

Yuan Ze University Guidelines for Student Learning Counseling and Grants

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Article 1: In accordance with the Higher Education Sprout Project approved by the Executive Yuan, these guidelines are established to support economically disadvantaged students at Yuan Ze University, encouraging their academic dedication and perseverance. (Applicable to Domestic Students Only)

Article 2: Learning counseling and grants prioritizes subsidies for economically disadvantaged individuals, in the following order:

1. Students from low-income households
2. Students from middle to low-income households.
3. Students from families with special circumstances.
4. Recipients of scholarships under the Higher Education Disadvantaged Student Aid Program.
5. Students with disabilities or children of persons with disabilities (in order of severe, moderate, mild).
6. Students facing sudden family changes or other approved reasons.
7. Indigenous students.
8. Pregnant students or students caring for children under the age of 3. Those whose annual family income does not exceed NT\$1 million and whose real estate value does not exceed NT\$10 million shall receive priority subsidies.

Article 3: Learning counseling and grants are implemented with a "guidance first, reward later" approach. Students must participate in foundational counseling sessions and complete feedback forms before being considered for grants.

Article 4: Subsidy Standards for Tutoring Hours:

1. Economically disadvantaged undergraduate or master students who meet the aforementioned eligibility criteria provide academic counseling assistance
2. Payment rate: NT\$495 per hour, funded by the school's counseling mechanism.

Article 5: Grant Categories and Quotas (Subject to Budget Availability):

1. Course Learning and counseling Grants:
 - To encourage economically disadvantaged undergraduate students to participate in course counseling or micro-courses.
 - The subsidy amount is NT\$700 per course (session) for participating students. Students must register for the course in advance and fully participation is required to be recognized.
2. Improvement in Academic Performance Grants:
 - (1) To encourage economically disadvantaged undergraduate students to participate in course learning counseling or peer tutoring programs and reward those who show improvement in academic performance.

(2) Issued based on the allocated budget.

(3) Improvement Criteria:

- Students with an average academic grade improvement of 20 points or more compared to the previous semester may receive up to NT\$4,600 per semester, depending on the annual scholarship budget.
- Students with an improvement of 10–19 points may receive up to NT\$3,800 per semester.
- Students with an improvement of 5–9 points may receive up to NT\$3,200 per semester.
- Students with an improvement of 3–4 points may receive up to NT\$2,500 per semester.

(4) Grades must reach a minimum of 60 points to qualify for the improvement in academic performance grants.

(5) Grants will be issued after the end of each semester to benefit economically disadvantaged students who demonstrate academic progress.

3. Certificate and Licensing Grants:

(1) To encourage economically disadvantaged students to participate in course counseling or micro-courses, register for and obtain certificates or international licenses. It aims to enhance students' professional capabilities, improve their competitiveness in career, and develop a secondary specialty.

(2) Subsidy for Exam Fees:

- Students who register for or obtain certificates during the semester (such as MOS, ACA, ERP, TQC, or certificates conducted by the Executive Yuan's Workforce Development Agency) are eligible for reimbursement of exam fees up to NT\$3,000 per item, based on actual receipt amounts.

(3) Certificates Incentive Grant:

- Students who pass certificate exams may receive a grant of NT\$3,000 for per certificate.
- Each student may apply for subsidies and incentives for up to two certificate exams per semester.
- Applicants must complete the application form and attach proof of certificate. Applications must be submitted within the announced timeframe and will be reviewed and approved based on the order of submission.

(4) To further enhance competitiveness, economically disadvantaged students who pass English proficiency exams at a level equivalent to C1 or above on the Common European Framework of Reference for Languages (CEFR) or obtain certificates marked with an asterisk in the approved certificate list may receive a grant of NT\$6,000.

