

國立中興大學全英語授課鐘點獎勵申請表

開課單位		學年期	115 學年度第 1 學期				
課程類別	☐ 大學部課程 ☐ 進階課程 ☐ 研究所課程						
選課號碼	課程組成 (註4)	課程名稱	授課時數	專/兼任	授課教師 簽章	隸屬 單位	備註 (開課單位與教師隸屬單位不一致時，請教師隸屬單位承辦人於本欄蓋章，並請留意授課時數核算)
授課教師 電子信箱							
應檢附資料： ☐ 已檢附教學大綱。 ☐ 已檢附經雙語教學推動資源中心認可之 EMI 教學增能課程結訓證明。							
開課單位 承辦人核章	連絡電話：				開課單位 主管核章		
課務組 審核	網路加退選截止次一工作日之選課人數總計_____人 ☐ 符合講演課程(A) 或 講演含實習(A+B)課程。 ☐ 符合選課人數達課程成班標準之課程。 ☐ 不符合選課人數達課程成班標準之課程。 承辦人：_____ 組 長：_____						教務長：
BERC 中心 審核結果	☐ 符合 ESAP 或 EMI 課程屬性。 ☐ 取得經認可之 EMI 教學增能課程結訓證明。 ☐ 未取得經認可之 EMI 教學增能課程結訓證明。(※須自本學期起 2 年內取得) ☐ 符合全英語授課，該課程授課鐘點時數以 1.5 倍計算。 ☐ 通過 ☐ 不通過_____						
	承辦人：_____ 主 任：_____						

備註：

1. 本表係依本校「全英語課程、學制及學程推動補助要點」第 3 點第 5 款第 1 目規定，申請開設專業學術英文課程或全英語授課課程之授課鐘點時數，以 1.5 倍計算，但總超支鐘點數仍受本校授課時數辦法之限制。(本項補助與第 3 點第 5 款第 2 目規定，僅可擇一申請)。
2. 申請補助之全英語課程應全程以英語為之，包括教學、教材、評量及課程大綱。
3. 本表獎補助之課程，應配合執行下列事項：
 - (1)課程應以英文授課，並實施由雙語教學推動資源中心提供之全英語教學回饋問卷。
 - (2)授課教師應於獲得獎補助當學期起二年內取得經雙語教學推動資源中心認可之 EMI 教學增能課程結訓證明。
 - (3)授課教師及獲獎補助課程應配合雙語教學推動資源中心安排，實施觀課機制及參與教學觀課等相關事宜。

課程成效評估由雙語教學推動資源中心於每學期辦理。授課教師若有下列情形之一者，依以下規定限制申請獎補助，並列入未來相關申請案之審查參考：

(1)經查未實際以英語授課或未配合實施全英語教學回饋問卷者達兩次以上者，自次學期起一年內不得提出申請。

(2)應於獲獎補助前或自獲獎補助當學期起二年內取得前項增能課程結訓證明，未符合者於取得前不得再申請。

(3)未配合實施觀課機制或參與教學觀課者，自次學期起一年內不得提出申請。

4. 課程組成說明：A：講演、B：實習（**未符合**）、A+B：講演含實習、C：台下指導（**未符合**）。

5. 請於 **115 年 9 月 14 日(星期一)**前交回雙語中心彙整。

NCHU Subsidy for All-English Courses and Degree Programs

【Teaching Hour Incentive】 Application Form

Course Dept.		Semester	1st semester, academic year 115				
Course Category	☐ Undergraduate Courses ☐ Advanced Courses ☐ Graduate-level Courses						
Course No.	Course Composition (note 4)	Course Name	Teaching hours	Full-time/Part-time professors	Instructor's Signature	Affiliated Unit	Note (Please see note 5 below.)
Instructor's Email Address							
Use the pre-submission checklist below to make sure you have all required documents ready to attach to your application. ☐ a completed syllabus. ☐ Certificate of Completion for EMI Teaching Enhancement Course Accredited by the Bilingual Education Resource Center.							
Reviewed by Dept. Coordinator	Phone :			Approved by Dept. Director			
Curriculum Division	Total number of course enrollments as of the first working day after the online add/drop deadline: _____ students. This application: ☐ Meets the Lectures (A) or Lecture with practice (A+B) courses. ☐ Meets the criteria for selection seat of a standard course. ☐ Does not meet the criteria for selection seat of a standard course. Liaison : Division Chief :					Office of Academic Affairs:	

Bilingual Education Resource Center	☐ Meets the criteria definition for ESAP / EMI courses. ☐ Certificate of Completion for EMI Teaching Enhancement Course Accredited by the Bilingual Education Resource Center. ※ It's a mandatory step in your application process to submit a Certificate of Completion for EMI Teaching Enhancement Course Accredited by the Bilingual Education Resource Center within 2 years from this semester. ☐ Meet eligibility criteria for the award, teaching hours will be multiplied by 1.5 times. ☐ Meeting all the requirements ☐ Does not meet all the requirements _____ Liaison : _____ Director : _____	
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※Notes :

1. According to **【National Chung Hsing University Directions of Subsidy for All-English Courses and Degree Programs】 III.(5)-1**, ESAP courses or EMI courses may be calculated 1.5 times of regular credit hours. However, there is still a limit for extra credit hours according to the regulations for credit hours of the University. **(Applicants can choose to apply for either this subsidy or the subsidy specified in Article III.(5)-2.)**
2. The course applies for subsidy including teaching content, teaching materials, evaluation and presentation of learning outcome in the classroom are in English.
3. Courses receiving subsidies under these Guidelines shall comply with the following requirements:
 - (1) Courses shall be conducted in English and shall implement the all-English teaching feedback questionnaire provided by the Bilingual Education Resource Center.
 - (2) Instructors shall obtain a certificate of completion for an EMI Teaching Enhancement course approved by the Bilingual Education Resource Center within two years from the semester in which the subsidy is granted.
 - (3) Instructors and subsidized courses shall cooperate with arrangements made by the Bilingual Education Resource Center, including participation in classroom observation mechanisms and related teaching observation activities.

The Bilingual Education Resource Center shall conduct course effectiveness evaluations each semester. If any of the following situations apply to an instructor, restrictions on future subsidy applications shall be imposed in accordance with the provisions below, and such records shall be taken into consideration in the review of future applications:

- (1) Instructors found not to have actually conducted instruction in English, or to have failed to cooperate with the implementation of the all-English teaching feedback questionnaire on two or more occasions, shall not be eligible to apply for subsidies for one year starting from the following semester.
- (2) Instructors who fail to obtain the required certificate of completion for the EMI Teaching Enhancement course prior to receiving the subsidy or within two years from the semester in which the subsidy is granted shall not be eligible to apply again until such certificate is obtained.

- (3) Instructors who fail to cooperate with the implementation of the classroom observation mechanism or to participate in teaching observation activities shall not be eligible to apply for subsidies for one year starting from the following semester.
4. Course Composition : A : Lecture 、 B : Practice (**not qualified**) 、 A+B : Lecture with practice 、 C : Off-stage guidance (**not qualified**)
 5. If an instructor offers "Outside Department Course(s)", please note that the calculation of total teaching hours shall be carried out and the application shall be reviewed by the coordinator in instructor's departmental affiliation.
 6. Please submit to the BERC by **Sep. 14(Mon.) 2026**.