

Questions of admission:

Q1: When can I apply the Taiwan International Internship program?

A: The application period is from 1st January to 28th February every year. The deadline is on February 28th at 23:59 pm in Taiwan time. In order to prevent any systemic problems that might occur on the last few days, it is strongly suggested that you should submit your online application one week before the deadline.

Q2. In addition to applying online, can I apply through email or paper?

A: Only the Online applications are accepted.

Q3. What type of degree should I have to be eligible to apply Taiwan International internship program?

A:

1. You are the final year of undergraduate student. Eg. If you apply 2024 Internship program, you will need to be conferred your B.S degree on 2025.
2. If you are pursuing B.S.+ M.S dual degree, you will be conferred your dual degree next year. Eg. If you apply 2024 Internship program, you will need to be conferred your B.S.+ M.S both degree by 2025.
3. Students pursuing a Master's degree (not B.S.+M.S Dual degree) and holding a B.S. degree.
4. Individuals holding a B.S. or Master's degree (**student's pursuing a PhD degree are not eligible for this category**)
5. Students/ Individuals who have attended Taiwan International internship program before are not eligible to apply again.

Q4. What are required when apply Taiwan International internship program?

A:

1. To complete the online application, you will need to...
 - a. Complete your CV and Statement of Purpose on the research interests page.
 - b. Upload your official academic transcript on current Status of Applicant page.
 - c. Complete all the required information on the online application form.
2. Two letters of recommendation forms must be filled out and submitted directly by your referees to the online recommendation portal before the deadline (Feb. 28th). Once you complete the referees' information page on your online application, your referees will be immediately notified and guided to the online recommendation portal. It is strongly suggested that you fill out the referees' information page as soon as you start the online application. In case of any technical problems, two of your online recommendation forms should be completed by your referees 2 weeks before the deadline.

** Please note the Selected PI and your referees cannot be the same person.

Q5. How long is the Taiwan International internship program lasts?

A: Taiwan International internship program is a two months fixed term internship program. There are three batches of the internship, May-June, June-July, and July-August.

Q6. I don't have passport, can I still apply the internship program?

A: Please apply for your passport as soon as possible. The passport No. is required on the online application form. If you do not have a passport, once you are selected, you will not be able to start your internship on time.

Q7. Should I email or post my application form and CV, SOP, and all the other documents to the admission office?

A: No. you don't need to email all of your documents to the admission office. Please upload all of your documents on your online application and submit your online application 2 weeks before the deadline.

Q8. Is there an application fee?

A: No application fee is required for the internship program.

Questions of the online application form:

Q1. I have created account but I am unable to log onto the website. What should I do?

A: Please click "Forget your password" and fill in your email account into both "Account" and "Email" Column first to see if the system can resend you an email. Please check your spam folder.

Q2. What should I upload on the supporting document section?

A: You may upload your degree certificate, publications, awards, and honors to strengthen your application.

Q3. Are supporting documents compulsory?

A: No, the supporting documents are only used to strengthen your application

Q4. Is the English proficiency compulsory?

A. English proficiency tests such as TOEFL, IELTS are not compulsory, but they are strongly suggested for non-native English speaking applicants. They strengthen your application.

Q5. Why can't I submit my online application?

A: You need to complete all the required information and surveys, and there will be a page showing the policy. Type your name into it to indicate your agreement, and then it can be submitted.

Q6. Can I change anything after I submit my online application?

A. No. Once you have submitted your online application, you are unable to change anything on your application form. Please check all the details on your online application before you submit it.

Questions about recommendation letters**Q1. Are recommendation letters compulsory?**

A: Yes, your application will be considered invalid if two of your referees do not complete the online recommendation form before the application deadline (February 28th).

Q2. Where should my referees fill out my recommendation forms??

A: As soon as you complete the referees' information page on your online application, your referees will be immediately notified and guided to the online recommendation portal. It is strongly suggested that your referees should complete the online recommendation forms 2 weeks before the deadline in case of any technical problems.

Q4. When should my referees fill out the recommendation form on the online recommendation portal?

