



Mandarin Classes at Center of Language and Culture Teaching National Kaohsiung Normal University

Introduction

Mandarin classes at Center of Language and Culture Teaching, National Kaohsiung Normal University (NKNU), are open to persons who possess at least a high school diploma or its equivalent. Applicants should have a good academic record and exhibit a sincere interest in learning Chinese.

Purposes

The Mandarin Classes, dedicated to the teaching of Chinese culture and Chinese as a second language, aim at offering a variety of Chinese courses that acquaint foreigners and overseas Chinese with the essence of the Chinese language and culture as well as at strengthening international friendship through the promotion of cultural exchange.

Academic Calendar in 2012

Term	Term Length/ Periods of Study	Commencing	Application deadline in Taiwan	Application deadline in a foreign country
Spring	Feb. 27–May 27	Feb. 29	Feb. 15	Feb. 1
Summer	May 28–Aug. 26	May 28	May 15	May 1
Fall	Aug. 27–Nov.25	Aug. 27	Aug. 15	Aug. 1
Winter	Nov. 26–Feb. 24	Nov. 26	Nov.15	Nov.1

- Apply in Taiwan: 2 weeks before the new term begins
- Apply from foreign countries: 1 month before the new term begins (based on the date shown on the postal stamp)

Course Offerings

I. General Courses

Class	Basic	Elementary	Intermediate		Advanced	
			low	high	low	high
Duration/ Period	15 hours per week 168 hours in total	15 hours per week 168 hours in total	15 hours per week 168 hours in total	15 hours per week 168 hours in total	15 hours per week 168 hours in total	15 hours per week 168 hours in total
Time	Morning Mon.-Fri. 09:00a.m.~12:00a.m					



Description of General Courses

A. Basic Level

This class is for students with no background in Chinese. Introduction to the writing system, and emphasis on the fundamental vocabulary and structure of Chinese required for basic conversation. Students will learn to write approximately 200 Chinese characters, and be able to perform communicative tasks appropriate to this range of characters. Basic language skills in speaking, reading, and writing modern Chinese are taught in class. Fluency in speaking and reading is strongly emphasized.

B. Elementary Level

It is a sequel to the Basic level. Increasing emphasis will be paid to cultivating reading and writing skills in Chinese, as related to basic personal needs. Reading and writing are substantially accelerated, and oral practice is based on reading materials. Students will be trained to read and write letters, short paragraphs and essays in Chinese characters. At the completion of this level, students will be able to write approximately 400 Chinese characters, and be able to perform communicative tasks appropriate to this range of characters. Reading tasks will also be geared towards this range of characters.

C. Intermediate Level

After the students complete Basic Chinese and Elementary Chinese at NKNU (with a minimum grade of "B") or their Mandarin proficiency is equivalent to the elementary level (based on a placement test). Emphasis is put on reading narrative texts, and understanding authentic oral texts. Writing assignments stress skills necessary for basic personal needs and tasks necessary for writing social correspondence. In particular, readings and discussions (written and oral) of works on contemporary cultural and social life in the vernacular are emphasized in class. At the completion of this level, students will be able to write approximately 800 characters and be able to perform communicative tasks appropriate to this range of characters.

D. Advanced Level

It is designed to familiarize students with the language of print and broadcast media, with a focus on news media. Students will learn strategies and tactics applicable to newspaper reading, both skimming Chinese texts for basic content and reading intensively for complete comprehension. Students will also learn essential skills for understanding television/internet and radio broadcasts. Contents for discussion include sociopolitical news, economic news, cultural news, and sports news. Regular writing assignments and task-based activities help reinforce reading and listening abilities.

II. Individual Classes (Tutorial): To be arranged individually

NOTE:

1. There are four terms in a year.
2. The academic year consists of three-month term (1st Quarter, 2nd Quarter, and 3rd Quarter and 4th Quarter).
3. The classrooms are located on the 1st floor of Activity Building, National Kaohsiung Normal University, 116, Ho-Ping 1st Rd., Kaohsiung.
4. Application deadline: 2 weeks prior to the term.
5. 10% discount for former students and for NKNU faculty.
6. A certificate (in both Chinese and English) will be given upon completion of the course. Absenteeism of 1/6 of the classes invalidates course completion.
7. The CLCT reserves the right to accept or reject any applications without assigning any reasons thereof.



