



**DEPARTMENT OF INTERNATIONAL
RELATIONS AND GOVERNANCE STUDIES**

MANDARIN ABROAD PROGRAM (MAP) 2025 WINTER



MANDARIN ABROAD PROGRAM (MAP)

The primary objective of this program is to deliver an immersive and intellectually stimulating study abroad experience. By seamlessly incorporating Mandarin language acquisition, culturally enriching courses, and thoughtfully curated excursions, we aim to offer participants a comprehensive and transformative educational journey.

The program offers intensive courses in modern Mandarin Chinese, suitable for two levels: Total beginners and TOCFL Band A. On weekends, participants can explore landmarks such as Taipei 101, Sun Moon Lake, and various museums with their classmates. After class, students can immerse themselves in Chinese and local Taiwanese culture by engaging in conversations with vendors at traditional markets.

Taiwan is one of the selected destinations for the Mandarin Program, boasting universities and institutions renowned for their quality education and research facilities. In addition to its strong academic environment, Taiwan is well known for its multicultural setting, providing students with opportunities to interact with people from diverse backgrounds and gain a broader perspective. Beyond the classroom, Taiwan offers a wealth of cultural experiences that enrich students' lives.

This trip also provides an opportunity for participants to sharpen essential soft skills, such as punctuality, responsibility, decision-making, budget planning, and independence. We hope that participants will acquire these valuable skills during their time abroad.

This program offers an add-on opportunity for an excursion trip to Japan, visiting three cities: Osaka, Kyoto, and Nara, to maximise the use of airfare resources. Participants will have the chance to explore Japanese culture, discovering ancient temples, traditional gardens, and other historical sites in Kyoto and Nara. In Osaka, they can experience the city's vibrant food scene and bustling shopping districts, as well as enjoy a day of world-class entertainment at Universal Studios Japan.



Culture Abroad Program 2025 Summer: Thailand

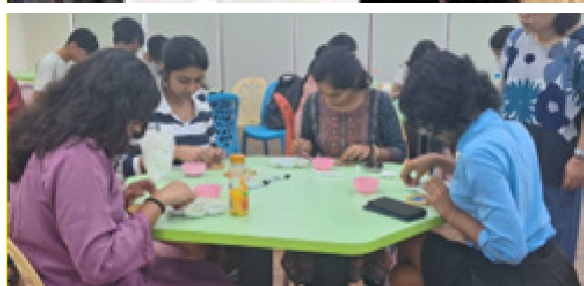


ACADEMIC COMPONENTS

The curriculum is strategically crafted to optimise the participants' language learning, encompassing 3 hours of daily classes from Monday to Friday in the morning. Complete beginners will be assigned to the Beginners class, while learners with 60 to 240 hours of study will join the Band A class. The curriculum materials are designed to develop and reinforce daily conversational ability, focusing on speaking and oral comprehension.

Mandarin Language Learning (Taiwan)

The curriculum is strategically crafted to optimise the participants' language learning, encompassing 3 hours of daily classes from Monday to Friday in the morning. Complete beginners will be assigned to the Beginners class, while learners with 60 to 240 hours of study will join the Band A class. The curriculum materials are designed to develop and reinforce daily conversational ability, focusing on speaking and oral comprehension.



Culture Exchange Session

Culture Experiences and Field Trips (Taiwan)

Engaging cultural courses will offer traditional experiences such as kung fu, calligraphy, cooking, and traditional crafts, providing participants with a deeper understanding of the local culture.

Exciting weekend excursions will be organised to give participants the opportunity to explore local history, natural landscapes, and iconic landmarks.

The remaining time on weekdays will be dedicated to homework, independent study, and revision, ensuring ample opportunity to delve deeper into the material. Additionally, various extracurricular activities and outings are scheduled to complement participants' classroom education.



Entrepreneurship and Cultural Studies (Japan)

This interdisciplinary short course introduces students to the fundamentals of entrepreneurship while offering an immersive exploration of Japanese culture. Through interactive workshops and cultural experiences, participants will examine how tradition and innovation coexist in Japan's business environment. The course fosters cross-cultural understanding, creative thinking, and practical insights into starting or managing a business in a global context.

Culture Experiences and Field Trips (Japan)

Kyoto, Nara, and Osaka together offer a perfect blend of Japan's timeless traditions and dynamic modern culture. Kyoto, the ancient capital, is famed for its serene temples, tranquil gardens, and rich cultural heritage. Nearby Nara, known for its roaming deer and the Great Buddha of Todai-ji Temple, provides a glimpse into Japan's spiritual past. In contrast, Osaka bursts with energy: famous for its street food, lively shopping districts, and warm hospitality. From the historic Osaka Castle to the thrills of Universal Studios Japan, these three cities promise a journey through Japan's history and modern life.



ORGANISATION AND PERSONNEL

1

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

2

Taipei Economic and Cultural Center (TECC)

3

Department of International Relations and Governance Studies, Shiv Nadar Institution of Eminence (IRGS, Shiv Nadar IoE)

4

Taiwan Education Center, Shiv Nadar Institution of Eminence (TEC, Shiv Nadar IoE)

5

Chinese Language & Culture Center, Chang Jung Christian University (CLCC, CJCUC)

6

Division of International Affairs, Kansai University

Instructors:

Experienced Mandarin language instructors from Chang Jung Christian University (CJCUC) will lead the core language sessions in Taiwan. In Japan, academic and industry experts from Kansai University will conduct interactive workshops and lectures focusing on entrepreneurship and Japanese culture. This cross-institutional teaching team ensures a well-rounded program that combines academic rigour, real-world application, and intercultural engagement.



