

國立中興大學生命科學系學生校外實習實施辦法

Guidelines for Off-Campus Students Internship in the Department of Life Sciences at National Chung Hsing University

114 年 6 月 16 日系務會議訂定

Established at the Department Affairs Meeting on Jun. 16, 2025

第一條 國立中興大學生命科學系（以下簡稱本系）為落實專業課程校外實習制度之實施，依據「國立中興大學學生校外實習要點」之規定，訂定「國立中興大學生命科學系學生校外實習實施辦法」（以下簡稱本辦法）。

Article 1 To implement the off-campus internship system for professional courses, the Department of Life Sciences at National Chung Hsing University (hereafter referred to as “the Department”) hereby establishes the “Guidelines for Off-Campus Students Internship in the Department of Life Sciences at National Chung Hsing University” (hereafter referred to as “these guidelines”) in accordance with the “National Chung Hsing University Guidelines for Off-Campus Student Internships.”

第二條 實施目標：使學生在實習過程中將理論知識與實務經驗結合，參與產、官、學、研界之運作，了解其研發管理現況，拓展本系學生之專業實務能力及探索職涯發展潛能。

Article 2 Purpose: To enable students to integrate theoretical knowledge with practical experience during internships, participate in operations across industry, government, academia, and research sectors, understand current practices in research and development management, enhance their professional skills, and explore their career potential.

第三條 本系應與學生校外實習單位簽署「國立中興大學學生校外實習合約書」，並依本校學生校外實習要點第七點成立「國立中興大學生命科學系學生校外實習委員會」（以下簡稱實習委員會）。

Article 3 The Department shall sign the “National Chung Hsing University Student Off-Campus Internship Contract” with the internship provider and establish the “National Chung Hsing University Department of Life Sciences Student Off-Campus Internship Committee” (hereinafter referred to as the Internship Committee) in accordance with Article 7 of the University’s Internship Guidelines.

第四條 學生校外實習單位由本系提供之合作單位為主，若學生自行尋找實習單位，需要經實習委員會審核通過，以確保學生實習的安全。

一、校外實習以不支薪為原則，交通、膳宿費，由學生自理。

二、學生實習期間需要辦理實習保險。

Article 4 Internship providers shall primarily be those partnered with the Department. If a student finds an internship independently, it must be reviewed and approved by the Internship Committee to ensure safety.

I. Off-campus internships are generally unpaid. Transportation, meals, and accommodation expenses are to be borne by the student.

II. Students must obtain internship insurance during the internship period.

第五條 學生至校外實習請修習本系開設之實習選修課程，並依據課程規定，提供實習心得報告由實習課程教師評分。

Article 5 Students participating in off-campus internships must enroll in the elective internship course offered by the Department. A reflective internship report must be submitted and will be graded by the course instructor in accordance with course requirements.

第六條 本辦法經系務會議通過並報請校級學生校外實習委員會核備後公告實施，修正時亦同。

Article 6 These Guidelines shall be implemented following approval by the Department Affairs Meeting and review by the University’s Student Off-Campus Internship Committee. The same procedure applies to any future amendments.