A: You will need to complete the Referees' information as soon as possible on the online application forms, and your referees should fill out and submit the recommendation form between 1st January and 28th February. It is strongly suggested that your referees complete and submit the online recommendation form 2 weeks before the deadline in case of any systemic problems. Kindly be reminded that the deadline to submit the recommendation form online is February 28th at 23:59 pm in Taiwan time. Any recommendation form submitted after 12:00 am on February 28th will not be accepted.

Q6. My referees informed me that they did not receive any information from the system after I completed the referees' information page. What should I do?

A: Please ask your referees to check the spam folder first, and you can go to the application website and click 'Resend' to re-send the account information to your referees. Alternatively, your referees may inform the admission office, and we will resend the account information to their email accounts.

Q7. Can my referees post the hardcopy of the recommendation letters to admission office instead of fill out the recommendation form online?

A: No, we only accept recommendation letters submitted through the online recommendation portal. Your referees should fill out and submit the recommendation form online before the application deadline (February 28th).

Q8. Do I need to post my recommendation letters to the admission office???

A: No. The hardcopy of the recommendation letters are not required. Please do not post it to the admission office.

Q9. Can the admission office contact my referees to request my recommendation letters?

A: No. All the applicants should contact their referees by themselves. As soon as you complete the "Referee information" page on your application, the system will automatically email two of your referees account information which will guide them to the online recommendation portal.

Q10. How do I know if the recommendation forms have been completed by my referees?

A: You may check on the online application website to see if your referees have completed the recommendation forms.

Questions about selecting an internship PIs (host mentors)

Q1. How should I choose the host mentor?

A. Please follow the steps below:

1. Please click on "List of host mentors" on the application website. You will find the available host mentors' information and more details regarding their research fields.
2. Please check the mentors on the "Preference list of Mentors" in the online application form.
3. If you cannot find the name of the mentor on the 'Preference list of Mentors,' it means the mentor is NOT able to host any interns in summer. Please DO NOT contact the mentors who are not on the list.
4. Every applicant should choose 3 different mentors on the online application form. If you choose more or less than 3 mentors, your application will be considered invalid

Q2. Can I choose 3 different mentors from different fields?

A: Yes, you can choose 3 different mentors from different research fields.

Q3. What should I do if I couldn't find the PI that I am interested in on the online application form drop-down list?

A. Please kindly select an alternative PI. Please refrain from sending emails to PIs who are not included in the online application form's dropdown list.

Q4. Should I contact PIs directly?

A: You can contact the potential PIs first, but as they are quite busy every day, I would suggest you to submit your online application as soon as you complete it. Please DO NOT send any emails to the PIs who are not on the online application form drop-down list.

Q5. Should I wait for PIs' responses before I submit my application form online?

A. No. You don't need to wait for their response to submit your online application. Please submit your online application as soon as you complete it. As all the PIs are busy at work every day, they might not be able to reply your email.

Q6. Can I change mentors after I submit my online application?

A: No, once you submit your online application, you won't be able to change mentors. Therefore, please ensure that you have selected your preferred mentor before submitting the application form.

Questions related to the original transcript.

Q1. What is transcript?

A: A transcript is an official document issued by your educational institution that contains a record of all the courses you have taken, the grades you have received, and other academic information.

Q2. What does 'official transcript' mean?

A: The original transcript is issued by your University with official University stamp and signature on it.

Q3. I haven't completed my degree, and my university has only issued me a True Copy of Grades. Can I upload it instead of a transcript?

A: If the True Copy of Grades is issued by your University with an official University stamp and signature on it, and it contains a record of all the courses you have taken, the grades you have received, and other academic information, you may upload it. It will be accepted as a valid document during the

application process.

Q4. My transcript is self-generated from the Internet, can I upload it?

A: If your transcript is self-generated from the Internet, please authorized your transcript by your University (certify it as true copy with original university stamp and signature on it) or Ministry of Foreign Education of your country and upload the certified transcript on your online application.

Q5. What if I upload the self-generated transcript from the Internet without authorizing it?

A: If your transcript is self-generated from the Internet and has not been certified by your University or the Ministry of Foreign Education of your country, please note that the application will be considered invalid without the certified transcript. It is essential to provide an authorized and verified transcript to complete the application process successfully.

Q6. Should I post my transcript other documents to the admission office?

A: No, you only need to complete the online application form and upload the official transcript.