Program Organisers

Designated representatives from the Taiwan Education Center (TEC) and Shiv Nadar Institution of Eminence (SNIoE) will accompany participants throughout the program in both Taiwan and Japan. They will provide on-site coordination, logistical support, and guidance during all scheduled program activities in each city. Faculty advisors or university staff may also accompany the group, depending on the final cohort size and logistics.

Participants are responsible for independently arranging and covering their travel to the initial point of departure and from the final arrival airport. Airport transfers at the destination (e.g., from airport to accommodation) may be arranged by the organisers where feasible, but such transfers are not guaranteed for all locations or participants. Students must ensure timely arrival at designated meeting points



CERTIFICATE & CREDITS

Participants who successfully complete the program and meet the required academic and attendance standards will receive a certificate of completion from the respective host institutions, including Chang Jung Christian University (CJCU) and Kansai University. This certificate may serve as a valuable record of international learning for future academic or professional development.

For students from Shiv Nadar Institution of Eminence (Shiv Nadar IoE):

This program is eligible for 2 UAE general elective credits, subject to the university's academic regulations.

Students who wish to claim academic credit must complete the necessary procedures during the next semester's course registration period. This may include enrolling in the corresponding elective or submitting a credit recognition request.

For students from other institutions:

- The transfer of credits depends entirely on the policies of the student's home university.
- Participants are strongly encouraged to consult their academic advisor or international office before or immediately after the program to confirm whether credits may be transferred and what documentation may be required.



SCHOLARSHIP INFORMATION

Ministry of Education Republic of China (Taiwan) Mandarin Study Tour Scholarship

The Taiwan Education Centre at Shiv Nadar Institution of Eminence will collectively apply for the scholarship on behalf of all participants who meet the eligibility criteria defined by the MAP (please refer to the MAP Eligibility Guidelines for details). The final decision regarding the approval of scholarships shall be made solely by the Ministry of Education, Republic of China (Taiwan). Scholarships will be disbursed on a weekly basis in cash by CJCU to participants who have been granted awards. Disbursements will take place every Friday after class.

The scholarship amount is TWD 6,000 per student per week, and for this program, participants may apply for two weeks of funding totalling to TWD 12,000. The disbursement schedule and related details will be communicated to participants prior to the start of the program.

To ensure active engagement, TWD500 will be deducted from the scholarship for every two class absences. Arriving more than 15 minutes late for class will be considered an absence. Recipients are expected to adhere to the program's code of conduct and actively participate in all academic and cultural activities. TEC, CJCUC, and the MOE reserve the right to adjust scholarship disbursement based on participants' performance in academic activities.

The scholarship granted record includes:

2024 Summer (Fully Funded: Initial Program)

2024 Winter (Fully Funded)

2025 Summer (Fully Funded)

PROGRAM SCHEDULE

Participants are responsible for making their own way to the designated airports. This may require traveling independently if there are no other participants departing from the same home city or if others are booking on different flights.

Given that public transportation is one of the primary modes of transportation during this program, we kindly request that participants limit their luggage to one large suitcase and one backpack (or one cabin-size suitcase). This will ensure smooth transit and help maintain a comfortable and organised travel experience for everyone.



Week 1 Tainan and Kaohsiung							
Date	15 December	16 December	17 December	18 December	19 December	20 December	21 December
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
09:10–10:00	Travel Time	Mandarin Class 1	Mandarin Class 2	Mandarin Class 3	Mandarin Class 4	Kao Hsiung Educational Excursion 12:00 Meet at Taiwan High Speed Rail Tainan Station THSR to Kao Hsiung 14:00–16:00 Din Tai Fung Taiwanese Cuisine Experience (TW2: Veg & Non-veg) 16:00 Pier-2 Weekend Market Free Time (Self-return to CJCU)	Free Time
10:10–11:00	Travel Time	Mandarin Class 1	Mandarin Class 2	Mandarin Class 3	Mandarin Class 4		
11:10–12:00	Travel Time	Mandarin Class 1	Mandarin Class 2	Mandarin Class 3	Mandarin Class 4		
12:00–13:20	Lunch Break						
13:20–14:10	18:00 Charter Bus from KHH to CJCU	Train to Tainan City (Coffee will be treated by the teacher if on time)	Culture Class 1 Kung Fu	Free Time	Culture Exchange 1		
14:20–15:10	19:30 Settle Down and Rest in CJCU Dormitory		(Train to Tainan City)	Culture Class 1 Kung Fu	Free Time	Culture Exchange 1	
15:20–16:10	20:00 Ali’s Indian Restaurant Dinner Box (TW1)	Tainan West Central District Library	Culture Class 1 Kung Fu	Free Time	Culture Exchange 1		
16:20–17:10		Tainan Confucius Temple	Free Time	Free Time	Free Time		
17:10–23:00		17:00–18:00 Barista Ray Coffee 18:00 Hayashi Department Store (Self-return to CJCU)	Free Time	Free Time	Free Time		
23:00–06:00	Stay at Dormitory or Hostel						
Remarks	Academic events arranged by CLEC, CJCU Academic events arranged by TEC, SNloE Recreational events arranged by TEC, SNloE Schedule might be different due to assorted reasons						

