

國立成功大學學生跨國雙向研修獎助學金補助要點
The Scholarship Guidelines of Overseas Research & Study Students,
National Cheng Kung University

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一、宗旨：國立成功大學(以下簡稱本校)為鼓勵學生出國研修，拓展學生國際視野，促進國際學術及多元文化交流，提升學生國際競爭優勢，特訂定本要點。

1.Purpose:National Cheng Kung University (hereinafter referred to as the School) developed the Scholarship Guidelines of Overseas Research & Study Students to motivate our students to pursue academic achievements abroad, expand global outlook, facilitate international academic and cultural exchanges, and further improve their competitiveness in the international arena.

二、經費來源及名額：

(一)本獎助學金之經費來源如下：

1. 校務基金自籌款；
2. 教育部補助款；
3. 政府其他補助款；
4. 其他捐助捐贈收入。

(二)本獎助學金之金額與名額，本校得依當年度預算審核做調整。

2.Source of Funding & Quota:

(1)Funding of the Scholarship:

- i.Endowment Fund of the School
- ii.Subsidies from Ministry of Education
- iii.Other government subsidies
- iv.Donation of external parties

(2)Scholarship amount and quota are subject to the School's adjustment on the basis of the annual budget review.

三、申請資格：具有本校正式學籍之學生(不含在職專班)，且符合本要點第四點規定者。修讀境外雙學位者須具有中華民國國籍，且設有戶籍者為限。

3. Eligibility: Students who enroll in the School (excluding in-service education program students), and conform to the conditions of Article IV. below. Applicants of the dual degree program should hold the nationality of the Republic of China, and have a registered household.

四、獎助種類及限制如下：

(一) 境外雙學位：係指本校與國外學校雙方依簽訂協議書方式，協助所屬學生於修滿累計規定修業期限後至對方學校繼續進修，符合雙方畢業資格者，可分別取得兩校之學位。獎助期間以一年為限。

(二) 交換學生：係指具交換生資格，至國外著名大學修習學分者，包含本校推薦及自行申請兩種，獎助期間至多一年為限。

(三) 短期研修：

1. 至國外著名大學、企業或研究、學術機構進行一週以上研究或實習。

2. 獎助期間為一週至六個月，不得分段或展延。

前項各款獎助，同一學制身分之學生，以申請一次為限。除境外雙學位外，不包含赴大陸、香港、澳門地區。

4. Finance Type & Restriction:

(1) Dual degree program: The dual degree program is referred to as the School has signed an agreement with specific foreign academic institutions to develop partnership programs, enabling students from both schools to continue academic pursuit at the counterpart school. When the student has completed the courses and acquired necessary credits, he/she will be granted with dual degrees by both schools. The sponsorship period is 1 year maximum.

(2) Exchange student program: Applicants who are successfully admitted to exchange student programs through the School's referral or personal applications. The sponsorship period is 1 year maximum.

(3) Short-term research and internship program:

i. Any short-term research and internship program organized by eminent foreign universities or research institutions for over a week.

ii. Grant period spans between 1 week and 6 months. The period should not be separated into different terms, and an extension of the grant is not permitted.

Aforementioned grants are subject to one-time application for students with same education qualification. Except for dual degree programs, the other three types of programs organized in China, Hong Kong and Macau are excluded in applications.

五、申請人應繳資料如下：

除國外大學入學證明，得於出國前補繳外，其餘文件不齊或不符合規定者，不予受理。

(一)申請表一份。

(二)歷年在學中文成績單一份。

(三)中、英文自傳(含學、經歷)。

(四)語言能力證明文件。

(五)主管機關開立之低、中低收入戶證明，無者免附。

(六)其他有利於審查之文件(如推薦函、具體獲獎事蹟等)。

(七)申請前點第一項第一、二款者，另行檢附下列資料：

1. 修讀計畫(包含修讀之課程與學分數)。

2. 國外大學入學證明。

3. 前往對方學校就讀期間之行事曆，如尚未公布者，得檢附前一學年度之行事曆，並於公布後補繳。

(八)申請前點第一項第三款者，另行檢附下列資料：

1. 研究或實習計畫及單位介紹。

2. 研究或實習單位同意函或相關證明

3. 研究或實習計畫表。

5.Application documents to be submitted are as follows:

Other than enrollment documents of the foreign university is permitted to be submitted later before departure, if the rest of the required documents are incomplete or fail to meet the requirements, such application will be declined.

