

國立中興大學服務學習課程實施辦法

National Chung Hsing University Service Learning Courses Regulation

中華民國 98 年 3 月 26 日本校第 57 次教務會議訂定
中華民國 100 年 10 月 25 日本校第 62 次教務會議修正通過

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第一章 總則

Chapter 1 Principle

第一條 國立中興大學（以下簡稱本校）為發揚誠樸精勤之校訓，培養學生負責、服務、合作之美德，特訂定服務學習課程實施辦法。

Article 1 National Chung Hsing University (hereinafter as “The University”) stipulates this regulation to encourage students to be responsible and to have the ability to collaborate with others in order to cultivate students who can carry out our school motto of honesty and diligence.

第二章 執行方式

Chapter 2 Implementation

第二條 為執行服務學習課程，成立「服務學習推動小組」，由副校長擔任召集人，委員含教務長、學務長、總務長、通識中心主任、各學院院長及學生會代表一名，另設執行秘書一名，由教務長、學務長或通識中心主任擔任之。

Article 2 To implement labor service courses, the university establish service learning group and assign the vice president as the organizer. Group members include the president for academic affairs, president for student affairs, director for general education center, dean of every college and 1 representative of student association. There will be 1 executive secretary served by the president of academic affairs, the president of student affairs or the dean of general education center.

第三條 服務學習課程分為服務學習（一）、（二）與（三）三種課程。服務學習（一）開設於上學期，服務學習（二）開設於下學期，服務學習（三）由各教學單位自行規劃開課。

Article 3 There are 3 type of service learning courses. Service Learning A is open in the 1st semester. Service Learning B is open in the 2nd semester. Service Learning C is open based on each department.

第四條 服務學習課程種類：

一、服務學習（一）、（二）：含勞作教育、社團或行政單位服務學習等類別，其服務範圍係學生參與校內外服務工作，亦可與校內外志工團體結合辦理。

二、服務學習（三）：由各教學單位就專業知能結合社會服務，自行設計

規劃並開課。

- Article 4 Type of service learning:
- I. Service Learning A and B: These two types include labor service education, student club or service in administrative departments. Students can perform service inside or outside of the campus or collaborate with volunteer groups inside or outside of the university.
 - II. Service Learning C: Each department can open classes by combining their expertise and social services.
- 第五條 服務學習課程學分數、畢業條件：
- 一、服務學習（一）、（二）：必修零學分，本校學士班一年級及學士班轉學生（不含進修部）修習服務學習（一）或（二）累積通過兩學期，始得畢業。
 - 二、服務學習（三）：選修學分數由開課單位訂定。
- Article 5 Credit and requirement for graduation of service learning courses:
- I. Service Learning A and B: These two courses are required courses and provide 0 credit. Freshman and transfer students (not include students of evening division) should pass Service Learning A or B for 2 semester before graduation.
 - II. Service Learning C: Credit of this course is regulated by the department that open the class.
- 第六條 服務學習課程開課方式：
- 一、服務學習（一）、（二）：由學務處規劃，並送校級課程委員會審議。
 - 二、服務學習（三）：各教學單位依本校「課程規劃與開授準則」辦理。
- Article 6 Procedures for opening service learning course:
- I. Service Learning A and B: Planned by the Department of Academic Affairs and submitted to the Course Committee of the university for consideration.
 - II. Service Learning B: Conducted by each department according to the Principle for Planning and Opening courses.
- 第七條 服務學習課程教師授課時數計算：
- 一、服務學習（一）、（二）：不列入教師基本時數。
 - 二、服務學習（三）：列入教師基本授課時數計算，但不列入超支鐘點時數。
- Article 7 Calculation of teaching hours of service learning courses:
- I. Service Learning A and B: Teaching hours are not included in the basic teaching hours.
 - II. Service Learning C: Teaching hours are included in basic teaching hours but are not included in extra teaching time.

第八條 身心障礙之學生修習服務學習課程，其工作性質由學系依實際之狀況作適當之調配。其狀況特殊經系主任同意並經院長核准者，得予免修。

Article 8 The service of physically challenged students shall be adjusted based on the condition of the students. Those who have difficulties do not have to take the course after the approval of the dean and the chairperson of their departments.

第九條 服務學習課程視需要置教學助理或小組長，協助授課教師教學及評量。教學助理之遴選、培訓、職責、考核及獎勵悉依「國立中興大學教學助理制度實施要點」。

Article 9 Teaching assistant or group leader shall be assigned by the university to help teachers with their teaching and evaluation of students. The selection, training, responsibility, evaluation and reward of teaching assistant are stipulated by the National Chung Hsing University Teaching Assistant Guideline.

第三章 成績考評

Chapter 3 Evaluation

第十條 任課老師應依學生服務態度、服務成果，評定成績。

Article 10 The grade of service learning are based on the attitude and performance of the students.

第十一條 學生因故不能出席服務學習課程者，依本校「學生請假規則」辦理。

Article 11 Students who cannot attend service learning courses should follow the regulations of Student Leave Rules.

第十二條 學生修習服務學習課程（一）（二）而曠課達三分之一者，該學期成績以不及格評定之；修習服務學習課程（三）而曠課達三分之一者，依「國立中興大學學則」第26條處理。

Article 12 Students who take Service Learning A and B and are absent for 1/3 of the course will receive F in the final grade. Students who take Service Learning C and are absent for 1/3 of the course should follow the regulations of Article 26 of National Chung Hsing University Academic Policies.

第四章 獎勵辦法

Chapter 4 Rewards

第十三條 服務學習課程教學助理或小組長表現優良者，本校得頒發獎狀獎勵之。

Article 13 Teaching assistant of group leader who have excellent performance in service learning courses will receive certificate.

第十四條 為獎勵服務表現優異之學生，各授課教師應於各服務學習課程班次中，選拔表現優異之學生，給予鼓勵。每班得選拔一名學生，由校方頒發獎狀以資鼓勵。

Article 14 Teachers of service learning courses shall select 1 student who have excellent performance for every class. The students will receive certificate from the university.

第十五條 本校各單位得將學生修習本課程之成績，列為申請校內各項獎助學金及優秀學生選拔表揚之參考。

Article 15 The grade of service learning can be taken into consideration when applying scholarship or other rewards.

第五章 附則

Chapter 5 Supplementary provisions

第十六條 本辦法經校課程委員會、教務會議通過後自發布日施行，修正時亦同。

Article 16 This regulation is passed by the meetings of Course Committee and meetings of academic affairs and implemented on the announcement day. Any amendments should be processed accordingly.