Week 2 Tainan and Pingtung							
Date	22 December	23 December	24 December	25 December	26 December	27 December	28 December
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
09:10–10:00	Mandarin Class 5	Mandarin Class 6	Mandarin Class 7	Christmas No Class Day	Mandarin Class 8	Kenting Educational Excursion	Free Time
10:10–11:00	Mandarin Class 5	Mandarin Class 6	Mandarin Class 7		Mandarin Class 8	09:00 Depart from CJCU 12:00–14:00 Kenting Forest Park Explore Taiwan’s tropical forest ecosystem 14:00–15:00 Self-organized Lunch 15:00–17:00 Kenting Beach Explore Taiwan’s coast ecosystem 17:00 Returning to CJCU	
11:10–12:00	Mandarin Class 5	Mandarin Class 6	Mandarin Class 7		Mandarin Class 8		
12:00–13:20	Lunch Break						
13:20–14:10	Free Time	Free Time	Culture Class 2 Painting	Christmas No Class Day	Culture Exchange 2		
14:20–15:10	Free Time	Free Time	Culture Class 2 Painting		Culture Exchange 2		
15:20–16:10	Free Time	Free Time	Culture Class 2 Painting		Culture Exchange 2		
16:20–17:10	Free Time	Free Time	Free Time		Free Time		
17:10–23:00	Free Time	Free Time	Free Time		Free Time		
23:00–06:00	Stay at Dormitory or Hostel						
Remarks	Academic events offer by CLEC, CJCU Academic events offer by TEC, SNIoE Recreational events offer by TEC, SNIoE Schedule might be different due to assorted reasons						

Week 3 Tainan, Taipei and Osaka							
Date	29 December	30 December	31 December	01 January	02 January	03 January	04 January
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
09:10–10:00	Mandarin Class 9	Mandarin Class 10	Free Time	Free Time	For participants returning to India: 11:00 Check-out Star Hostel Self-organized metro to TPE	Cultural Excursion to Osaka 12:00 Meet at LDK Hostel 12:30–14:30 Tsutenkaku & Kushikatsu Yokozuna Tsutenkaku Japanese Cuisine Experience (JP1: Veg & Non-veg) 15:00–16:00 Namba Yakasa Jinja 18:00 Dotonbori Free Time	Cultural Excursion to Kyoto 10:00 Meet at LDK Hostel 10:30–11:30 Train to Inari 11:30–14:00 Fushimi Inari Taisha & Senbon Tori & Self-organized Lunch 14:00–14:30 Train to Gion Shijo 15:00–16:30 Yasaka Shrine Free Time (Continue to Kyoto or Return to Osaka) Self-return to Osaka
10:10–11:00	Mandarin Class 9	Mandarin Class 10	Free Time	Free Time			
11:10–12:00	Mandarin Class 9	Mandarin Class 10	Free Time	Free Time			
12:00–13:20	Lunch Break						
13:20–14:10	Free Time	12:00 Bus to Star Hostel	13:00 Meet at Star Hostel	Free Time	For participants continuing to Japan:		
		14:00–15:30 Self-organized Lunch at Qing Shui Service Center	14:00–16:00 Yache Korean Restaurant Korean Cuisine Experience (TW4: Veg)		11:00 Check-out Star Hostel	15:00–16:00 Namba Yakasa Jinja	14:00–14:30 Train to Gion Shijo
14:20–15:10					11:30 Metro to TPE		15:00–16:30 Yasaka Shrine
15:20–16:10		18:00–21:00 Check-in Star Hostel & Rest	16:30–17:30 Museum of Flowers		Travel Time	18:00 Dotonbori	Free Time
16:20–17:10					20:30 Train to LDK Hostel		(Continue to Kyoto or Return to Osaka)
17:10–23:00		22:00–24:00 Hai Di Lao Hot Pot Chinese Culture & Cuisine Experience (TW3: Veg & Non-veg) Free Time	17:30 Song Shan Culture and Creative Park Free Time 22:00–25:00 New Year Eve Event at Taipei 101 Self-return to Hostel by 26:00		21:30 Check-in LDK Hostel		
23:00–06:00	Stay at Dormitory or Hostel						
Remarks	Academic events arranged by CLEC, CJCU Academic events arranged by TEC, SNIOE Recreational events arranged by TEC, SNIOE Schedule might be different due to assorted reasons						

Week 4 Osaka, Nara, and Kyoto							
Date	05 January	06 January	07 January	08 January	09 January	10 January	11 January
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
09:10–10:00	Cultural Excursion to Nara 10:00 Meet at Hostel 10:30–11:30 Train to Nara 11:30–13:00 Self-organized Lunch	09:00–20:00 Universal Studio Japan	Free Time	11:00 Meet at LDK Hostel	Kansai University	Kenting EReturn to India	Free Time
10:10–11:00				11:00–11:30 Pre-class Briefing			
11:10–12:00							
12:00–13:20	Lunch Break						
13:20–14:10	13:30–16:00 Todaiji & Deer Park Free Time	09:00–20:00 Universal Studio Japan	Free Time	Free Time	Kansai University		
14:20–15:10	Train to Nara (Self-return to Osaka)						
15:20–16:10							
16:20–17:10							
17:10–23:00							
23:00–06:00	Stay at Dormitory or Hostel						
Remarks	Academic events offer by CLEC, CJCU Academic events offer by TEC, SNIoE Recreational events offer by TEC, SNIoE Schedule might be different due to assorted reasons						

ELIGIBILITY

- (1) Open to students currently enrolled in Indian Universities, aged **18 and above at the point of departure for the Program.**
- (2) Participants should be proficient in daily conversations in English.
- (3) CGPA 6.5 and above.
- (4) Not currently subject to any ongoing disciplinary actions or accusations.

