國立陽明交通大學雙語教育與學習推動辦公室
EMI補充課程補助方案
Office of Bilingual Education, National Yang Ming Chiao Tung University
Subsidization Program for EMI Supplementary Classes

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一、目的：為強化本校大學部英語授課(EMI)課程教學和學習成效，本校雙語教育與學習推動辦公室特訂EMI課後補充課程補助方案協助EMI授課教師掌握全班學習進度，並提昇修習EMI課程學生精進知識與學習成效。

Purpose: To enhance the teaching and learning of the EMI courses on the undergraduate level, the Office of Bilingual Education (OBE) initiates the subsidization program aiming at supporting the EMI instructor in managing the learning progress of the class, and helping students advance their knowledge and learning in the EMI courses.

二、申請對象：開設EMI課程之教學單位、授課教師或修習EMI課程學生。

Eligible applicants: Teaching units and instructors offering EMI courses, or students enrolled in EMI courses.

三、教學對象：修讀EMI課程學生。

Attendees of the supplementary classes: Students enrolled in EMI courses.

四、開課規定：

Policy on course offering:

(一) 補充開課課程須為課務組認定之英語授課課程(不含語言課程、專題演講、個別 研究、書報討論及專題討論、及大學專題及在職專班)。

The course offered must be recognized by the Division of Curriculum as an EMI course (excluding language courses, keynote speeches, individual research, journal discussion seminars, seminars, undergraduate projects, and in-service programs).

(二) 由本校開設之EMI課程之系所、授課老師或修課學生提出申請，每次上課人數至少1位學生。

Applications may be submitted by the department offering the EMI course, the course instructor, or the enrolled students. Each supplementary class must have at least one student in attendance.

(三) 補充課程助教可由開課系所或授課教師所推薦之博碩士生，或經授課教師推薦之成績優秀大學部學生(需由系所或授課教師推薦)，利用課餘時間進行課後輔導課程。

The teaching assistant of the supplementary class can be a doctoral or master's student recommended by the department or the instructor offering the EMI course, or an undergraduate student with outstanding academic performance and recommended by a

department or the instructor (recommendation signature is required), and will conduct the supplementary classes at his or her free time.

(四) 本辦公室得隨課堂錄影並將內容製成影片，作為相關課程補充教學使用。

OBE may record the classes and create videos as supplementary teaching materials for relevant courses.

五、辦理程序：

Procedure:

（一） 申請單位或申請人請於開課後至第12周前，將補充課程補助申請表繳交至本辦公室。

The applying unit or applicant shall submit the Supplementary Course Subsidy Application Form to our office after the course begins and before the end of Week 12.

(二) 每堂課學生須線上簽到簽退，助教於課後填寫課程紀錄表、及期末繳交學生回饋單。

For each class, students shall complete online sign-in and sign-out; the teaching assistant shall fill out the course record form after each class and submit the student feedback forms at the end of the semester.

六、補助基準：課輔助教依身份別訂定以下鐘點費標準：

大學生鐘點費每小時 500元，

碩士生鐘點費每小時 600元，

博士生鐘點費每小時 725元，

依實際授課時數支付。

Standard of subsidization: the hourly rate of the teaching assistants is based on their level of academic status, as follows:

Undergraduate student: NT$500 per hour;

Master’s student: NT$600 per hour;

Doctoral student: NT$725 per hour;

Payments will be made based on the actual teaching hours.

七、查無實際授課事實者，該申請單位或申請人不得再申請當學期課後輔導補助方案。

If no actual teaching is found, the applicant will not be permitted to apply for the Subsidization Program again during the same semester.

八、本辦公室保留補助規則及補助金額修改之權利，並自發布日起開始實施。

The Office reserves the right to amend the subsidization policy and the subsidy amount. The amendments will be implemented on and from the day of their announcement.