

國際文教暨涉外事務學院

大專校院學生雙語化學習計畫師生獎補助辦法實施要點

Guidelines for Awarding Teachers and Students Who Participate in the BEST Program

College of International Culture, Education and Foreign Affairs Wenzao Ursuline

University of Languages

民國 111 年 3 月 2 日院務會議通過

民國 111 年 7 月 7 日院務會議修訂通過

民國 111 年 9 月 28 日院務會議修訂通過

民國 112 年 5 月 10 日院務會議修訂通過

民國 112 年 9 月 27 日院務會議修訂通過

民國 112 年 11 月 29 日院務會議修訂通過

民國 113 年 9 月 20 日院務會議修訂通過

民國 113 年 12 月 4 日院務會議修訂通過

民國 113 年 12 月 27 日院務會議修訂通過

- 一、為獎勵國際文教暨涉外事務學院師生落實大專校院學生雙語化學習計畫重點培育學院(以下簡稱雙語計畫)之執行，特訂定「國際文教暨涉外事務學院大專校院學生雙語化學習計畫師生獎補助辦法實施要點」(以下簡稱本要點)。

To award teachers and students from the College of International Culture, Education, and Foreign Affairs (hereinafter referred to as the College) to execute the Program on Bilingual Education for Students (hereinafter referred to as the BEST Program), the Guidelines of Awarding and Subsidizing Teachers and Students Participating in the BEST Program of the College (hereinafter referred to as the Guidelines) are therefore formulated.

- 二、主辦單位：國際文教暨涉外事務學院(以下稱為本學院)。

Organizer: College of International Culture, Education, and Foreign Affairs

- 三、獎補助期間：僅限於本學院執行教育部雙語計畫期間。如本年度補助經費提前用畢，將另行公告截止期限。

Period: The reward/subsidy is limited to the period during which the BEST Program is implemented. If the budget is exhausted in advance, a separate announcement will be made regarding the deadline.

- 四、對象：協助推動本計畫之本學院各系、中心之教職員生。其他學院系中心教職員獎補助名額與額度透過校級會議協商後決定並另行公告。

Recipients: All faculty, staff, and students who contribute to the implementation of the BEST program under the College. The number and quota of awards and grants for faculty and staff of other colleges, departments and centers will be determined by agreement at a university-level meeting and announced separately.

- 五、經費來源：教育部雙語計畫所編列之經費。

Funding Source: The budget received from the Ministry of Education (MOE) for the implementation of the BEST Program.

六、教職員獎補助

For Faculty and Staff

1. 補助本學院專任(含約聘)教職員(不含英語系國家之外籍教職員)每年報名EMI教學認證考試所需費用。

The registration fees for English as a Medium of Instruction (EMI) teaching certification tests can be annually subsidized for full-time (including contract) faculty members of the College (excluding faculty members from English-speaking countries).

2. 補助本學院專任(含專案及獲本學院雙語計畫提供之授課鐘點費補助)教師開設磨課師線上EMI課程20,000元。經外審後之磨課師線上EMI課程並公開其課程共享予全國，可獲得最高30,000元獎勵金。每門課限申請一次。

The full-time (including contract and teachers from other colleges to provide EMI courses for our college) faculty members will be funded NT\$ 20,000 for applying to design an online EMI course on MOOCs. Those whose course passes external peer reviews and publicize nationwide can receive a maximum award of NT\$ 30,000. One course award can only be applied for once.

3. 獎勵本學院專任(含專案)教師考取EMI教學認證研習或考試：

Full-time (including contract) faculty members will be financially awarded upon:

- (1) 取得劍橋EMI技能研習證書：獎勵金3,000元。取得劍橋師資增能線上進修課程18小時證書：獎勵金10,000元。以上獎勵限申請一次。

Obtaining Cambridge EMI Skills Training Certificate with NT\$3,000; Obtaining an 18-hour certificate from the Cambridge Faculty Enhancement Online Course with NT\$10,000. The above rewards can be applied for once only.

- (2) 取得本校全英語教學技能師資(TTE)認證證書：獎勵10,000元。

Obtaining Wenzao Teaching Through English (TTE) certificate with NT\$10,000.