ACCOMMODATION AND SAFETY

- Students should have an interest in Mandarin language-related activities and want to engage in experiential learning.
- Students must have the maturity to excel in a foreign and highly competitive environment.
- Scholarship recipients are required to confirm their eligibility to participate in the IRGS Mandarin Abroad Program with their respective scholarship administrators prior to applying.
- Selected candidates will be permitted to join the program only after meeting the above eligibility criteria and successfully passing the selection process conducted by TEC.
- SNIOE Taiwan Education Centre retains the right to withdraw the application of any selected candidate and determine the appropriate intake year for their participation.
- Students are expected to maintain a clean disciplinary record and act as exemplary ambassadors of themselves, their home institutions, and India.

APPLICATION PROCEDURE

Step 1 (Applicable to SNIOE students):

Log in to your portal by visiting SNU Links and complete student outbound portal.

Step 2:

Complete the application form and attached the required documents by 14/09/2025.

- (1) _Application Form: [Link](#)
- (2) Signed Declaration Form (included as part of the brochure)
- (3) Signed Parental Consent Form (included as part of the brochure)

TEC reserves the right to withdraw your application if the required documents are not submitted.

Step 3:

Payment 1 by 23 September

The payment link will be sent to shortlisted applicants via the email address provided.

(A program chat group will be created after this stage to share further information.)

For queries, please contact:

Mr. Chen Tang (Program Coordinator)

taiwaneducation@snu.edu.in

PROGRAM TIMELINE

Application Phase

- 18 August – 14 September: Application Period
- 15 – 16 September: Application Review & Shortlisting
- 17 September: Admission Notification

Pre-departure Arrangements

- 30 September: Submission of Shortlisted Names to MOE
- 01 – 15 November: Taiwan and Japan Visa Application

Program Schedule

- 15 December – 30 December: Mandarin Abroad Program (Tainan, Taiwan)
- 30 December – 02 January: Mandarin Abroad Program (Taipei, Taiwan)
- 02 – 10 January: Culture Abroad Program (Osaka, Japan)

Payment Schedule

- 17–23 September: Payment 1 to the Education Consultant
- 24–30 September: Payment 2 to the Education Consultant
- 01–15 October: Air Ticket Purchase (participants may also opt to arrange tickets via the travel agency)
- 16–30 October: Payment 3 to the Education Consultant
- 16–30 November: Payment to the Visa Agency upon passport collection (visas)

Note: For full details, please refer to the “Tuition and Fees” section.

TUITION & FEES

Option 1: Mandarin Abroad Program (Taiwan): SGD 2,190

(Indicative INR approx. ₹1,47,600; excluding airfare; final amount subject to forex rates.)

The total fee is paid in separate instalments to the following parties:

Category	Amount	Payment Period	Remarks
Program Fee Payment 1	SGD 190	17-23 September	Deposit Requirement for Stipend Application Confirmation. Payment manages by Study House Academy
Program Fee Payment 2	SGD 900	24-30 September	Covers tuition, initial dormitory stay, and academic components. Payment manages by Study House Academy
Air Tickets	TBA	01-15 October	Self-organised
Program Fee Payment 3	SGD 1,000	16-30 October	Payment manages by Study House Academy
Visa Services	INR 6,200	16-30 November	Covers visa application and Taiwan embassy fee. Payment manages by Revere Visa & Document Attestation.

Option 2: Mandarin Abroad Program (Taiwan) + Culture Abroad Program (Japan): SGD 3,190

(Indicative INR: approx. ₹215,800; excluding airfare; final amount subject to forex rates.)

Category	Amount	Payment Period	Remarks
Program Fee Payment 1	SGD 240	17-23 September	Deposit Requirement for Stipend Application Confirmation. Payment manages by Study House Academy
Program Fee Payment 2	SGD 1,300	24-30 September	Covers tuition, initial dormitory stay, and academic components. Payment manages by Study House Academy
Air Tickets	TBA	01-15 October	Self-organised
Program Fee Payment 3	SGD 1,500	16-30 October	Payment manages by Study House Academy
Visa Services	INR 9,500	16-30 November	Covers visa application and Taiwan embassy fee. Payment manages by Revere Visa & Document Attestation.

Note: Tuition fees are calculated and payable in Singapore Dollar as our partner organisation is based in Singapore. Each payment constitutes a separate and binding financial obligation.

Late or incomplete payment may result in the cancellation of enrollment and the forfeiture of all previously paid amounts. No participation will be confirmed until all required payments have been received.