Application Procedure

1. Before the designated application deadline for that term, the students should submit required registration documents.
2. We will send notification of acceptance to successful applicants 10 days (including holidays) after the closing date for applications.
3. After receiving notification of acceptance, students should organize their visa. According to ROC regulations, overseas students must be enrolled for 15 or more hours of class per week to be designated as "formal students", and thus able to be granted a student visa.
4. Applications can be submitted to Center of Language and Culture Teaching either in person or by proxy, or via registered mail (mailing address: Center of Language and Culture Teaching, National Kaohsiung Normal University, No. 116, Ho-Ping 1st Rd., Lingya District, 80201, Kaohsiung, Taiwan). However, all fees must be paid in full by the closing date for applications.

Application

All applicants should submit the following materials by the application deadline:

1. Two copies of completed application form, including two passport photos.
2. Plan of study, in which the applicant should state study goals, level of proficiency in Chinese, and reasons for wishing to study at the Center.
3. Photocopy of diploma, school transcripts or equivalent academic records listing courses, grades, credits, etc.
4. Recent health certification (within six months). The applicant must submit a general statement (or standardized form) signed by a certified doctor stating the applicant's overall health and including the following: allergies, and venereal disease.
5. PHOTOCOPY of passport first page (must clearly show passport number, name and personal details and photograph).
6. Recent financial statement (within three months) proving the applicant has at least US\$2,000.

Enrollment Formalities

1. After students receive notification that their application has been accepted, they should go *in person* to the Center of Language and Culture Teaching, located on the 1st floor of Activity Center Building, in Ho-Ping Campus of NKNNU by the enrollment deadline to complete enrollment formalities and pay tuition fees. Then we will offer Admission Letter to the student who needs to apply a student visa. At present, we are unable to accept bank transfers, and payment must be made in New Taiwan Dollars by cash.
2. The office of **Center of Language and Culture Teaching** is open from 9:00 a.m. to 12:00 a.m. and from 2:00 p.m. to 5:00 p.m., Mondays through Fridays (except for national holidays).

Insurance

The University requires all enrolled students to join the insurance plan that meets certain criteria. The group insurance plan of Center of Language and Culture Teaching (CLCT) is now provided by Nanshan Life Insurance Company and its indemnity covers 1) accidental death and disablement, 2) hospitalization, 3) medical reimbursement. Students are responsible for payment of the group insurance plan.

Default enrollment is designed as a final measure to enforce the requirement. Insurance fee is NT\$377 per semester (3 months) for the academic year 2011-2012, and is not included in tuition. Students who have questions referring to the insurance service should contact Miss Wu of Nanshan Life Insurance Company who is in charge of CLCT student insurance. Students who request a waiver must sign an insurance affidavit.



Tuition

Class	hours/week	fees/hour	3 months per term
Regular	15 hours per week	168 hours (Spring) 180 hours (Summer) 177 hours (Fall)	NT\$25,700 / Spring NT\$27,500 / Summer NT\$27,050 / Fall
Individual (Tutorial)	At least 2 hours per week	NT\$6500 / 10 hours NT\$10500 / 20 hours	At least 10 hours in total

NOTE:

1. Tuition does not include charges for books and other teaching materials, service fees for document applications, insurance fee or security deposits on book loans.
2. Tuition cannot be refunded if students are unable to attend class for personal reasons (or arrive late for the course), or withdraw from the course before the semester concludes.
3. No classes are held on days which are designated as national holidays by the government, important overseas holidays and on other dates notified on the university calendar.

Refund policy :

Partial Refund of Tuition	Withdrawal Date
* Full refund except the NT\$990 fee for 2-day classes will be deducted from the refund.	Within 2 days of the class (placement period)
90% Tuition	Before class
50% Tuition	Within 1/3 of the class
None	After 1/3 of the class

* This policy is applicable only to new students who never study at CLCT before.



Map of NKNU Ho-Ping Campus



2012 年春季「對外華語學習班」行事曆

(27 February 2012 to 27 May 2012)

MANDARIN CLASSES SCHEDULE

春季班上課共 12 週全期 168 小時

※如有調整，依本中心通知為準。本中心保留調整與通知之權利※

The CLCT reserves the right to change class schedule.

