TAIWAN
2014 HANDBOOK

科技部

Ministry of Science and Technology

National Science Foundation
East Asia & Pacific Summer Institutes
For U.S. Graduate Students Pursuing Science & Engineering

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I. INTRODUCTION

The Summer Institute in Taiwan will be held from June 29 (Arrival) to August 23, (Departure), 2014. The Summer Institute in Taiwan is sponsored by the National Science Foundation (NSF) in the U.S. and co-sponsored by the Ministry of Science and Technology (MOST) in Taiwan, with the assistance of the National Tsing Hua University (NTHU).

The primary goals of the program are to introduce students to Taiwan science and engineering in the context of a research laboratory, and to initiate personal relationships that will better enable them to collaborate with foreign counterparts in the future.

The program is administered in the United States by the National Science Foundation (NSF) (http://www.nsf.gov, http://www.nsf.gov/od/iia/ise/index.jsp) with co-sponsorship in Taiwan by MOST (http://web1.most.gov.tw). MOST and NTHU coordinate the orientation and Chinese language instruction, and also help participants move to host institutions.

The Science and Technology Division of The Taipei Economic and Cultural Representative Office (TECRO) in the United States http://dc.most.gov.tw is the contact point in the United States for questions regarding visas, host institutions, and culture in Taiwan. The TECRO office staff can speak both English and Chinese.

NSF EAPSI Program
Anne Emig, EAPSI Program Officer
Elena Hillenburg, EAPSI Program Specialist
National Science Foundation (NSF)
Office of International and Integrative Activities (OIIA)
International Science and Engineering (ISE)
East Asia and Pacific Summer Institutes (EAPSI) Program
4201 Wilson Blvd., II-1155
Arlington, VA 22230 USA
Phone: 1-703-292-2993
Email: oiia-ise-eapsi@nsf.gov

Ministry of Science and Technology
106, Section 2, Heping East Road,
Taipei, Taiwan 10622, R.O.C.
http://web1.most.gov.tw

Ms. Jennifer Hu
Program Director
Department of International Cooperation and Science Education
Tel: (02) 2737-7560
Email: jenhu@most.gov.tw

National Tsing Hua University
101, Section 2, Kuang-Fu Road,
Hsinchu, Taiwan 30013, R.O.C.
http://www.nthu.edu.tw

Professor Ping-Chiang Lyu
Dean of Student Affairs
Tel: (03) 571-5131, ext. 34701
Fax: (03) 571-5032
E-mail: pclyu@life.nthu.edu.tw

Professor Ta-Jen Yen
Director of office of Student Activities
Tel: (03) 516-2070
Fax: (03) 572-6862
E-mail: tjyen@mx.nthu..edu.tw

Ms. Yi-Lin Wu (**Primary Point of Contact while in Taiwan**)
Tel: (03) 516-2073
Fax: (03) 572-6862
E-mail: ylwu@mx.nthu.edu.tw

TECRO Science and Technology Division
4201 Wisconsin Ave., NW
Washington, DC 20016
http://dc.most.gov.tw

Dr. Chia-Pei Chou, Director
TEL: (202) 895-1966
cpchou100@gmail.com; std@tecro.us

Ms. Pauline (Pao-yu) Lin, Deputy Director
TEL: (202) 895-1934
pylin@tecro.us; std@tecro.us

Mr. Vincent Tseng, Officer
TEL: (202) 895-1931
E-mail: hytseng@tecro.us; std@tecro.us

II. PREPARATION

A. Host Institutions and Researchers in Taiwan

Many former Summer Institute participants have become highly recognized professionals after graduation and have continued their relationships with host researchers in many productive ways. A few tips regarding host institutions and research plans are provided below.

Eight weeks pass very quickly, and every year participants say they wished they had had more time to finish their research projects. Without advance planning, you may "waste" the first part of your stay discussing potential projects instead of working on the actual project itself. You are encouraged to create a research plan and discuss it with your host before you depart to Taiwan.

You should remember that host researchers or institutions will not be financially compensated for hosting you. Therefore, your technical contributions to their program will be most appreciated.

You should remember to conscientiously familiarize yourself and adhere to the practices and prevailing culture of your host research environment.

