

生命科學系研究生獎助學金實施細則

Implementation Rules for Graduate Student Scholarship and Student Aid in the Department of Life Sciences

104 年 9 月 16 日系務會議通過

105 年 9 月 21 日系務會議修訂通過

108 年 6 月 5 日系務會議修訂通過

Approved at the Department Affairs Meeting on Sep. 16, 2015

Amended at the Department Affairs Meeting on Sep. 21, 2016

Amended at the Department Affairs Meeting on Jun. 5, 2019

一、獎助學金之發給，每學年第一學期以每年九月至翌年一月為原則；第二學期以每年二月至六月為原則。

I. Scholarships and student aid are disbursed on a semester basis. The first semester follows the standard schedule from September to January of the following year, while the second semester runs from February to June.

二、本系獎學金區分為獎勵研究優秀學生獎學金、預研究生獎學金及獎勵入學成績優異學生獎學金，分配方式如下：

II. The department's scholarships are categorized into three types: the Scholarship for Outstanding Research Students, the Pre-Graduate Student Scholarship, and the Scholarship for Outstanding Entrance Exam Performance. The allocation methods for each scholarship are as follows:

(一) 獎勵研究優秀學生獎學金：

1. 每位一般研究生(在職生及依「大陸地區人民來臺就讀專科以上學校辦法」入學之學生除外)為一個基數，由指導教授決定經費分配方式。
2. 未指導研究生之專任教師及擔任實習課教學之兼任教師，可提出分配一個學生基數。
3. 本系助教可分配一至二個學生基數。

i. Scholarship for Outstanding Research Students:

1. Each regular graduate student (excluding working students and students admitted under the "Regulations Governing the Enrollment of Mainland Chinese Students in Junior Colleges and Institutions of Higher Education") is considered a unit for funding allocation. The distribution of funds is determined by the advising professor.
2. Full-time faculty members without assigned research students and part-time faculty members teaching internship courses may apply for one student unit.
3. Teaching assistants in the department may receive one to two student units.

(二) 預研究生獎學金：符合預研究生規定始得提出申請，於碩士班一年級下學期給予獎學金一萬元。

ii. The Pre-Graduate Student Scholarship is available for applicants who meet the eligibility requirements for pre-graduate students. A scholarship of NT\$10,000 is awarded during the second semester of the first year of the master's program.

(三) 入學成績優異學生獎學金：以下每位各二萬元，該獎學金分二次發放(上下學期各乙次)。

1. 碩士班正式報到後列為第一名，甄試及考試入學各組二名，共六名。

2. 博士班甄試及考試入學由三組召集人決定一名。

iii. The Scholarship for Outstanding Entrance Exam Performance awards NT\$20,000 to each recipient, disbursed in two installments—one per semester.

1. For the master's program, the top-ranked student after official enrollment receives the scholarship, along with two students from each of the entrance exam and recommendation admission categories, totaling six recipients.

2. For the doctoral program, one recipient is selected by the conveners of the three admission groups from both the entrance exam and recommendation admission categories.

(四) 符合獎勵研究優秀學生獎學金及預研生獎學金核發資格者，於獎學金核撥時若辦理休學則視同放棄。

符合獎勵入學成績優異學生獎學金核發資格者，若辦理休學則視同放棄，由該組依名次順序遞補。

iv. Students who qualify for the Scholarship for Outstanding Research Students and the Pre-Graduate Student Scholarship will be deemed to have forfeited their scholarship if they take a leave of absence at the time of disbursement.

Similarly, students eligible for the Scholarship for Outstanding Entrance Exam Performance will forfeit their scholarship if they take a leave of absence. In such cases, the scholarship will be awarded to the next eligible student based on ranking within the respective admission group.

三、本系助學金區分為教學助理及行政助理，分配方式如下：

(一) 教學助理：依本校「教學助理制度實施要點」辦理，必修實驗課程助教由授課老師與學生簽訂相關文件。

(二) 行政助理：協助系務及公共空間管理則由系主任與學生簽訂相關文件。

(三) 經費分配以二個基數計算。

(四) 教學及課程委員會公布當學期協助教學及協助系務事項，供研究生申請，每項均有督導人員負責考核。

III. The department's assistantships are categorized into Teaching Assistants (TAs) and Administrative Assistants, with the following allocation methods:

i. Teaching Assistants: Managed according to the university's Administrative Guidelines for Teaching Assistantships. TAs for compulsory laboratory courses must sign relevant agreements with the course instructor.

ii. Administrative Assistants: Responsible for assisting with departmental affairs and managing public spaces. These assistants must sign agreements with the department chair.

iii. Funding Allocation: Assistantship funding is calculated based on two student units.

iv. Application and Evaluation: The Curriculum Committee announces the available teaching and administrative assistant positions for each semester. Graduate students may apply, and each position is supervised and evaluated by designated personnel.

- 四、獎勵研究優秀學生獎學金可依據教師需求改列為助學金，列為助學金者教師須與學生依規定簽定相關文件。
- IV. The Scholarship for Outstanding Research Students may be converted into an assistantship based on faculty needs. In such cases, the faculty member must sign a formal agreement with the student according to the relevant regulations.
- 五、學習之期間須俟次學期新分配人員銜接為止。依實際需要排定時段，於每項學習事項列明需要的期間，供作學生參考。各學習事項表現由督導人員評量之。
- V. The duration of assistantship responsibilities must continue until new assignments are made for the next semester. Work schedules are arranged based on actual needs, with specific time commitments outlined for reference. The performance of each task is evaluated by designated supervisors.
- 六、研究生協助校內教學及行政工作等不盡責，或觸犯校規受記過以上處分者，應限制申請或停撥本獎助學金。
- VI. Graduate students who fail to fulfill their assigned teaching or administrative responsibilities or receive a disciplinary record of a demerit or higher due to violations of university regulations may have their eligibility for scholarships and assistantships restricted or revoked.
- 七、領取獎助學金之研究生，如有下列情形發生，得向系辦公室提出申訴，由系辦公室酌情處理：
- (一) 分配之學習事項與研究生能力不符者。
- (二) 於學習期間發現內容或時數與原設定不符時。
- (三) 於學習期間未經預先告知，即變更內容或時數。
- VII. Students receiving scholarships or assistantships may file an appeal with the department office under the following circumstances:
- i. The assigned tasks do not match the student's qualifications or abilities.
- ii. There is a discrepancy between the actual work performed and the originally agreed-upon content or time commitment.
- iii. Changes to assigned responsibilities or hours occur without prior notice.
- 八、本辦法未盡事宜，依據「國立中興大學研究生獎助學金實施辦法」及「國立中興大學生命科學系研究生獎助學金審核辦法」之規定辦理。
- VIII. For matters not covered in these guidelines, the department follows the "National Chung Hsing University Regulations for the Administration of Graduate Student Scholarship and Student Aid" and the "Guidelines for the Review of Graduate Student Scholarship and Student Aid in the Department of Life Sciences at National Chung Hsing University."
- 九、本辦法經系務會議通過後實施，修正時亦同。
- IX. These Implementation Rules shall take effect upon approval by the Department Affairs Meeting. The same procedure shall apply to any future amendments.

若中文版本與英文翻譯版本有任何差異，以中文版本為準。

In the event of any discrepancies between the Chinese version and its English translation, the Chinese version shall prevail.