

Introduction

2017 Taiwan Tech Trek Introduction

The Ministry of Science and Technology, in cooperation with Academia Sinica, Ministry of Foreign Affairs, Overseas Community Affairs Council, Ministry of Health and Welfare, Environmental Protection Administration, Youth Development Administration, Council of Agriculture, and Taiwan Foundation for Democracy, is pleased to announce an exciting internship program, Taiwan Tech Trek(TTT) 2017 for overseas Taiwanese youths interested in hands-on internship or research experiences in Taiwan. Opportunities will be available to interns at outstanding research institutes, famous science parks, national laboratories, universities, national museums, and high-tech companies.

This program is part of the Taiwan government's overall effort to recruit new generations of overseas Taiwanese for the purpose of raising Taiwan's overall competitiveness. This generation possesses the language abilities, professional expertise, and international savvy that are advantageous to Taiwan's S&T industries and manpower needs. Building a strategic liaison with this generation can create an academic and social network between Taiwan's industries and overseas Taiwanese youths, infuse fresh energy into Taiwan's workforce, and ultimately increase international participation for Taiwan.

Taiwan's advantages

Taiwan has the advantage of vibrant economy and an excellent technological environment. As a major world player in manufacturing technology, Taiwan is one of the largest information hardware producers for semiconductors, optoelectronics, and information and communication products. Taiwan offers an excellent and dynamic environment for interns to gain hands-on experience.

Experience vibrant Taiwan

Apart from gaining valuable professional training, the internship in Taiwan provides an ideal opportunity for overseas Taiwanese to explore their roots, learn local culture, improve language skills, and even connect with relatives in Taiwan!

About the program

TTT Program is a four to seven-week program beginning on June 2017. Around 200~280 youths of Taiwanese ancestry aged 18~30 will be recruited from various countries through a selective application process. Interns may optionally participate in the Taiwan Exploration

Group Activities (including lectures, industry visits, visiting Taiwan attractions ect.) when they apply this program. During 4 to 7 weeks of internship, interns will participate their designated internship throughout Taiwan.

With the approval of host institutes, interns can apply for early commencement or extension of their internships. Interns, however, are responsible for the costs of extra days of their stay in Taiwan. Some hosts may provide interns with subsidies for their extension but it varies from different institutes. Interns shall initiate contact with their host institutes for the details in regard to extension and early commencement after getting accepted into the program.

Two types of internships are available:

A. Individual internships: The TTT Program Office will arrange internship positions at various host institutes and companies in Taiwan based on participants' choices.

B. Special group research projects: Interns will be divided into groups of 4~8 people (there must be at least 1 domestic intern in every four interns) to conduct in-depth research on major issues in Taiwan such as future technology, Taiwan's international participation, etc.

2017 Application and Admission Guidelines

Taiwan Tech Trek is currently seeking approximately 200~280 domestic and overseas Taiwanese youths to participate in this internship program. Qualified candidates should complete and submit their application before **10, March, 2017** ([Timetable](#)).

A. Candidate Qualification

1. Foreign interns (for overseas Taiwanese applicants):

- a. Must be Taiwanese descent
- b. Must aged between 18~30 (birth date between 1987/1/1 and 1999/12/31)
- c. Must have not received any formal education in Taiwan beyond elementary school (including American school or any other foreign schools in Taiwan)
- d. Must complete at least the first two years of university/college education in a foreign country
- e. Must have not previously accepted full-time employment in Taiwan (internship not included)
- f. Must be able to communicate in one of the following languages: English, Mandarin, or Taiwanese

2. Domestic interns

- a. Must have participated in MOST (formerly known as NSC) College Student Research Project from 2012~2016. [2012~2016 科技部 (前國科會) 大專學生專題研究計畫]
- b. Must aged between 18~30 (birth date between 1987/1/1 and 1999/12/31)
- c. Must possess excellent English speaking and writing skills, and meet one of the following minimum requirements: high-intermediate level of listening and reading on GEPT, 79 on TOEFL iBT, a 6.0 on IELTS, or 750 on TOEIC

B. Types of Internships

1. **Individual internships (available to foreign interns only):** The TTT Program Office has arranged individual internship positions at various host institutes all across Taiwan, including government agencies, nonprofit organizations, and private companies.

