

Tunghai University International College Student English Proficiency Grant Guidelines

Passed by the IC Council meeting on 2024.11.11

- I. The purpose of these guidelines is to encourage students of the International College to actively participate in various English proficiency certification exams and obtain related certifications, to enhance their international competence and employment competitiveness. These guidelines are established as the "Tunghai University International College Student English Proficiency Grant Guidelines" (hereinafter referred to as "these guidelines").
- II. These guidelines apply to students who are officially enrolled in the International College. Students who take non-native English proficiency exams, either domestic or international, during their study period and obtain proof of certification, are eligible to apply for the grant. For students about to graduate, the certification must be obtained before graduation.
- III. The review and grant standards will be based on the "English Proficiency Certification Exams and Corresponding Level Table" announced in these guidelines.
- IV. Principles for Grant:
 - i. The number of student and the amount will be determined based on the relevant budget for the year.
 - ii. Each proficiency level exam can only receive the grant once. For subsequent applications, the certification level must be higher than the previous one, and the exam results must be obtained after the previous received grant. Each certificate can only be used to apply for the grant once.
 - iii. The maximum grant amounts are as follows:

CEFR Language Proficiency Level	Award Amount (NTD)
B1 Level	800 NTD
B2 Level	1,000 NTD
C1 Level	1,500 NTD
C2 Level	2,000 NTD

V. Application Procedure and Review Timeline:

i. Application Timeline:

The deadline for submission is by September 15 each year. If applicants fail to complete their application within 7 days after the notification, it will be rejected and no objections will be accepted.

Semester	Application Start Date	Application Deadline	Certification Date
First Semester	September 1	September 15	Previous academic year

(Note: If the application deadline falls on a national holiday, it will be extended to the next working day.)

ii. Required Documents for Application:

(1) Application Form

(2) Examination result certificate (one original and one copy; original will be returned after verification, copy retained)

(3) Certification uploaded for student system verification

(4) Receipt (If the name on the receipt is in a foreign language, a copy of the bank booklet should also be attached for verification)

iii. Applicants should submit the application form and supporting documents to the department for preliminary review. After passing the preliminary review, the documents will be forwarded to the College. The College will conduct the review within two months after the application deadline each academic year. The grant receivers will be announced on the International College's website. If there are any disputes, the matter will be referred to the International College Council for final resolution.

VI. If the English proficiency certification provided by the applicant involves forgery, plagiarism, violation of intellectual property rights, or any improper conduct such as multiple applications for the same certification, the award will be revoked, and the applicant will be dealt with according to university regulations.

VII. The funding for this grant comes from a special allocation from the International College.

VIII. These guidelines will be implemented after approval by the International College Council and official announcement.