

臺北醫學大學『110年教育部學海築夢及新南向學海築夢計畫』甄選簡章

壹、 依據：

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修正規定。

貳、 目的：

為配合教育部鼓勵國內公私立大專校院，運用國際合作計畫管道，選送學生赴國外先進或新南向國家具發展潛力之企業、機構進行職場實習（不包括大陸及港、澳），由薦送學校自行安排實習機構及規劃實習領域，充實實習課程，落實學用合一，加強職涯生活輔導並培育國內學生更加瞭解國外先進或新南向國家文化，有助未來深耕與各該國關係及合作發展。

參、 申請資格：

(一) 計畫主持人：本校之專任教師。

(二) 共同主持人：得聘一名，應為本校專任或兼任教師。

(三) 計畫選送學生：

1. 具中華民國國籍，且在台灣地區設有戶籍者，於本校就讀一學期以上之在學學生，不包括國內及境外在職專班生。
2. 應具備之語言能力條件如下：英語系國家 TOEFL 79分、IELTS 5.5分；非英語系國家 TOEFL 75分、IELTS 5.0分；日文檢定 2級或附上其它外語能力檢定證明。
3. 依本公告依據之教育部補助要點規定申請計畫補助者，同一申請人，同一教育階段，以補助一次為限。但不同補助類型計畫名額及經費有剩餘時，本校得選送學生至不同補助類型計畫。

肆、 補助經費來源、期限及額度：

(一) 教育部補助款

(二) 本校配合款：依教育部規定辦理（補助金額視教育部補助額度及本校當年度預算而定）。

(三) 選送生於國外實習機構實習期間，應至少連續三十日（不包括來回途程交通時日），至多補助期限以一學年為限。但赴印尼實習者，於國外實習機構實習期間，應至少連續二十五日（不包括來回途程交通時日）。

(四) 學海築夢每一個實習計畫案，實際補助金額由本校審查委員會決定，每人實際補助額度應包括一張國際來回經濟艙機票款，並以一次為限，另得包括生活費；其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。若選送學生人數未達3名，不予補助計畫主持人。

(五) 新南向學海築夢每一個實習計畫案，實際補助金額及最低選送人數由教育部核定，每人實際補助額度應包括一張國際來回經濟艙機票款，並以一次為限，另得包括生活費；其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。若選送學生人數未達3名，不予補助計畫主持人。本項所稱新南向國家，係指印尼、越南、寮國、汶萊、泰國、緬甸、菲律賓、柬埔寨、新加坡、馬來西亞、印度、巴基斯坦、孟加拉、尼泊爾、不丹、斯里蘭卡、紐西蘭及澳洲等十八國。

伍、 申請程序及文件：

(一) 由計畫主持人撰寫計畫書並檢附相關文件資料，於當年度校內申請截止日期前，由各學院送至國際事務處國際盟校組辦理。110年校內申請截止日期為1月22日。

(二) 計畫案申請書以教育部當年度公告之版本為準。110年教育部審查重點如下：

1. 學海築夢及新南向學海築夢子計畫構想頁：（每一申請案需附一千五百字至二千字摘要，

包括赴國外實習機構簡介、效益、向教育部申請經費、薦送學校提出配合經費及預計選送學生人數)。

2. 國外實習機構同意薦送學校選送學生赴該機構實習同意書或合作契約書影本。
3. 實習機構考評輔導學生方式、提供待遇、計畫主持人與該機構合作時間。

(三) 通過校內甄選之計畫案，計畫主持人須配合教育部之相關規定提交／上傳申請文件供教育部審核。

陸、 審查委員會之組成：

審查委員會由副校長召集，學務處、教務處、國際事務處、研發處及各學院院長(或其指名代理人)組成。並得視需要邀請相關人員列席審查委員會。

柒、 審核程序：

審查委員會將依照校內計畫案甄選標準審查並排定學海築夢各計畫案之優先順序。推薦名單核定後由國際事務處國際盟校組於申請截止期限內提報至教育部審核。

捌、 校內計畫案甄選標準：

(一) 計畫構想頁(25%)：包括實習計畫目的、預期成效及赴國外實習機構簡介、契合性，實習機構本身之特色及專長項目、在其專業領域之國際聲譽、評價及表現，該計畫與校／院／系／所等層級之既定發展計畫(含教學、研究、國際化、產學合作等面向)之相關性等。

