

# 國立中興大學學生生活助學金實施辦法

## National Chung Hsing University Implementation Regulations of Financial Aid for Student Living Expenses

- 96.12.5第332次行政會議通過  
Approved at the 332nd administrative meeting on December 5, 2007
- 98.11.25第348次行政會議修正通過  
Amended and approved at the 348th administrative meeting on November 25, 2009
- 99.11.24第358次行政會議修正通過  
Amended and approved at the 358th administrative meeting on November 24, 2010
- 100.09.07第364次行政會議修正通過  
Amended and approved at the 364th administrative meeting on September 7, 2011
- 101.5.2第370次擴大行政會議修正通過  
Amended and approved at the 370th enlarged administrative meeting on May 2, 2012
- 104.9.16第394次擴大行政會議修正通過全文  
Full text amended and approved at the 394th enlarged administrative meeting on September 16, 2015
- 105.6.15第400次行政會議修正通過（第8條）  
Amended and approved (Article 8) at the 400th administrative meeting on June 15, 2016
- 105.9.7第401次行政會議修正通過（第8條、第9條之2）  
Amended and approved (Articles 8 and 9-2) at the 401st administrative meeting on September 7, 2016
- 106.2.15第405次行政會議修正通過（第2條、第9條之2）  
Amended and approved (Articles 8 and 9-2) at the 401st administrative meeting on September 7, 2016
- 106.9.6第409次行政會議修正通過（第7、11條、新增第10條）  
Amended and approved (Articles 7 and 11, new Article 10) at the 409th administrative meeting on September 6, 2017
- 107.5.23第415次行政會議修正通過（第8、9條、第9條之1）  
Amended and approved (Articles 8, 9, and 9-1) at the 415th administrative meeting on May 23, 2018
- 107.12.26第421次行政會議修正通過（第8條）  
Amended and approved (Article 8) at the 421st administrative meeting on December 26, 2018

- 第一條 國立中興大學（以下簡稱本校）為執行教育部辦理「大專校院弱勢學生助學計畫」，落實照顧弱勢學生，規劃具公共性、公益性及發展性之生活服務學習活動，以培養其獨立自主精神，厚植畢業後就業及就學能力，特訂定本辦法。
- Article 1 National Chung Hsing University (hereinafter referred to as "NCHU") has promulgated the Regulations responding to "The Financial Aid Project for Financially Disadvantaged University and College Students" proposed by the Ministry of Education in order to take care for disadvantaged students. In this project, service learning activities are planned with publicness, public interest and developmental living for cultivating the spirit of independence and fostering the students' ability to work and study after graduation.
- 第二條 本辦法之經費來源由「學生公費及獎助學金」經費項下勻支。本校成立生活助學金管理委員會，管理本項經費。
- Article 2 The funding in the Regulations shall be covered evenly from "public funding for students and scholarship/grant" items. NCHU has established the Management Committee of Financial Aid for Student Living Expenses to manage the expenditures.
- 第三條 本辦法之執行單位為學生事務處。執行單位應於每年年底之生活助學金管理委員會會議中提出決議次年度各行政及教學單位之助學金經費預算分配。但遇臨時特殊狀況需預算分配外經費支援，須簽請校長核准後始能使用。

Article 3 The implementing unit for the Regulations is the Office of Student Affairs, which shall propose financial aid budget allocation for each administrative and academic unit annually at the Management Committee Meeting held at the end of each year. In case of special circumstances requiring additional funds from the budget allocation, please ask for approval of the application from president before such funding may be used.

第四條 申請資格與必備文件：

- 一、具有本校學籍者可申請，以家庭年收入較低或家庭現況困難者優先考量。
- 二、有下列情形之一者，不得申請：
  - (一) 休學、退學及轉離本校者。
  - (二) 就讀本校推廣教育班、在職班、學分班、產業碩士專班與遠距教學者。
- 三、家庭年所得 70 萬元以下及前一學期學業成績平均達 60 分以上者，可申請保障名額，保障名額人數依該年度經費決定。保障名額以家庭年收入較低者優先，若遇家庭年所得相同者，以學業成績較高者優先，不具戶籍登記之中華民國國民不得申請保障名額。
- 四、前開家庭年所得之應計列人口：
  - (一) 學生本人、學生父母或法定監護人；學生已婚者，加計其配偶。
  - (二) 若學生配偶、父母或法定監護人離異、失聯、家暴困境或服刑等情事者可不計列。

Article 4 Qualifications and required documents for application:

1. Persons with student status at NCHU may apply. Priority will be given to the individual with low annual household income or current unfavorable household circumstances.
2. Applications cannot be made in any of the following situations:
  - (1) Student who drops out the school.  
Student who is suspended/ dismissed from the school.  
Student who transfers to another school.
  - (2) Student who studies in an extension/continuing education program, in-service education program, university credit program, industrial master degree program, or distance learning program.
3. Student from households with annual income of less than NT\$700,000 and average school grades of over 60 points during the previous semester may apply for reserved places, which will be determined by the amount of funding for the year. Persons with the lowest household income will have highest priority for reserved places; if two or more applicants have the same annual household income, the person with the highest school grades will have highest priority. ROC citizens without a registered domicile may not apply for a reserved place.
4. The following persons should be counted when providing the aforementioned household income:
  - (1) The student, student's parents or statutory guardians; the student's spouse should be counted if the student is married.
  - (2) If the student's spouse, parents, or statutory guardians are divorced or are no longer in contact, or if there is domestic violence, or if such a person is serving a prison sentence, that person does not need to be counted.