4. 為鼓勵教師進行EMI課程觀課，促進教學實務與反思，獎勵本學院專任(含專案)教師同意接受觀課者，獎勵1,000元(限EMI、ESP、EAP課程)；另經校外審查通過之EMI觀課課程影片、公開其課程於學院和社群網站者，根據審查分數的不同最高可獲得16,000元獎勵金；ESP和EAP課程則根據審查分數的不同，最高可獲得14,000元獎勵金。詳細獎勵級距金額請參考《EMI/ESP/EAP 外審獎勵表》。由院長遴聘校外審查委員進行審查。

*原始的影片須包含以下內容：(1)上課使用之教材(需全英或雙語)；(2)分組活動；(3)至少10分鐘的師生或學生彼此的互動。若全程單向授課超過40分鐘則不予送審。

To encourage instructors to conduct classroom observations for EMI courses and promote teaching practices and reflection, the full-time (including contract) faculty members will be funded NT\$ 1,000 for accepting an EMI course observation (only courses including EMI, ESP, and EAP). Furthermore, depending on the review score, EMI course videos have been externally reviewed and publicly shared on the college and social media website with a maximum reward of NT 16,000. The ESP and EAP courses' teachers who meet the criteria above can receive a

maximum reward of NT 14,000. The courses for rewards will be reviewed by external review committee members appointed by the dean.

*The videos must include the following contents: (1) presentation slides/instructional materials used in the class (must be in full English or bilingual); (2) group activities; (3) at least 10 minutes of interaction between the teacher and students or among the students themselves. If the class contains 40 minutes of teacher-only lecturing, it will not be considered for review.

《EMI/ESP/EAP 外審獎勵表》

《EMI/ESP/EAP External Review Reward Form》

序 No.	項目 Item	獎勵金額 Reward
EMI 課程 EMI Course		
1	校外審查之觀課課程影片未達 70 分者 Course video with an external review score below 70	不予獎勵 No reward
2	校外審查之觀課課程影片達 70 分(含)以上者 Course video with an external review score of 70 or above	\$9,000
3	校外審查之觀課課程影片達 80 分(含)以上者 Course video with an external review score of 80 or above	\$11,000
4	校外審查之觀課課程影片達 90 分(含)以上者 Course video with an external review score of 90 or above	\$13,000
5	校外審查之觀課課程影片達 90 分(含)，同時公開其課程於學院和社群網站者 Course video with an external review score of 90 or above, and publicly shared on college and social media website	\$16,000
ESP/EAP 課程 ESP/EAP Course		
1	校外審查之觀課課程影片未達 70 分者 Course video with an external review score below 70	不予獎勵 No reward
2	校外審查之觀課課程影片達 70 分(含)以上者 Course video with an external review score of 70 or above	\$6,000
3	校外審查之觀課課程影片達 80 分(含)以上者 Course video with an external review score of 80 or above	\$8,000
4	校外審查之觀課課程影片達 90 分(含)以上者 Course video with an external review score of 90 or above	\$10,000
5	校外審查之觀課課程影片達 90 分(含)，同時公開其課程於學院和社群網站者 Course video with an external review score of 90 or above, and publicly shared on college and social media website	\$14,000

- 受獎補助教師應就所開設之課程，以全英語教學方式授課，其方式包括教材採用英文教材，授課及研討皆採用英語方式為之，並應上傳英文課程綱要，且於課程綱要及選課資料備註欄內註明「全英語授課」，以供學生選課參考。所有受獎助教師於期末申請教學獎勵時應提供全英語

授課4小時研習證明。

The awarded subsidized teachers must conduct their courses in full English, including the use of English textbooks, teaching, and discussions conducted entirely in English. They must also upload an English course syllabus and indicate “Taught in English” in the course syllabus and course selection information for student reference. All awarded teachers, when applying for teaching rewards at the end of the term, should provide evidence of conducting 4 hours of instruction entirely in English

6. 教職員獎補助金依全英語授課委員會審議結果，核定獎勵金，當學年度最高金額以100,000元為限。

The award and subsidy for faculty members shall be approved according to the examination results of the EMI Committee. The maximum awarded amount per faculty member for the academic year is NT\$100,000.