Questions about the announcement of admission results.

Q1. When will the admission result be announced?

A: The result will be announced on the first week of April. You may check the accepted intern list on the Taiwan International Internship program application website during the first week of April.

Q2. What should I do if I am selected for the internship program?

A: Admission office will contact the selected interns, and all the selected interns will receive the admission letter via Email and post. All the selected interns will need to read and follow the instructions carefully.

Q3. Can I change the time of the internship after I have been selected?

A: No, since the summer internship program is a fixed-term program, it is unchangeable. You are required to arrive in Taiwan within 10 days of your batch start date. If you fail to arrive within this time frame, your internship qualification will be revoked. For example, if your batch starts on May 1st, you are required to arrive in Taiwan no later than May 10th.

Q5. Can I change the batch/duration of the internship if I am not selected for the batch I chose?

A: No. Once you have submitted your online application, you are unable to change the batch on your online application form. The batch you were not selected for has already been filled, and the internship slots are limited for each batch.

Questions about stipend, airfare reimbursement, accommodation fee, living expenses, and internship certificate

Q1. How much does the accommodation cost per month?

A: For the internship students, we offer consists of shared twin rooms with bunk beds, housing two students in each room. The rent is NT\$4,000 per person per month, which includes water and electric bills.

Q2. Do I need to pay for food and transportation fees by myself if I am selected for the internship program?

A: Yes, the food, transportation, and other expenses will not be included in the accommodation fee.

Q3. Is there any financial support for the Taiwan International Internship Program?

A: DIA office and the hosting PI will together offer NTD 30,000/month (~USD 1,000) (before Tax) for two months. (DIA office will provide a monthly stipend of NTD 20,000/month and the sponsoring faculty will provide an additional monthly stipend of NTD 10,000/month). The monthly stipend will be given after the 15th of each month in cash.

In addition, half of the cheapest round-trip airfare for economy class within the batch will be provided to participating interns upon successful completion of the training program (Max. NTD 15,000). (Please check airfare comparison websites before purchasing the ticket.) Only the cheapest routes will be reimbursed. If the interns are from the same location within the same batch, only the lowest airfare price will be reimbursed. The amount of airfare reimbursement will be determined according to Academia Sinica's regulations. Our policy supports reimbursing half of the cost of the cheapest flight ticket from your hometown to Taiwan, as part of the reimbursement for the most affordable flight options. This approach ensures equitable distribution of resources and enables a greater number of students to participate in our program. The airfare reimbursement will be issued 1 week before the end of the internship. If you are not satisfied with the airfare reimbursement policy, please consider not applying for this internship program.

Q4. If the price of the flight ticket I purchased is not the cheapest, can I still receive reimbursement?

A: If you have purchased a ticket and its price is higher than that of other students', or if the ticket is not for the cheapest route, you will be required to cover the price difference yourself. Please ensure to check airfare prices on comparison websites before booking your tickets, and once you've booked your ticket, kindly email your itinerary to the admissions office promptly. We recommend that you take this into consideration prior to applying for this

internship program.

Q5. Do I need to provide any documents to receive the airfare reimbursement?

A: Yes, you must submit the following documents to the admissions office within 3 days of your arrival at Academia Sinica. Failure to provide any of the required documents will result in the withholding of airfare reimbursement.

1. The Original airfare receipt/invoice with date of purchase.
2. Airplane ticket/e-ticket(s) and itinerary, and
3. ORIGINAL copy of your boarding pass(es)

Q6. Is there any pick-up service provided from the airport to Academia Sinica or the university for interns who are selected for this internship program?

A: Airport pickup services to transport you from the airport to Academia Sinica or the University are not available. The admission office will offer transportation details solely for selected interns traveling from the airport to Academia Sinica. If you are unable to use public transportation or take a taxi from the airport to Academia Sinica, we kindly request that you refrain from applying to the Taiwan International Internship program.

Q7. Will I receive the internship certificate?

A: To receive your internship certificate, you will need to submit your final poster and create a one-page PowerPoint slide for an oral presentation, both of which must be approved by your host mentor before submission to the admission office. Additionally, you are required to attend the poster presentation at the end of the internship. Interns who fail to complete the final poster and the oral presentation report, will not receive an internship certificate.