

# Yuan Ze University Unlimited Assurance Program Guidelines

Ratified at the 4th Student Affair Committee Meeting on 6 March 2013

Amended at the 4th Student Affair Committee Meeting on 17 July 2017

- Article 1 To assist students whose parents are involuntarily unemployed, families have undergone sudden crisis, or have been affected by natural disasters, this institution has established these regulations to help them successfully complete their studies.
- Article 2 Eligible Applicants: This applies to formally registered students of the university, excluding students who are extending their studies and professional students in graduate programs.
- Article 3 Applicants who meet any of the following conditions may submit an application:
1. Parents or legal guardians are involuntarily unemployed or laid off.
  2. Households affected by natural disasters.
  3. Families experiencing sudden crisis.
  4. Other special reasons.
- Article 4 Application Method and Procedures:
1. This project is conducted once per semester. Applicants should prepare the necessary documents from the start of the semester and submit their applications to the Student Affairs Office's Life Guidance Section.
  2. The project liaison will interview the students and assess their overall needs, provide recommendations for assistance, and then submit these to the project evaluation team for consideration and decision based on the specifics of each case.
  3. For other special reasons, applications can be processed at any time.
- Article 5 Applicants must submit their needs for the following subsidy items:
1. Living allowance: issued monthly.
  2. Free on-campus accommodation.
  3. Subsidy for students affected by natural disasters.
  4. Reduction or exemption of tuition and miscellaneous fees.
  5. Other assistance measures.
  6. Applicants for the above subsidies must commit to 10 hours of service per month. In cases of special reasons, the charge unit may consider reducing or waiving this requirement. Service hours will be recorded and considered as criteria for reapplying to this project, and uncompleted hours will be recorded in the school's departure control system.

7. The nature of the service is planned according to the "College and University Service Learning Program" and "Guidelines for the Rights and Benefits of Scholarship and Grant Students in Institutes of Higher Education," focusing on public, community, and developmental service learning activities without direct compensation.

Article 6 Applicants must attach the following documents:

1. One application form.
2. Certificate of involuntary separation or unemployment benefit proof.
3. Copy of the household registration or a transcript.
4. Recommendation from relevant counseling personnel (department head, tutor, and department military instructor, etc.).
5. Copy of disaster victim certificate issued by the town/city office or village head, or a casualty certificate issued by a hospital (required for applying for natural disaster subsidies).
6. Individual Income Tax list and property list in the latest year of family (must include parents and student).
7. Other relevant supporting documents.

Article 7 Those who have already received various subsidies within the school must accurately report their circumstances for consideration in this project's subsidies.

Article 8 The funding for this project comes from budget savings of various units within the school and donations from enthusiastic individuals both inside and outside the school. If the funds for this project are exhausted, disbursement will cease.

Article 9 After approval from the Student Affair Committee Meeting, these regulations will become effective and any amendments will follow the same process.

**The English version is provided for reference purposes only. In the event of any discrepancies between the English and Chinese versions, the Chinese version shall prevail.**