Instructions for On-line Application For
International Internship Program (Summer 2024)

Application Procedure
- Applications should be submitted via the online application system at https://tigpsip.apps.sinica.edu.tw/index.php, which will be accessible at all times from **January 1, 2024**, until its scheduled closing date on **February 28, 2024**, in Taiwan time. **Only online applications are accepted.**
- You need to have a passport number before you apply this program.
- **It is strongly suggested that your online application should be submitted at least 2 week before the deadline in case of any technical problems.**

Documents Required

It is strongly advised that applicants must upload all the required documents along with the application form. The following documents are mandatory:

1. Curriculum vitae
2. Statement of Purpose: Please elaborate on your preference regarding the selection of intern supervisor(s), your expectations for this internship, and your future plans for advanced study and career.
3. Two letters of recommendation and recommendation forms must be filled out and submitted directly by your referees to the IIP website before the deadline **(Feb. 28th)**. Once you complete the referees' information page in your online application, your referees will be immediately notified and guided to the IIP online recommendation portal. **It is strongly suggested that applicants fill in the referees' information page as soon as they start the IIP online application. In case of any technical problems, two of your recommendation letters should be filled in on the IIP website by your referees 2 weeks before the deadline.** **Hard copy of two recommendation letters are not required.**
4. The original academic transcript with the official university stamp and signature on it (or a photocopy notarized by the Ministry of Foreign Education of your country) **must be uploaded to your online application form by yourself.** Transcript photocopies/scanned copies without notarization will not be accepted under any circumstances. A hard copy of the original academic transcript is not required.

Regarding other supporting documents such as degree certificates, publications, awards, and honors, **please do NOT exceed a total of 5 pages for uploading**. Proof of English proficiency (strongly suggested for non-native English-speaking applicants) etc. can be included to strengthen your application.

Selecting a mentor for 'Preference List':
1. Applicants have to list 3 desired Principle Investigators (PIs)/Mentors from any of the 13 programs listed. Your selected PIs will form your evaluation committee and the scores obtained on evaluation will be used for your ranking against other applicants. **One PI name should not be selected more than once.** A PI may be affiliated with more than one program, but his/her name should appear only once in your application form. **Therefore, make sure to select three different PIs as your potential mentors or your application will be considered invalid.**
2. **Selected PI and your referees cannot be the same person.**
3. Principal Investigator's (PIs)/Mentors list can be accessed by visiting the individual programs listed below. You can check the faculty list of each program to find the PI's profile:

- [Chemical Biology and Molecular Biophysics](#)
- [Molecular Science and Technology](#)
- [Molecular and Biological Agricultural Sciences](#)
- [Bioinformatics](#)
- [Molecular and Cell Biology](#)
- [Nano Science and Technology](#)
- [Molecular Medicine](#)
- [Earth System Science](#)
- [Biodiversity](#)
- [Interdisciplinary Neuroscience](#)
- [Social Networks and Human-Centered Computing](#)
- [Sustainable Chemical Science and Technology](#)
- [Artificial Intelligence of Things](#)

4. Some host PIs work in a different city from Taipei, where Academia Sinica is located. In this situation, the off-campus accommodation will be arranged by the host PI. Please take this into consideration when selecting a host PI.

5. **You may contact 3 mentors whom you intend to select on the online application form first to obtain their permission to work in their labs.**

Note: **If the drop-down list/menu of mentor in the application form does not show up the name of the PI, it is understood that the PI is not available to host any intern this summer.**

Announcement of Results

A list of successful candidates with their hosting mentors will be posted/announced on the TIGP website (https://tigpsip.apps.sinica.edu.tw//index.php) by the beginning of April 2024). Admitted interns will be informed of the results through e-mail and be provided with a letter of acceptance issued by the TIGP office, which can be used for processing your visa for your internship in Taiwan.

Important Note:
1. **Admitted interns are required to arrive in Taiwan within 10 days of the start of your batch.**
2. **The TIGP office will not provide any pick-up service to Academia Sinica or the university for selected interns. Only transportation information will be provided. Please make sure you are able to travel alone before starting your application.**
3. **The TIGP office will not be able to return any documents that you mail to the TIGP office. Please DO NOT send any documents to the TIGP office.**
4. **Individuals who submit more than one application will be disqualified.**
5. **The TIGP office reserves the right to eliminate disqualified applicants during the preliminary screening.**
6. **If admitted interns are foreign students in Taiwan, airfare reimbursement will not be provided.**