2012 年夏季「對外華語學習班」行事曆

(28 May 2011 to 26 August 2012)

MANDARIN CLASSES SCHEDULE

夏季班上課共 12 週全期 180 小時

※如有調整，依本中心通知為準。本中心保留調整與通知之權利※

The CLCT reserves the right to change class schedule.

月份 (Months)	週次 (Weeks)	日期 (Days)						
		Sun	Mon	Tue	Wed	Thu	Fri	Sat
2012 年 3 月 (Mar.)	一		2/27	2/28	2/29	1	2	3
	二	4	5	6	7	8	9	10
	三	11	12	13	14	15	16	17
	四	18	19	20	21	22	23	24
	五	25	26	27	28	29	30	31
2012 年 4 月 (Apr.)	六	1	2	3	4	5	6	7
	七	8	9	10	11	12	13	14
	八	15	16	17	18	19	20	21
	九	22	23	24	25	26	27	28
	十	29	30					
2012 5 月 (May)	十一		1	2	3	4	5	
	十二	6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27						

和平紀念日停課 (Peace Memorial Day) : Feb. 27-28, 2011

兒童節停課(Children's Day) : Apr. 4, 2011 ;

清明節停課 (Tomb Sweeping Day) : Apr. 5, 2011

月份 (Months)	週次 (Weeks)	日期 (Days)						
		Sun	Mon	Tue	Wed	Thu	Fri	Sat
2012 年 6 月 (Jun.)	一		5/28	5/29	5/30	5/31	1	2
	二	3	4	5	6	7	8	9
	三	10	11	12	13	14	15	16
	四	17	18	19	20	21	22	23
	五	24	25	26	27	28	29	30
2012 年 7 月 (Jul.)	六	1	2	3	4	5	6	7
	七	8	9	10	11	12	13	14
	八	15	16	17	18	19	20	21
	九	22	23	24	25	26	27	28
	十	29	30	31				
2012 年 8 月 (Aug.)	十一		1	2	3	4	5	
	十二	6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27						

2012 年秋季「對外華語學習班」行事曆

(27 August 2012 to 25 November 2012)

MANDARIN CLASSES SCHEDULE

秋季班上課共 12 週全期 177 小時

※如有調整，依本中心通知為準。本中心保留調整與通知之權利※

The CLCT reserves the right to change class schedule.

2012~2013 年冬季「對外華語學習班」冬季班行事曆

(28 November 2012 to 24 February 2013)

MANDARIN CLASSES SCHEDULE

冬季班上課共 xx 週全期 xxx 小時

※如有調整，依本中心通知為準。本中心保留調整與通知之權利※

Winter term schedule will be announced by **October**.

月份 (Months)	週次 (Weeks)	日期 (Days)						
		Sun	Mon	Tue	Wed	Thu	Fri	Sat
2012 年 9 月 (Sep.)	一		8/27	8/28	8/29	8/30	8/31	1
	二	2	3	4	5	6	7	8
	三	9	10	11	12	13	14	15
	四	16	17	18	19	20	21	22
	五	23	24	25	26	27	28	29
	六	30						
2012 年 10 月 (Oct.)	六		1	2	3	4	5	6
	七	7	8	9	10	11	12	13
	八	14	15	16	17	18	19	20
	九	21	22	23	24	25	26	27
	十	28	29	30	31			
2012 年 11 月 (Nov.)	十一		1	2	3	4	5	
	十二	6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27						

國慶日停課 (Double Tenth Day) : Oct. 10, 2011

月份 (Months)	週次 (Weeks)	日期 (Days)						
		Sun	Mon	Tue	Wed	Thu	Fri	Sat
2012 年 12 月 (Dec.)	一		11/26	11/27	11/28	11/29	11/30	1
	二	2	3	4	7	8	9	8
	三	9	10	11	12	13	14	15
	四	16	17	18	19	20	21	22
	五	23	24	25	26	27	28	29
	六	30	31					
2013 年 1 月 (Jan.)	六			1	2	3	4	5
	七	6	9	10	11	12	13	12
	八	13	16	17	18	19	20	19
	九	20	23	24	25	26	27	26
	十	27	28	29	30	31		
2013 年 2 月 (Feb.)	十一		1	2	3	4	5	
	十二	6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27						