

# 臺北醫學大學醫學院邀請外籍學者授課補助作業細則

## Regulations for Subsidies for Inviting Foreign Scholars to Teach at Taipei Medical University College of Medicine

113 年 5 月 22 日醫學院行政會議新訂通過

Approved by College Administrative Council on May 22nd, 2024

113 年 6 月 12 日醫學院院務會議通過

Approved by College Affairs Council on June 12nd, 2024

### 第一條 (目的)

臺北醫學大學醫學院(以下簡稱本院)為鼓勵主授教師邀請外籍學者參與授課，提升學生國際視野，特訂定「臺北醫學大學醫學院邀請外籍學者授課補助作業細則」(以下簡稱本細則)。

### Article 1 (Purpose)

The Taipei Medical University College of Medicine (hereinafter referred to as "the college") aims to encourage lead teachers to invite foreign scholars to participate in teaching, enhancing students' international perspectives. Therefore, the "Regulations for Subsidies for Inviting Foreign Scholars to Teach at Taipei Medical University College of Medicine" (hereinafter referred to as "these Regulations") are hereby established.

### 第二條 (外籍學者資格認定)

本細則補助對象為外籍學者，不具本校專任教職或持領本校經費者。

且需符合以下條件之一：

- 一、 主聘單位為國外相關學術或產業機構，且可提供機構公開資訊佐證。
- 二、 無機構任職者，申請單位需提出該學者近五年學術或專業成就。

## Article 2 (Qualification of Foreign Scholars)

The beneficiaries of these Regulations are foreign scholars who do not hold a full-time position at the university or receive funding from the university. They must meet one of the following conditions:

- A. Employed by a relevant academic or industrial institution abroad and possess a valid foreign work permit.
- B. Unemployed individuals must provide evidence of academic or professional achievements in the past five years.

## 第三條 (補助範圍)

本細則悉依本校教務學務系統主授教師登錄資料為憑：

- 一、 擔任課程授課教師，且登記於授課進度表，授課時數達 2 小時以上。課程需開放全院師生參與。
- 二、 擔任課程參與教師，且登記於授課進度表並有出席記錄，需參與達一學年。

## Article 3 (Scope of Subsidies)

These Regulations are based on the registration information of the course main Instructor in the school's academic affairs system:

- A. Serve as course instructors and be listed on the course schedule with teaching hours exceeding 2 hours. The course must be open to all students and faculty members of the college.
- B. Serve as course participants teacher, be listed on the course schedule with attendance records, and participate for at least one academic year.

#### 第四條 (補助申請方式)

課程主授教師得檢具申請表及外籍學者履歷，於開課前一學期依學院公告時程提出申請。

#### Article 4 (Application Procedure)

The course main Instructor may submit an application form and the curriculum vitae of the foreign scholar before the start of the semester, following the schedule announced by the college.

#### 第五條 (審查方式)

由院長指派專責副院長籌組審核小組，召開會議審議外籍學者資格與補助金額後，經校方核定始得補助。

#### Article 5 (Review Process)

A review committee led by the Dean will be appointed to review the qualifications of foreign scholars and determine the subsidy amount.

#### 第六條 (補助標準)

本細則所訂之補助金額為逐年申請，在年度募款預算內，經審核小組會議審議分配後核定。

#### Article 6 (Subsidy Standards)

The subsidy amount specified in these Regulations will be applied for annually. The allocation will be determined after review by the review committee meeting within the annual fundraising budget.

#### 第七條 (核銷依據)

完課後二週，由主授教師提供授課進度表，及外籍學者領據、護照、銀行帳戶等資料至學院辦理核銷。逾期不予補助。

#### Article 7 (Verification Basis)

Two weeks after the course, the course main Instructor must provide the course schedule and documents such as receipts, passports, and bank account information of the foreign scholar to the college for verification. Subsidies will not be granted if the deadline is missed.

#### 第八條 (核決權限)

本辦法經醫學院院務會議通過後公告施行；修正時亦同。

#### Article 8 (Level of authority)

The regulation is approved in the College of Medicine Affairs Faculty Meeting and comes into effect after the announcement; the same when it is amended.

臺北醫學大學醫學院邀請外籍學者授課補助申請表

主授教師姓名		主授老師所屬單位	
課程名稱		開課單位	
邀請外籍學者姓名			
外籍學者聘任單位			
外籍學者預計授課日期			
外籍學者職級	<input type="checkbox"/> 教授 <input type="checkbox"/> 副教授 <input type="checkbox"/> 助理教授 <input type="checkbox"/> 其他_____		
邀請外籍學者理由簡述：			
授課課程規劃：			
課程授課方式	<input type="checkbox"/> 實際邀請授課 <input type="checkbox"/> 同步視訊 <input type="checkbox"/> 非同步視訊		
主授教師簽章：	開課單位主管簽章：		

Subsidies for Inviting Foreign Scholars to Teach at Taipei Medical University College of  
Medicine application form

Course main instructor		Department of main instructor	
Course title		Units of course	
Foreign scholars name			
Foreign scholars Unit			
Foreign scholars course date			
Foreign scholars position		<input type="checkbox"/> Professor <input type="checkbox"/> Associate Professor <input type="checkbox"/> Assistant professor <input type="checkbox"/> Other _____	
Brief about the foreign scholars:			
Course plan :			
Course method		<input type="checkbox"/> In-class learning <input type="checkbox"/> online course <input type="checkbox"/> Asynchronous video	
Main Instructor Signature :		Director of Units of course Signature:	