

# 文藻外語大學學海築夢及新南向學海築夢計畫審查 作業要點

## Evaluation Guidelines for Overseas Study Dream Program and Overseas Study Dream Program of the New Southbound Policy of Wenzao Ursuline University of Languages

民國104年02月03日行政會議修正通過

Amended and approved at the Administrative Meeting on February 3, 2015

民國104年3月2日校長核定通過

Ratified by the President on March 2, 2015

民國107年02月06日行政會議修正通過

Amended and approved at the Administrative Meeting on February 6, 2018

民國107年03月12日校長核定通過

Ratified by the President on March 12, 2018

一、文藻外語大學(以下簡稱本校)為鼓勵學生赴國外實習，培養國際視野及實務經驗，爰依「教育部鼓勵國內大專校院選送學生出國研修或國外專業實習補助要點」規定，訂定本作業要點(以下簡稱本要點)。

1. Wenzao Ursuline University of Languages (hereinafter referred to as “the University”) has enacted the Evaluation Guidelines for Overseas Study Dream Program and Overseas Study Dream Program of the New Southbound Policy (hereinafter referred to as “the Guidelines”) in accordance with the Ministry of Education’s Overseas Study and Internship Subsidy Guidelines for Institutes of Higher Education, in order to encourage students to pursue internship abroad for developing a global vision and obtaining practical experience.

二、補助類型：

計畫主持人運用國際合作計畫管道，以本校長期發展優勢為核心考量，選送學生赴國外先進或具發展潛力之企業、機構進行專業實習(不包括大陸及港澳地區)。

2. Subsidy type:

A principal investigator makes use of international collaboration resources to send selected students to foreign leading or potentially growing companies or institutions for professional internship (not including China, Hong Kong and Macau) in consideration of the long-term development advantages for the University.

三、申請資格：

計畫主持人應為本校專任教師，得聘共同主持人一名，共同主持人應為本校專任(案)或兼任教師，每一計畫主持人於學海築夢及新南向學海築夢計畫各限提送一案。

由計畫主持人選送符合下列資格之在校學生出國實習：

3. Eligibility:

A principal investigator shall be a full-time teacher of the University and 1 co-principal investigator may be appointed. The co-principal investigator shall be a full-time or part-time teacher of the University. Every principal investigator is allowed to propose 1 project for both the Overseas Study Dream Program and the Overseas Study Dream Program of the New Southbound Policy. A principal investigator is in charge of selecting current students who meet the following criteria for overseas internships:

(一) 具中華民國國籍且在台灣地區設有戶籍者，並於本校就讀一學期以上之在校學生(不包括境外碩士專班學生)。

(二) 參與學生未同時領取我國政府提供之其他出國補助，同一參與學生於同一教

育階段未曾獲此計畫補助。

(三) 外語能力及其他甄選資格須符合國外實習單位與薦送系所規定，並宜轉知系所主管。

- (1) Studied 1 or more semesters in the University with the nationality of Republic of China and household registration (not including those studying in overseas professional Master's programs).
- (2) Did not receive any other overseas subsidies from the government and never received this subsidy in the current education level.
- (3) Foreign language ability and other application eligibility are subject to foreign companies and the department (graduate institute) giving a recommendation. The head of the department (graduate institute) giving a recommendation shall be notified.

#### 四、補助期限及額度：

選送生於國外機構實習期間不得少於三十天(不包括來回途程交通時日)。但赴印尼實習者，於國外實習機構實習期間，不得少於二十五日(不包括來回途程交通時日)。每一計畫案實際補助金額包括一張國際來回經濟艙機票款，得包括生活費，其中新南向學海築夢生活費補助至多兩個月。計畫主持人或共同主持人之補助以一人為限，生活費最多不超過十四日，並以計畫期程結束前為限。

#### 4. Subsidy duration and amount:

An overseas internship lasts no less than 30 days (transportation time taken for a round-trip is not included). For Indonesian internship, the duration is set to 25 days or more (transportation time taken for a round-trip is not included). 1 round-trip economy class ticket and living allowance are granted for each project. Living allowance for the Overseas Study Dream Program of the New Southbound Policy may be provided for a maximum of 2 months. Only the principal investigator or the co-principal investigator can obtain the subsidy with living allowance for no more than 14 days before the end of the project.

