

National Chung Hsing University

Regulations for the Administration of Graduate Student Scholarship and Student Aid

October 27, 2004 Approved by the 307th Administrative Meeting
February 27, 2008 Revisions approved by the 334th Administrative Meeting
April 16, 2008 Approved by the 335th Administrative Meeting
May 21, 2008 Approved by the 336th Administrative Meeting
May 20, 2009 Revisions approved by the 344th Administrative Meeting
September 16, 2009 Revisions approved by the 346th Administrative Meeting
June 22, 2011 Revisions approved by the 363rd Administrative Meeting
June 11, 2013 Revisions approved by the 379th Administrative Meeting
November 27, 2013 Revisions approved by the 381st Expanded Administrative Meeting
September 16, 2015 Complete revision approved by the 394th Expanded Administrative Meeting
June 15, 2016 Revisions (Articles 3 and 6) approved by the 400th Administrative Meeting
September 6, 2017 Complete revision approved by the 409th Administrative Meeting
January 10, 2018 Revisions (Article 2) approved by the 412th Administrative Meeting
December 26, 2018 Revisions (Articles 2, 3, and 10) approved by the 421st Administrative Meeting

- Article 1 National Chung Hsing University (hereinafter referred to as NCHU or “the University”) has formulated these Regulations to motivate graduate students in their studies and research and to help them develop the skills needed for teaching and administrative assistance work.
- Article 2 The University’s graduate student subsidies shall consist of scholarships and student aids.
1. Scholarships shall be made available to graduate students who demonstrate exceptional academic or research performance at enrollment or during their studies at NCHU.
 2. Student aid shall be made available to graduate students in the following categories:
 - 1) Teaching assistants engaging in course teaching activities shall be eligible for student aid in accordance with the University’s Administrative Guidelines for Teaching Assistantships.
 - 2) Administrative assistants providing support for administrative tasks are considered labor-type part-time assistants and shall be eligible for student aid disbursed in accordance with Article 8 of these Regulations.
- Article 3 The funds for graduate student scholarships and student aid shall be disbursed from the University Endowment Fund.
University reserve funds shall account for 20% of the total budget and shall be used to cover the budgetary needs of academic and administrative units at the university and college levels. Scholarships offered by departments, institutes, and degree programs shall account for 80% of the total budget.
The executing units shall fund employer contributions to Labor Insurance and National Health Insurance and other related expenses. If any of the aforementioned expenses are governed by other subsidy regulations, the said regulations shall apply.
- Article 4 Budget allocation criteria:
1. The budget for the graduate student scholarships and student aid offered by each department, institute, and degree program shall be disbursed from the University’s budget for government scholarships and student aid. The funds shall be allocated in proportion (TWD in thousands) to the actual number of regular graduate students enrolled in the respective academic unit in the fall semester of the given academic year, exclusive of working students, students in in-service programs, students in the Industrial Technology R&D Master’s Program, and students enrolled in accordance with the Regulations Governing the Enrollment of Mainland Chinese Students in Junior Colleges and Institutions of Higher Education. A multiplier of 1 shall apply to the number of Master’s students and a multiplier of 1.5 shall apply

to the number of doctoral students. Departments, institutes, and degree programs shall be responsible for the allocation of funds for scholarships and student aid offered to students who reenroll in the respective academic unit after a suspension of studies.

2. University reserve funds: Funding shall be based on the amount available and budgetary needs.

- Article 5 Graduate students who perform poorly in carrying out teaching or administrative tasks or who receive a demerit or more severe penalty due to violations of school regulations shall be barred from applying for or receiving scholarships and student aid governed by these Regulations.
- Article 6 Scholarships and student aid shall be disbursed in the form of a monthly stipend from September to July of the following year (for new students) or from August to July of the following year (for returning students). Departments, institutes, and degree programs may adjust the scholarship or student aid amount disbursed to each graduate student on a monthly basis.
- Article 7 Each department, institute, and degree program shall stipulate guidelines governing the review of scholarship and student aid applications and organize a review committee to oversee matters concerning graduate student scholarship and student aid applications and disbursements in the respective department, institute, and degree program.
The guidelines governing the review of scholarship and student aid applications for each department, institute, and degree program shall require approval by the general meeting or relevant review meeting of the respective department, institute, or degree program and subsequent submission to the President for ratification in accordance with the University's administrative procedures.
Executing units shall stipulate guidelines governing university reserve funds separately and submit them to the appropriate meeting for approval before implementation.
- Article 8 Each department, institute, degree program, and other unit utilizing university reserve funds shall stipulate rules in accordance with the Ministry of Education's Guiding Principles for the Rights of Financial Aid Recipients in Junior Colleges and Institutions of Higher Education and the Ministry of Labor's Guiding Principles for the Labor Rights of Part-Time Assistants in Junior Colleges and Institutions of Higher Education. Units shall enter into labor contracts with employed labor-type part-time assistants that specify details concerning the work location, times, working hours, contract duration, job description, compensation, work guidelines, contract termination, and other rights and responsibilities.
- Article 9 Matters not addressed herein shall be handled in accordance with the applicable rules and regulations of the University.
- Article 10 These Regulations shall take effect upon approval by the Administrative Meeting. The same shall hold true when amendments are made.