



Mandarin Classes at Center of Language and Culture Teaching National Kaohsiung Normal University (2024.9.18 amended)

◆ Introduction

Mandarin classes at Center of Language and Culture Teaching, National Kaohsiung Normal University (NKNU), are open to people 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 2025 -2026

◆ (The students have to meet the entry policy to get visa, please be aware of the updated new policy for visitor to enter Taiwan)

Term	Period of Study	Commencing	Application deadline in Taiwan	Application deadline in a foreign country
Spring	Mar.3–May 16	Mar.3	Feb. 15	inquire to CLCT
Summer	June.2–Aug. 15	June. 2	May. 15	inquire to CLCT
Fall	Sept. 1–Nov.14	Sept. 1	Aug. 15	inquire to CLCT
Winter	Dec.1 – Feb.13	Dec. 1	Nov. 15	inquire to CLCT

- Apply in Taiwan: 2 weeks before the new term begins
- Apply from foreign countries: inquire to CLCT

◆ Course Offerings

I. General Courses in 2025 (the total hours vary because of the holidays off)

Class	Basic	Elementary	Intermediate		Advanced	
			low	high	low	high
Duration/ Period	15 hours per week 11 weeks	15 hours per week 11 weeks	15 hours per week 11 weeks		15 hours per week 11 weeks	
Time	1. Morning Section :Mon.-Fri. 9:00a.m~12:00 noon 2. Afternoon Section :Mon.-Fri. 13:30~16:30 (Applicant can choose one of the two classes on application form) (Applicants who choose Afternoon Classes may be organized to Morning Classes if the members are less than 5 students)					



◎**Description of General Courses:**

The courses contain general Mandarin courses, selective Mandarin courses , culture classes ,field trip and psychological counseling.

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 on 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 Chinese 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): Schedule is to be arranged individually

NOTES:

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. 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.
5. There will be **no make-up classes** if the student takes a personal leave.
6. The CLCT reserves the right to accept or reject any applications without assigning any reasons thereof.
7. **Students with Chinese background on learning Chinese will need to take the placement test before classes start).The placement test will include reading , speaking, writing and listening. The test is taken by group, not individually.**



◆ **Application Procedure**

1. Before the designated application deadline for that term, the students should submit required registration documents through postal mail or email.
2. We will send notification of acceptance to successful applicants.
3. After receiving notification of acceptance, we will offer Admission Letter to the student who needs to apply a student visa. 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 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).

◆ **Application Materials**

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

1. A copy of completed application form, including two passport photos.
2. A photocopy of passport first page (must clearly show passport number, name and personal details and photograph).
3. (It is acceptable to do it after arriving in Taiwan) 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, venereal disease, Chest X-Ray and Rubella antibody test.

* CLCT reserves the right to issue admission.

◆ **Enrollment Formalities**

1. After students are granted a visa, they should make an appointment with the Center of Language and Culture Teaching, located on the 1st floor of Activity Center Building, in Ho-Ping Campus of NKNNU to pay tuition fees. 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 **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\$468 per semester (3 months)** for the academic year 2024-2025, and is not included in tuition.



◆ **Tuition Fee**

The fees of the regular courses contain general Mandarin courses, selective Mandarin courses, culture classes, field trips and psychological counseling services.

Class	Total weeks	Fees		Note	
Regular (15 hours per week)	New Students				
	11/ spring	NT\$31,000		3 months per term	
	11/summer	NT\$31,000			
	11/autumn	NT\$31,000			
	11/winter	NT\$31,000			
	Current Students				
	Total weeks	Deadline for Early Bird	Before deadline		After deadline
	11/ spring	1/31	NT\$29,500		NT\$31,000
	11/summer	5/2	NT\$29,500		NT\$31,000
	11/autumn	8/1	NT\$29,500		NT\$31,000
11/winter	10/31	NT\$29,500	NT\$31,000		
Individual (Tutorial)	at least 2 hours per week	NT\$8,000 / 10 hours NT\$13,000/ 20 hours		at least 10 hours in total	

NOTES:

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
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.

