



JAN XX th, 202X

Dear **學生姓名**,

I am pleased to extend an invitation regarding your application to the **TEEP Program in the XXX (研究中心or系所)** at Ming Chi University of Technology, Taiwan (hereinafter referred to as MCUT).

This invitation is valid for the period beginning on **January 11th, 2024 and concluding on April 27th, 2024. (請自行更動日期)**, For your participation as a research intern at MCUT, you will be provided with approximately **USD \$500 (15,000 NTD)** as monthly stipend during the period of your internship. **The campus accommodation will also be arranged for you at an affordable cost (~500 NTD per week). (請自行更動若有需要學生自行承擔的費用 (住宿費),若無則可刪除此段落)**, For clarification about the purpose of your visit, please note that there are **no employment relations** between you and our hosting institution, faculty members, research project, and financial aid support.

Dr. XXX (指導教授) will be the project leader of this TEEP program. I believe that this program will offer you a wonderful opportunity to experience our advanced teaching facilities and cutting-edge research labs. On behalf of all the faculty and staff of MCUT, I welcome your participation wholeheartedly and look forward to meeting you here soon.

Sincerely Yours,

主任簽名+蓋研究中心/系所章

Dr. XXX (主任姓名)

Chair, XXX (研究中心or系所)