

113 學年國立成功大學 EMI 課程補助要點(修訂)

National Cheng Kung University

Guidelines for EMI Courses Subsidy (Revised) in 2024 Academic Year

一、目的：國立成功大學（以下簡稱本校）為推動大專校院學生雙語化學習計畫、提升本校學生英語能力與全球競合力，並鼓勵教師以英語授課，培植本校英語學習環境，故訂定本要點。

I. Objective:

National Cheng Kung University (hereinafter referred to as NCKU) has established the Guidelines for EMI Courses Subsidy in order to further promote the BEST Program, enhance the English proficiency and global competence of NCKU students, and encourage our faculty members to conduct classes in English, fostering an English-leaning environment within NCKU.

二、申請資格(以下皆須符合)：

1. 課程種類具學分之通識課程或線上課程方可申請。
2. 申請英語授課補助之課程應經系（所、學位學程）及院之課程委員會通過。
3. 教師開授本補助之課程應以英語講授，且課程內容、教材、研討及教學評量等皆應使用百分之七十以上之比率英語進行。
4. 未申請英語課程鐘點 1.5 倍資格之課程。
5. 本校以雙語計畫延攬聘任之 EMI 教師或曾獲雙語計畫經費支持出國參與移地培訓教師不得申請此項補助，惟若開設課程為超鐘點之課程，則不在此限。

II. Eligibility (must meet all criteria)

1. Application is open for courses categorized as general education or online courses.
2. Courses for which instructors apply for English instructing subsidies (hereafter referred to as the subsidy) must be approved by the department (or program, degree program) and college curriculum committees.
3. Instructors teaching courses supported by this subsidy must conduct a minimum of 70% of their classes in English, including course content, materials, discussions, and teaching assessments.
4. Courses which have not applied for the 1.5-times-hourly-rate qualification of whole English courses.
5. EMI teachers who are recruited under the BEST program and those who have received funding from the BEST program for participating in overseas training are not allowed to apply for this subsidy. However, they may apply for the subsidy if the course they offer is an extra-hour course.

三、補助對象：本校編制內專任教師、臨床教職、專案教師、研究人員(不含博士後研究)。

III. Beneficiary

Faculty members within the university's official staffing structure include full-time instructors, clinical faculty, project-based instructors, and researchers (excluding post-doctoral researchers).

四、申請資訊與注意事項：

1. 申請期限：即日起隨送隨審，直至全數金額發放完畢為止。
2. 申請方式：紙本申請，請將申請表（附件一）請填畢後用印，送至雙語教育推動辦公室(成功校區舊理化大樓 3 樓)劉小姐。
3. 申請義務：獲獎勵之教師需連續開設三年 EMI 課程（不需連續開設相同的課程）且須配合觀課。
4. 線上課程請檢附授權同意書（附件 2，中英文版本擇一），影片包含完整課程內容，請確保聲音及影像清晰，於課程結束後繳交 MP4 格式影片檔案。

IV. Application Information and Reminder

1. Application Deadline: With immediate effect, applications will be reviewed and processed on a first-come-first-served basis until the total amount of funding is fully disbursed.

2. Application Procedure: Paper submission is required. After completing and signing the application form (Appendix 1), please submit it to the Bilingual Education and Engagement Resource Office (3rd floor of the Old Physics and Chemistry Building, Cheng Kung Campus), Reception: Ms. Liu.
3. Obligation: The awarded teachers must consistently offer EMI courses for three consecutive years (do not have to offer the same course) and be open for class observation.
4. For online courses, please attach the authorization consent form (Attachment 2, either in Chinese or English). The video must contain the complete course content, and please ensure clear audio and video quality. Submit the MP4 video file after the course is completed.

五、補助方式：

1. 新開課程（以往並無此課程）：每門授課補助五萬元業務費。
2. 續開課程（原為中文授課課程，改為 EMI 課程；或續開之 EMI 課程）：每門授課補助三萬元業務費。
3. 同一課程僅限補助一次。

V. Subsidizing Categories

1. New Courses (courses not offered previously): A subsidy of NT\$50,000 in operating expenses per course.
2. Continuing Courses (courses originally taught in Chinese, changed to English instruction; or courses already instructed in English): A subsidy of NT\$30,000 in operating expenses per course.
3. Each course is eligible for subsidy only once.

六、經費來源：大專校院學生雙語化學習計畫。

VI. Funding Resource: The BEST Program

七、審查機制：審查委員會將由本校教務長、雙語計畫執行長、雙語計畫副執行長以及兩位由計畫主持人推薦之專家學者組成，共計五人。

VII. Review Mechanism: The review committee will be composed of five members, including Vice President of Academic Affairs, the Executive Director of the NCKU BEST Program, the Deputy Executive Director of the NCKU BEST Program, and two scholars recommended by the Principle Investigator, making a total of five members.