選送生獲補助金額應包含申請教育部補助款及本校配合款，獎助金額依當年度獲教育部實際補助金額調整之。

The subsidy is paid by the Ministry of Education and the University. The actual amount of the subsidy is subject to the grant received from the Ministry of Education every year.

#### 五、申請方式：

計畫主持人填具「計畫申請書」經所屬系(所、中心)主管同意後，送至各學院。各學院將院內申請件及薦送排序於規定時間內送至學生事務處生涯發展中心。生涯發展中心召開校內審查會議，校內審查小組由學生事務長擔任召集人，成員由教務長、研發長、國際長組成之。

#### 5. Application procedure:

A principal investigator completes the Project Application Form and sends the form to each college with the approval of the head of the department (graduate institute/center) in charge. Each college shall submit applications and the recommendation order to the Career Development Center under the Office of Student Affairs by the deadline. The Career Development Center holds an internal evaluation meeting. The evaluation team consists of the Dean of Student Affairs (serving as the convener), the Dean of Academic Affairs, the Dean of Research and Development, and the Dean of International and Cross-Strait Cooperation.

每一申請案須依照當年度「教育部鼓勵國內大專校院選送學生出國研修或國外專業實習補助要點」規定格式撰寫計畫書，及提供申請相關資料，申請期程依生涯發展中心公告日程為準。

A project proposal shall be written in compliance with the formatting requirements of the Ministry of Education's Overseas Study and Internship Subsidy Guidelines for Institutes of Higher Education each year, and relevant documents shall be provided.

Application schedule is subject to the announcements made by the Career Development Center.

六、計畫審查標準：

- (一) 實習企業機構之聲譽、重要性及合作條件(20%)。
- (二) 實習課程與實習內容之切合性(30%)。
- (三) 選送人數及計畫經費之合理性(20%)。
- (四) 實習考評輔導機制之完整性(20%)。
- (五) 計畫文件及相關行政程序之完備性(10%)。

6. Proposal evaluation standards:

- (1) Reputation, importance and collaboration terms of a corporate sponsor. (20%)
- (2) Suitability of internship course and content. (30%)
- (3) Appropriateness of the number of selected students and project budgeting. (20%)
- (4) Completeness of the internship evaluation and guidance system. (20%)
- (5) Comprehensiveness of project documents and relevant administrative procedures. (10%)

學海築夢計畫赴中東歐、中南美、西亞或其他等具高潛力發展國家或國外先進之企業或機構進行實習者，依前述標準計分，總分外加 10% 予以獎勵。

Besides all the individual scores from the criteria above, 10% of the total score will be additionally given to students applying for the Overseas Study Dream Program to complete internships in Central and Eastern Europe, Central and South America, Western Asia or other countries with high potential or foreign leading companies/institutions.

新南向學海築夢計畫選送新住民(臺灣地區人民之配偶為外國人、無國籍人、大陸地區人民及香港、澳門居民)子女赴國外實習者，依前述標準計分，總分外加 10% 予以獎勵。

Besides all the individual scores from the criteria above, 10% of the total score will be additionally given to students who are children of new immigrants (a citizen's spouse is from a foreign country, China, Hong Kong or Macau, or a stateless person) and apply for the Overseas Study Dream Program of the New Southbound Policy.

七、本要點如有未盡事宜，依「教育部鼓勵國內大專校院選送學生出國研修或國外專業實習補助要點」之相關規定辦理。

7. Matters not covered by the Guidelines shall be compliant with the rules of the Ministry of Education's Overseas Study and Internship Subsidy Guidelines for Institutes of Higher Education.

八、本要點經行政會議通過，陳請校長核定後實施，修正時亦同。

8. The Guidelines become effective after being approved at the Administrative Meeting and submitted to the President for ratification. Amendments must follow the same procedure.