PROGRAM INCLUSION

What's included in Mandarin Abroad Program (Taiwan):

1. Mandarin Classes: 30 hours

Participants will receive 30 hours of intensive Mandarin Chinese instruction, focusing on listening, speaking, reading, and writing skills. Classes are conducted by professional instructors and are designed to enhance students' fluency and comprehension. Suitable for two levels: Total beginners and TOCFL Band A.

Service Provider: CJCU

2. Culture Classes: 6 hours

In addition to language learning, participants will engage in 6 hours of cultural classes. These sessions provide hands-on experiences with traditional customs and arts, such as calligraphy, kung fu, or local traditions. Specific activities will be arranged based on the program schedule and local availability, ensuring they align with participants' interests and provide a deeper understanding of Chinese culture.

Service Provider: CJCU

3. Accommodations*

Participants will be provided with safe, comfortable, and shared accommodations for the entire duration of the program.

Accommodation may be arranged and paid for directly by the coordinating teacher or university, using the Program General Subsidy (see section 12) already included in the program fee.

Students do not need to book on their own.

Accommodation schedule:

15 – 28 December: CJCU Dormitory

Service Provider: CJCU

28 December – 2 January: Star Hostel Taipei Main Station

Service Provider: Star Hostel

* Lodging is only provided for the dates and locations listed above.



4. Transportation*

This covers local transportation related to program activities, including field trips and cultural visits. All transportation arrangements may be organized and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 12) already included in the program fee. Participants do not need to purchase tickets individually, unless instructed otherwise.

Transportation Schedule:

15 December: Charter Bus from Kaohsiung International Airport (KHH) to CJCJ (One-way)

27 December: Charter Bus from CJCJ to Kenting (Return)

30 December: Charter Bus from CJCJ to Taipei (One-way)

Service Provider: Wing Lun Travel Agency

20 December: Taiwan High Speed Rail Tainan to Kaohsiung (Return Tickets)

Service Provider: Taiwan High Speed Rail

01 January: Airport Line from Taipei Main Station to Taoyuan International Airport (TPE)

Service Provider: Taoyuan Metro

* Transportation coverage applies only to program-related activities at the listed dates and locations.

5. Local SIM Card

To ensure smooth communication during the stay, each participant will receive a local SIM card or eSIM with unlimited mobile data.

This service will be arranged and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 12) already included in the program fee.

Activation and basic setup support will be provided on-site.

Data Plan:

FET Taiwan SIM or eSIM – 30 Days of Unlimited Data

Service Provider: Far Eastone Telecom

6. Travel Insurance

Comprehensive travel insurance is included to cover accidents, medical emergencies, and other unforeseen events that may arise during the program.

The policy will be arranged and paid for by the coordinating teacher or university using the Program General Subsidy (see section 12) already included in the program fee.

Service Provider: ASEGO

7. Visa Service Fee

This fee includes the collection, submission, and delivery of all necessary documents related to the visa application process. It also covers the administrative work involved in forwarding visa materials to relevant authorities. Participants must ensure all required documentation is complete; incomplete submissions may lead to non-processing of the visa application.

Service Provider: Revere Visa & Document Attestation

8. Visa Application Fee

The official fee charged by government authorities for visa processing. The cost is subject to change based on regulations and does not include any additional service charges.

Service Provider: ROC Embassy (payment handled by Revere Visa & Document Attestation)

9. Group Meals: 4 Meals

Four group meals are included in the program, providing participants with the opportunity to enjoy local cuisine and strengthen group camaraderie.

These meals will be scheduled during key cultural or program events, and may be arranged and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 12) already included in the program fee.

A budget of NTD 500 per meal has been allocated per participant.

TW1: Rawat Indian Restaurant

TW2: Din Tai Fung

TW3: Yache Korean Food

TW4: Hai Di Lao Hotpot

Service Provider: Restaurant Mentioned Above

10. Administration and Miscellaneous

This includes the administrative costs of organising the program, along with any miscellaneous expenses that may arise during its implementation.

Service Provider: Study House Academy

11. Program Tote Bag: 1

Each participant will receive a program-branded tote bag as a practical souvenir and a way to carry materials during the program.

Service Provider: Study House Academy

12. Program General Subsidy

A fixed general subsidy of TWD 14,000 per participant is included in the total program fee and allocated to support essential living and program-related expenses, including accommodation, transportation, designated meals, and mobile data services as outlined in Sections 3, 4, 5, 6, and 9 above.

These arrangements will be centrally coordinated by the designated faculty member or university representative. As these funds are used to cover essential shared expenses, they are not refundable nor individually withdrawable.

Any remaining balance (if any) may be distributed to participants in cash to support personal use, such as local transportation, meals, or optional cultural experiences during the program.

Service Provider: Study House Academy

* All items not explicitly mentioned above are excluded.

* All items listed above are covered within the program scope; any personal expenses or activities outside the program schedule will not be included.



WHAT'S INCLUDED IN CULTURE ABROAD PROGRAM (JAPAN):

1. Entrepreneurship and Cultural Classes: Full-Day Session

Participants will join a full-day session focused on entrepreneurship concepts and cultural experiences. Through interactive workshops, they will gain practical insights into Japanese innovation and traditional culture.

Service Provider: Kansai University

2. Accommodations*

Participants will be provided with safe, comfortable, and shared accommodations for the entire duration of the program.

Accommodation may be arranged and paid for directly by the coordinating teacher or university, using the Program General Subsidy (see section 11) already included in the program fee.

Students do not need to book on their own.

