

數位發展部數位產業署

Administration for Digital Industries, moda

數位創新人才增能培育計畫

Digital Innovation Talent Enhancement Program

115 年度見習生申請須知

2026 Application Guide

主辦單位：數位發展部數位產業署

Organizer : Administration for Digital Industries, moda

執行單位：台北市電腦商業同業公會

Implementing Agency : Taipei Computer Association

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一、計畫說明與目的 Program Overview

「數位創新人才增能培育計畫」(以下稱本計畫) 專為即將步入職場之應屆畢業生及大三以上在校生所設計，旨在拉近學術專業與產業實務融合，培育新世代數位即戰力人才。本計畫與數位創新領域企業合作，透過「企業專案見習」累積實務經驗，並輔以「產業技能培養主題式課程」強化軟實力及應用技能，能將所學融會貫通。協助學生在初入職場即具備數位創新產業所需的職能，順利接軌未來職涯，一站式建構新世代數位即戰力。

The UNEXT Program is designed for upper-level undergraduates and graduating students, this program bridges the gap between academia and industry. Through traineeships and thematic courses, we equip the next generation with the digital competencies needed to excel in the innovation-driven workplace.

二、見習期間 Program Period

見習期間：115 年 7 月 1 日至 115 年 9 月 30 日止。

Program period: July 1st to September 30th, 2026.

三、申請資格 Eligibility

(一) 見習生資格 *在學生於見習期間仍須保有學籍*

Applicants must maintain student status throughout the Program period.

1. 本國見習生身分：

- 在學一般生：114 學年度第二學期仍須就讀於我國大專校院、不限科系之大三(含)以上學士、碩士、博士在學生，不含在職生。
- 應屆畢業生：114 學年度畢業，且需於 115 年 8 月 31 日前取得畢業證書者，不含在職生。

Must be enrolled in a college or university in Taiwan during the second semester of the 2025 academic year (Bachelor's degree in third year or above, Master's, or Ph.D. students), with no limitation on department. This excludes working students.

- Graduating students must obtain their diploma by August 31, 2026. Excludes working students.

2. 僑外生身分：

具備外籍生或僑生身分並持有外僑居留證者，不包含陸、港、澳生；僑外生須具備學生之居留證、學生證及工作許可函正本。

- 在學一般生：114 學年度第二學期仍須就讀於我國大專校院、不限科系之大三(含)以上學士，碩士、博士在學生，不含在職生。
- 應屆畢業生：114 學年度畢業，就讀於我國大專校院、不限科系之學士、碩士、博士生，須於工作許可效期內(領取畢業證書前)完成見習；如因畢業而未完成之剩餘時數，須取得內政部移民署許可之延期居留，始得繼續。

Foreign and Overseas Chinese Students: Students with International or Overseas Chinese status holding an Alien Resident Certificate (ARC). (Excluding students from Mainland China, Hong Kong, and Macau). Must possess a valid Student Resident Certificate, Student ID, and original Work Permit. Juniors or above (Bachelor's, Master's, PhD) enrolled in Taiwan for the second semester of the 2025 academic year. Excludes working students.

- **Graduating Students:** Must complete the traineeship within the work permit validity (before receiving the diploma). To continue post-graduation, a residency extension from the National Immigration Agency is required.

提醒：為避免影響見習權益，敬請報名者自行確認兵役義務相關時程，並妥善規劃見習期間之安排，確保不與兵役事宜衝突。

Applicants must ensure their military obligation does not conflict with the program dates.

(二) 應備申請資料 Application Documentation

須提供可證明「在校學生身分別」之**任一有效文件**：

Applicants must provide **one of the following valid documents** as proof of current student status:

1. 學生證（具當學期註冊標示） Student ID card

已加蓋當學期「註冊章」之實體學生證或具備電子註冊註記之學生證（如學校採線上註冊系統者）。當學期註冊章或電子註冊資訊須清晰，可接受實體掃描、照片或電子證明。

Physical student ID cards with a "Registered" stamp for the current semester, or digital student IDs with electronic registration verification (for institutions using online registration systems). The registration stamp or digital record must be clearly legible. Scanned copies, high-resolution photographs, or electronic certificates are acceptable.

2. 在學證明 Certificate of Enrollment

由教務處、學籍單位或學校校務系統開立之正式在學證明書。

可接受格式：PDF、掃描檔、照片或正本。必須能明確顯示學生姓名、學號及當學期之在學狀態。

An official certificate issued by the Office of Academic Affairs, or the school's administrative system. Acceptable formats: PDF, scanned copy, photograph, or original document. The document must clearly display full name, student ID number, and current enrollment status.

3. 最近一學期繳費單 Tuition Payment Receipt

顯示已完成當學期註冊繳費之證明。必須包含申請者完整姓名及繳費狀態，以作為註冊完成之證明。

The receipt must include the applicant's full name and payment status to serve as verification of completed registration.

應屆錄取生可預先繳交碩、博士錄取通知書，待取得上述文件後進行補件。

Incoming in Master's/Ph.D. students: Prospective students may submit their official Admission Notification in advance. Final application documents (as listed above) must be provided once they become available.

