

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日院務會議通過

民國111年9月28日院務會議修訂通過

民國112年5月3日全英語課程委員會議修訂通過

民國112年5月10日院務會議修訂通過

民國112年7月6日全英語課程委員會議修訂通過

民國112年8月30日院主管會議修訂通過

民國112年9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). Following are the Guidelines for Awarding Teachers and Students Who Participate in the BEST Program of the College (hereinafter referred to as the Guidelines).

- 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早用畢，將另行公告截止期限。

Period of Award: Limited to the period of the implementation of the BEST Program. If the budget runs out early, the College will announce a deadline.

- 四、對象：協助推動本計畫之各系所、中心教職員生。

Recipients: All faculty, staff, and students who contribute to the implementation of the BEST program of the College.

- 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

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)每年報名具聽說讀寫之國際性英語能力測驗或是EMI教學認證考試所需費用。

The registration fees for the internationally recognized English proficiency 4-skill tests or 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).

1. 獎勵本學院專任（含專案及外系教師支援本學院雙語計畫開設全英語授課）教師開設大學或碩士班EMI課程，或語言課程融入學術英語或專業英語，提供學生口說及寫作成效佐證以及全英語授課4小時研習證明者。經全英語課程委員會議審核通過後，可獲獎勵金4,000元。自112學年度起，通過申請獎勵教師與同一課程，兩年內至多獎勵一次。

The full-time (including contract and teachers from other colleges to provide EMI courses for our college) faculty members will be awarded NT\$ 4,000 for offering EMI courses in undergraduate or graduate or language courses that incorporate academic English or professional English, providing evidence of students' speaking and writing proficiency as well as a proof of completing 4 hours of instruction entirely in English. Upon approval by the All-English Curriculum Committee, are eligible for a reward of NT\$ 4,000. Starting from the academic year 112, teachers who successfully apply for this reward and teach the same course can receive this reward once every two years.

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 as follows:

- (1) 取得劍橋EMI技能研習證書：獎勵金3,000元。

Obtaining Cambridge EMI Skills Training Certificate with NT\$3,000.

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

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

- (3) 考取具聽說讀寫之國際性英語能力測驗CEFRC1以上：獎勵3,000元。

Passing the Common European Framework of Reference(CEFR) at the C1 level of any internationally recognized 4-skill English proficiency test with NT\$3,000.

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觀課課程影片並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12,000元獎勵金；ESP和EAP課程則根據審查分數的不同，最高可獲得8,000元獎勵金。以上每位教師於每學年度每項獎勵至多一次，相同教師與課程兩年內至多獎勵一次，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。

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 12,000. The ESP and EAP courses' teachers who meet the criteria above can receive a maximum reward of NT 8,000. Each teacher is eligible for a maximum of one reward per academic year for each category mentioned above. The same teacher and course can receive a reward once within two years. 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.

5. 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。所有受獎補助教師於期末申請教學獎勵時應提供全英語授課4小時研習證明及學生口說暨寫作範例說明教學成效之佐證。

The awarded subsidizing teachers must conduct their courses in full English instructional mode, 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 and examples of student speaking and writing to demonstrate the effectiveness of their teaching.

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.

七、學生獎補助：

For students:

1. 補助110學年度入學後學生(含研究生，不含英語系國家之外籍生)參加國際性聽說讀寫之英語能力測驗，補助考試費用以3,000元為上限，且每位學生限補助一次。

Students (including MA students and excluding students from English-speaking countries) taking internationally recognized 4-skill English proficiency tests can be subsidized once only, with a maximum of NT\$ 3,000.

2. 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).

3. 補助研究生申請NDDS館際文獻傳遞費用每學年至多20筆。

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

4. 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.

5. 110學年度以後入學之大一學生（不含英語系國家之外籍生）通過聽說讀寫之國際性英語能力測驗：達B2 Level者獎勵3,000元。每位學生限獎勵一次。

Freshmen (excluding international students from English-speaking countries) enrolling after the academic year 110 passing internationally recognized 4-skill English proficiency tests with a B2 level can be awarded NT\$3,000. Each student can apply for the on-campus subsidy only once.

6. 110學年度以後入學之大一及大二學生（不含英語系國家之外籍生）參加培力英語能力檢定

測驗者，每位獎勵200元，僅能申請校內獎勵一次，不得重複

Freshmen and sophomore students to participate in the BEST Test of English Proficiency (excluding international students from English-speaking countries), a reward of NT\$ 200 will be given to each student upon exam completion. Each student can apply for the on-campus subsidy only once.

7. 獎勵學生修習EMI課程：

Rewarding students enrolled in EMI courses

- (1) 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，每位學生每學年補助一次為限。

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 subsidized only once per academic year.

- (2) 大二下學期結束後，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。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.

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, institute, 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.