(1)Application Form * 1

(2)Annual Chinese transcript * 1

(3)Chinese & English autobiography (including descriptions of education and experiences)

(4)Language proficiency certificate

(5)If applicable, please provide low-medium or low income households proof issued by the competent authority.

(6)Other supporting documents for application process (e.g. reference letter, awards etc.)

(7)Applicants of dual degree program and exchange student program shall submit following documents:

i.Study plan (including course and credit information)

ii.Enrollment documents of the host university

iii.Academic calendar of the host school. If the comprehensive academic calendar is not yet published, applicants can submit that of the previous school year, and later submit the latest version once it is published.

(8)Applicants of short-term research program and short-term internship program shall submit following documents:

i.Introduction document of the research or internship program or organization.

ii.Offer letter or relevant proof provided by the research or internship organization.

iii.Research or internship schedule.

六、前項第四款語言能力證明文件，限申請日前兩年內之取得語言檢定證明：

(一)申請第四點第一項第一、二款者：

1. 英語能力：限托福 iBT 79、雅思 (IELTS) 6 或多益 750 分以上。若申請學校訂有英語能力規定，則依對方學校規定辦理。

2. 其他語言能力：若申請學校有非英語之語言能力規定，則依對方學校規定辦理。申請學校若無任何語言能力證明規定，申請人須提出前目之英語能力證明。

(二)申請第四點第一項第三款者：

研修期間未滿一個月者，得繳交全民英檢、多益、托福、雅思之語言證明；研修期間為一個月以上者，限托福 iBT 79、雅思 (IELTS) 6 或多益 750 分以上。其他英語測試成績，不予採認。

6.Validity of aforementioned language proficiency certificates should remain valid for two years from the application date.

(1)Applicants of dual degree program and exchange student program:

i.English proficiency certificate: TOEFL iBT > 79, IELTS > 6.0 or TOEIC > 750. If host universities request for English language proficiency certificates, applicants shall comply with regulations of host universities.

ii.Other foreign language proficiency certificate: If host universities request for other foreign language proficiency certificates, applicants shall comply with regulations of host universities. If host universities do not request for any language proficiency certificates, applicants shall submit aforementioned English proficiency certificates.

(2)Applicants of short-term research program and short-term internship program: If the program duration is less than one month, language proof of GEPT, TOEIC, TOEFL or IELTS are accepted. If the program duration is more than one month, applicants shall provide language proof of TOEFL iBT > 79, IELTS > 6.0, or TOEIC > 750. Other English proficiency tests are not accepted for application.

七、申請期限：

(一)申請第四點第一、二款者：秋季班於出國當年度5月31日前，春季班於出國前一年10月31日前，逾期不予受理。

(二)申請第四點第三款者：最遲須於出國首日前一個月，送交國際事務處(以下簡稱本處)。

7.Application Deadline:

(1)Applicants of dual degree program and exchange student program: For autumn class, the submission shall be completed prior to May 31 of the departure year; for spring class, the submission shall be completed prior to October 31 of the year before departure year.

(2)Applicants of short-term research program and short-term internship program: Application shall be submitted to the Office of International Affairs (the Office) one month prior to departure.