應屆畢業生若於申請或報到時尚未取得畢業證書，請先繳交學生證影本或在學證明，且於見習期間內進行補件。

Graduating Students: If the diploma has not been issued at the time of application or onboarding, a copy of the student ID or Certificate of Enrollment should be submitted first. The diploma must be provided as a supplementary document **no later than** the conclusion of the traineeship period.

補充說明

1. 若文件內容模糊或無法確認，計畫執行團隊得以要求補件。

If the submitted documents are blurred, illegible, or their validity cannot be confirmed, the program's implementing agency reserves the right to request resubmission or additional documentation.

2. 僑外生須依相關法令規定，並出示有效之居留證、學生證及工作許可等正本文件。

International and Overseas Chinese students must present valid original documents as required by law, such as **the ARC, Student ID, and Work Permit.**

四、申請作業 Application

- (一) 有意參加本計畫之學生，請至計畫報名專區完成個人資料填報及資格證明文件上傳，並於指定開放期間向本年度見習單位投遞履歷；另請密切留意相關通知，並主動與見習單位聯繫確認面談時間及結果。

Applicants must complete their personal profile and upload all required documents via the UNEXT Program Section. Resumes must be submitted to the respective UNEXT companies within the designated application period. Applicants must proactively monitor notifications and follow up with the companies regarding interview schedules and final recruitment results.

- (二) 本計畫學分認定依各校系所規定辦理，申請人須自行確認所屬系所之實習辦法及合約格式，並於報名時主動提出需求與佐證文件；未依規定辦理致學分無法認定者，概由申請人自行負責。

Academic credits recognition is subject to the regulations of the applicant's respective department or institution. Applicants must independently verify their department's internship policies and required contract formats. It is the applicant's responsibility to inform UNEXT companies of any credit-related requirements and submit supporting documentation during the application stage. The applicant bears full responsibility for any failure in credit recognition resulting.

- (三) 錄取確認或放棄，請於本計畫錄取名單公告後 7 個工作日內，向見習單位回覆參與意願並完成確認；如同時獲多個單位錄取，請儘速擇一確認，並主動通知其餘見習單位辦理放棄事宜。

Confirmation or withdrawal of admission must be finalized with the company within 7 working days after the announcement of the list. In the event of multiple offers, applicants must promptly confirm their final decision and actively notify the other companies of their withdrawal.

(四) 如對本計畫有任何疑問，請洽見習單位或計畫執行團隊窗口確認。

Should there be any inquiries regarding the program workflow or procedures, please consult with the designated contact person at the UNEXT companies or the program's implementing agency.

(五) 本計畫見習期間重要活動 UNEXT Activities

1. 職涯陪跑教練輔導服務(採預約制)。

Career Coaching & Mentorship Services (Reservation required).

2. 主題式 軟實力/應技能 線上課程。

Diverse thematic Online Courses.

3. 數位創新產業趨勢講座暨見習生交流活動。

Digital Innovation Industry Trend Seminars & Networking Events.

4. 見習生進度訪視。

UNEXT Trainee visiting.

5. 專案見習成果展示活動日：115 年 9 月 12 日。

UNEXT Demo Day: September 12th, 2026.

五、見習流程 Program Process

作業流程	流程說明
1. 報名專區完成履歷資料填寫 適時更新個人履歷及投遞心儀職缺 Application Submission	1. 有意參加本計畫之學生，請於 115 年 5 月 20 日前填寫報名資訊並上傳相關附件資料。 Applications submitted by May 20, 2026.
2. 見習單位邀約面談 Interview / Matching & Selection with 2026 UNEXT companies	2. 由見習單位依據投遞情況，邀請符合專案需求之學生參加面談。請於此階段確認公司薪資福利、待遇及詳細工作內容等個人權益。 Confirm the terms of employment (including salary, benefits, and job scope) during this stage.
3. 公告錄取見習生名單 Admission Announcement	3. 115 年 6 月 5 日於計畫專區公告錄取名單。 The Announcement of Admission Results will be released on June 6, 2026.
4. 見習生錄取說明會暨 UNEXT 軟實力強化營 UNEXT Kickoff & Empowerment Camp	4. 錄取本計畫見習生 皆須全程參與 ，預計於 6 月下旬辦理，為期 2 日。 Full participation is required for the 2-day event scheduled in late June.
5. 見習生完成入職報到手續 Onboarding Completion	5. 見習期間提供職涯諮詢輔導、見習生訪視、專屬產業講座暨交流活動、主題式技能課程等資源。 Resources provided during the traineeship (details in P.7).
6. 延續培育意願確認 Continued Traineeship Confirmation	6. 115 年 9 月 30 日見習結束前，見習生可依與見習單位雙方意願進行延續培育洽談，並依規定期限繳交計畫資料。 Before the end of the traineeship on September 30, 2016, trainees may negotiate for continued training based on the mutual consent of the company.
7. 計畫成果發表活動及後續追蹤 UNEXT Demo Day & Follow-up Survey	7. 配合計畫相關資料追蹤及活動參與 (含成果發表 9 月 12 日等)。 Includes cooperation with data collection and attendance at UNEXT Demo Day on September 12.