2. **Special Group Research Projects (available to foreign and domestic interns, job code: IGxxx, Gxxx):** Special Group Research Projects are designed for in-depth research on major issues in Taiwan, such as future technology, Taiwan's international participation, etc. There

will be 4~8 interns in a group; each group must consist of both foreign and domestic interns. (Every four interns should have at least 1 domestic intern)

C. Restriction for Foreign Non-students

To avoid complications with work permits and labor regulations, there will be a restriction on the type of internships available to foreign non-students. **If you are not a Taiwanese national, and you are not a student, you may only apply for *government agencies* from the list of individual internships.**

D. Application Procedures

All foreign and domestic candidates must complete and submit an online application form, statement of purpose, and the following required documents before 10, March, 2017. All applications and documentations must be submitted through our online application system. **Incomplete and late applications will not be processed.**

Required documents:

1. Identification document: For foreign interns: please submit a clear copy of your passport data page (showing name, passport number, expiration date); if you do not have a passport, please submit another photo ID such as a national ID card or driver's license. For domestic interns: please submit front and back copies of your ROC ID card.
2. Full and latest copy of an academic transcript.(from the first semester to the latest one.)
3. Current resume
4. For students: Clear, front and back copies of a current student ID
5. A clear personal photo within 3 months.
6. Optional: copies of any awards, achievements, academic certificates, letters of recommendation, a copy of English language proficiency (required for domestic candidates), or a copy of Chinese language proficiency (for foreign candidates); please combine all files into ONE file to upload.

E. Review Process

Foreign applications will be assigned to the applicant's nearest ROC embassy, consulate, or representative office for initial screening; domestic applications will be assigned to the TTT Program Office in Taipei. All qualified applications will then be forwarded to host institutes for a review process. Based on applicants' qualifications, job skill requirements, and other review factors, the host institutes will decide which applicants they wish to accept. **The final**

decisions shall be made by the host institutes. In addition, to enable more overseas Taiwanese youths to experience Taiwan and its culture, applicants who have never participated in TTT are the priority in the host institutes' selection process.

Each applicant may select up to **three** internships in order of preference (first choice, second choice, etc). A candidate who has been simultaneously selected by two or more host institutes will be assigned to the institute of his/her highest preference. For instance, if a candidate has been accepted by his/her first-choice and third-choice institutes, he/she will be assigned to the first-choice institute. **Applicants shall also indicate in the application forms if they have first to third- degree relatives working in their selected host institutes to prevent a conflict of interest.**

2017 Program Requirements

A. Final Report

Each intern must prepare and submit an abstract/final report online **before the last week of your internship**. Failure to do so may result in disqualification from future programs in MOST.

B. Online Survey

After completion of the program, each intern will be required to complete an online survey describing their experience in Taiwan, via TTT website **before the last week of your internship**. Failure to do so may result in disqualification from future programs in MOST.

C. Certificate of Achievement

At the end of the program, interns will receive a certificate of achievement for their completion of the internship. Interns may not receive their certificate of achievement under the following circumstances:

1. Absent for more than 5 (inclusive) days.(exclusive of special case)
2. Receiving the score below 70 from the review of host institutes, with 100 being the highest score.
3. Failing to submit your final report and online survey before due day.

2017 Subsidy, Insurance, and Others

A. Living subsidy:

The host institute will provide each intern with a subsidy of NT\$600 per day during your designated internship period. If an intern misses work, NT\$600 will be deducted per work day or NT\$75 per hour absent according to the Subsidy Chart. Living subsidy will be provided by your host institute every two weeks. The payday starts from Monday but the exact date depends on host institute's policies. No living subsidy provided during group activities period even you leave it early and back to the internship. Some host institutes may ask interns to open a bank/post office account for subsidy transfer. Interns will no longer receive the rest of their living subsidies if they have been dismissed or leave the internship early.