(二) 實習機構提供實習相關協助及輔導方式(15%)：該機構所能提供參與學生之相關評量及輔導、實習結束後對學生未來發展之協助等。

(三) 提供實習學生之待遇(10%)：計畫主持人篩選學生之方式，如專業表現、外語能力、學習態度、課餘活動紀錄、參與計畫之適性程度等；實習機構同意書或合作意向書，實習機構所能提供給學生之資源、學生在當地的實習勞動條件，並且確認符合當地相關勞動法規。

(四) 計畫主持人與該機構建立之合作機制(20%)：計畫主持人與國外實習機構之合作往來歷史，計畫之永續發展潛力，如進一步達成長期夥伴關係、教研合作、開設課程等可能；參與學生向校內師生分享學習成果之機制等。

(五) 校內簡報(10%)：計畫主持人於校內審查委員會之提案報告，如就書面計畫內容之說明、針對審查委員提問之回應等。

(六) 過去三年計畫案執行成效相關媒體報導(初次免填，配分加至第一項計畫構想頁)(10%)：計畫主持人往年執行學海築夢及新南向學海築夢計畫之成果及成效公告宣傳、媒體曝光等。

(七) 過去三年計畫案對參與學生之具體影響，特別在職業生涯部份(初次免填，配分加至第一項計畫構想頁)(10%)：計畫主持人往年執行學海築夢及新南向學海築夢計畫之成果；歷年執行計畫所帶來之校外交流合作；對參與學生職涯等未來發展之幫助；同儕及／或審查委員會對計畫執行度之評估。

玖、 校內計畫案評分方式：

(一) 評分採序位法(評分換算為序位)，依各甄選標準及其配分，分別評分加總轉換為序位；得分最高者序位第一，得分次高者序位第二，以此類推，並由審查委員會決議本校當年度向教育部薦送之計畫案件數。

(二) 基於利益迴避之原則，計畫主持人所屬學院之審查委員將不得參與該案之評分。

壹拾、 計畫主持人、共同主持人及選送生出國前須簽訂行政契約書，及國外實習機構同意本校選送學生赴該機構實習同意書或合作契約書影本。有關海外研修、實習及返國後之權利義務，依契約書內容及「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修正規定」辦理。

