

(交大校區適用)服務學習課程實施辦法

Service Learning Course Measures

106 學年度第 2 次教務會議修訂(106.12.28)
Second Senate Meeting, 2017 School Year, amended on (2017.12.28)

第 1 條 宗旨 為培養本校學生具有跨界多元思考、群己認知、發現及解決問題的能力；透由 服務學習課程，開拓學習的新視野。使本校學生成為兼具專業知能、人文關懷、 品德涵養之國際公民，特訂定本辦法。

Article 1. Course Aim

The course aims to cultivate students' pluralistic thinking ability, sense of group and self, and the ability to discover and solve problems. The service learning course serves as a way to explore new learning dimensions, making NCTU students international citizens with professional knowledge, moral virtues, and a heart of human care.

第 2 條 服務學習課程實施對象 凡本校大學部 96 學年度(含)以後入學之大學部學生均須修習本課程。

Article 2. Targets.

All NCTU undergraduate students enrolling in and after 2007 school year should take service learning courses.

第 3 條 為執行服務學習課程，應成立「服務學習課程推動小組」(以下簡稱推動小組)，由教務長、學務長、總務長、通識中心主任、課外活動組組長、服務學習中心 主任、各學院教師代表、學生代表一名及遴選委員三人組成，並由校長指派召集人。

Article 3. For the implementation of service learning courses, the “Service Learning Course Group” is set up, members including Dean of Academic Affairs, Dean of Student Affairs, Dean of General Affairs, Chairman of Center For Education, Director of Extracurricular Activities Division, Director of Service Learning Center, teacher representatives from each college, one students representative and three members of selection committee, with the convener assigned by the President.

第 4 條 課程實施方式

- 一、服務學習課程分為服務學習(一)及服務學習(二)，學分由各開課單位自訂，是否計入最低畢業應修學分數中，由各學系(學士班)自訂。
- 二、學生必修服務學習(一)及服務學習(二)，以依序修習為原則，但不得於同一學期修習二門服務學習課程。服務學習(一)限選修本系開設課程，惟經本系及他系之同意，始得選修其他系開設之服務學習課程，服務學習(二)可選修本系或其他單位所開課程。外籍生可修習服務學習中心建議之服務學習課程兩學期。學生符合上述規定，始得畢業。
- 三、服務學習(一)以服務理念之建立為主，由各學系開課；服務學習(二)以服務學習融入課程之規劃及學生社團之校外服務為原則，由各學系開課為主，其他單位開課為輔。每門課最低服務時數為 10 小時。任課老師或導師參與督導及討論，各行政單位配合執行。
- 四、服務學習課程須送推動小組審核。各系或其他單位開設之結合專業與服務學習理念之課程，經審核通過後，可同時認定為服務學習(二)。學生修習通過後，免修服務學習(二)。
- 五、服務學習課程得於暑假開課。
- 六、身心障礙學生、經區域級以上醫療單位證明在學期間不便從事服務工作者或入學前曾修習過服務學習課程者，經系主任同意得予免修。
- 七、轉學生於入學前曾修習過服務學習課程者，經服務學習中心審核通過後得抵免。

Article 4. Implementation

Paragraph 1. The Service-Learning courses include Service-Learning (I) and Service-Learning (II). The course credits are determined by the department or academic units where the course is offered. The students' department decides whether the course credits should be counted toward the minimum credits required for graduation.

Paragraph 2. Students are required to complete both Service-Learning (I) and Service-Learning (II). The two courses cannot be taken in the same semester and shall be taken in order. Students

are required to take the Service-Learning (I) course offered by their own department. If students are to take the Service-Learning (I) course offered by other departments, they must obtain permissions from both their own department and the department which offers the course. Students can choose to take the Service-Learning (II) course offered by any departments or academic units. International students can choose to take the Service-Learning courses recommended by the Service-Learning Center in two different semesters. All students must fulfill the requirements specified above in order to graduate.

Paragraph 3. The Service-Learning (I) courses, offered by departments only, emphasize on the concept of service and the relationship between service and academic learning. The Service-Learning (II) courses in principle involve the integration of academic work into service activities, including off-campus service work initiated by student clubs. Service-Learning (II) courses are in majority offered by departments and by other academic units in minority. All of the Service-Learning courses require a minimum of 10 hours of service. The instructor or advisor who offers the course shall participate in supervision and discussion with help from involved administrative offices to implement the service work.

Paragraph 4. Service-Learning courses are subject to the approval of the Service-Learning Promotion Group. Other specialized courses, offered by departments or academic units, which integrate the concept of service learning into the knowledge of academic fields may also be counted as the Service-Learning (II) courses upon the approval of the Service-Learning Promotion Group. Students who pass a specialized service-learning course need not take additional Service-learning (II) courses.

Paragraph 5. Service-Learning courses may also be offered in the summer semester.

Paragraph 6. The waiver for the Service-Learning courses must be granted by the department chair for students with disabilities who cannot participate in service work with valid proofs issued by the regional- or higher-level hospital, and for students who have already completed the Service-Learning courses prior to the enrollment at this university.

Paragraph 7. Transfer students who have already completed the Service-Learning courses prior to the enrollment at this university may transfer the Service-Learning course credits upon the approval of the Service-Learning Center.

第 5 條 服務學習課程由推動小組制定規劃原則、服務學習中心推行，並由各學系負責細部規劃與執行，任課教師參與督導，各行政單位配合執行。但亦得由推動小組視教育目標與實際需求，提出方案，提供給各學系參酌辦理。

Article 5. The rules of service learning courses are established by the Course Group, implemented by the Service Learning Center, planned and carried out by each department. Course instructors are responsible for supervising in cooperation with administrative units. The Course Group can also observe course objectives and actual needs to propose projects as reference for all departments.

第 6 條 服務學習課程之獎勵

- 一、學生服務學習課程成績表現優異之個人及班級，於學期結束後報請學務處獎勵，辦法另訂之。
- 二、本校學生於申請校內各項獎學金與工讀時，服務學習課程成績列為審查條件之一。服務學習課程成績優良者得優先申請工讀。

Article 6. Rewards for Service Learning Courses

Paragraph 1. Students or classes with excellent performance in Service Learning Courses are to be rewarded at the end of the semester. Actual reward measures are to be established.

Paragraph 2. Grades in Service Learning Courses are to be considered when students apply for scholarships and part time jobs at school. Those with better scores in service learning courses have the priority to apply for part time jobs.

第 7 條 本辦法另訂施行細則，由推動小組訂定之。

Article 7. The measures have separate regulations established by the Course Group for implementation.

第 8 條 本辦法經教務會議通過後施行，修正時亦同。

Article 8. The measures are executed and amended after passing the senate meetings.