

111-2 Announcement for LDCC Tutor Grant

1. Introduction

To enhance students' English oral communication skills at Wenzao Ursuline University of Languages, Language Diagnostic & Consulting Center (hereinafter referred to as "LDCC") is recruiting outstanding students for language teaching and learning. Being a language tutor cannot only enhance students' sense of responsibility and achievement but also increase their self-competitiveness in the future.

2. Eligibility

Eligible applicants are those who

- 1) have successfully completed the 1-credit elective course, "**Practical Teaching Project for Tutors**".
- 2) received a grade of 80 (and above) in their academic and conduct performance in the previous semesters.
- 3) have passed the English/foreign languages benchmark for graduation.
- 4) have never got any kind of demerits.
- 5) will be able to teach for 35 hours during the spring semester as a language tutor at LDCC.

3. Grant

The amount of grant has been confirmed by Wenzao Ursuline Executive Committee Meeting on 2021 June 1st. The first payment will be processed after the successful applicants are finalized; the second payment will NOT be processed until the grant recipients have fulfilled the obligation of teaching for 35 hours at LDCC by the end of the fall semester.

4. Number of the grant winners: 10

(LDCC remains the rights to modify the number of tutors in terms of the candidates' performance.)

5. Application Process

- 1) From now on the applications can be submitted to LDCC.
- 2) The submission of the applications will be due by **17:00, March 20th, 2023**.
- 3) Please complete the Google Form (<https://forms.gle/JMdUThbSVPdQsPFW8>) and upload the required documents which include:
 - Application form (PDF file)
 - Lesson plan (PDF file, please refer to the attached lesson plan format)
 - Cumulative grades in the previous semesters
 - Cumulative conduct scores in the previous semesters
 - Officially issued Language proficiency certificate/transcript

QR Code to Google form:



6. Grant Process

- 1) Successful applicants will be announced on the LDCC website and notified via e-mail.
- 2) There will not be any notice for those who are not recruited.
- 3) The grant will be awarded to the qualified applicants. Here are some reasons grant recipients might have to repay all or part of their tutor grant.
 - If they withdrew early from the project for which the grant was given to them.
 - Their enrollment status changed in a way that affected their eligibility for the grant. For example, if they switched from the day division to the night division or transferred to other schools, their grant amount will be reduced accordingly.

7. Miscellaneous

- 1) Anyone who fails to submit the required information or documents will be viewed unqualified.
- 2) All the submitted information or documents will be stored at LDCC
- 3) LDCC reserves the right to modify event content and change/suspend/cancel the event. Any updates will be announced on the LDCC website whenever necessary.

8. Contact

If you have any questions, please feel free to contact Sophia Chiang at LDCC.

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