壹拾壹、 計畫主持人注意事項：

- (一) 需於出國研修(實習)計畫期程結束後二星期內，上傳問卷調查表及一千字以內中/英文心得(成果)報告(四張照片以上)，並得繳交經國外實習機構同意之經驗分享短片(以三分鐘為原則)，未傳送完成者，不得辦理結案。
- (二) 如遇特殊情況，需變更計畫主持人時，原計畫主持人須向校方遞交書面同意書，並填妥更換計畫主持人同意書，備函逕送教育部委託之學校及教育部備查，並上網更改系統資訊。
- (三) 獲補助計畫主持人應於選送生出國實習二星期前，至本計畫資訊網登錄參與國外實習團員基本資料，俾透過系統匯出資料通報各所屬駐外機構，以確實掌握選送生國外動向及安全，並給予適當協助。
- (四) 計畫主持人應親洽國外實習機構，不得藉助或委託仲介公司辦理，且執行內容涉及國外實習待遇、實習時數、簽證種類、保險範圍及期間，確實符合當地國實習相關法規及當地國境內實習勞動條件，如有不符合或違法之處，喪失補助資格，決無異議。
- (五) 如需變更或新增實習機構，應由各該計畫主持人於出國實習前敘明理由及提出該實習機構詳細介紹資料、與原實習機構不同之處對照表及國外實習機構同意選送生赴該機構實習同意書或合作契約書影本，逕向本校申請並經同意後，始得變更或新增該實習機構，以一次為限。本校需備函檢附校內審核通過紀錄、與原實習機構不同之處對照表及國外實習機構同意選送生赴該機構實習同意書或合作契約書影本逕送教育部委託之學校，同時副知教育部，並上網更改系統資訊，並將列入次年度行政績效評核。變更實習機構未經本校同意者，喪失受補助資格，本校將追償已領補助款，並繳還教育部。
- (六) 學海築夢國外實習計畫所提之預定實習人數，計畫主持人得於出國實習前，提出具體說明逕向本校申請變更。
- (七) 新南向學海築夢實習人數，不得少於教育部核定之最低選送人數。如需變更最低選送人數，計畫主持人應提出具體說明，於出國實習一個半月前，向本校申請變更，經教育部審核同意後，始得變更，並需繳回未執行部份之補助款外，並將列入次年評核，減列補助款。
- (八) 各計畫主持人執行國外實習計畫案時，協助選送生辦理國外實習期間之醫療及意外保險，並應依當地國法令規定辦理，並協助選送生申請可於當地國境內從事實習之簽證及符合當地國境內實習勞動條件，俾確保執行本計畫案之合法性。
- (九) 若有其他違反「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修正規定」與本校行政契約之情事者，需繳回所有補助款項。

壹拾貳、 選送生注意事項：

- (一) 需於出國實習計畫期程結束後二星期內，上傳問卷調查表及一千字以內中/英文心得(成果)報告(四張照片以上)，並得繳交經國外實習機構同意之實習經驗分享三分鐘短片至計畫資訊網，未傳送完成者，不得辦理結案。
- (二) 獲補助經費出國之選送生，不得同時領取我國政府提供之其他出國補助。
- (三) 選送生應於確定出國實習前，與本校簽訂行政契約書；未簽訂者，無法領取補助款。選送生至遲應於教育部核定補助計畫次年十月三十一日前辦妥出國手續，並啟程出國實習，屆期未出國者，視為放棄。
- (四) 選送生自教育部核定補助公布日起，在國外實習未滿三十天(赴印尼實習期間未滿二十五日)，不得領取本補助款，已領取者應全數償還，由本校依行政契約書規定負責追償已領補助款，並繳還教育部。但因特殊事由或選送生所赴國外實習國家如發生重大天災或社會暴動，影響選送生人身安全，附佐證資料經本校報教育部核可提前終止、延後或取消選送計畫者，不在此限。
- (五) 選送生於國外實習期間，需保有本校學籍(未休學)，在國外不得辦理休學，實習結束

應返回學校報到，違反者，由本校依行政契約書規定負責追償已領補助款，並繳還教育部。

(六) 若有其他違反「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修正規定」與本校行政契約之情事者，需繳回所有補助款項。

壹拾參、 「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修正規定」詳見教育部網站 <https://www.studyabroad.moe.gov.tw/new/upload/news/000048.pdf> (若有更新以最新要點規定為準)

校內連繫窗口：國際事務處 國際盟校組 劉梓儀小姐(分機 2714)

Email: gps@tmu.edu.tw

Taipei Medical University Prospectus for the 2021 Ministry of Education (MoE) Study Abroad and New Southbound Study Abroad Program

One. Basis: These regulations are in accordance with the Amended regulations for MoE's subsidy guidelines for encouraging Taiwanese higher education institutions to select students for overseas studies, training, or professional internships.

Two. Aim: In collaboration with the MoE encouraging Taiwanese public and private higher education institutions to select students to potential enterprises or institutions in advance or new southbound countries to carry out internship in the workplace (exclusive of China, Hong Kong and Macao) via international collaborative projects, respective universities can make arrangements with institutions for internship program and planning thereof, in order to provide a fulfilling internship program, which properly implements academic and application knowledge, enhances career guidance, and assist Taiwanese students to better understand the culture of advance or southbound countries.