Accommodation Schedule:

02–10 January: Grand Hostel LDK Osaka Shinsaibashi

Service Provider: Grand Hostel LDK Osaka Shinsaibashi

* Accommodation costs cover only program-designated facilities as per the schedule.

3. Transportation*

This covers local transportation related to program activities, including field trips and cultural visits. All transportation arrangements may be organized and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 11) already included in the program fee. Participants do not need to purchase tickets individually, unless instructed otherwise.

Transportation Schedule:

02 January: Train from Kansai International Airport (KIX) to Nagahoribashi Station

03 January: Osaka Metro 1 Day Ticket

04 January: Train from Nagahoribashi to Kyoto (Return Tickets)

05 January: Train from Nagahoribashi to Kintetsu Nara (Return Tickets)

06 January: Metro from Nagahoribashi to Universal Studio Japan (Return Tickets)

08 January: Train from Nagahoribashi Station to Osaka Koen (Return Tickets)

09 January: Metro from Nagahoribashi Station to Minoh Semba (Return Tickets)

10 January: Train from Nagahoribashi Station to Kansai International Airport (KIX)

Service Provider: Japan Railway West / Osaka Metro

* Transportation costs cover only program-related activities within the designated locations.

4. Local SIM Card

To ensure smooth communication during the stay, each participant will receive a local SIM card or eSIM with unlimited mobile data.

This service will be arranged and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 11) already included in the program fee.

Activation and basic setup support will be provided on-site.

Docomo Japan SIM card: 9 Days of Unlimited Data

Service Provider: Docomo Telecom

5. Travel Insurance

Comprehensive travel insurance is included to cover accidents, medical emergencies, and other unforeseen events that may arise during the program.

The policy will be arranged and paid for by the coordinating teacher or university using the Program General Subsidy (see section 11) already included in the program fee.

Service Provider: ASEGO

6. Visa Service Fee

This fee includes the collection, submission, and delivery of all necessary documents related to the visa application process. It also covers the administrative work involved in forwarding visa materials to relevant authorities. Participants must ensure all required documentation is complete; incomplete submissions may lead to non-processing of the visa application.

Service Provider: Revere Visa & Document Attestation

7. Visa Application Fee

The official fee charged by government authorities for visa processing. The cost is subject to change based on regulations and does not include any additional service charges.

Service Provider: Japan Embassy (payment handled by Revere Visa & Document Attestation)

8. Group Meal: 1 Meal

One group meal is included in the program, providing participants with the opportunity to enjoy local cuisine and strengthen group camaraderie.

These meals will be scheduled during key cultural or program events, and may be arranged and paid for by the coordinating teacher or university, using the Program General Subsidy (see section 11) already included in the program fee.

A budget of JPY 2,000 per meal has been allocated per participant.

JP1: Kushikatsu Yokozuna Tsutenkaku

JP2: Nadai Chibo

Service Provider: Restaurant mentioned above

9. Activities Fee

Covers the cost of scheduled activities such as cultural excursions or interactive workshops. These activities are designed to complement classroom learning and provide real-world exposure to Chinese language and culture.

Universal Studio Japan

Service Provider: Universal Studio Japan

10. Administration and Miscellaneous Fee

This includes the administrative costs of organising the program, along with any miscellaneous expenses that may arise during its implementation.

Service Provider: Study House Academy

11. Program General Subsidy

A fixed general subsidy of JPY 52,000 per participant is included in the total program fee and allocated to support essential living and program-related expenses, including accommodation, transportation, designated meals, and mobile data services as outlined in Sections 2, 3, 4, 5, 8, and 9 above.

These arrangements will be centrally coordinated by the designated faculty member or university representative. As these funds are used to cover essential shared expenses, they are not refundable nor individually withdrawable.

Any remaining balance (if any) may be distributed to participants in cash to support personal use, such as local transportation, meals, or optional cultural experiences during the program.

Service Provider: Study House Academy

* All items not explicitly mentioned above are excluded.

* All items listed above are covered within the program scope; any personal expenses or activities outside the program schedule will not be included.

STUDY ABROAD DECLARATION

Students participating in the Mandarin Abroad Program or the Culture Abroad Program are required to read and agree to the following terms. Please sign at the bottom of each page. We recommend keeping a copy for your records.

Participants must be at least 18 years of age by 15 December 2025, the start date of the program, in order to travel and participate. If the Participant is a minor at the time of signing, this agreement shall be executed on their behalf by a parent or legal guardian. Upon reaching the age of majority (18 years), the Participant shall be required to reconfirm their acceptance of the terms and conditions in order to remain enrolled in the program.

This declaration is legally binding and enforceable under the jurisdiction of the organising institution and shall be interpreted in accordance with applicable laws in the host countries where the program takes place, including Taiwan and Japan.

ACADEMIC REQUIREMENTS & STIPEND CONDITIONS

The stipend is provided by the Ministry of Education, Republic of China (Taiwan) and amounts to TWD 6,000 per week per participant. It is a conditional subsidy that requires participants to meet the following academic and attendance requirements:

- Participants must attend at least 15 hours of Mandarin instruction per week.
- Each unexcused absence of one class hour will count toward deduction.
- Any late arrival of 15 minutes or more will be recorded as one full hour of absence.
- Deductions from the stipend will apply per week as follows:

Absence of 2 class hours: stipend reduced by TWD 500

Absence of 4 class hours or more: stipend reduced by TWD 1,000

- In cases of significant absence or failure to complete the program, the full weekly stipend may be withheld.
- Unissued portions of the stipend will be returned in accordance with the official requirements of the Ministry of Education, Republic of China (Taiwan).