7. 為提升教師EMI相關專業成長，自112學年起，本學院專任（含專案）教師參加國內大學舉辦與EMI或者雙語教學相關之研習與研討會達1.5小時（含）以上即可申請，每人每年以二萬元為上限，檢據核實，申請項目限交通費、膳食費及住宿費。申請該學年度無EMI課程，或有EMI課程但不接受觀課者，恕無法提供補助。不得重複於其他單位申請補助。至遲於每年6月底前提出申請。另院主辦之研習相關補助，以公告為主。

To enhance the professional development of teachers in EMI, starting from the academic year 112th, full-time (including contract) faculty members can apply if they participate in domestic university-organized workshops or seminars related to EMI or bilingual teaching for a minimum of 1.5 hours. The maximum subsidy per person per year is twenty thousand NT dollar, supported by verified evidence. Only transportation, meal and accommodation expenses are eligible for reimbursement. If there are no EMI courses in the academic year of application, or if EMI courses are available but no observers are accepted, subsidies cannot be provided. Duplicate applications for subsidies from other units are not permitted. Applications must be submitted no later than the end of June each year. Additionally, subsidies related to training programs organized by the College shall be governed by the guidelines outlined in the announcement.

七、學生獎補助(限四技日間部)：

For students (For Four-year Day Division only):

1. 補助學生報名參加本校全英語教學技能師資培訓課程或各系所認可之國際專業證照，每次補助按實核銷，以3,000元為上限，每位學生僅能申請校內補助一次，且同類考試僅可申請一次，不得重複(例如：證照分初階與中階或模組等，僅擇一補助)。

Subsidized students can register for the university's full English teaching skills teacher training courses or internationally recognized professional certifications approved by various departments. The subsidy will be reimbursed based on actual expenses, with a maximum limit of NT \$3,000 per application. Each student can only apply for the on-campus subsidy once, and for the same type of exam, they can only apply once and cannot be repeated (for example, for certifications

with different levels or modules, only one subsidy can be chosen).

2. 補助研究生申請印刷費及NDDS館際文獻傳遞費用每學年至多20筆。

Graduate students can waive printing fees and online interlibrary loan services through Nationwide Document Delivery Service (NDDS) up to 20 items.

3. 補助研究學生赴海外出席國際學術研討會發表學術論文，參與海外研習或短期移地學習，每人上限為10,000元。需檢附含研習時數之參與證明、成果報告或其他佐證，就學期間限申請校內補助一次，不得重複。

Each graduate student can apply for conference travel grants to attend and present their paper in an international conference, attend a workshop overseas or a short-term overseas study for up to NT\$10,000 per person. Please attach proof of participation with study hours, such as a certificate, an outcome report, or other supporting documents. Each student can apply for the on-campus subsidy only once.

4. 本學院110學年度以後入學之學生（不含英語系國家之外籍生）自112年11月起參加培力英語能力檢定測驗：

(1) 達CEFR A1等級（聽讀達30分或說寫達120分）者，每位獎勵200元。

(2) 通過口說測驗達CEFR B2等級（達280分），每位可再獎勵1,500元、通過寫作測驗達CEFR B2等級（達280分），每位可再獎勵1,500元，僅能申請校內獎勵一次，不得重複。

(3) 針對尚未同時口說及寫作達CEFR B2等級考生，參加學院舉辦之培力英檢口說或寫作精進班各分別獎勵500元(口說或寫作須至少參加2次課程，達4小時)，惟需有參加培力測驗紀錄方得提供獎勵。

Starting from November of the academic year 112th, students enrolled after the 110th academic year to participate in the BEST Test of English Proficiency (excluding international students from English-speaking countries) :

(1) Achieve a CEFR A1 level (scoring at least 30 in listening and reading, or 120 in speaking and writing), a reward of NT\$ 200 will be given to each student upon exam completion.

(2) An additional reward of NT\$1,500 will be given to each student who attains CEFR B2 level (scoring 280 points) in the oral proficiency test, and likewise, each student who achieves CEFR B2 level (scoring 280 points) in the writing proficiency test will receive the same reward of additional NT\$1,500. Each student can apply for the on-campus subsidy only once.

(3) Candidates who haven't achieved CEFR B2 proficiency in both speaking and writing will receive a reward of NT\$500 for participating in the academy's proficiency enhancement classes for either speaking or writing (must attend at least two sessions for either speaking or writing, 4 hours in total). However, rewards will only be given if there is a record of participation of BESTEP.