Research Plan

With the arrangement of your host, you may choose to work on research described in your proposal, become involved in your host's on-going research, or to start a new research project. If you choose to work on a new research topic, you should include specific information about the change in scope in your Final Report to NSF. Please keep in mind that you may not have tangible results at the end of an eight-week period for overly ambitious research plans.

To make your research visit to Taiwan productive, you may want to do the following:

- Team up with a graduate student in your host's research group.
- Read your host's publications and understand the methods and approaches.
- Consult with your host researcher before you arrive in Taiwan and come to a mutual understanding about the scope and expected results of your work.

Facilities

While discussing your research plan, you should check with the host researcher to see if required equipment, facilities, and/or materials required for your research will be available to you during your visit. Because July and August are usually summer semester break in Taiwan, many students and faculty members will be out of their offices and some laboratories may shut down equipment and facilities for renovation or cleaning.

You should ask your host to determine how you can access your email during your stay, whether a new email address will be provided, and how to gain access to the library, fitness centres, and other facilities at the host institution. Because most of the computers in Taiwan use Chinese Windows software, it is advisable that you bring your own laptop if it is possible.

Other information

Possibly the most useful information about how to survive/thrive at your host institution is from U.S. students, research staff, or visiting faculty who have been, or are currently in Taiwan. You might ask your host researcher to send you contact information for current or previous U.S. researchers from the host institution. You should also ask for information about possible professional visits during your stay (see section B) and housing arrangements (see section F).

How to Set Up Other Professional Visits

NSF and MOST encourage participants to visit laboratories outside of their host laboratory both to gain a broader understanding of Taiwan's scientific community and to create new contacts for future research collaboration. You should be aware that cultural differences between the United States and Taiwan become extremely salient when it comes to setting up visits to other laboratories. In Taiwan, introductions are expected prior to visiting new contacts (i.e., a "cold call" is not culturally appropriate). Furthermore, a mutually known "third party", someone senior in status, serves to introduce you.

The main resources for developing contacts in Taiwan are:

Your advisor, professors, and colleagues in the United States

Consult your U.S. advisor and/or other appropriate individuals before you leave home and develop a list of researchers you would like to meet while in Taiwan. Letters of introduction provided by your U.S.-based advisors are extremely useful in setting up research visits with Taiwan researchers.

Your host scientist in Taiwan

Prior to your arrival, you should inform your host that you are interested in visiting other laboratories in Taiwan and ask them if they have suggestions for which researchers would be beneficial to meet. If the host responds to this request, you can then politely ask if they would be willing to make the necessary introductions for you. A junior scientist may not be able to introduce you to a senior scientist. You should be sensitive to these limitations and the signals your host sends in this regard. Do not push too hard for an introduction, as this may not be possible and or impolite due to Taiwanese custom. You may also find the following link to all other universities and colleges in Taiwan to be useful. http://english.moe.gov.tw

Summer Program alumni and U.S. researchers currently in Taiwan

You may also get information about professional visits from former Summer Institute participants or from NSF grantees who have collaborations with Taiwan researchers in your area of interest (see http://www.nsf.gov/) and search the public abstracts.

Publication search

A publication search can help identify Taiwanese researchers within your field. In this case, you might send, fax or e-mail a polite note that introduces yourself, explains your research, and requests a visit while you are in Taiwan. Note, however, that this is not the normal way of doing business in Taiwan, and you should expect that you may not receive response from some of these contacts.

Passport and Visa

For U.S. Passport holders: EAPSI participants are eligible for the visa exemption program, which permits a duration of stay up to 90 days. The requirements for "Visa-Exempt Entry" include:

1. A passport with validity of at least six months upon entry.
2. A confirmed return air/sea ticket or an air/sea ticket and a visa for the next destination, and a confirmed seat reservation for departure.
3. Non-criminal record and not prohibited by the local authorities to enter the R.O.C.

You can also find the information of "Visa-Exempt Entry" on BOCA's (Bureau of Consular Affairs, Ministry of Foreign Affairs)
website: http://www.boca.gov.tw/ct.asp?xItem=1443&ctNode=779&mp=2 or by contacting the Science and Technology Division of TECRO (the Taipei Economic and Cultural Representative Office in the United States in Washington, DC.) at std@tecro.us

For Non-U.S. Passport holders (U.S. permanent residents): Please contact our office via email at std@tecro.us for further information as your visa requirements may be different based on your country of citizenship.