B. Transportation subsidy (only available for foreign interns):

The host institute will provide each foreign intern with a transportation subsidy of NT\$10,000. The release day starts from the last Tuesday but the exact date depends on the host institute's policies. Interns will no longer receive their transportation subsidies if they have been dismissed or leave before the last Tuesday of the internship.

C. Insurance coverage:

The TTT Program Office will provide limited accidental insurance for the duration of the internship, and **strongly suggest that all interns purchase travel insurance, including medical and accidental insurance, at their respective places of residence prior to attending the program.** (Please check with your insurance company if your current policy covers illnesses and accidents in Taiwan.) You are responsible for your own health conditions and the payment during the group activities and internship.

D. Accommodations and Transportation:

Participants are responsible for arranging their own accommodations and transportation. Thus, applicants should also consider their own accommodations and transportation arrangement while choosing their institutes. If the intern's institute provides the housing, he/she will need to fill in a housing application form and email the form back to TTT Program Office to finalize the housing; further details will be included in the confirmation letters.

E. Advisory on Military Service:

1. Taiwanese males: Please be advised that male Taiwanese citizens of eligible age are subject to military conscription. If you are male, between ages 18 and 40 (inclusive), holding a Taiwan

passport, and not currently enrolled in school, you may be obligated to perform military service in Taiwan.

2. Foreign males of Taiwanese descent: Males of Taiwanese descent, between ages 18 and 30 (inclusive), and carrying foreign passports are not advised to stay in Taiwan for more than four months. If you participate in this program and decide to arrive earlier or leave later than the scheduled program dates, the total length of your stay in Taiwan should not exceed four months to avoid conscription problems.

For more details on military service, please check with your nearest ROC embassy, consulate or representative office, or with the Ministry of the Interior.

F. Visa:

1. Foreign nationals are responsible for applying their own visas before arrival in Taiwan. Participants are responsible for their own ground and transportation expenses if they arrive earlier or leave later than the scheduled program dates.

2. For TTT participants who are required to apply for a visa, they will now have the additional choice of a 90-day visa. If you wish to apply for a 90-day visa, please put "attending Taiwan Tech Trek [TTT] 2017 program (科技部 2017 科技台灣探索候鳥計畫學員)" as your purpose of visit. **The application time will be after all visa offices receive our official candidate list (around mid-May). Applications will not be processed before the official candidate list being sent to the visa offices.** It is suggested that you call at your local visa office first to see if they have received the candidate list from the Ministry of Foreign Affairs before applying. Interns do not need to apply for a visa if they intend to enter Taiwan with their Taiwanese passport.

3. It is suggested that you contact your nearest ROC embassy or consulate or representative office, for the detailed information of "the countries are eligible for the visa exemption program, which permits a duration of stay up to 90 days."

4. MOST and TTT Office are not in charge of issuing or extending visas. If any who needs to extend the visa after they arrive in Taiwan, please contact Ministry of Foreign Affairs or National Immigration Agency for the further procedures.

Subsidy Chart

Case 狀況	Remarks 通知事項	Amount deducted from subsidy 補助金扣款	Dismissal 退訓
Sick leave 病假	The intern must notify your work supervisor and host institution immediately. The intern must submit a doctor's notes and a leave form. <b style="color: red;">(Sick leave with no deduction will also need a leave form.) 學員必須通知所屬主管和實習單位承辦人，病假均須提出醫生證明。 <b style="color: red;">(不扣款之病假仍需填寫假單)	With doctor's notes: No deduction for the first 3 days; a deduction of NT\$600/day from the fourth day. Without doctor's notes: No deduction for the first 2 days; a deduction of NT\$600/day from the third day. (No more than four times and no less than four hours each time.) 有醫師證明：3 天以內不扣款，第 4 天起每日扣款 NT\$600 元(NT\$75 元/小時)。 無醫師證明：2 天以內不扣款，累積不得超過 4 次，每次不得低於 4 小時，第 3 天起每日扣款 NT\$600 元(NT\$75 元/小時)。	N/A 不退訓
Personal leave 事假	The intern must obtain prior approval from your supervisor and host institution. Accumulative absences over three days will bot	NT\$600/day or NT\$75/hour. 每日扣款 NT\$600 元(NT\$75 元/小時)	By case 視情況而定

