translation into Chinese. The original Chinese-language translation may be submitted to the R.O.C. representative office in the relevant country for authentication, or notarized by a district court or public notary.
- A photocopy of proof of foreign academic credentials and transcripts for all academic years authenticated by an overseas representative office of Taiwan.
- The original certificate of entry and exit dates, issued by the designated immigration authority.

International Students:

- A copy of the applicant's original diploma from the highest degree received and a translated copy in Chinese or English.
- A copy of the applicant's original transcripts for the highest degree obtained, and a translated copy in Chinese or English.

Students with diplomas from universities or institutions in Mainland China recognized by Taiwan should complete notarization with related agencies

Procedures:

- A copy of the authentication report of the diploma (graduation) certificate from the China Higher Education Student Information and Career Center.
- A copy of the authentication report of the diploma (graduation) certificate from the China Academic Degrees & Graduation Education Development Center.

- A copy of the authentication report for the transcripts obtained through all years of study issued by the China Higher Education Student Information and Career Center or China Academic Degrees & Graduation Education Development Center.
- Students with Masters' degrees or above should submit a copy of their dissertations (the dissertation seal is only required on the cover).
- Taiwanese students should provide a certificate of exit dates or a digital copy of the certificate of exit dates (the certificate should include the entire duration of study in Mainland China) issued by the National Immigration Agency of the Ministry of the Interior.

In the event that I have not prepared all of the documents listed above, I hereby agree to submit the abovementioned documents during registration if I am accepted into the program; or I shall voluntarily waive the acceptance qualifications obtained through this examination without objection.

Applicant:

Passport number:

Email:

Application date:

Appendix 2

Department of Chinese as a Second Language, National Taiwan

Normal University 2017 Academic Year

Online MA Program in Teaching Chinese as a Foreign Language

Certificate of Employment

| | | | | |
|--|----------------|--|----------------------|---|
| Name | Chinese | | Date of Birth | MM/DD/YYYY |
| | English | | | |
| Passport Number | | | Gender | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Place of Employment | | | | |
| Work Location | | | Job Title | |
| Job Description (Please provide a brief description) | | | | |
| Employment Period | | The preceding employment started from ____ / ____ / ____ to ____ / ____ / ____ (YYYY/MM/DD), and the applicant is currently still employed. | | |
| Remarks | | | | |

Authentication Institute (full name):

Address of Institution:

Institute Telephone Number:

Signature/Seal of Person in Charge:

Date:

Appendix 3

**Department of Chinese as a Second Language, National Taiwan Normal
University 2017 Academic Year
Online MA Program in Teaching Chinese as a Foreign Language
Admission Waiver Statement**

| | | |
|---|---------|-----------------------------|
| Name | Chinese | |
| | English | |
| Passport Number | | |
| Date of Birth | | ____/____/____ (yyyy/mm/dd) |
| <p>As a new student of the Online MA Program in Teaching Chinese as a Foreign Language of the Department of Chinese as a Second Language , I hereby voluntarily waive my admission qualifications due to _____</p> <p>I hereby declare that the above statements are true and accurate.</p> <p style="text-align: center;">With best regards to,</p> <p style="text-align: center;">National Taiwan Normal University</p> | | |

Declarant: (Signature)

Contact number:

E-MAIL:

Description: Please consider carefully before submitting this statement. Once the statement is submitted, no objections may be raised or no enrollment requests may be made in any way.

____/____/____ (yyyy/mm/dd)