4. Outstanding Teaching Assistant Grants: To encourage economically disadvantaged students to serve as teaching assistants, in accordance with the implementation guidelines of Yuan Ze University Outstanding Teaching Assistant Award, a number of economically disadvantaged teaching assistants will be recommended, selected, and reviewed. Those approved as outstanding teaching assistants will be awarded a grant of NT\$5,000 each.

5. Theme-based Study Group Grants:

(1) To encourage economically disadvantaged students to engage in self-directed learning, a learning grant is provided for participants of theme-based study group.

(2) The grant amount is NT\$2,000 per term for each student participating in theme-based study group organized by the Academic Affairs Office. Each student is limited to be subsidized once per semester. Participants must adhere to the guidelines and regulations of the theme-based study group, participate fully, pass the review process, and submit progress reports. Only those who meet the subsidy requirements will receive the grant.

6. Peer Tutoring Grants:

(1) To encourage economically disadvantaged students to participate in peer tutoring, a learning grant is provided.

(2) Measures for the Peer Tutoring Grant are as follows:

(A) Students with outstanding academic performance (ranked in the top 30% of their class) from graduate programs or third and fourth years of undergraduate studies may apply to serve as tutoring leaders. A peer tutoring leader organizes a study group consisting of 5 or more students to study on key subjects. Each peer tutoring session must last for at least two hours and be held during non-class hours, with a monthly limit of 8-10 hours (applications are on a monthly basis, ensuring they do not interfere with regular coursework). Each tutoring leader may apply for the grant once per month.

(B) Tutoring leaders receive a monthly grant of NT\$5,000. Students participating tutoring will receive NT\$700 subsidy for participating in each two-hour peer tutoring session.

(C) Tutoring leaders must complete the following: (a) Submit a Peer Tutoring Application Form. (b) Submit a Peer Tutoring Record Form (including photos of the tutoring sessions). (c) Submit a Tutoring Attendance Sheet. Document (a) must be submitted to the Teaching Services Section by the 25th of the preceding month. Documents (b) and (c) must be submitted to the Teaching Services Section by the 30th of each month for review and approval. Applications must be submitted within the announced timeframe, and grants will be issued in order of submission.

7. Interdisciplinary Course Program Grants:

(1) To encourage economically disadvantaged undergraduate students to take interdisciplinary course programs and enhance their interdisciplinary learning abilities, a learning grant is provided for completing such programs.

(2) Economically disadvantaged undergraduate students who complete an interdisciplinary course program during their studies, as verified and approved by the responsible units of programs, and receive a program certificate, are eligible for a grant of up to NT\$2,000 per person for completing one interdisciplinary course program.

(3) Eligible students must follow the application process as announced each semester. In the 1st stage, they must submit the application form; in the 2nd stage, they must submit the program certificate and a study results report. Applications should be submitted to the Teaching Services Section within the announced timeframe. Late applications will not be accepted.

Article 6: Learning grants are distributed in accordance with the budget allocated by the Ministry of Education. The allocation of grants is primarily based on the order of application until the funds are exhausted. Before the funds are depleted, priority will be given to students with greater economic disadvantage. The application timeline for each type of grant is subject to the announcements made by the Teaching Services Section of the Academic Affairs Office. Failure to apply within the specified timeframe will invalidate the application.

Article 7: If the counseling registration information is found to be falsified, it will not be recognized, and any granted scholarships must be returned. Actions shall be taken in accordance with the "Yuan Ze University Student Disciplinary Regulations and Procedures Implementation Regulations."

Article 8: The information regarding scholarships or grants shall be reviewed, registered, and verified by the Teaching Services Section of Academic Affairs Office. For those who meet the eligibility criteria, the Academic Affairs Office will compile a list of qualified recipients and forward it to the Accounting Office for disbursement within one month after the end of each month or semester.

Article 9: For matters not specified in these guidelines, relevant regulations shall apply mutatis mutandis.

Article 10: These guidelines shall be implemented upon approval by the Academic Affairs Meeting and amended accordingly.

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