

# 文藻外語大學雙語化學習計畫師生獎補助實施要點

## Guidelines for Awarding Teachers and Students Participating in the BEST Project

### Wenzao Ursuline University of Languages

民國115年2月3日行政會議通過

- 一、為獎勵文藻外語大學師生落實「大專校院學生雙語化學習計畫」社會科學重點培育計畫（以下簡稱雙語計畫）之執行，特訂定「文藻外語大學雙語化學習計畫師生獎補助實施要點」（以下簡稱本要點）。

To award and subsidize teachers and students from Wenzao Ursuline University of Languages (hereinafter referred to as the University) to execute the disciplinary-oriented Project on Bilingual Education for Students (hereinafter referred to as the BEST Project), the Guidelines of Awarding and Subsidizing Teachers and Students Participating in the BEST Project of the University (hereinafter referred to as the Guidelines) are therefore formulated.

- 二、主辦單位：文藻外語大學雙語教育辦公室（以下簡稱本辦公室）。

Organizer: The Office of Bilingual Education at Wenzao Ursuline University of Languages

- 三、獎補助期間：僅限於本辦公室執行教育部雙語計畫期間。當年度補助經費如提早用罄，將另行公告並停止受理申請。

Application Period: The reward/subsidy is limited to the time period during which the BEST Project is implemented. If the budget is used up in advance of the completion of the BEST Project, a separate announcement will be made and applications will no longer be accepted.

- 四、對象：本校各學院各系、中心教師，大學部日四技、日二技及碩士班(一般生)學生。

Recipients: All teachers and students from the 4-Year, 2-Year College and MA programs (excluding in-service Master's programs), who contribute to the implementation of the BEST Project.

- 五、經費來源：教育部編列「大專校院學生雙語化學習計畫」社會科學領域重點培育計畫之補助經費。

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

- 六、EMI教師教學相關獎補助：

For Faculty and Staff:

- (一) 補助本校專任（含專案）教師（不含英語系國家之外籍教師，以下亦同）每年報名EMI教學認證考試費用，補助以每學年度申請一次為限。補助金額至多**5,000**元。

The registration fee for English as a Medium of Instruction (EMI) teaching certification tests can be annually subsidized up to **NT\$5,000** for full-time (including contract) faculty members of the University (excluding faculty members from English-speaking countries). The award can only be applied once every academic year.

- (二) 獎勵本校專任（含專案）教師取得當學年EMI教學研習證明（參加研習達6小時(含)以上，並取得研習證明者）：獎勵金**1,000**元，獎勵以每學年度申請一次為限。

Full-time (including contract) faculty members will be financially awarded **NT\$1,000** annually upon obtaining EMI-related Skills Training Certificates. (The Participant must complete at least 6 hours of training and obtain a certificate of completion.) The reward

can only be applied once every academic year.

(三) 觀課與校外審查：

1. 同意接受觀課者，每門課獎勵金**1,000**元（限EMI、ESP、EAP課程）。
2. 同意接受校外審查者：
  - (1) 經校外審查委員評級之EMI、ESP和EAP觀課課程，根據《EMI/ESP/EAP 外審獎勵表》給予獎勵金；
  - (2) 觀課影片審查結果之等第如為優良或傑出者須公開其課程於學校和社群網站；
  - (3) 雙語課程校外審查委員由雙語教育辦公室遴聘，進行審查；
  - (4) 除觀課之錄影原始影片外，審查須包含以下項目：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。

Class Observation and External Review:

1. The full-time (including contract) faculty members will be awarded **NT\$1,000** for accepting an invitation of EMI/EAP/ESP class observation.
2. Those who accept external reviews:
  - (1) shall be awarded an incentive in accordance with the “EMI/ESP/EAP External Review Reward Form;”
  - (2) shall make available of their class recordings on the University and social media websites upon receiving rating of “Excellent” or “Outstanding;”
  - (3) shall be reviewed by the external reviewers who are appointed/entrusted by Office of Bilingual Education; and
  - (4) shall be reviewed by the evaluation criteria including: a) presentation slides/instructional materials used in the class (must be in full English or bilingual); b) group activities; c) at least 10 minutes of interaction between the teacher and students or among the students themselves.

《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 Courses		
1	校外審查之觀課課程影片等第為 <b>符合標準者</b> Course video with an external review rating “Satisfactory”	<b>NT\$4,000</b>
2	校外審查之觀課課程影片等第為 <b>良好者</b> Course video with an external review rating “Fair”	<b>NT\$6,000</b>
3	校外審查之觀課課程影片等第為 <b>優良者</b> Course video with an external review rating “Excellent”	<b>NT\$10,000</b>
4	校外審查之觀課課程影片等第為 <b>傑出者</b> Course video with an external review rating “Outstanding”	<b>NT\$12,000</b>
ESP/EAP 課程 ESP/EAP Courses		

序 No.	項目 Item	獎勵金額 Reward
1	校外審查之觀課課程影片等第為 <b>符合標準者</b> Course video with an external review rating “Satisfactory”	<b>NT\$2,500</b>
2	校外審查之觀課課程影片等第為 <b>良好者</b> Course video with an external review rating “Fair”	<b>NT\$5,000</b>
3	校外審查之觀課課程影片等第為 <b>優良者</b> Course video with an external review rating “Excellent”	<b>NT\$8,000</b>
4	校外審查之觀課課程影片等第為 <b>傑出者</b> Course video with an external review rating “Outstanding”	<b>NT\$10,000</b>

- (四) 凡開設 **EMI新課程** 之教師，其授課鐘點費為基本鐘點費之1.5 倍（鐘點費依教師職級規定，由雙語計畫支付）。

Faculty members offering **new EMI courses** shall be paid at 1.5 times the standard hourly rate. (Rates are determined by faculty rank and funded by the BEST Project budget.)

