



Tzu Chi University 2024 (Academic Year 113) Information for Outbound Student Exchange Program Application

Purpose:

To enhance students' intercultural communication skills, foreign language capability and expand their global horizons, Tzu Chi University (TCU) encourages our students to participate in the outbound student exchange program at foreign sister schools.

1. Application qualification:

- (1) All undergraduate students are required to complete at least one year of study (2 semesters) at Tzu Chi University, local and international students are equally eligible.
- (2) Students who have excellent language capabilities and language proficiency certificates, based on the requirements of the sister school (Japanese-Language Proficiency Test (JLPT), TOEFL iBT, IELTS, and TOEIC).
- (3) Students who ranked in the top 50% in academic performance, participated in volunteer service, and had no major disciplinary records.
- (4) Students who applied student exchange are necessary to possess the formal TCU students' status. Any prospective students that are not registered in TCU, under suspension or have graduated that applied for this exchange will not be considered in any means.
- (5) If the sister schools have special regulations on application qualifications, the respective regulations will also be followed.

Remarks: When applying for a sister school, those schools will consider applicant students as exchange students, and credits taken in the sister school can be transferred and used to waive certain courses when returning to TCU. When applying to schools without a formal exchange agreement with TCU, these individual students will be considered as a research fellowship. These individuals will not go through the recommendation process and all application procedures will be handled individually by applicant students.

2. Period of exchange:

- (1) This terms of exchange student's selection, the selected candidates are expected to start their period of exchange in Academic Year 113 for a semester or a year (two semesters), while the exact period of exchange will be scheduled by the hosting sister school.
- (2) Minimum oversea exchange period of a semester, to a maximum of a year (two semesters).
- (3) Details of exchange students' quota for respective universities are in attachment 1.

**3. Vital schedule for the Admission by Recommendation of Exchange Students:**

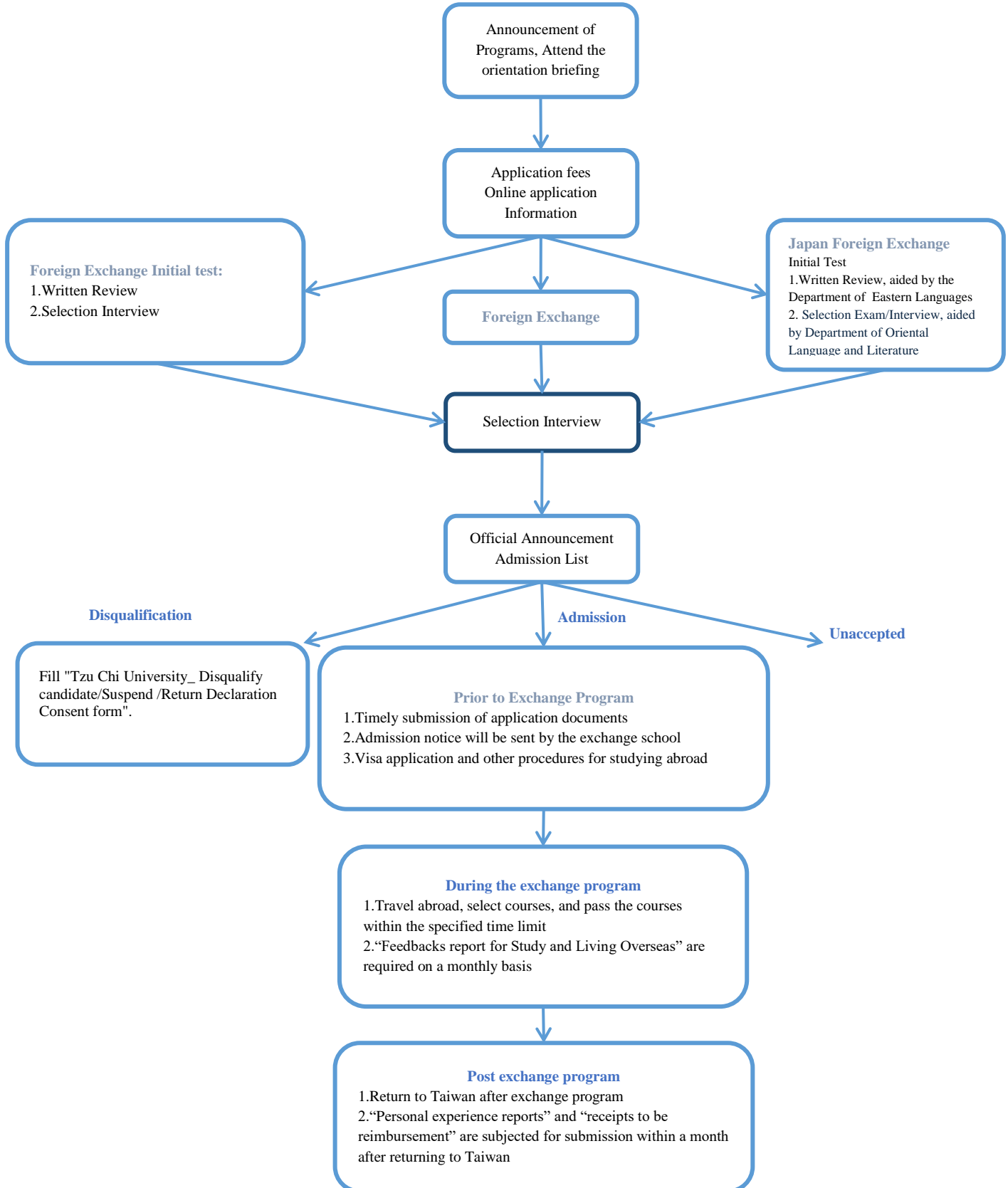
According to " Admission by Recommendation of Tzu Chi University's Exchange Students measurements "