SAFETY AND INSURANCE

Comprehensive travel insurance will be arranged through the authorised travel agency. All participants will be covered under a group travel insurance policy arranged by the organiser. The cost is included in the total program-related fees paid directly to the authorised travel agency handling travel and insurance arrangements.

The coverage must include:

1. Medical emergencies, accidents, and repatriation
 2. Personal liability, cancellation, and curtailment
 3. Loss or theft of belongings, including baggage and currency
- Participants are responsible for reviewing the policy coverage, exclusions, and limitations, and ensuring that it meets their personal needs.
 - If a participant chooses to purchase their own insurance independently, it must offer equivalent or greater coverage.
 - Travel insurance is arranged by the authorised travel agency as part of the international travel package. The program organisers, including the university and affiliated institutions, are not the providers of this insurance and are not liable for any loss, injury, or costs incurred due to events not covered by the participant's policy.
 - In the event of invalid or inadequate insurance—whether due to personal error, exclusion clauses, or failure to complete required documentation—the participant will assume full responsibility for any resulting financial or medical obligations.
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To clarify the scope of coverage and institutional responsibility:

The program includes both scheduled academic and cultural activities, as well as unsupervised personal time. The organising institutions, including Shiv Nadar Institution of Eminence (SNIOE), are responsible for coordination and safety only during official activities explicitly listed in the itinerary.

During unscheduled free time—such as personal exploration, self-return to accommodation, or individual travel—participants are expected to exercise independent judgment and assume full responsibility for their conduct, decisions, and personal safety.

SNIOE does not provide chaperoning, supervision, or logistical control outside designated program activities, and shall not be held liable for incidents, injuries, or losses occurring beyond its academic or administrative purview. The program team will remain reachable during the entire period to provide emergency support or guidance where necessary.

EMERGENCY PREPAREDNESS & COMMUNICATION

- Ensure access to emergency contacts, including local authorities, program coordinators, and your home country's embassy.
- You are responsible for providing accurate and up-to-date emergency contact information.
- Disclose any medical conditions, allergies, or special requirements to the program coordinators prior to departure.
- In the event of a medical or safety emergency, you authorise program staff to contact local authorities, emergency services, and your designated emergency contacts as deemed necessary.
- You consent to the sharing of your emergency contact information with program staff for safety purposes.
- Failure to disclose significant medical or mental health conditions may result in removal from the program at your own expense if your condition poses a safety risk.

FINANCIAL RESPONSIBILITY & ONLINE PAYMENTS

- You are responsible for all personal expenses beyond the program's covered costs.
- You must use secure methods when making online payments and take appropriate precautions to protect your personal and financial information.
- Shiv Nadar Institution of Eminence (SNIOE) is not liable for any security breaches or unauthorised transactions beyond its control.
- You are responsible for managing your finances, including currency exchange and ensuring sufficient access to funds during the program.
- The program is not responsible for delays, transaction failures, or additional fees caused by bank policies, international transfers, or payment gateway issues.
- You must ensure that all required payments are completed in full by the stated deadlines. Failure to do so may result in removal from the program, forfeiture of prior payments, and/or suspension of services without further notice.
- The program does not offer credit arrangements, deferred payments, or formal instalment plans. While fees may be paid in separate parts (e.g., tuition, accommodation, visa), each payment is treated as a distinct and full obligation.
- Payments for different components of the program (such as tuition, accommodation, and visa processing) must be made directly to the respective service providers. This ensures transparent financial accountability and clarifies that each provider is solely responsible for their services and refund policies.

THIRD-PARTY LIABILITY & INDEMNIFICATION

- Shiv Nadar Institution of Eminence (SNIOE) acts solely as the academic host and coordinator for this program. It does not assume responsibility for services provided by third-party vendors (e.g., airlines, travel agencies, visa processors, accommodation providers).
- Participants understand and agree that any claims, losses, delays, damages, or inconveniences caused by third-party providers are to be addressed directly with those providers.
- Neither SNIOE nor its employees, faculty, or agents shall be held personally liable for incidents arising from third-party services, except in cases of gross negligence.

CULTURAL SENSITIVITY & ETHICAL CONDUCT

- You are expected to maintain a respectful and open-minded attitude toward the customs, beliefs, and traditions of the host country.
- Respect local customs, traditions, religious practices, dress codes, and social norms at all times.
- Inappropriate behaviour, including but not limited to public intoxication, disrespectful gestures, culturally insensitive speech, unauthorised photography in restricted areas, or intrusion into private or sacred spaces—may be considered violations.
- Any violation of local laws, program rules, or acts of cultural insensitivity may result in disciplinary action, including verbal or written warnings, removal from specific activities, or immediate dismissal from the program at the participant's own expense.
- Participation in this program requires maturity, flexibility, and a commitment to ethical conduct as a representative of your home institution.

CODE OF CONDUCT REMINDER

During the program, participants are expected to behave responsibly and in a manner that upholds the integrity and safety of the group.