八、補助金額：

(一)申請第四點第一、二款者：

1. 一般費用

(1)赴亞洲地區者：每人每學期補助至多新臺幣十一萬元，每學年至多新臺幣二十萬元。

(2)赴亞洲以外地區者：每人每學期補助至多新臺幣十五萬元，每學年至多新臺幣二十四萬元。

2. 學費：以補助修讀境外雙學位者為限，至多補助研修期間學費之30%，並以新臺幣三十萬元為上限。

3. 家庭狀況：申請者具有低、中低收入戶相關證明文件，經核定通過後，相關補助費用得從優補助。

4. 申請者已獲減免學費，且領有國外其他單位之獎助學金者，得調整各項補助費用。

(二)申請第四點第三款者：

1. 赴亞洲地區者，前兩週每週補助至多新臺幣一萬四千元；自第三週起，每週補助新臺幣伍千元。

2. 赴亞洲以外地區者，前兩週每週補助至多新臺幣二萬元；自第三週起，每週補助新臺幣七千元。

8.Scholarship Amount

(1)Applicants of dual degree program and exchange student program:

i.General expense:

(i).In Asia: NT\$110,000 maximum per person per semester; NT\$200,000 maximum per person per school year.

(ii).Not in Asia: NT\$150,000 maximum per person per semester; NT\$240,000 maximum per person per school year.

ii.Tuition: Only applicable to applicants of dual degree program, subsidizing up to 30% of tuition and no more than NT\$300,000.

iii.Family Condition: Applicants who have submitted low-medium or low income households proof, once being approved, will be considered for the best of interests in subsidizing.

iv.Applicants who have been granted with tuition exemption, and scholarships provided by other foreign organizations, shall be subject to lower amount of subsidies.

(2)Applicants of short-term research program and short-term internship program:

I.Applicants whose destination is in Aisa shall be subsidized up to NT\$14,000 in the first two weeks respectively; from the third week onward, weekly subsidy will be reduced to NT\$5,000.

II.Applicants whose destination is not in Aisa shall be subsidized up to NT\$20,000 in the first two weeks respectively; from the third week onward, weekly subsidy will be reduced to NT\$7,000.

九、審查程序：

(一)第一階段：申請案件依申請表上所列單位送核，經申請人指導教授及各單位核可後送至國際事務處。

(二)第二階段：申請案件送本校學生跨國雙向研修獎助學金甄選委員會（以下簡稱甄選委員會）進行審查。

(三)甄選委員會由國際長及各學院教師代表一至五人共同組成。審查方式採書面審查，必要時得通知申請人到場說明。

(四)另甄選委員會保有調整獎助項目及名額之權利。審查後之甄選名單，陳請校長核定後公告之。

9.Review Process:

(1)Phase 1: Application will be reviewed by listed parties, i.e. applicants' faculty advisor and relevant units before being handed in the Office of International Affairs.

(2)Phase 2: Application will be delivered to the Selection Committee of Overseas Research & Study Scholarship (hereinafter referred to as the Committee) for review.

(3)The Committee comprises Vice President of International Affairs and one to five representatives of each college. The review process is on the basis of documents provided. The applicant may be invited to have an interview if necessary.

(4)Moreover, the Committee is reserved with a right to adjust the subsidy items and quota. The shortlist after the review process will be approved by the president of the School prior to an official announcement.

十、撥付期間：

於出國期間撥付一般費用補助款之 80%為原則，剩餘補助款(含學費補助)需於回國後一個月內檢據辦理核銷。

10.Disbursement Period:

During the stay overseas, in principle, 80% of general expense will be disbursed first; the outstanding grants (including tuition grant) can be applied for based on invoices provided within one month after recipients return to Taiwan.

十一、獎助期間及遵守義務：

- (一)獲核定補助者，應於出國前一個月與本校簽訂行政契約，並遵守契約之約定。
- (二)獲核定補助者，於赴國外期間內，仍應保有學校在校生資格，並履行各學位計畫自訂義務，如未經本校同意而逕自休學、退學、畢業、逾期返國、不返國接續完成學業並取得學位者，追繳全部獎助費用。
- (三)獲核定補助者，於獎助期間因故欲返國者，須事先報請本處同意，並按比例扣除返國日數之補助金額；未經本處同意而於獎助期間逕自返國者，得追繳其全部獎助費用(包含原已減免之本校學費)。
- (四)獲核定補助者，同一獎助期間不得兼領教育部、科技部或其他本國政府單位之獎助學金，違者取消資格，並追繳全部獎助費用。
- (五)獲核定補助者，除修讀雙學位學生外，應於回國後一個月內繳交核銷應備文件及出國報告書，必要時得以英文公開發表出國期間之心得感想。
- (六)獲核定補助者返國後，應檢附資料如下：
 1. 第四點第一項第一款者：本校與國外學校之畢業證書或成績單或相關證明文件。
 2. 第四點第一項第二款者：每學期或每學年(兩學期)之修得學分證明與成績單。每學期需修習通過三門課程，其中一門須與就讀本校本科系專業相關。
 3. 第四點第一項第三款者：研究/實習證明，內容包含研究/實習期間、研究/實習內容、整體評量等。
- (七)若為應屆畢業生，於辦理離校手續前，應先至本處報到及繳交核銷文件後始得辦理離校，或事先完成延後畢業相關申請。
- (八)獲核定補助者，如違反前述各款情形，致負有償還獎助費用義務，經催告而逾期未償還或無力償還時，應由其保證人(家長或監護人)負償還之責任。