Three. Eligibility:

(I) Program PI: full-time faculty at the University.

(II) Co-PI: full-time or part-time TMU faculty; one co-PI is allowed for each program.

(III) Student selected:

1. Must possess Republic of China citizenship, has a household registration in Taiwan, and has been enrolled for at least one semester; exclusive of local or international part-time students.

2. Must meet the following language requirements: TOEFL 79 points or 5.5 point for IELTS for English-speaking countries; TOEFL 75 points or 5.0 point for IELTS for non-English-speaking countries; level 2 JPLT or other language competency certifications.

3. Each applicant for the mentioned MoE subsidy can only apply once for each degree. Exemptions can be made where quota and funding for different subsidy programs have not been met, and the University shall select students for the various subsidy programs.

Four. Source of funding, duration and amount

(I) MoE subsidized funding

(II) University funding: in accordance with MoE regulations (the amount subsidized shall be determined based on the amount of subsidy received from MoE and the University budget for the year)

(III) the period of professional internship shall be no less than 30 days (exclusive of time spent for travelling to and from the program); internships in Indonesia shall be no less than 25 days (exclusive of time spent for travelling to and from the program).

(IV) The actual amount subsidized for each internship project under the MOE Study Abroad Program shall be determined by the University's review committee. The amount of subsidy provided per individual shall include the airfare of international round-trip flight in economy class (only once), along with daily stipend. Subsidy for the program PI or co-PI is limited to one individual, with daily stipend for no more than 14 days before the program finishes. Where the students selected for training/internship are less than three, the PI shall not receive any subsidy. The new southbound countries in this document include the following 18 countries: Indonesia, Vietnam, Laos, Brunei, Thailand, Myanmar, the Philippines, Cambodia, Singapore, Malaysia, India, Pakistan, Bangladesh, Nepal, Bhutan, Sri Lanka, New Zealand and Australia.

Five. Application procedure and required documentation

(I) the program PI shall draft the project proposal and provide relevant documentation and information, and the supervisory colleges shall submit the proposal to Global Partnerships Section under the Office of Global Engagement before deadline set by the University for the year. The internal application deadline for 2021 is January 22.

(II) The project proposal format provided by the MoE for the year shall be the prevailing version. MoE's review key points for 2020 are as follows:

1. Program concept - each proposal must provide a summary of 1500-2000 words, including a brief introduction of the overseas institution offering the internship, the benefits derived, the amount of subsidy applied to MoE, the amount of subsidy provided by the University and the expected number of student sent for training/internship.

2. Copy of the internship agreement or acceptance letters from the overseas institution agreeing to host the students from the University for internship purposes.

3. The method of guidance and evaluation for students at the internship institution, as well as details of student benefits, and the period of collaboration and interactions between the program PI and said institute.

(III) Project that has passed the University selection process shall meet the MoE regulations and be submitted/uploaded by the program PI for MoE's inspection.

Six. Composition of Review Committee: Review Committee shall be convened by Vice President of the University, and comprised of the Office of Student Affairs, Office of Academic Affairs, Office of Global Engagement, Office of Research and Development, and Deans of Colleges (or their appointed deputies). When necessary, relevant personnel shall be invited to attend the Committee meeting.

Seven. Review procedure: Based on the internal selection criteria for MoE Study Abroad Program, Review Committee shall review and rank the proposals of overseas internship programs. The finalized list shall be submitted by Global Partnerships Section under Office of Global Engagement by deadline for MoE's inspection.

Eight. Selection criteria for internal programs:

(I) **Program concept (25%)**: including the aim of the internship program; expected outcome; basic introduction of the overseas internship institution; compatibility; the features or expertise of the institution offering the internship as well as its international reputation and performance in these specific fields; the relevance of said program with the existing development plan for the University/college/department/institute (including teaching, research, internationalization, industry-university collaboration and other aspects).