第五條 (刪除)

Article 5 (deleted)

第六條 (刪除)  
Article 6 (deleted)

第七條 學生生活服務學習原則：

- 一、範圍：協助行政及教學業務、環境維護、社會服務及其他公共性、公益性及發展性之服務學習活動，但不得具危險性及影響正常課業學習。
- 二、每週學習時數以 8 小時為上限，每月不得超過 30 小時。學習單位可依學生需求與課表，自行調配學生生活服務學習時間；學生若臨時有事無法於指導員排定的時間學習，須事先告知擇期補作且不得無故缺席。
- 三、學習單位以一單位為限，各單位指導員應輔導學生生活服務學習，並依學生出席狀況、態度及成效實施考核。
- 四、未依規定完成生活服務學習時數或經學習單位考核不及格者，可取消生活服務學習資格。

Article 7 Principles of Student life service learning:

1. Scope: To assist administrative and academic undertakings, environmental maintenance, social service, and other service learning activities with publicness, public interest and developmental living, which cannot be hazardous or interfere with normal in-class study.
2. Weekly study time shall be limited to 8 hours, and may not exceed 30 hours per month. Students may adjust their life service learning time in accordance with indicated needs and class schedule. If a student cannot study during the time arranged by his or her instructor, the student must notify the instructor in advance and arrange a make-up time, and may not be absent without decent reason.
3. Student will be limited to one unit, which instructors shall guide students in life service learning and evaluate students based on their attendance, attitude, and implementation effectiveness.
4. Student who fails to complete mandatory learning hours in accordance with regulations or fails to pass evaluations shall lose their qualification.

第八條 申請程序：

- 一、申請保障名額者：每年 10 月份至生活助學金系統申請下年度生活助學金，線上申請完成後，請於 5 日內檢附家庭所得證明(學生與父母)、全家戶口名簿影本或電子戶籍謄本、前學校最後一學期成績單(僅轉學生與新生必備)至生輔組，查驗後歸還資料。每年申請一次，以核定之年度為有效期間。拒絕分發學習者，除有正當理由外，視同棄權。
- 二、申請一般名額者：請至生活助學金系統申請，申請完成後，由各單位視學生意願及修課情形安排生活服務學習，並按月發給助學金 6,000 元，但當月考核不及格者下個月起不發給助學金。生活學習生申請資料保留至當年年底，若在當年度 12 月 31 日前未被學習單位進用者，隔年須重新申請。

Article 8 Application procedures:

1. Application for reserved places: Application for financial aid of following year may be made through online system during October of each year. After completing online application, please submit the official list of household income (including student and parents), photocopy of Household Certificate or

Online Household Registration Transcript, and the transcript of last semester at his or her previous school (only necessary for transfer students and new students) to the Division of Student Life within 5 days. These materials will be returned to the student after verification. Only one application may be made each year for a student, and applications shall be valid until the end of the approved year. Learners who reject to learn at the distributed unit without legitimate reason shall lost their application right.

2. Application for general places: Please apply through online system. After an application has been completed, each study unit shall arrange life service learning in accordance with the student's wishes and class enrollment, and will also provide NT\$6,000 monthly financial aid. However, those who fail their monthly evaluation shall not receive financial aid starting from the following month. Application materials shall be held until the end of the current year; if a student has not been distributed to any study unit by December 31 of the current year, the student must re-apply during the following year.

第九條 各學習單位應於每月月底前完成線上核銷程序，俾便執行單位辦理助學金發放事宜。

Article 9 Each study unit shall complete online expense verification procedures by the end of each month, which will facilitate the issuance of financial aid.

第九條之一 (刪除)

Article 9-1 (deleted)

第九條之二 第一學期畢業者，生活服務學習期限為 1 月 31 日；第二學期畢業者，生活服務學習期限為 7 月 31 日。

Article 9-2 For those graduating in the first semester, the life service learning deadline shall be January 31; for those graduating in the second semester, the life service learning deadline shall be July 31.

第十條 各學習單位進用身心障礙學生擔任生活學習生時，應參考身心障礙者權益保障法提供身障者多元支持之相關規定精神，並依特殊教育相關辦法及身心障礙學生個別化支持計畫相關措施辦理。

Article 10 All study units shall refer to the spirit of the Persons with Disabilities Rights Protection Act to concern the provision of various types of support to individuals with disabilities as life learning students, and shall comply with the related Special Education Regulations and Individualized Support Plans.

第十一條 本辦法經行政會議通過後實施，修正時亦同。

Article 11 The Regulations and subsequent amendments come into effect upon approval by the Administrative Meeting.