	<p>be accepted.</p> <p>學員必須事先獲得所屬主管和實習單位承辦人同意，不得請假累積超過三天。</p>		
<p>Funeral leave 喪假</p>	<p>You must submit the proof and inform your work supervisor and host institution in advance. Your supervisor and host institution should deal with your case immediately once they receive your notice, and verify if you are eligible for funeral leave, also the final result should be reported to TTT Program Office by the host institution later on.</p> <p>學員應事先通知所屬主管和實習單位承辦人,並提出相關證明文件，其所屬主管和實習單位承辦人於收到通知後，應立即處理並查證學員是否符合申請喪假之條件，並隨後將其最後處理結果由實習單位承辦人回報予候鳥計畫辦公室。</p>	<p>No deduction in 3 days; a deduction of NT\$600/day after 3 days.</p> <p>上限為 3 天，第 4 天起每日扣款 600 元</p>	<p>N/A</p> <p>不退訓</p>
<p>No show 曠職</p>	<p>If the intern is absent from work without a valid reason and has not</p>	<p>Subsidy rights removed</p> <p>不發給補助金</p>	<p>Dismissal from</p>

	<p>notified your supervisor and host institution in advance, your further subsidy will be stopped immediately and may be dismissed from the program. Your supervisor and host institution should fully verify and deal with your case at once, and the final result should be reported to TTT Program Office immediately by your host institution.</p> <p>未事先通知所屬主管和實習單位承辦人之無故缺席實習學員，事後若無法提出正當理由且未獲得所屬主管和實習單位承辦人之同意，除停止後續補助金之發放以外，將即予從計畫除名。所屬主管和實習單位承辦人應確實查證並於處理過後，將其最後處理結果由實習單位承辦人回報候鳥計畫辦公室。</p>		<p>program 除名計畫</p>
<p>Others 其他狀況</p>	<p>The intern inform your work supervisor and host institution in advance if possible, and submit the proof. Your case will be reviewed by your supervisor and host</p>	<p>By case and will comply with the policy and regulations of MOST, TTT program office and intern's host institution.</p>	<p>Same as left column 同左欄所述</p>

	<p>institution depends on your personal situation. They should deal with your case immediately once receiving your notice, also to verify if you comply with the related regulations of MOST, TTT Program office and your host institution, also the final result should be reported to TTT Program Office by the host institution later on.</p> <p>學員應事先通知所屬主管和實習單位承辦人,並提出相關證明文件。由所屬主管和實習單位承辦人視個人狀況而定,其所屬主管和實習單位承辦人於收到通知後,應立即處理並查證學員是否符合相關規定,並隨後將其最後處理結果由實習單位承辦人回報予候鳥計畫辦公室。</p>	<p>視狀況而定,並依照科技部、候鳥計畫辦公室以及實習單位之相關規定辦理。</p>	
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2017 TIME TABLE

TTT Program Office reserves the right to change these terms and conditions at any time without prior notice.

Period (Taiwan time)	Event
February 17th ~ March 10th	Application period
March 31st	Notify successful candidates by E-mail
April 1st ~ April 4th	Candidates confirm acceptance
If necessary	Notify alternative candidates (if necessary)
If necessary	Alternative candidates confirm acceptance (if necessary)
May 19th	Send instruction letters to interns by E-mail
July 22nd ~ July 25th	Taiwan Exploration Group Activities
Before the last week of your internship	Upload final abstract/report
Before the last week of your internship	Online survey
September 22nd	Issue the Certificate of Achievement

2017 Disciplinary Guidelines

A. Conduct and disciplinary guidelines

After successful candidates have been accepted into the program, all interns / participants are expected to demonstrate responsible behavior and to show respect to other interns, TTT staff, supervisors, and coworkers. Inappropriate conduct will be reviewed by the TTT Program Office based on these guidelines.

