

# Application Guidelines for 2020 Southern Hemisphere Overseas Youth English Teaching Volunteer Service Program in Taiwan

## SPONSORS

OCAC, Republic of China (Taiwan)  
Ministry of Education (MOE)

## APPLICATION PERIOD

From September 1<sup>th</sup> to September 30<sup>th</sup>, 2019  
《Applications must be received by the registration offices on or before October 15<sup>th</sup>, 2019》

## PROGRAM ACTIVITIES

The program will be held from Jan. 2<sup>th</sup> to Jan. 22<sup>th</sup>, 2020. There are 30 volunteers spots available in this program. Volunteers will participate in training courses during the first week and teach English at one of various remote schools during the second weeks. Then, a tour of various areas of Taiwan will be conducted during the last four days.

## QUALIFICATIONS FOR APPLICATION

- (1) Applicants must be in the 11<sup>th</sup> grade or above at the time of application and between the ages of 17 and 25 (as shown on passport) by Jan. 22<sup>th</sup>, 2020.
- (2) Applicants must currently reside in the Australia, New Zealand, South Africa area, Fiji or other south hemisphere area.
- (3) Applicants should be in good health and English must be their native language or fluent.
- (4) Applicants must be highly motivated and have basic communication skills of spoken Mandarin.
- (5) Have not participated in this Program before.

## PROGRAM INFORMATION

- (1) Each participant will be arranged to serve at one of various remote schools after completing the training courses.
- (2) Volunteers will teach English from Monday to Friday with a self-designed lesson plan.
- (3) Meals will be comprised of mainly Chinese food.
- (4) Accommodations: 4 to 6 people per room, separated by gender.
- (5) Participants **must** serve for the entire duration of the program except for health complications or other unexpected conditions. OCAC will issue a certificate of 80 service hours printed both in Chinese and English to those who have finished the whole program and comply with the regulations of the sponsors, the organizer and the participating schools.
- (6) Participants are required to submit a reflection essay online at the end of the program.

## APPLICATION LOCATIONS

Please apply through ROC Embassies, Missions, or Cultural Centers in the Australia, New Zealand, South Africa area or Fuji area (see the attachment for detailed addresses). Application forms can be obtained at the above offices or downloaded online at the OCAC website ([www.ocac.gov.tw](http://www.ocac.gov.tw)) / expatriate youth activities or the program website (<https://teenage.ocac.gov.tw>). Please submit the completed application package along with the required documents as detailed in “Application Procedures” to the above office nearest your current residence by October 15<sup>th</sup>, 2019.

## SUBMISSION OPTIONS

Please submit the application package personally or by mail to the above offices.

## APPLICATION PROCEDURES

- (1) The following documents (the application package) must be submitted personally or by mail to the above offices:
  1. Application form with a 1½-inch photo taken within six months of the date of submission.
  2. Internet Registration Sheet (please print out the confirmation page after submitting online application).
  3. General Regulations Sheet signed by the applicant and the parent.
  4. Personal Data Consent Form signed by the (adult) applicant or the legal representative (when applicant is minor).
  5. A copy of the applicant’s health insurance card.
  6. Copies of the applicant’s birth certificate and the residing country’s passport.
  7. Official school cumulative grades transcript from the institute(s) of your highest level of education.
- (3) The program’s online registration will be open starting September 1<sup>th</sup>, 2019 at the website (<https://teenage.ocac.gov.tw>). The applicant should create an account online to fill in personal information and upload an autobiography, a copy of school transcript, a copy of SAT or ACT score report, evidence of achievements, honors, deeds or qualifications etc., a personal photo, and a copy of the completed application form. After completing the registration procedures, print out the confirmation page (Internet Registration Sheet) and submit it with the above mentioned documents as part of the application package to the ROC Embassy, Mission, or one of the affiliated Cultural Centers nearest your current residence.
- (4) Your admission status with the program will be posted to your online account at the website (<https://teenage.ocac.gov.tw>) by the end of October 2019. Those admitted should confirm attendance online immediately, then, within the next 14 days, have their family doctor complete the Health Certificate, upload a copy to their web account, and mail the completed form to the same ROC Embassy, Mission, or Cultural Center where the application package was sent. If the applicant decides not to participate in the program, he/she should log in to the website and mark “Decline” in his/her personal account as early as possible. Those who decide to participate are required to provide their arrival flight information online with a copy of purchased airline ticket and submit a request for airport pick-up if necessary, before November 15<sup>th</sup>, 2019. The conditional admission may be withdrawn without the

required information uploaded on time.

