



Mandarin Training Center, National Taiwan Normal University

1-on-1 Class : Business Chinese Courses

I. Course Objectives and Target Applicants

1. This course is designed for learners who have completed the "A course in Contemporary Chinese Book 4" or those who have studied for approximately 400 hours or achieved CEFR-B1 level.
2. Recommended age: 18 years old and above.

II. Class Schedule and Teacher Arrangement

1. Course Schedule and Teacher Arrangement

(1) In principle, we will arrange a teacher whose availability matches the student's requested schedule. Classes may be scheduled at any time from Monday through Sunday, 24 hours a day (Taiwan time).

(2) Class times are generally fixed. For example, a class may be scheduled every Monday from 8:00–10:00 PM. If you require a flexible schedule, please contact our customer service staff.

(3) There are fewer teachers available during certain time periods, such as weekend evenings and late-night hours in Taiwan. However, students may still indicate their preferred schedule when registering, and our staff will assist with teacher matching. If we are unable to find a suitable teacher initially, we will discuss alternative schedules with the student to find a mutually suitable time.

(4) If a student has already completed payment but we are still unable to match them with a suitable teacher after discussing alternative schedules, the full amount paid, including the NT\$600 registration fee, will be refunded.

2. Recommended Course Frequency

Most students take classes 1–3 times per week, with each class lasting 1–2 hours. The frequency and duration may vary depending on each student's individual needs.

3. Right to Determine Course Availability

The Center reserves the right to determine whether a course will be offered.



III. Tuition fees

1. Courses are offered in hourly packages. Students may choose either one-on-one lessons or two-person classes. Please refer to the price list below.
2. For two-person classes, students must find their own classmate at a similar proficiency level with matching availability. The Center does not assist with forming two-person classes.

Class hours	One-on-One (each person)	Two-Student class (each person)
10 hours	NT\$12,000	NT\$8,100
20 hours	NT\$21,600	NT\$15,700
40 hours	NT\$42,600	NT\$28,500
60 hours	NT\$63,600	NT\$40,900

IV. Instructor Information

1. Please refer to the [Instructor page](#) on our official website for information about our teachers. All of our instructors are based in Taiwan and are Taiwanese. Most have professional training and experience in teaching Mandarin Chinese, or have completed our Center's teacher training program and been selected to teach with us.
2. Students who wish to request a specific instructor may indicate their preference on the customized course registration form or contact us by email. Please note that if a specific instructor is requested, the class schedule must be arranged according to that instructor's availability. Similarly, if students wish to request an instructor who speaks a particular language, the class schedule must be arranged according to the availability of an instructor who meets that language requirement.

V. Course Materials and Topics

1. Course Materials

《Advanced Business Chinese》consists of two volumes and is designed to enhance the conversational skills of upper-intermediate to advanced Chinese learners in business settings. Volume 1 focuses on communication within a company and situations in which colleagues or friends discuss work-related topics, while Volume 2 focuses on real-world communication between a company and external parties.

<http://www.mtc.ntnu.edu.tw/eng/book/book-show-9.html>



2. Topics Covered in the Two Volumes

Please refer to the following link for more information.

https://www.mtconline.tw/mtconline/upload_files/course/04_附件_4%20商務中文課程主題.pdf

3. Course Levels and Recommended Study Hours

It takes 14-17 hours for each lesson, but may vary depending on individual comprehension or learning needs.

VI. One-on-One Course Policies

<https://www.mtconline.tw/mtconline/service-guidelines.php>

The following are three key points only. For complete details, please refer to the Terms of Service above:

- 1.If a student is more than 20 minutes late, the instructor will leave the class, and the missed lesson will not be rescheduled or made up.
- 2.Except in cases of force majeure, students must submit a leave request at least 24 hours before the scheduled class at least 24 hours before the scheduled class. Otherwise, the lesson will be considered a missed class. In the event of force majeure, please contact us by email and explain the circumstances. The Center reserves the right to review and determine whether the situation qualifies as force majeure.
- 3.Effective February 1, 2026, courses purchased in 10- or 20-hour packages must be completed within 6 months, while courses purchased in 40- or 60-hour packages must be completed within 1 year.

VII. Steps

Step 1. Register

Please register an account on the website

<https://www.mtconline.tw/mtconline/register.php?language=en>

Step 2. Purchase

Purchase your preferred number of course hours.

<https://www.mtconline.tw/mtconline/course-BusinessChinese.php>

Business Chinese

MT Online will customize a learning program for you based on your needs, interests, level, and schedule. After purchasing, we will arrange classes within 3-7 working days. The fee includes the application fee NT\$ 600.

	1-on-1 Tutorial	Group of 2 Students
10 hr	☐ NT\$12,000	☐ NT\$8,100/per Student
20 hr	☒ NT\$21,600	☐ NT\$15,700/per Student
40 hr	☐ NT\$42,600	☐ NT\$28,500/per Student
60 hr	☐ NT\$63,600	☐ NT\$40,900/per Student

[Demonstration Video](#) [Purchase Now](#)



Step 3. Fill out the form 連結：<https://reurl.cc/MWNElp>

Note: Students may also complete the customized course questionnaire first and purchase the course after a teacher has been successfully matched. However, for administrative processing and scheduling purposes, priority will be given to students who have already completed their purchase. We kindly ask for your patience and understanding.

Step 4. Teacher Matching

MTC will assist in matching you with a suitable instructor and will contact you by email.

Step 5. Pre-Course Interview

The interview will not count toward your purchased course hours and will take approximately 10–30 minutes. Its main purposes are to meet the instructor, assess your Chinese proficiency, discuss the teaching materials to be used, and confirm your regular class schedule.

Step 6. Start of the Course

Based on the results of the interview, we will set up your class schedule in our system. You will then be able to log in to the online classroom and begin your lessons.

VIII. Note

1. If you are unable to attend the scheduled classes, please refrain from registering. For enrolled students, in the event of serious misconduct or circumstances, the Center reserves the right to terminate the student's continued participation in the course. Any refund will be handled in accordance with the Center's refund policy.
2. Any changes related to the course will be announced separately on the MTC Online official website.

Contact

If you have any questions, please contact Ms. Chen.

Phone: +886-02-7749-5165

Email: MTOnline@mtc.ntnu.edu.tw

Office Hours: Taiwan time (GMT+8) Monday to Friday, 9:00~12:00 and 13:30~16:00