1. Applicants who have special medical conditions (including heart problems, diabetes, hypertension, epilepsy, pregnancy, psychological, contagions, etc.) that may affect their ability to serve are not encouraged to participate in this TTT program. If they do, applicants will be personally responsible for taking care of their own medical conditions while participating in the TTT program. The sponsors will not be held liable for any damages or accidents that occur as a result of applicants' health conditions.

2. Interns / participants will be subject to all the laws of the Republic of China.

3. Interns / Participants are personally responsible for any accidents that occur as a result of not following the advice, rules, and regulations stipulated by the TTT program. The sponsors will not be held in any way liable for any negligence on the part of the interns / participants. If there are any disputes which may arise, the laws of the Republic of China will prevail.

4. Any infractions of the laws of the Republic of China or evidence of contribution to such infractions, resulting in punitive actions by the Republic of China government and/or law enforcement officials toward TTT program interns / participants, will be left as intern's/ participant's own responsibility. The organizers will not be held responsible or liable for any such actions. In addition, the sponsors reserve the right to request for compensations from the participant, the participant's family and/or relatives, for any inconveniences or damages caused by the individual.

5. Written notice warnings: Any intern / participant engaging in inappropriate or irresponsible behavior will receive a written notice warning. Instances include disruptive behavior, excessive tardiness, unethical work conduct, etc. Three written warnings will result in dismissal and disqualification from future programs in MOST. Please note that host institutes also have the authority to issue written notice warnings.

6. Dismissal from program: In severe cases an intern / participant may be dismissed immediately for unapproved absences from internship, endangering the safety of others, illegal

drug use, or other inappropriate acts as reviewed by the TTT Program Office. MOST and TTT Program Office reserve the right to inform the intern's / participant's parents, guardians, or relatives if such circumstances occur. Interns / participants expelled from TTT will also be disqualified from future programs in MOST. Once being dismissed, interns will no longer receive the rest of their subsidies.

7. The TTT Program Office will provide limited travel insurance for the duration of the internship, and strongly suggest that all interns /participants purchase accidental and medical insurance, at their respective places of residence prior to attending the program.

8. The sponsors will not be held liable, nor be willing, to pay for any medical expenses incurred by its interns / participants. Also, any requests for financial compensation for medical costs from the participants or their parents will be denied.

9. The interns / participants must take full responsibility for his/her own expenses of accommodations and ground transportation if he/she arrives earlier or leaves later.

10. Once interns/participants decided to attend Taiwan Exploration Group Activities, they are expected to attend every scheduled activity of the program and comply with the regulations of the sponsors, the organizers and the assigned institutions. Only sickness and approvable personal leaves will be accepted to excuse the participant's absence from institutions, lectures, or any other mandatory activities. Otherwise, the intern / participant will be denied continued participation in the rest of the program and receiving the Certificate of Achievement.

B. Taiwan Exploration Group Activities section

1. Interns / Participants are expected to be on time for each scheduled activity. Excessive lateness will hold up hundreds of people and delay the entire day's schedule. Tardiness of more than 20 minutes without a valid reason will result in a written notice warning.

2. **Interns / Participants will be dismissed by the following actions during group activities, alcohol beverages, gambling, and illegal drugs.**

C. Internship section

1. Interns / Participants are expected to demonstrate professional conduct at their designated internship posts and report to work during designated working hours.

2. For excessive tardiness without valid reason or other inappropriate conduct, your supervisor may issue written notice warnings and notify the TTT Program Office.

3. Interns / Participants must obtain prior approval from host institutes and supervisors for absences from work. Please see Subsidy Chart.

4. Interns / Participants are strongly expected and encouraged to initiate communication regarding internship works with their host institutes once any problem arises before/during the internship.

D. Dress code

1. Interns / Participants may wear casual clothing for group activities. Flip-flops are not allowed.

2. Interns / Participants should demonstrate professional behavior at work by dressing in casual business attire, or as appropriate for their particular work environment. Flip-flops, slippers, and shorts are usually not permitted.