11. Grant Period and Compliance:

- (1)Once being approved with the scholarship grant, the recipient shall sign an administrative contract with the School, and comply with the agreements.
- (2)During the stay overseas, the recipient is still enrolled (not suspension of schooling), and are obliged to fulfill the requirements as per original degree regulations. If the recipient, without the consent of the School, applies for school suspension, withdrawal, graduation, delayed return, refuses to return to Taiwan to complete the schooling and acquire the degree, the School is entitled to reclaim the full amount of the Scholarship.
- (3)If the recipient, for any reason needs to return to Taiwan during the grant period, it is required to request the Office for the permission. The subsidy will be deducted pro rata according to the days stayed in Taiwan; if the recipient returns to Taiwan during the grant period without the permission of the Office, the School is entitled to reclaim the full amount of the Scholarship (including the exempt tuition).
- (4)During the grant period, the recipient is not permitted to receive other scholarships granted by the Ministry of Education, the Ministry of Science & Technology or any other organizations from Taiwan. If the recipient is found violating the regulation, the scholarship will be fully reclaimed.
- (5)Applicants of exchange student program, applicants of short-term research program and

short-term internship program, upon returning to Taiwan, within 1 month (within the same fiscal year), the recipient is required to submit clearing documents for compensations and the report of the overseas study. If necessary, the recipient is required to make an English presentation to elaborate his/her experience studying or involving in an overseas program.

(6) Upon returning to Taiwan, the recipient shall submit following documents:

i. For dual degree program: Diplomas of graduation of the School and the foreign school or transcripts or other relevant certification.

ii. For exchange student program: Credit proof and transcripts of each semester or school year (2 semesters). For exchange students, each semester, they are required to take two or more professional courses relevant to their original subject major.

iii. For short-term research program and short-term internship program: Proof of research/internship, containing research/internship period, contents and comprehensive assessment.

(7) If the recipient soon to be a graduate of the current year, as he/she is applying for the school leaving, he/she is required to report to the Office and submit the clearing documents before they can officially leave the School, or otherwise he/she shall apply for deferred graduation in advance.

(8) If any of aforementioned scenarios are violated, making the recipient liable to return the Scholarship, after the dunning process, the repayment is overdue or not applicable, the guarantor of the student (e.g. parents or legal guardian) is liable to the repayment.

十二、獲核定補助者，出國期間之學業、學籍及兵役等相關事宜，依本校規定及中華民國相關法令辦理。相關經費須依本校規定辦理經費核銷，如未依規定辦理者，追繳全部獎助費用。

12. During the stay abroad, the approved scholarship recipients' academic affairs, enrollment and military service shall be subject to the School regulations and relevant legislations of the Republic of China. Relevant funding shall be settled as per School regulations. If the regulations are violated, the scholarship shall be reclaimed.

十三、本要點如有未盡事宜，悉依相關法規及本處之公告辦理。

13. Matters not specified in these guidelines shall be governed by relevant regulations and announcement of the Office.

十四、本要點經主管會報及校務基金管理委員會通過奉校長核定後實施，修正時亦同。

14. The Scholarship Guidelines shall be implemented following the approval at the meetings of the Management Report and the Endowment Fund Management Committee and the president of the School; the same applies whenever the guidelines are amended.