(II) **Assistance and guidance provided by the internship institution (15%)**: The relevant evaluation, guidance that the institution can offer to the students during internship, as well as assistance for future development of the student after the internship finishes.

(III) **Provision of benefits for student interns (10%)**: The program PI shall select student based on aspects including professional performance, foreign language capabilities, learning attitude, extracurricular activities, appropriateness for participation in the program, etc. The agreement or letter of acceptance from the institution offering internship shall properly implement the provision of resources to students, and ensure the working conditions properly meets the relevant local labor laws and regulations.

(IV) **Collaboration mechanism established between program PI and institution offering internship (10%)**: the past history of collaboration between the program PI and the overseas institution offering internship, the potential of sustainable development of the program, and possibilities of further long-term partnership including teaching and research collaborations; mechanisms for participating students to share their experiences with the University faculty and students, and etc.

(V) **Presentation (10%)**: program PI shall present at Review meeting to the Review Committee. Presentation shall include explanation of the details of the program, and responses to questions raised by the Review Committee.

(VI) **Press coverage of the program output in the past three years (not applicable if the program is submitted the first time; score will be added to item I. Program Concept) (10%)**: any media exposure, public promotions of overseas internship program/new southbound overseas internship program of the same program PI in the past years.

(VII) **Actual impact, particularly with regards to career, on students participating in the program in the past three years (not applicable if the program is submitted the first time; the score is added to item I. Program Concept) (10%)**: Any results from the overseas internship program/new southbound overseas internship program of the same program PI in the past years; the exchange and collaboration brought on by the program in past years; benefit to careers of the students that participated in the program; peers or Review Committee's assessment of the execution of the program.

Nine. Method of evaluation of internal proposal

(I) Ranking by score: in accordance with the selection criteria and point allocation, the total score is converted into ranking, where the highest scoring program is ranked first and so forth. The Review Committee shall determine the number of program the University will submit to the MoE for the year.

(II) Base on the principle of avoidance of conflict of interest, the member of Review Committee from the same college as the program PI in question shall not participate in the evaluation of said program.

Ten. Prior to leaving Taiwan, the program PI, co-PI and the selected students shall sign an administrative contract, and provide the internship agreement or acceptance letter from overseas institution where the internship takes place. All rights and responsibilities of the students with regards to overseas training and internship while being abroad and after returning to Taiwan shall be in accordance with the signed contract and the Amended regulations for MoE's subsidy guidelines for encouraging Taiwanese higher education institutions to select students for overseas studies, training, or professional internships.

Eleven. Notes for program PI:

(I) A survey and a Chinese/English report (no more than 1000 words, at least 4 photos) shall be submitted within two weeks after the overseas training/internship program finishes, and student can also submit a short video (about 3 minutes). The shooting of the video should be approved by the overseas institution offering the internship. Submission of the above is required to close the program.

(II) Where under special circumstance, the program PI has to be changed, the original program PI shall submit a written agreement to the University, stating his/her consent of the change of program PI, and submit the documents to the MoE and Study Abroad Program Office for reference, and change the system information online.

(III) Program PI receiving subsidy shall, two weeks prior to the student intern leaving the country, register all basic student information on the program website, where the information will be exported from the system to respective overseas government agencies in order to properly ascertain the safety of the student interns overseas, and provide appropriate assistance when necessary.

(IV) The program PI shall personally communicate with the overseas institution offering the internship, and shall not trust or entrust the operation to an agency or proxy, and shall ensure the implementation of the program with regards to student benefits, internship hours, category of visa, insurance coverage and duration thereof, all fully comply with local laws and regulations on internship and internship labor conditions. Where there are any violations or failure of compliance shall lead to the loss of subsidy and no objections shall be raised.

