

# Application Guidelines for English Teaching Volunteer Service Program for Overseas Youth 2025

## SPONSORS

Overseas Community Affairs Council, R.O.C. (TAIWAN) (OCAC)  
K-12 Education Administration, Ministry of Education (MOE)  
Hakka Affairs Council (HAC)  
Council of Indigenous Peoples (CIP)

## Program Period

The program will be held from July 5 to August 1, 2025, with 800 volunteers expected to be recruited(OCAC reserves the right to adjust the number of volunteers according to the actual numbers needed by domestic schools)

## APPLICATION Eligibility

1. "Compatriot youth":
  - (1). Applicants should hold an i-Compatriot Card when applying for the program. Applicants must be in the 11th grade or above at the time of application and between the ages of 17 before November 30, 2025 and 25 before July 5, 2025 (Only those born from July 6, 2000 to November 30, 2008 are eligible, as shown on passport).
    - \* i-Compatriot Card website : <https://icard.taiwan-world.net/tw/index>
    - \* i-Compatriot Card service line and email : 886-2-2327-2929 ; card@ocac.gov.tw
  - (2). Applicants should live in an English speaking country (those not living in an English speaking country must be an English native speaker or provide proof of achieving higher than CEFR B2 level). Applicants must have basic communication skills in Mandarin.
  - (3). Applicants who apply for this program as of Hakka origin must be recommended by Hakka association or groups in their place of overseas residence, and note their Hakka ancestral place in Taiwan when applying.
  - (4). Applicants who have previously participated in the English Teaching Volunteer Service Program can apply again; however those who have never participated in this program will be given the priority for admission in the program.(If there are still places, those who have previously participated will be admitted on a merit-based basis)
2. Students recommended by the Taiwan Centers for Mandarin Learning (TCML) and Taiwanese Mandarin Teachers teaching in mainstream schools in European and American countries:
  - (1). Applicants are not required to possess the i-Compatriot Card, and the qualification are aligned with those of the above "Compatriot youth".
  - (2). Applicants recommended by TCML have to submit the recommendation letter(in Chinese) provided by the teacher.
  - (3). Each Taiwanese Mandarin Teacher teaching in European and American mainstream schools are able to recommend 2 students, and the students must adhere the recommendation letter(in Chinese) when applying for the program.

**\*The recommendation letter has to be sent to OCAC's email:[ocactree@ocac.gov.tw](mailto:ocactree@ocac.gov.tw) by the teacher.**

## **APPLICATION PROCEDURE**

1. Application period: from November 25<sup>th</sup>, 2024 until March 10<sup>th</sup>, 2025 (Taiwan Standard Time, GMT+8).
2. Please apply for the program on the OCAC activity registration website (<https://register.ocac.gov.tw/cht/index.php?/sign/2025summer>) and upload the following documents as e-files to the “document submission” column of the registration system.
  - (1) Program Rules signed by the applicant and his/her parents. (Please sign in block letters in Chinese or English)
  - (2) A photocopy of the passport or permanent residence certificate of the country of residence.
  - (3) Self-introduction (please highlight personal characteristics and aptitudes, such as leadership in club activities, experience in teamwork and group life, education or teaching and social work expertise, experience and background), and attach a 1.5-inch bust photo taken within the last 6 months.
  - (4) Volunteer service certificate, proof of employment or supporting materials for important achievements, honors, deeds and qualifications (if none, not mandatory).
  - (5) One copy of official results transcripts including all semester grades or evaluation results of off-campus learning above Grade 9 (and apply for another copy for backup).
  - (6) Those not living in an English speaking country must be an English native speaker or provide proof of achieving higher than CEFR B2 level.
  - (7) Recommendation letter from teachers (Compatriot youth applicants are not required).
3. Admission notification will be posted on OCAC official website ([www.ocac.gov.tw](http://www.ocac.gov.tw)) before April 5, 2025. The accepted applicants should confirm attendance online (Check-in Area for Admitted Volunteers of English Teaching Volunteer Service for Overseas Youth 2025) and provide arrival flight information with a copy of purchased airline ticket, Health Certificate (Annex 1), the digital certificate system privacy statement and authorization letter for the collection and processing of personal information signed by the applicant (Annex 2, parent signature not required for those over 18 years old), a consent form for portrait rights (Annex 3), a letter of authorization for copyright property rights signed by the applicant and his/her parents (Annex 4, parent signature not required for those over 18 years old) and photocopy of medical insurance certificate (medical insurance that better covers overseas medical benefits) before April 30, 2025 (Taiwan Standard Time, GMT+8). Failure to reply or upload the aforementioned materials on time will be regarded as having given up the right to participate.

## **ACTIVITY CONTENTS**

1. First week: English training skill enhancement.
2. Second and Third week: Each participant will teach English at a junior high school or elementary school in Taiwan (Teaching time will be 8 hours a day Monday to Friday).
3. Fourth week (5-day): Taiwan cultural visits.

## **PROGRAM FEES**

1. For the entire duration of the program, the sponsors will pay for meals, accommodation, group transportation in Taiwan and administration expenses. The sponsors will also provide

NT\$4,000,000 casualty (accident) insurance and NT\$400,000 accident medical insurance.

2. The participant must pay the following expenses:
  - (1) Round-trip air fares from the country of residence to Taiwan.
  - (2) Personal medical expenses.
  - (3) Accommodation, transportation and other expenses if the participant arrives earlier or leaves later.
  - (4) Other personal expenses.

## **VALIDITY OF PASSPORT AND VISA**

The participant must have a passport with more than six months validity to be allowed entry into Taiwan. Visa Exempt Entry and Landing Visa are NOT applicable for any stay over 90 days. The participant should contact the nearest R.O.C. (Taiwan) Embassy, Mission or Cultural Office beforehand to apply for a suitable visa if they intend to stay for longer than 30 days. The OCAC and program organizer shall not be held responsible for any inconvenience caused if the participant's visa expires.

## **RIGHTS AND OBLIGATIONS**

1. During the program, accommodation is based on the principle of 4-6 people sharing 1 room.
2. This program is international volunteer service, not a pleasure visit. During the teaching service period, volunteers are not allowed to choose school freely, and the school to which volunteers are allocated may be remote or lack teaching resources and the living environment may be of a lower level than in the city. We hope volunteers can have an in-depth experience and merge into local life through teaching service and hope they can establish a correct understanding of volunteer service.
3. The OCAC reserves the right to review, admit and allocate volunteers; after an admitted volunteer is allocated to a school, no request for change of school will be accepted.
4. All those enrolled and taking part in service must complete English teaching program service unless this is prevented by health reasons or force majeure. Those who complete the full 3-week program and who have not violated the rules of the undertaking unit or the school where they volunteered will be given an 80-hour English-Chinese service certificate.
5. Volunteers are required to abide by the Program Regulations, please read them carefully before applying.

**\*For any doubts about registration, the Chinese prospectus shall take precedence.**