- (五) 教師開設**新的線上EMI模組課程**（含專業課程或一般選修課程），可申請補助金，一門課最高金額為**80,000元**（時數依據教務處一學分18學時計算）。

New EMI online modular courses (including professional courses, general electives) are eligible for rewards application. The maximum reward for each course of 1 credit is **NT\$80,000**. The number of hours is calculated based on the regulation of Office of Academic Affairs at 18 instructional hours per credit.

- (六) 補助EMI教師帶領學生參加團體（至少4位）海外實體競賽或國際志工服務（不含港澳及中國大陸地區），帶隊教師至多可申請**15,000元**。

To encourage EMI teachers to lead groups of students (at least 4 members in a group) for international competitions or international volunteer service (excluding Hong Kong, Macau, and Mainland China.), each team is limited to one lead teacher, who may apply for a grant of up to **NT\$15,000**.

七、學生獎補助（限日四技、日二技及碩士班(一般生)）：

Awards/ subsidies for students of the 4 -Year Day Division and MA programs (excluding in-service Master's programs) only:

- (一) 補助學生報名參加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（語言證照除外），補助以**3,000元**為上限。每位學生每學年僅能申請校內補助一次，同類考試之申請僅為一次，且不得重複（例如：證照分初階、中階或模組等，僅可擇一補助）。

Subsidized students can register for the university's full English teacher training courses or internationally recognized professional certifications approved by various departments. The subsidy will be reimbursed with a maximum limit of **NT\$3,000** per application every academic year. Each student can only apply for the on-campus subsidy once every academic year, and they can only apply for the same type of exam once (for example, for certifications with different levels or modules, only one subsidy can be chosen).

- (二) 獎勵參加暨完成EMI 教學助理培訓（至少3小時），取得培訓證明者，每次可申請獎勵金**1,500元**（需繳交500字之英語反思單）。

Students who have completed EMI TAs training program for at least 3 hours are eligible for applying for rewards at maximum **NT\$1,500** (reflection writing of minimum 500

words on the training program must be included upon application).

- (三) 補助碩、學士生出席海外國際學術研討會發表學術論文(每篇論文以補助一次為限)、參與海外研習或短期移地學習或是國際志工服務活動(不含港澳及中國大陸地區), 每人上限為**10,000**元, 需檢附研習之參與證明、成果報告或其他佐證(上述國際活動以英語為限)。

Subsidies shall be granted to Bachelor's and Master's students for attending overseas international academic conferences to present scholarly papers (Funding is limited to one grant per paper), participating in overseas study programs or short-term study abroad programs, and engaging in international volunteer service activities, which exclude the events or activities held in Hong Kong, Macao, and Mainland China areas. The maximum subsidy for each student shall be **NT\$10,000**. Proof of participation, a report of results, or other supporting documentation shall be presented upon application. The aforementioned international activities, events and programs shall be limited to those conducted in English.

- (四) 本校日四技、日二技學生(不含英語系國家之外籍生)參加培力英語能力檢定測驗:

1. 達CEFR A2等級(聽讀達80分或說寫達300分)者, 每位獎勵**200**元。
2. 通過口說測驗達CEFR B2等級(達280分)者, 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, 僅能申請本獎勵一次, 不得重複。

Students enrolled in the 4-Year College or 2-Year College of Day Division (excluding international students who are to take CSEPT for meeting graduation English benchmark) are eligible to apply for reward after participating in the BESTEP test:

1. Achieve a CEFR A2 level (scoring at least 80 in listening and reading, or 300 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 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 reward from the BEST Project only once.

- (五) 獎勵學生修習跨系EMI課程:

本校學生於就學期間, 修畢跨系EMI 課程達**8**學分, 發給獎勵金**5,000**元, 以一次為限。

Rewarding students taking interdisciplinary EMI courses:

Students of the University may, during their period of studies, apply for the interdisciplinary EMI incentive (a grant of **NT\$5,000** for the completion of at least 8 credits of interdisciplinary EMI courses). Each student can apply for the incentive once only throughout their studies at Wenzao.

- 八、本計畫各項獎勵金之申請受理與審查, 由雙語教育推動委員會承辦執行, 相關利益應予迴避。

The acceptance and review of the incentives shall be conducted by the Bilingual Education Promotion Committee. In the event of a conflict of interest, the interested party shall recuse themselves.

九、本要點經雙語教育推動委員會、行政會議通過，陳請校長核定後公告實施，修正時亦同。

The guidelines are announced by the Bilingual Education Promotion Committee and are approved by the University-level Administrative Meeting. They are implemented upon approval by the university president. Any amendments shall be processed accordingly.