While participants of legal age may be in jurisdictions where alcohol or tobacco use is permitted, any behaviour involving such substances that disrupts academic activities, group harmony, or personal safety may result in disciplinary action, including early dismissal at the participant's expense.

The program reserves the right to intervene when necessary to maintain a safe and respectful learning environment.

PRIVACY POLICY & DATA COLLECTION

- Personal data is collected solely for administrative purposes, such as application processing, travel arrangements, course enrolment, insurance coverage, emergency communication, and accommodation planning.
- Information will be shared only with relevant program staff, partner institutions, service providers, or legal authorities, and only to the extent necessary to fulfil program-related responsibilities or as required by law.
- All personal data will be handled in accordance with applicable privacy and data protection regulations. Data will not be used for marketing purposes or disclosed to unrelated third parties.

FINAL DECLARATION

- I confirm that I have carefully read and fully understood the terms and conditions outlined in this Study Abroad Declaration. I agree to comply with all academic, behavioural, financial, safety, and legal responsibilities described above.
- I acknowledge that participation in this program requires maturity, independence, and a high standard of conduct. I accept that failure to meet these expectations may result in disciplinary action, removal from the program, and the loss of privileges or financial benefits.
- I understand that this declaration is legally binding and enforceable under the regulations of the organising institutions and host countries, including Taiwan and Japan.
- If I am under 18 years of age at the time of signing this declaration, I understand that a parent or legal guardian must co-sign this form to assume legal responsibility on my behalf.
- By signing below, I confirm my voluntary participation in this program and my acceptance of the above terms.

Undertaking

I hereby confirm that:

- I will comply with all instructions issued by faculty members, mentors, and designated program staff throughout the duration of the program.
- I accept full responsibility for any damage to property, injury to others, or accidents resulting from my own actions, misconduct, or negligence.
- I understand that participation in international programs involves inherent risks, including but not limited to medical emergencies, accidents, travel disruptions, and force majeure events.
- I have reviewed the travel insurance coverage provided under this program, or I have independently arranged equivalent or greater insurance.
- I waive and release all legal claims against Shiv Nadar Institution of Eminence (SNIOE), Chang Jung Christian University (CJCU), Kansai University, and their staff, faculty, or representatives, except in cases of gross negligence or intentional misconduct.
- If I am under 18 years of age at the time of signing, I understand that this undertaking must be co-signed by a parent or legal guardian, who shall, assume full legal responsibility and be bound by its terms on my behalf. I further understand that upon reaching the age of 18, I may be required to reconfirm my acceptance of this agreement.

By signing below, I declare that I have read, understood, and voluntarily agreed to the terms stated in this undertaking.

Signature of Participant: _____

Full Name: _____

Date: _____

(If the participant is under 18 years of age at the time of signing)

Signature of Parent/Guardian: _____

Full Name of Parent/Guardian: _____

Relationship to Participant: _____

Date: _____

Acknowledgement and Signature

I hereby confirm that I have carefully read, understood, and agreed to all terms and policies of this program, including but not limited to:

- Program Overview / Participant Information Booklet
- Study Abroad Declaration
- Payment Terms and Conditions
- Participant Undertaking / Consent Form

I certify that the information I have provided is accurate and complete to the best of my knowledge. Participation in the program is contingent upon compliance with all applicable requirements.

Key areas include, but are not limited to:

- Eligibility and Legal Status
- Academic Expectations and Stipend Use
- Safety, Insurance, and Emergency Preparedness
- Financial Responsibility and Payment Obligations
- Risk Acknowledgement and Third-Party Liability
- Code of Conduct, Cultural Sensitivity, and Behavioural Standards
- Privacy, Data Use, and Communication Protocols

I understand that failure to comply may result in disciplinary action, removal from the program, and forfeiture of any fees or benefits.

This declaration is binding for the full duration of the program.

Signature of Participant: _____

Full Name (in block letters): _____

Date: _____

(If the participant is under 18 years of age at the time of signing)

Signature of Parent/Guardian: _____

Full Name of Parent/Guardian: _____

Relationship to Participant: _____

Date: _____

Parental Consent Form

I hereby give my consent for _____ (student's full name) to register for and participate in the following program(s) coordinated by the Department of International Relations and Governance Studies (IRGS) at Shiv Nadar Institution of Eminence (SNIOE):

Mandarin Abroad Program (MAP): 15 December 2025 – 2 January 2026

Mandarin Abroad Program + Culture Abroad Program (MAP + CAP): 15 December 2025 – 10 January 2026

By signing this form:

- I confirm that I have reviewed the program details and understand the academic, financial, and behavioural expectations for my child.
- I understand that my child must comply with all program rules, safety protocols, and the Code of Conduct set forth by SNIOE, CJCUC, and Kansai University.
- I acknowledge that participation in this program involves international travel and requires independence and adaptability.
- I accept that neither the university, its faculty or staff, nor any affiliated institutions or service providers shall be held liable for any injury, loss, delay, or misfortune, except in cases of proven gross negligence or wilful misconduct.
- I consent to the program staff acting in my child's best interest in case of emergency, including contacting emergency services and arranging necessary care.

Signature of Parent/Guardian: _____

Relationship to Student: _____

Parent/Guardian Contact Number: _____

Date: _____

For queries, please contact:

Mr. Chen Tang (Program Coordinator)

taiwaneducation@snu.edu.in

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