5. 獎勵學生修習EMI課程:

Rewarding students enrolled in EMI courses

(1) 本學院110學年度以後入學大一學生（不含英語系國家之外籍生）修習EMI課程者，並且學期成績及格者，獎勵學生1,000元，就學期間每位學生僅得獎勵一次為限。

Freshmen (excluding international students from English-speaking countries) enrolling after

the academic year 110 and taking EMI courses (and passing the courses) can be awarded NT\$1,000. Each student can be granted only once during their period of study.

- (2) 大二下學期結束後，本學院學生所修EMI課程學分達E2等級，發給獎勵金5,000元。學生畢業前所修EMI課程學分達E3等級，發給獎勵金7,500元；達E4等級以上，發給獎勵金10,000元。就學期間每位學生限補助一次為限。請參考下表：

After the second semester of the sophomore year, students whose EMI course credits reach an E2 level can be awarded NT\$5,000. Those who reach an E3 level before graduation can be awarded NT\$7,500. Those who reach an E4 level or higher can be awarded NT\$10,000. Each student can be subsidized only once. Please refer to the table below for the certified level benchmarks.

認證等級 Certified Level	基準 Benchmarks
E1	修畢 EMI 課程達 16 學分 (學士) 或占畢業學分比例達 12.5%以上。 Either up to 16 credits are earned from the EMI courses, or such credits earned account for at least 12.5% of the required graduation credits.
E2	修畢 EMI 課程達 32 學分 (學士) 或占畢業學分比例達 25%以上。 Either up to 32 credits are earned from the EMI courses, or such credits earned account for at least 25% of the required graduation credits.
E3	修畢 EMI 課程達 64 學分 (學士) 或占畢業學分比例達 50%以上。 Either up to 64 credits are earned from the EMI courses, or such credits earned account for at least 50% of the required graduation credits.
E4	修畢 EMI 課程達 98 學分 (學士) 或占畢業學分比例達 75%以上。 Either up to 98 credits are earned from the EMI courses, or such credits earned account for at least 75% of the required graduation credits.
E5	修畢 EMI 課程達 128 學分 (學士) 或占畢業學分比例達 100%。 Either up to 128 credits are earned from the EMI courses or such credits earned account for 100% of the required graduation credits.

6. 為提高學生國際競爭力，補助本學院學生參加院系所之國際活動(限使用英語)，檢據核實，每人上限四萬元，費用比照教育部補助及委辦計畫經費編列基準表及行政院國外出差旅費報支要點，帶隊老師補助費用亦同。註：國際活動定義至少應有三個國家 (不含中國大陸、香港及澳門)之人員參與。

In order to enhance students' international competitiveness, we provide subsidies for students representing their departments in international activities (English only). Upon verification of receipts, each individual is eligible for a maximum of 40,000 NT dollars. Expenses follow the subsidy standards set by the Ministry of Education and Guidelines for Reimbursement of Overseas Business Travel Expenses by the Executive Yuan. Accompanying teachers also receive the same subsidy. International events involve participants from at least three countries (excluding mainland China, Hong Kong, and Macau).

7. 參加本校教學助理(TA)相關研習後，並觀看本院EMI TA相關影片且通過測試者，且培力英檢達C1(含)以上等級 (聽說讀寫任一技能，以下亦同)，得檢附相關證明，獎勵2,000元；培力英檢達B2等級，獎勵1,500元；培力英檢達B1等級，獎勵1,000元(本條款自113學年度第2學期始實施，在學時間僅得申請一次)。

After participating in the teaching assistant (TA) training sessions organized by the University, and viewing the EMI TA-related videos provided by the College and successfully passing the test, participants who achieve a minimum English proficiency level of C1 (including listening, speaking, reading, or writing skills) on BESTEP may submit relevant documentation to receive

a reward of NT\$ 2,000; those who achieve B2 can receive a reward of NT\$1,500; those who achieve B1 can receive a reward of NT\$1,000 (This provision shall be implemented starting from the second semester of the 113th academic year, and this reward can be applied for once only).

八、獎勵金之審查，由全英語授課委員會為之，全英語授課委員會之設置另訂之。

A review of the incentives shall be conducted by the EMI committee, which was established separately.

九、各系(所)、中心及學位學程對以全英語教學開授之課程，應實施全英語授課教學意見調查評估其成效，以為課程規劃及檢討改進參考。

Each department, center, and degree program shall evaluate the performance of EMI courses via surveys as a reference for course planning and review.

十、本要點經院務會議通過後公告實施，修正時亦同。

The guideline will be announced and implemented after being approved by the College.