Date	Events
2023.11	Announcements of the details information and started the procedure of registration
2023.11.29 (Wednesday) 18:00-19:00	Orientation– main campus Venue: Main Campus B201
2023.01.06 (Saturday)	Expiry date of application documents submission
TBD	<p>Initial Steps: Applying for “Foreign Exchange” Example: Department of Communication Studies application to Thammasat University in Thailand, Department of Child Development and Family Studies application to University Tunku Abdul Rahman in Malaysia</p> <p>After submitting the application materials, the students who apply for foreign exchange will be notified by OIA to conduct the preliminary examination, and the results will be examined by OIA.</p> <ol style="list-style-type: none"> 1. Written review of study plan 2. Interview <p>In case of application for “Japan Foreign Exchange” (Any department can apply). After submitting the application materials, OIA will notify the Department of Oriental Languages to conduct the preliminary examination, and the results will be examined by OIA</p> <ol style="list-style-type: none"> 1. Japanese written test 2. Japanese oral test 3. Written review of study plan
2024.1	Announcement of the selected candidates to be interviewed, interview time and orders.
2024.2-3	The day of interviews * To be determined due to the fluctuation of applications number and the availability of teachers to attend the interview process. Please notice of OIA announcements.
2024.2-3	Official announcement of selected TCU students to exchange



abroad (strictly no adjustments or replacements of candidates onwards)

4. Exchange students' application flow chart:





5. Selection and Scoring Criteria:

(1) Scoring will be determined by country and school

a. Stage 1: Written review score (40%)

- i. Average academic performance of the previous school year (10%)
- ii. Autobiography and study plan (10%)
- iii. English or Japanese Language proof (10%)
- iv. Other relevant information (10%) (Ex: participation in volunteer services, experience in international activities... etc.)

b. Stage 2: Interviews (60%) (Interview languages: English, Mandarin)

- i. Study plan (20%)
- ii. Linguistic ability (20%)
- iii. Appearance and attitude (20%)

c. Preliminary examination results for applying for “Foreign exchange” and “Japan Foreign Exchange”

- i. The initial test scores of the Department of Communication Studies, who went to Thammasat University in Thailand, and the Department of Child Development and Family Studies, who went to University Tunku Abdul Rahman in Malaysia, as well as the scores of students who participated in the Japan exchange program, will be considered as additional reference items for evaluation

Submit date: Completion of Application Before January 6th 2024 (Saturday)

(1) Checklist of Application (1-9) :

1. Application Form: <https://forms.gle/GY36J98iPhEy3Fru7>
2. 2 Inch Photo
3. Chinese Autobiography (1000 words limit)
4. English or Japanese Autobiography (Choose according to university, 1000 word limit) *Students who applied for China aboard study are not required English or Japanese Autobiography.
5. Study Plan (1000 word limit, English and Chinese) *Students who applied for China aboard study are not required English Study Plan.
6. Academic Transcript (including GPA, average and class rank)
7. Parental or Guardian Consent form (Accept electronic signatures)
8. Letter of recommendation by supervisor (Accept electronic signatures)
9. Valid Certificate of Language Proficiency



10. Other Supporting Documents (Volunteering activities, etc.)

(2) How to submit application documents:

Documents must be submitted online before 2024/1/6 (Saturday)

(<https://forms.gle/GY36J98iPhEy3Fru7>)

7. Details to be taken note in the application process:

(1) Before applying

1. Selected candidates will need to register and pay the full tuition fees to TCU during the enrollment periods. As part of the sister school, they will not be awarded a degree.
2. Feel free to go through the sister school official websites for any details of regarding of students' exchange activities of that particular university.
3. Students are not allowed to suspend their studies during the exchange period abroad, and must still pay the full price of tuition and miscellaneous fees to the school to retain student status. If payment is not rendered in full, credits cannot be credited and any related problems are the sole responsibility of the student.
4. Before applying for exchange and go abroad, please take in consideration individual students' credits. For the part of exchange credits to be taken in sister school, students are required to confirm with TCU departments (academic departments, general education departments) for the waiving applicability of particular credits. Students must also take at least 2 credits per semester.