(V) Where the institution offering the internship is altered or added, the program PI shall, prior to the student leaving the country, describe the reason and provide detailed introduction on the institution, a list of comparison showing differences of the original institution, and a copy of the internship agreement or acceptance letter from the overseas institution agreeing to receive the student from the University for internship purposes. The institution shall only be altered or added upon submission and approval by the University. The University shall submit the proof of internal approval, list of comparison showing differences of the original institution, and a copy of the internship agreement or acceptance letter from the overseas institution to the MoE-entrusted university, notify the MoE, and change the system information online. Any changes in institution offering internship without obtaining approval from the University shall lead to loss of subsidy, and the University will ask for the granted subsidy which is to be paid back to the MoE.

(VI) If the number of interns for the overseas internship program needs to be changed, the program PI shall provide a full explanation to the University to obtain approval for the changes prior to the students leaving for their internships.

(VII) The number of interns for the new southbound overseas internship program shall not be lower than the minimum number approved by the MoE. Where the minimum number has to be changed, the program PI shall provide a full explanation, where the change shall be submitted to the University one-and-a-half months prior to students leaving for internship. The changes shall only be made upon review and approval of the MoE. Where the number of students participating in overseas internship does not meet the minimum number, the unused amount shall be paid back, and the subsidy for the program shall be reduced accordingly in the following year's evaluation.

(VIII) the program PIs shall assist student interns in obtaining medical and accident insurance during their internship when implementing the overseas internship program. The program PIs shall also assist the students in obtaining the relevant visa required for internship and compliance with local intern and labor conditions, so as to ensure full legal compliance of the internship program.

(IX) Where circumstance is in violation of the Amended regulations for MoE's subsidy guidelines for encouraging Taiwanese high education institution selection of student for overseas studies, training, or professional internships, or the University's administrative contract, all subsidy are to be paid back.

Twelve. Notes for selected students:

(I) A survey and a Chinese/English report (no more than 1000 words, at least 4 photos) shall be submitted within two weeks after the overseas training/internship program finishes, and student can also submit a short video (about 3 minutes). The shooting of the video should be approved by the overseas institution offering the internship. Submission of the above is required to close the program.

(II) Students receiving subsidy for the Study Abroad Program shall not receive any other types of overseas study/internship subsidy offered by the Republic of China government.

(III) Students shall sign an administrative contract with the University prior to leaving the country. Individuals who have not signed the contract shall not receive the subsidy. Students shall complete all overseas travel arrangement and participate in the overseas internship program no later than October 31 of the year after the program proposal is granted. Students failing to travel before the above date shall be considered to have forfeit their rights to the subsidy.

(IV) As of the date of the announcement by the MoE for training/internship subsidy, students that have not attend internship for at least thirty days (twenty-five days for internship in Indonesia) shall not receive subsidy, and individuals who has received subsidy shall pay the full amount back. The University is responsible for recovering already paid-out subsidies in accordance with the regulations of the administrative contract. Exemption is to be made for special

circumstances, such as force majeure or social unrest in the country where the internship takes place and when it poses significant threat to the students' lives and safety. University shall report such cases to the MoE for exemption. (V) Students shall retain TMU student status during the internship, and shall not apply for suspension in studies. Upon completion of the internship, the student shall return to the University. The University shall be responsible for recovering already paid-out subsidies in accordance with the regulations of the administrative contract and return the amount to the MoE.

(VI) Where circumstance is in violation of the Amended regulations for MoE's subsidy guidelines for encouraging Taiwanese high education institution selection of student for overseas studies, training, or professional internships, or the University's administrative contract, all subsidy are to be paid back.

Thirteen. For details of the Amended regulations for MoE's subsidy guidelines for encouraging Taiwanese high education institution selection of student for overseas studies, training, or professional internships, please refer to the MoE website: <https://www.studyabroad.moe.gov.tw/new/upload/news/000048.pdf> (Chinese version only)

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