## PROGRAM FEES

◎ The participant must pay the following expenses:

Tuition fee: The fee is shared between the volunteers and OCAC as follows:

1. **Paid by the volunteers :Registration fee NT\$5,000 per person**, to be paid to the host unit at the time of check-in. There will be no refund to those who leave the program early.
2. **Paid by OCAC:** covering teaching, materials, trips, visits, accommodation, transportation, administration, and NT\$4,000,000 travel insurance and NT\$400,000 medical insurance.
3. Round-trip air fares from the country of residence to Taiwan.
4. Personal medical expenses exceeding the insurance's coverage.
5. Accommodations and other expenses if the participant arrives earlier or leaves later.

## VISA

The program will last for 21 days. The participant should contact the nearby ROC Embassy, Mission or Cultural Office beforehand to apply for a proper visa. Visa Exempt Entry and Landing Visa are NOT appropriate for any stay over 30 days. The OCAC and program organizer should not be held responsible for any inconvenience that may be caused if the participant's visa is overdue.

## Important Notices

Admitted applicants can not request specific hosting school assignments. The program sponsors have the right to withdraw certificates of volunteer service if volunteers do not fully participate in all activities assigned in the later three weeks, follow the hosting school's rules, and/or fulfill their responsibilities to the program. Exceptions will be made in cases of emergency and/or hospitalization.

## 各報名地區一覽表 APPLICATION LOCATIONS

駐紐西蘭代表處

**TAIPEI ECONOMIC & CULTURAL OFFICE IN NEW ZEALAND**

LEVEL 23, MAJESTIC CENTRE, 100 WILLIS ST., WELLINGTON 6011, NEW ZEALAND

TEL : (04)473-6474 FAX : (04)499-1458

**駐奧克蘭辦事處**

**TAIPEI ECONOMIC & CULTURAL OFFICE IN AUCKLAND**

LEVEL 15, Tower 2, 205 Queen St, Auckland, 1010 NZ

TEL : (09)303-3903 FAX : (09)302-3399

**駐澳大利亞代表處**

**TAIPEI ECONOMIC & CULTURAL OFFICE IN AUSTRALIA**

UNIT 8, 40 BLACKALL ST., BARTON, ACT 2600

TEL : (02)6120-2000 FAX : (02)6273-3228

**雪梨華僑文教服務中心**

**CULTURE CENTER OF OCAC IN SYDNEY**

LEVEL 6, 8 THOMAS ST., CHATSWOOD NSW 2067, AUSTRALIA

TEL : (02)9410-0088 FAX : (02)9410-2177

**布里斯本華僑文教服務中心**

**QUEENSLAND TAIWAN CENTRE INC.**

SHOP 36B, SUNNYPARK SHOPPING CENTRE (342 McCULLOUGH STREET, SUNNYBANK QLD 4109 AUSTRALIA)

TEL : (07)3345-7066 FAX : (07)3345-8838

**駐墨爾本辦事處**

**TAIPEI ECONOMIC AND CULTURAL OFFICE, MELBURNE, AUSTRALIA**

LEVEL 46, 80 COLLINS STREET, MELBOURNE, VIC 3000, AUSTRALIA

TEL : (03)9650-8611 FAX:(03)9650-8711

**駐南非代表處**

**TAIPEI LIAISON OFFICE IN THE REPUBLIC OF SOUTH AFRICA**

1147 SCHOEMAN STREET, HATFIELD, PRETORIA, REPUBLIC OF SOUTH AFRICA

TEL : (12)430-6071~73 FAX:(12)342-7110

**駐斐濟代表處(中華民國駐斐濟商務代表團)**

**Trade Mission of the Republic of China (Taiwan) to the Republic of Fiji**

Level 6 , Pacific House , Butt Street , Suva , Republic of Fiji

TEL : (679)330-1890 FAX:(679)330-1890

**駐檀香山辦事處**

**TAIPEI Economic and Cultural Office in Honolulu**

2746 Pali Highway , Hawaii 96817 U.S.A.

TEL : +1-808-595-6347 FAX:+1-808-595-3161