(2) Applying and selection stage

1. Please be sure to submit all required document by 6th January 2024 (Saturday). There will be a strict no handling policy of resubmission documents onwards.
2. Once review committees have completed the selection process and announced the result of exchange admissions, to-be-exchange candidates are prohibited under any circumstances to request for sister schools' reselection, or attempt to renegotiate with other candidates in modifying the results of exchange schools' distribution. Any attempt will be considered as voluntarily giving up their secured nomination.

(3) Post TCU interview selection

1. Students who qualify for external recommendation applications are only granted the opportunity to apply for exchange programs at the recommended schools; this does not guarantee acceptance by the host institution. All qualified applicants must submit the required application materials to the hosting exchange school for review. The exchange school will make the final decision on whether to admit the applicant. If the student is not accepted, their application will be considered void, and they will not be allowed to ask for another exchange schools' distribution.
2. The admission qualification of each exchange school required an official "Admission notice" released by the exchange school. This notice will



represent the official acceptance letter to proceed with travelling abroad procedures. Admission registration of each exchange school, will individually notify the prospective exchange students.

3. Individual matters such as visa application, exchange school course selection, credits recognition, flight ticket and health insurance, will all be handled by the individual student personally.
4. Some exchange schools may not guarantee the availability of school dormitories. Under these circumstances, sister schools will provide some basic housing information. Admitted students will be responsible for their own accommodation
5. Students who attempt to terminate their exchange in prior, will have to return to TCU within a month. Any decision of termination will require the student to inform TCU Office of international affair (OIA).
6. Disqualified candidate are required to fill up "Tzu Chi University Disqualify candidate/Suspend /Return Declaration Consent form".
7. Exchange students' scholarship: Qualified individuals who are selected for international exchange, are eligible for TCU international academic exchange grant (國際學術交流獎補助金) or the Ministry of Education Xue-hai-fei-yang Scholarship (學海飛颺獎). TCU students with nationality of non Republic of China (foreign student), oversea Chinese student (僑生) and students applying for exchange in China, Hong Kong and Macao are not eligible for applying for Ministry of Education scholarships.
8. For relevant scholarship subsidies, please refer to the "Tzu Chi University's Handling of the Ministry of Education's Learning Overseas Series Subsidy Operation Key Points", "Tzu Chi University Students' Overseas Exchange Subsidy Measures", and "Students' Overseas Short-term Study Abroad Course Subsidy Measures".
 1. Documents to be submitted during the exchange and training period *Please submit on time to avoid any negative impact on your rights and interests.
 2. During the process of leaving Taiwan, boarding pass must be submitted electronically to OIA.
 3. Upload "Tzu Chi University Study Abroad Arrival Report" within 7days of arrival in the Host University.
 4. Throughout the exchange period, reports of "Feedbacks report for Study and Living Overseas" and "Interactive Photo and Video with Locals" are to be submitted to TCU OIA on a monthly basis.
 5. Once the exchange students have return to Taiwan, "Individual report", "return boarding pass", "receipts for reimbursement", and "Exchange student verification document checklist" are to be submitted to OIA within a month of return.



6. Exchange students will subject to attend the student exchange orientation of the following term, to share personal exchange experience. In future, assistance for the foreign students arriving from TCU sister schools will be encouraged, in order to accommodate and accompany them during the process of adapting in a new environment.

8. Contact person: for more information, please contact OIA Ms. Chen

Office: Main Campus A207

Contact: 03-8565301 ext. 1014

Email: chieni@gms.tcu.edu.tw



Attachment 1: Global TCU Sister Schools open for application in 2024

Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
USA	California State University Channel Islands	2	1 Average GPA: 2.5 or more 2. English Proficiency : -TOEFL Internet-based 61 -IELTS 6.0 -DAAD B or better -Eiken Pre-1	1-5 Months	8-12 Months	Undergraduate	Free tuition, self-settlement of accommodation
	https://www.csuci.edu/ Academic Program Page: https://www.csuci.edu/academics/index.htm						
	Kansas State University	N/A	English Proficiency: TOEFL79 Or IELTS6.5 (TOEFL score is or above 79 or your IELTS score is 6.5 or higher, we will waive the requirement for English classes.)	1-5 Months	8-12 Months	Undergraduate, Graduate	Self-settlement of tuition and accommodation *Limited to Medical Students and International Students
https://www.k-state.edu/							
Canada	Humber College	2	English	1-4 Months	8-12 Months	Undergraduate	Free tuition, self-settlement of accommodation



Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
		https://humber.ca/ Website for Inbound Exchange Students: https://international.humber.ca/study-at-humber/inbound-exchange-students.html Study programs offered for exchange students: -Faculty of Applied Sciences & Technology -Faculty of Business -Faculty of Health Sciences and Wellness -Faculty of Media and Creative Arts -Faculty of Social and Community Services					
Sweden	Halmstad University	2	English	1-6 Months	9-1 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
		https://www.hh.se/english.html -Web site for Exchange Student: https://www.hh.se/english/education/apply-to-halmstad-university.html -Courses in English: https://www.hh.se/english/education/find-courses-for-exchange-students.html -Programs in English: https://www.hh.se/english/education/find-your-education.html					
Germany	University of Duisburg-Essen	2	Basic German, English	4-7 Months	10-2 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
		https://www.uni-due.de/en/ -Study Abroad Website: https://www.uni-due.de/ineast/welcome_office/exchange_students/index.php -Available Classes/Courses for International Students: Course Guide available on website of the IN-EAST Welcome Office https://campus.uni-due.de/lsf/rds?state=wtree&search=1&trex=step&root120212=288350%7C292428&P.vx=kurz					
	West Saxon University of Applied Sciences of Zwickau	2	Basic German, English	4-7 Months	10-2 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
		https://www.fh-zwickau.de/english/university/welcomecontact/					
China	Lanzhou University	3	Mandarin	2-6 Months	8-1 Months	Undergraduate	Free tuition and accommodation
		https://www.lzu.edu.cn/					



Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
	Nanjing University	5	Mandarin	2-6 Months	9-1 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation * Only students with household registration in Taiwan, Hong Kong, and Macau are eligible for exchange
	https://www.nju.edu.cn/main.htm						
	Soochow University	2	Mandarin	2-6 Months	9-1 Months	Undergraduate	Free tuition, self-settlement of accommodation
	https://www.suda.edu.cn/						
Korea	Busan University of Foreign Studies	3	Basic Korean, English	3-7 Months	8-2 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
	https://eng.bufs.ac.kr/eng/						
	Dongseo University	2	Basic Korean, English	3-7 Months	8-2 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
	https://uni.dongseo.ac.kr/eng/						
	Dongguk University	2	Basic Korean, English	3-7 Months	8-2 Months	Undergraduate	Free tuition, self-settlement of accommodation
	https://www.dongguk.edu/eng/main						
	Yeungnam University	2	Basic Korean, English	3-7 Months	8-2 Months	Undergraduate	Free tuition, self-settlement of accommodation
	https://homep.yu.ac.kr/en/main/index.php						
Malaysia	Universiti Tunku Abdul Rahman	5	Mandarin, English	One school year has three semesters January: January- May May : May-October October : October- November		Undergraduate, Graduate	Free tuition, self-settlement of accommodation
https://www.utar.edu.my/							



Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
Thailand	Chiang Mai University	2	- TOEFL (paper based) 500 / (computer based) 173 / (iBT) 61 - IELTS 5 - TOEIC 600	6-10 Months	11-4 Months	Undergraduate, Graduate	Free tuition, self-settlement of accommodation
	Naresuan University	4	English	6-10 Months	11-4 Months	大學部、研究所	Free tuition and accommodation

Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
Japan	Bukkyo University	2	Japanese	4-7 Months	9-1 Months	Undergraduate	Free tuition and accommodation
	Tenri University	1	Japanese	4-7 Months	9-1 Months	Undergraduate	Free tuition and accommodation
	Shokei University	3	Japanese	4-7 Months	9-1 Months	Undergraduate	Free tuition and accommodation (Limited to female students)
	Aichi Gakuin University	2	Japanese or English(This university has an international college)	4-7 Months	9-1 Months	Undergraduate	Free tuition, self-settlement of accommodation

Department	Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
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Department	Country	University	Seats	Language Proficiency/ GPA	Spring Admission Period	Autumn Admission Period	Availability	Remarks
Department of Communication	Thailand	Thammasat University	2	English	1-5 Months	8-12 Months	Undergraduate	Free tuition, self-settlement of accommodation (Courses will be taught in English)
								https://tu.ac.th/en
Department of Child Development and Family Studies	Malaysia	Universiti Tunku Abdul Rahman	5	Mandarin, English	One school year has three semesters January: January- May May : May-October October : October-November		Undergraduate	Free tuition, self-settlement of accommodation
					https://www.utar.edu.my/			