Air Ticket

The NSF-contracted travel agency, SATO Travel, will provide each participant with a round-trip economy class air ticket between the major airport nearest their U.S. address and Taoyuan International Airport near Taipei in Taiwan.

DO NOT PURCHASE ANY TICKETS ON YOUR OWN;
NSF WILL NOT BE ABLE TO REIMBURSE YOU.

You are expected to return to the U.S. no later than September 30th 2014 (end of U.S. government fiscal year).

There are important Federal Government and NSF travel guidelines and restrictions:

Travel is limited to U.S. flag carriers only.

Tickets will be issued by SATO Travel at the lowest fare, federal government or commercially available, whichever is less expensive. Travellers are typically authorized to travel round-trip from their domicile (permanent home address or academic institution) to Taiwan only. Please discuss your travel arrangements with your host, TECRO, and NSF prior to booking your reservation. Any subsequent changes can only be made with NSF's approval and at the fellow's expense – any additional fare collection and change fee will be charged to your credit card. Baggage fees are fellow's responsibility. Call the airline directly to confirm your reservation, obtain your ticket number, seat assignment, add your frequent flyer number, email and phone number, verify baggage fees and any additional fees.

Participants may extend their stay in Taiwan before or after the Summer Institute within the limits of their visas. Due to time restrictions involved in group flight arrangements, the NSF strongly encourages all participants to schedule non-NSF related travel after the completion of the Summer Institute. Although it is our goal to complete these arrangements far in advance of the start of the program, administrative delays may occur. Accordingly, it is best for participants to avoid 'front-loading" their program plans.

Tickets will be issued electronically (e-tickets) within 24 hours of booking. There are designated contract carriers for the U.S. government for specific cities and routes, and SATO Travel is required to issue tickets through the designated airlines, if possible.

Participants will be advised by e-mail when and how to contact SATO Travel to make travel international reservations.

Please send your flight schedule to TECRO Science and Technology Division at std@tecro.us, NTHU at ylwu@mx.nthu.edu.tw, so that you will be met upon your arrival at the Taiwan Taoyuan International Airport. Also send your itinerary to NSF EAPSI Program.

Stipend

NSF's $5,000 Stipend

An official NSF award letter will be issued to you by the Division of Grants and Agreements. The award notification will include instructions about how to request electronic transfer of the $5,000 stipend. Additionally, students must attend the Pre-Departure Orientation in Washington, DC in March-April (airplane or train ticket and lodging will be provided by NSF).

As a recipient of the $5,000, you must make sure you will not be "double-funded" from NSF or other federal sources. This restriction applies to funding from ANY Federal source. Consult with your advisor and your fellowship coordinator or contact NSF to verify. For example, if you are a recipient of a NSF-sponsored Graduate Research Fellowship Program (GRFP) Award, you should consult with your university's GRFP Coordinating Official and your advisor about whether or not to accept the GRFP stipend or the EAPSI stipend. If you decide to continue to receive a non-EAPSI federal stipend during the Summer Institute period (the typical case), then you will be issued a zero dollar NSF summer Institute award (i.e., you will not receive the EAPSI stipend). However, you will receive the airline ticket through the Summer Institute program and in-country living allowance from the counterpart science agency.

Questions concerning tax liabilities **cannot** be answered by NSF and should be directed to the Internal Revenue Service.

Living Allowance in Taiwan

The stipend for covering housing costs at the host institute in Taiwan will be provided directly to Taiwan summer institute participants during the first week of orientation. You will receive NT$41,000 [approximately $ 1,366 USD or 30NTD=1USD] (after 18% tax withheld) to cover the cost of lodging and meals. You are responsible for making payment for your expenses including lodging, meals, local transportation, and health insurance.

Housing Arrangement

The host institute will help you arrange your housing. However, it should be noted that at some institutions the availability of housing is limited. You should confirm your housing arrangement with your host institution **in advance**. You will be asked to make payment for the lodging according to the procedure of your institution. Your host will specify a process for you to pay for the housing. If you have made your own arrangement, you should immediately notify your host as well as the Point of Contact at the National Tsing Hua University.

