

Chinese Language Center, Tzu Chi University

Chinese On-line Course Application Information

1. Introduction:

Chinese Language Center (the Center) of Tzu Chi University offers On-line courses to develop students' ability in traditional Chinese listening, speaking, reading and writing. The Center promotes understanding of Chinese culture, and exposes students to Tzu Chi culture: great love, sense of gratitude, respect, and care for others in the spirit of Tzu Chi.

2. Course Content:

- (1) Chinese course: listening, speaking, reading, and writing in traditional characters.
- (2) Teaching materials: chosen by the student or recommended by the teacher.
- (3) Online platform: ZOOM or Google meet.

3. Available Classes:

One on one, Two on one, Three on one, and more

4. Online application:

- (1) Online Application: http://www.language.tcu.edu.tw/?page_id=1348
- (2) Required Documents: Photocopy of Passport.
- (3) Online Placement Test: once the oral test is completed, the Center will email the results to the student.

5. Fees:

The Centre accepts remittance. When the application is completed, the course fee should be paid. It is required to pay at least 7 working days before the course starts. Instalments are not accepted.

6. Fees detail:

Class is arranged according to Taiwan Standard Time (GMT+8). Fees are as follows:

Time/tuition for one per hour	One on One online courses	One on Two online courses	One on Three (including more than three) on line courses
08:00-17:30 (Monday to Friday)	NTD\$700/ per hour	NTD\$440 /per one /per hour	NTD\$280 /per one/per hour
06:00-08:00、17:30-22:30 (Monday to Friday) 06:00-22:30 (Saturday)	NTD\$1,000/ per hour	NTD\$650 per one /per hour	NTD\$400 /per one/per hour

● Other Fees

New Student Registration Fee: NT\$500

Administrative Fee: NT\$600

Teaching Material fee: NTD\$1,000

● Students who are related to Tzu Chi Organization can get 10% discount for the following courses.
(One on one course – 35 hours/Two on one course – 55 hours /Three on one – 86 hours)

● A course should include at least 20 hours of class.

7. Refunds rules are as follows:

- (1) If a student applies for a refund before a course starts, the Center returns 90% of a tuition fee.
- (2) If a student applies for a refund before the end of a 3rd of a term, the Center returns 50% of a tuition fee.
- (3) It is not possible to apply for a refund after the end of a 3rd of a term.
- (4) Registration Fee, Administrative Fee and Teaching Material fee; are non-refundable, and tuition cannot transfer.
- (5) We accept the refund because is not clearly during the class from the audiovisual and not accept video class, and refund amount should follow the refund rules.
- (6) A refund will be transferred to a student's bank account. Administrative fee will be charged directly from the refund. Currency exchange rates' changes apply.

8. Others rules

- (1) Class should start and finish on a given time. If a class starts 20 minutes late, the Center will not make up for the lost time.
- (2) Before the class, please make sure your computer, Internet connection, online platform and other needed appliances work properly.
- (3) If a student wants to skip class, they should notify their teacher or the Center 24 hours before hand. It is possible to skip twice every 20 hours of class. If either of these rules are violated, the Center will not organize a make-up class.
- (4) If one wishes to make up for the lost class, they should arrange the proper time with the teacher. Make-up classes cannot be arranged after the end of the respective term.
- (5) Students must **not** record a class.
- (6) With care of the quality of our services, the Center reserves the right to record a class and keep its copy. A student can access the content upon request within 3 days after the class. If the student not accepts the record during the class then give up the right for argument.
- (7) In case of any discrepancy between the English translation and the original Chinese text, the Chinese text shall prevail.

Chinese Language Center, Tzu Chi University

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慈濟大學華語中心

華語線上課程招生簡章

一、中心簡介：

慈濟大學華語中心(以下稱為本中心)開辦華語線上課程,期望透過華語文教學活動,養成學員聽、說、讀、寫能力,提昇學員中華文化之素養,培養學員大愛、感恩、尊重與關懷的慈濟人文精神。

二、課程內容：

華語文課程：教授正體字之聽、說、讀、寫。

教材：自選或由教師推薦適合學生程度教材。

上課平台：線上課程軟體 ZOOM、GOOGLE MEET。

三、開班班別：

採一對一、一對二或一對三(含三人以上)線上教學。

四、報名：

(1)線上報名：http://www.language.tcu.edu.tw/?page_id=1348。

(2)繳交文件：護照影本。

(3)分班口測：以電子郵件通知分級測驗。

五、繳費：

本中心接受國外匯款,報名完成必須繳交全額費用(不接受分期),並在開課七個工作天前完成繳費。

六、課程費用：

課程時間皆以台灣時間為基準,收費標準如下：

課程時段/每人每小時收費標準	1 對 1 線上課程	1 對 2 線上課程	1 對 3 線上課程 (含以上)
08:00-17:30 (周一至周五)	NTD\$700/時	NTD\$440 人/時	NTD\$280/人/時
06:00-08:00、17:30-22:30 (周一至周五) 06:00-22:30(周六 06:00-2230)	NTD\$1,000/時	NTD\$650 人/時	NTD\$400/人/時
其他費用： <ul style="list-style-type: none">● 新生註冊費 NTD\$500● 行政管理費 NTD\$600● 教材費用 NTD\$1,000● 慈濟人推薦學費享學費 9 折優惠(一對一課程須達 35 小時、一對二課程需達 55 小時、一對三課程需達 86 小時)● 最低開課時數為 20 小時。			

七、退費標準：

學員於繳費後如欲申請退費，退費規定如下：

1. 於開課前申請退費者，學費退還 90%。
2. 開課後，未逾全期授課時數 1/3 申請退費者，學費退還 50%。
3. 開課後，逾全期授課時數 1/3 申請退費者，學費不予退還。
4. 新生註冊費、行政管理費及教材費用概不退還，已繳交之所有費用不可轉讓、亦不得延期。
5. 若已繳交學費後，因連線品質不佳，不接受非同步上課者得按退費標準進行退費。
6. 退費將以國際匯款支付，手續費將直接自退費金額扣除，匯差也將影響最終退費金額。

八、其他說明：

1. 上課時數應於課程指定時間內完成，並準時上課，超過 20 分鐘即不補課。
2. 上課前確認連線和軟體、硬體等設備。
3. 如需請假，最晚請於上課前 24 小時通知教師或中心，20 小時課程請假次數不得超過 2 次，超過請假次數或未能於上課前 24 小時請假，不另行補課。
4. 如需補課，請於課程結束前與教師協調時間進行補課，逾期則不得要求補課。
5. 學生上課期間不得自行錄音、錄影。
6. 為確保課程品質，每次課程中心將進行課程錄影，若對該次課程有疑慮，須在三個工作天內向中心提出，逾期不受理；若不接受課程錄影，如對該次課程有疑慮，中心一概不受理。
7. 中英文版本文義如有歧異，以文件之中文版本為準。

慈濟大學華語中心

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