

Regulations Governing the Establishment of Workplace Internship Scholarship at the National Taiwan Normal University Graduate Institute of European Cultures and Tourism

2016.2.24 Passed during the 5th graduate institute affairs meeting of Academic Year 2015
2017.1.3 Amended during the 4th graduate institute affairs meeting of Academic Year 2016
2022.11.28 Amended during the 3rd graduate institute affairs meeting of Academic Year 2022

1. The Graduate Institute of European Cultures and Tourism (hereafter “this Institute”) hereby establishes the Regulations Governing the Establishment of Professional Internship Scholarship at the National Taiwan Normal University Graduate Institute of European Cultures and Tourism (hereafter “these Regulations”) to encourage students to explore and participate in professional internships to increase their competitiveness through practical experiences.
2. This scholarship is paid using the Unique Development Scholarship of this Institute. The amount of scholarship per applicant is NT\$6,000 per month, and the total amount of scholarship issued per semester is based on the current annual budget available.
3. Eligibility:
 1. Students studying at this Institute who are in a domestic or foreign internship during the semester or winter/summer vacation, whose hourly internship wage is lower than or equal to the minimum hourly wage, and whose internship hours are over 30 hours per month are eligible.
 2. The internship must belong to cultural tourism-related industries, or match the development directions of this Institute.
4. Application procedure and implementation methods:
 1. Applicants shall submit the completed application form and internship contract to the office before the internship starts.
 2. Applications will be reviewed as soon as they have been received. Once they have been approved, the scholarship will be issued every month for the duration of the

internship stated in the intership contracts.

3. After completing the internships, students shall attach certification of completion issued by the internship units (the certificate must contain information including the students' names, internship units, work content, and actual internship duration and hours). Once the certificates have been stamped by the internship units, they shall be sent to this Institute within one week from the last day of the internship.
4. If the internship end prematurely for any reason, students must notify this Institute one week before the end of the internship and return the excess scholarships received.

5. Scholarship issuance procedure

Applications are reviewed during the graduate institute affairs meeting held by this Institute, and scholarships will be issued in the order determined by the review results until they have been exhausted.

6. The Regulations are implemented once they have been approved by the graduate institute affairs meeting of this Institute. The same principle applies when amendments are made.

Workplace internship scholarship application form of the National Taiwan Normal University Graduate Institute of European Cultures and Tourism

Grade level		Name	
Student No.		National Identification Card No.	
Cell		E-mail	
Internship unit	Name: Description:		
Internship period	From YYYY/MMDD to YYYY/MM/DD	Internship salary	<input type="checkbox"/> Unpaid <input type="checkbox"/> Paid: Hourly wage Monthly wage
Applicant's signature	YYYY/MM/DD 日		

Note: Please attach a photocopy of your National Identification Card, a photocopy of the cover of the post office passbook, and the internship contract (or internship-related documents of proof)