Lodging expense during the orientation in Hsinchu city will be borne directly by the MOST. You are expected to share a room with one other student.

Insurance

You are requested to have health/medical insurance during your stay in Taiwan. If your current insurance does not cover medical needs aboard, it is suggested that you purchase additional travel health/medical insurance prior to your trip which will cover your medical expenses while you are in Taiwan at a time of need. The organizer of the orientation at the National Tsing Hua University will purchase a two-month accident insurance for all EAPSI participants to cover the need for medical treatment, injury and death induced by

accident. Please contact Ms. Yi-Lin Wu (NTHU) at ylwu@mx.nthu.edu.tw for coverage details.

Mandarin Language

There will be intensive Mandarin language instruction during the orientation period. The package of materials will be given to the participants upon their arrival at NTHU.

Health and Safety

For your general health, consider the following, as appropriate:

If you wear eyeglasses or contact lenses, bring an extra pair of glasses or contact lenses with you for backup. You may also wish to bring a copy of your corrective lens prescription in the event you must have glasses made. Don't count on finding your specific brands of eye care products overseas - take them with you.

If you take prescription medications regularly, and will be travelling with prescription drugs, bring a signed script or letter from your physician indicating your medical need(s) for the drug(s) and identify the drug(s) you will possess while travelling. If you require insulin and syringes, or have allergies and require epinephrine pens, you should look into the requirements for international travel with these items.

Please consult your personal health care provider about your trip (destination and time abroad). Ask your health care provider to review your vaccination record and any other medical needs you might have. You should do this at least 4-6 weeks prior to departure.

The U.S. Government's Centers for Disease Control and Prevention (CDC) maintain a traveller's Web site with health information and travel advisories; the URL is http://www.cdc.gov/travel/

Please review travel safety information and guidelines can be accessed at: http://travel.state.gov/travel/tips/safety/safety_1747.html

A comprehensive set of tips is available at http://www.tsa.gov/travelers/index.shtm

U.S. citizens are encouraged to register through the American Institute in Taiwan. Registration can be done on-line by visiting the AIT website at: https://travelregistration.state.gov/ibrs/ui/

III. TRAVEL AND LOGISTICS

Arrival on June 29, 2014

** EAPSI PARTICIPANTS ARE STRONGLY ENCOURAGED TO ARRIVE ACCORDING TO THE TIME/DATE RECOMMENDED BY MOST**

The program will be held from June 29, 2014 to August 23, 2014. Representatives of the NTHU will meet you on June 29, 2014 at the arrival lobby of the Taiwan Taoyuan International Airport upon your arrival and take you to the hotel where you will be staying during the period of orientation.

Early Arrival

For those of you who will be travelling in Taiwan **prior** to the start of the Program, please contact TECRO at std@tecro.us, NTHU at ylwu@mx.nthu.edu.tw and NSF at oiia-ise-eapsi@nsf.gov. It may be convenient for you to have the bulk of your luggage delivered directly to your host institution from the Taiwan Taoyuan International Airport, however, it should be subject to your host's consent.

Daily Schedule

Sunday, June 29
- Arrival in Taiwan (It is suggested that you arrange your arrival time before 5:00 pm Taiwan time (GMT+08:00) so that you may have enough time to adjust the jet lag)
- Registration

Monday, June 30
- Opening of the program
- Orientation Reception
- Language Course (Greeting from the lecturer)
- Welcome Banquet

Tuesday, July 1
- Language Course (Self-introduction, numbers…)
- Master's deeper talk
- Agricultural life experience

Wednesday, July 2
- Language Course (Date, time, dialogue…)
- Calligraphy Time (The Beauty of Traditional Art)
- Technological Tour in Hsinchu Science Park
- Local life in Taiwan: Night market

Thursday, July 3
- Visit the beauty of Taiwanese culture (temples, foot massage…)
- Farewell Party

Friday, July 4
- National Palace Museum
- Ministry of Science and Technology
- Move to host institutions

Saturday, July5- August 23
- Research Experience at host institutions

Saturday, August23
- Departure from Taiwan

Each participant will be assigned an assistant from NTHU, who will provide information for the first week's orientation.