八、本要點如有未盡事宜，悉依雙語教育推動辦公室之公告及本校相關規定辦理。

VIII. Any matters not covered by these guidelines will be handled in accordance with announcements from the Bilingual Education and Engagement Resource office and relevant regulations of NCKU.

九、辦理單位與聯絡資訊：國立成功大學雙語教育推動辦公室

劉小姐 分機 61120 #22，Email：10107001@gs.ncku.edu.tw

IX. Contact Info

National Cheng Kung University Bilingual Education and Engagement Resource office
Ms. Yi-Ning Liu ext.: 61120 #22 / email: 10107001@gs.ncku.edu.tw

國立成功大學 113 學年度 EMI 課程補助申請表

National Cheng Kung University EMI Courses Subsidy Application Form

一、基本資料 Basic Information

姓名 Name		所屬學院 Affiliated College	
分機 Extension No.		電子郵件 Email	
課程名稱 Title of Course			
開課單位 Offering Department		開課學期 Semester Offered	☐ 上學期 Fall Semester ☐ 下學期 Spring Semester
開課年級 Target Student Year		開放修課人數 Enrollment Cap	
申請資格 Eligibility	請逐項檢視並打勾，6 項皆須符合。 Please check each item; all six must be met. ☐ 課程種類為具學分之通識課程或線上課程。 Course type must be a credit-bearing general education or online course. ☐ 課程業經系（所、學位學程）及院之課程委員會通過。 Course must be approved by the department (or program, degree program) and college curriculum committees. ☐ 課程以英語講授，且課程內容、教材、研討及教學評量等皆達百分之七十以上之比率英語進行。 Course must be taught in English, with at least 70% of course content, materials, discussions, and assessments conducted in English. ☐ 課程未申請全英語授課課程鐘點 1.5 倍計算。 Course has not applied for the 1.5-times-hourly-rate qualification of whole English courses. ☐ 非雙語計畫延攬聘任之 EMI 教師 Instructor is not an EMI teacher recruited under the BEST program. ☐ 教師未獲雙語計畫經費支持出國參與移地培訓（若開設課程為超鐘點之課程，方可申請。） Instructor has not received BEST program funding for overseas training (except for extra-hour courses).		
課程類別 Course Categories	☐ 通識課程 General Education Course ☐ 線上課程 Online Course		
補助方式 Subsidizing Categories	☐ 新開課程 New Courses ☐ 續開課程 Continuing Courses		

二、教案摘要 Summary of the Course

申請教師簽章 Signature of Applicant :

單位主管 Signature of Supervisor :

國立成功大學雙語教育推動辦公室
EMI 課程影片授權同意書(中文版)

為配合教育部雙語政策，國立成功大學獲教育部補助成立「雙語教育推動辦公室」，協助推動「大專校院學生雙語化學習計畫」，促進英語為授課媒介之課程（EMI）教學資源分享，本同意書授權內容為本人(授課教師)於國立成功大學授課之 EMI 課程影片，包含課程全程錄影及其他相關教學影片，課程名稱為：_____。

本人同意國立成功大學雙語教育推動辦公室將上述授權內容公開於本校 Mytube 平臺播送，播送範圍限國立成功大學網域之校內教職員生觀看。

本授權為非專屬授權，授課教師仍保有課程內容之智慧財產權，本授權僅限於影片公開播送之權利，國立成功大學雙語教育推動辦公室得於影片後製時進行必要之技術性剪輯或調整，惟不得對影片內容進行實質變更。

授課教師保證授課影片中所使用之教材、資料及內容不涉及侵害任何第三方之智慧財產權，如有引用第三方資料，教師已事先取得合法授權。

立授權書人：_____（簽名及蓋章）

身份證字號：

聯絡電話：

通訊地址：

中 華 民 國 年 月 日

National Cheng Kung University
Bilingual Education and Engagement Resource Office
EMI Course Video Authorization Agreement (English Version)

In support of the Ministry of Education's bilingual policy, National Cheng Kung University (Hereinafter referred to as NCKU) has established "Bilingual Education and Engagement Resource Office (Hereinafter referred to as BEER.c)" to assist in implementing Program of Bilingual Education for Students in College (BEST Program)" and promote the sharing of EMI (English as a Medium of Instruction) teaching resources. I, the instructor, hereby authorize the use of my EMI course videos at NCKU, including full course recordings and related instructional materials, for the course titled:

_____.

I consent to the NCKU BEER.c broadcasting the authorized content on the Mytube platform, accessible only within the NCKU domain to faculty, staff, and students.

This authorization is non-exclusive, and I retain the intellectual property rights of the course content. The authorization only allows public broadcasting of the videos, and NCKU BEER.c may make necessary technical edits without altering the substantive content of the videos.

I certify that all materials used in the course videos do not infringe on any third-party intellectual property rights, and that proper permissions have been obtained for any third-party content used.

Authorized by: _____ (Signature and Seal)

ID Number: _____

Phone Number: _____

Address: _____

Date: _____ (Year) _____ (Month) _____ (Day)