MandarinRocks
時代國際漢語

2009 Study-Internship Application

Applicant Information

Personal Information

First Name _____ Family Name _____ Gender ☐Male ☐Female

Nationality_____ Native language _____ Date of Birth _____（YY/MM/DD）

Tel No. _____ Mobile No. _____ E-mail _____

Address_____ (street)_____ (city)_____ (zip code) _____ (country)

Company/School_____ Occupation/Grade _____ Website_____

Passport Number_____

Current level of Chinese

☐Total Beginner ☐Beginner ☐Elementary ☐Pre-intermediate ☐Intermediate ☐Advanced

Health Condition

Any medical conditions(Allergies, asthma, illnesses, previous injuries, disabilities)

☐None ☐Yes_____(please specify here)

Symptoms_____ Medications_____

Emergency Contact

Name_____ Relationship_____ Tel No._____ Mobile No_____

Do you have experience living or working in China or any other countries?

☐ None ☐Yes_____

(please specify when and for how long)

Taken any programs with Mandarinrocks before? ☐None ☐Yes_____(please specify)

How did you hear about us? Please specify here

☐Advertisement_____ ☐Google Search ☐Yahoo Search ☐ Agent _____

☐Friend_____ ☐Company_____

Internship Intention

Preferred fields of internship (advertising, communication, education, engineering, finance, marketing, media, real estate, sales, trade, etc.)

First choice_____ Second Choice_____ Third Choice _____

What department would you like to work in? For what reasons?

What do you expect to gain from internship experience in China?

Other Information you need us to know

Program Data

Program you'd like to apply for

☐Beginner 8 weeks Chinese course+ 4-12 weeks internship

☐Elementary/Above 4 weeks Chinese course+ 4-12 weeks internship

☐Elementary/Above 8 weeks Chinese course+ 4-12 weeks internship

☐Others, please specify_____

Start Date （Non-beginner or individual courses start every Monday）

☐Jan 12 ☐Feb 09 ☐Mar 09 ☐Apr 06 ☐May 04 ☐Jun 01 ☐Jun 29 ☐Jul 13

☐Jul 27 ☐Aug 10 ☐Aug 24 ☐Sep 21 ☐Oct 19 ☐Nov 16 ☐Dec 24 ☐Others_____

Internship Duration

☐4weeks ☐8weeks ☐12weeks ☐Others_____

Extra individual lessons during internship

☐ No ☐Yes ☐+ 4 lessons per week ☐+ 6 lessons per week

Airport Pick-up ☐No ☐Yes Arrival Date_____（YY/MM/DD）Airline_____

Airport of Arrival_____ Flight No_____ Arrival Time_____

Housing Arrangement ☐No ☐Yes ☐Private Studio ☐Single room in shared apartment ☐Others_____

Check-in Date_____ （YY/MM/DD） Check-out Date_____（YY/MM/DD）

Payment

☐Bank Transfer ☐Credit Card(in person) ☐Cash(in person)

I have read and agree with Mandarinrocks' Study-Internship Terms and Conditions

Signature _____ Date _____

Terms and Conditions

The following terms and conditions are an agreement between you and MandarinRocks

Ⅰ Application and Payment
1 Complete Application Form and send with resume in person, by mail, fax or via internet
2 We will contact you by telephone, fax or via internet
3 Bookings with Application & Registration Fee (80USD/60EUR) will be confirmed
4 Pay full payment upon confirmation at least 8 weeks prior to your start date
* Late applicants are accepted on case to case basis
Ⅱ Passport & Visas & Formalities
It is a must that students possess valid passport, visa , medical and travel insurance throughout the program
Ⅲ Course
1 Lessons length: 50 min.
2 Lesson Length will be shortened to 30 min when there are less than two students in one full time group course
3 Change course fee: 45USD/34EUR
4 For private tuition, surcharge may occur for lessons given outside of school
5 For cancellation or reschedule of private tuition, 24 hour notice should be given or there won't be make-up lessons
6 Course cannot be transferred to other students
Ⅳ Internship
1 Participants must be aged between 18 and 27 , completed secondary school and speak fluent English
2 An interview may be organized with the host company before internship
3 Should the host company not accept the participant, we would make efforts to find a replacement company
4 Participants should abide by the regulations of MandarinRocks and host company
5 Attendance is mandatory unless prior agreement is given by MandarinRocks or host company
6 The internship is unpaid during internship period
Ⅴ Accommodation
1 Bookings start from two weeks, specifically from Sunday before the course begins to the Saturday immediately following the end of the course.
2 Accommodation price is subject to change in accordance with different period of year
3 Accommodation request should be proposed at least 6 weeks before start date
4 Extension beyond the duration of program is subject to availability of space
Ⅵ Refund Policy
1 Registration & Application Fee: non refundable but may be applied to future registration in the same year
2 Internship Placement: non refundable
3 Tuition, textbook fee and airport-transfer: refundable only if cancellation is made two weeks (14days) or more prior to set start date. 5% of above fee is retained to cover our expenses
4 Accommodation: refundable only if cancellation is made four weeks (28days) or more prior to set check-in date. 5% of above fee is retained to cover our expenses
5 If cancellation is not made prior to abovementioned time, 4 weeks of tuition fee and accommodation, textbook fee and airport-transfer will be retained by the school. The balance will be refunded. However, this will not apply if a student has enrolled a course based on a visa letter issued by the school
6 No refund after program starts
7 Refund will be made within forty days. Students need to apply to agency for refund if they pay through agency
Ⅶ Code of Conduct
Students should observe MandarinRocks' regulations and policy. Students will be removed without a refund if they engage in illegal, violent or improper behavior.