IV. REPORTS

MOST Report

You are required to submit a report on your research and learning experience in Taiwan. The forms will be given to you during the orientation period and the report should be submitted on standard size (8 1/2-11) paper before leaving Taiwan.

NSF Final Report

You are required to submit Final Report to the NSF no later than **December 1, 2014.** Reports must be submitted electronically via www.research.gov.

Project Outcomes Report

You are required to submit a Project Outcomes Report for the general public via www.research.gov no later than **December 1, 2014.** Project Outcomes Report serves as a brief summary (200-800 words), prepared specifically for the public, of the nature and outcomes of the project.

V. OTHER INFORMATION

1. The fellowship will not be given to the participants if:
   (a) a false statement is found in the application documents.
   (b) an applicant's participation is cancelled by MOST.

2. You are strongly encouraged to contact your host researchers/advisors as soon as possible.

3. You bring modest amount of cash (NT 5,000) to cover living expenses for the period before you receive the stipend from the MOST.

Other useful information can be obtained from the following web sites:

- Taiwan Ministry of Science and Technology: http://web1.most.gov.tw
- TECRO: http://www.taiwanembassy.org/us/mp.asp?mp=12
- National Tsing Hua University: http://www.nthu.edu.tw/english/index.php
- The website of this program from National Tsing Hua University: http://sit.web.nthu.edu.tw/bin/home.php
- Taiwan Travel: http://travel.yahoo.com/p-travelguide-191501664-taiwan_vacations-i

VI. POTENTIAL EAPSI HOST INSTITUTIONS

Suggested List of Universities for Summer Institutes in Taiwan			
	University Name in Chinese	**University Name in English**	**Website**
1	國立政治大學	National Chengchi University	http://www.nccu.edu.tw
2	國立清華大學	National Tsing Hua University	http://www.nthu.edu.tw
3	國立臺灣大學	National Taiwan University	http://www.ntu.edu.tw
4	國立臺灣師範大學	National Taiwan Normal University	http://www.ntnu.edu.tw
5	國立成功大學	National Cheng Kung University	http://www.ncku.edu.tw
6	國立中興大學	National Chung Hsing University	http://www.nchu.edu.tw
7	國立交通大學	National Chiao Tung University	http://www.nctu.edu.tw/
8	國立中央大學	National Central University	http://www.ncu.edu.tw
9	國立中山大學	National Sun Yat-sen University	http://www.nsysu.edu.tw
10	國立臺灣海洋大學	National Taiwan Ocean University	http://www.ntou.edu.tw
11	國立中正大學	National Chung Cheng University	http://www.ccu.edu.tw
12	國立陽明大學	National Yang-Ming University	http://www.ym.edu.tw
13	國立臺北大學	National Taipei University	http://www.ntpu.edu.tw/
14	國立東華大學	National Dong Hwa University	http://www.ndhu.edu.tw
15	國立暨南國際大學	National Chi Nan University	http://www.ncnu.edu.tw
16	國立臺東大學	National Taitung University	http://www.nttu.edu.tw
17	國立宜蘭大學	National Ilan University	http://www.niu.edu.tw
18	東海大學	Tunghai University	http://www.thu.edu.tw
19	輔仁大學	Fu Jen Catholic University	http://www.fju.edu.tw
20	東吳大學	Soochow University	http://www.scu.edu.tw

21	中原大學	Chung Yuan Christian University	http://www.cycu.edu.tw
22	淡江大學	Tamkang University	http://www.tku.edu.tw
23	中國文化大學	Chinese Culture University	http://www.pccu.edu.tw
24	逢甲大學	Feng Chia University	http://www.fcu.edu.tw/wSite/mp
25	靜宜大學	Providence University	http://www.pu.edu.tw
26	長庚大學	Chang Gung University	http://www.cgu.edu.tw
27	元智大學	Yuan Ze University	http://www.yzu.edu.tw
28	中華大學	Chung Hua University	http://www.chu.edu.tw
29	世新大學	Shih Hsin University	http://www.shu.edu.tw
30	臺北醫學大學	Taipei Medical University	http://www.tmu.edu.tw
31	中山醫學大學	Chung Shan Medical University	http://www.csmu.edu.tw
32	中國醫藥大學	China Medical University	http://www.cmu.edu.tw
33	中央研究院	Academia Sinica	http://www.sinica.edu.tw