※本計畫執行團隊保有最終解釋權，並將視實際情況進行調整。

The implementing agency reserves the right to amend the regulations and holds the final authority.

六、配合及規範事項 Regulations and Obligations

(一) 見習生須於見習期間，配合並完成本計畫所規定之各項活動安排及相關資料繳交

Trainees must comply with the requirements of the UNEXT program.

1. 見習生應遵守見習單位之教育訓練、實務專案等執行規劃。每位見習生於 7 至 9 月每月至少安排 20 小時見習時數，總見習時數須達 150 小時(含)以上；僑外生於學期間每週不得超過 20 小時，暑假則不限；應屆畢業僑外生不在此限，惟見習總時數仍須達 150 小時)。

During the traineeship, a minimum of **20 hours per month** and a cumulative **total of at least 150 hours** are required. Foreign and Overseas Chinese Students must adhere to legal regulations regarding weekly work hours.

2. 本計畫提供 150 小時基本時薪津貼（符合勞動基準法規範），撥付見習單位後，由見習單位依每月實際完成時數核實支給。

The program offers pay for 150 hours at the current standard hourly rate for the three-month period. The UNEXT company shall issue payments to the trainees based on the actual number of hours completed each month.

註：若見習期間之薪資超出本計畫津貼額度，相關費用應由見習單位依規定足額給付。If the agreed salary exceeds the program stipend, the UNEXT company must cover the difference.

3. 見習生須配合計畫執行團隊及見習單位管理與考評制度，如出勤時數、課程訓練、實務專題、職能評測等，並協助填寫相關文件（專題成果報告、見習心得、評量問卷等），並遵守繳交期限。

(1) 見習期間，除計畫提供之附加資源如職涯輔導、產業趨勢講座及見習生專屬交流活動為自由參與外，見習生錄取說明會暨軟實力強化營、指定 6 門必修課程、職涯陪跑教練輔導及見習成果展示活動皆須全程參與。

(2) 須配合本計畫執行見習生結訓追蹤調查作業，為期至少兩年，並提供就業領域、職位名稱及薪資區間等資訊。

Trainees are required to comply with the management and evaluation protocols of both the program's implementing agency and the companies. Trainees must also complete

all relevant documentation and **participate fully in all scheduled activities**. Furthermore, trainees are required to cooperate with the program's two-year post-training follow-up surveys.

4. 見習生之勞健保、工時、休息、休假、請假、薪資結構，應符合勞動基準法規定；其他相關薪資福利，由見習單位與錄取見習生議定之。

見習生之保險費：見習生於見習期間雇主應依《勞工保險條例》及《全民健康保險法》之規定，辦理勞工保險及全民健康保險，其保險費之雇主應負擔部分，概由見習單位依法負責；見習期間原則上應完整投保，自 115 年 7 月 1 日起至 115 年 9 月 30 日止，惟如見習生於見習期間提前終止見習，則勞工保險及全民健康保險之投保迄日，應以實際離職日（含當日）為基準。

Employment terms, including salary, hours, and leave, must comply with the Labor Standards Act; additional benefits are mutually agreed upon. The UNEXT companies shall provide Labor and Health Insurance in accordance with the law and cover the employer's share of premiums. Coverage applies from July 1, 2026, to September 30, 2026. However, if the traineeship is terminated early, insurance coverage shall cease on the actual date of resignation.

5. 若同時參與其他政府部門或同性質之計畫，須主動告知並配合進行查驗作業；經查核若有出勤日重複請領情事，將不認列見習時數並依規定針對「不實申報所得」部分要求相應配合措施，必要時將追究相關法律責任並要求繳回款項。

Kindly disclose participation in other government programs. Duplicate claims are not permitted; if identified, training hours will be voided, and funds must be returned to ensure compliance with regulations.

七、見習終止作業

- (一) 見習生因不可抗力之因素，得提出相關證明（如診斷書等資料），向見習單位申請停止見習。
- (二) 見習生有以下情形將予以見習終止：
1. 個人報名及履歷資料填寫不實者，須返還已請領之見習津貼並不得再申請本計畫。
 2. 因見習生適應不佳，由見習單位向本計畫提出見習終止申請。
 3. 若見習生無法配合計畫或見習單位規劃之見習內容（如出席時數未達三分之二或多次無故缺席見習課程等），見習單位或見習生本人得向計畫執行團隊提出見習終止申請。
- (三) 呈上述情形者，統一由見習單位於約定之見習終止日七個工作天內提交「見習終止申請表」（格式如附件三）予以計畫執行團隊。
- (四) 若已逾見習期程二分之一（於 115 年 8 月 14 日前）申請見習終止者（含兵役、臨時情況等），下期不得再申請本計畫，請合理安排及考量。
- (五) 見習生終止參與計畫後，計畫單位仍可依相關法規及計畫需求保留已提供之資料，用於計畫管理、成效追蹤及法規稽核。若有疑問，請洽計畫執行團隊窗口以獲得進一步資訊及協助。

Trainees may withdraw from the program due to force majeure, provided valid proof is submitted. However, termination is mandatory in cases of falsified information (requiring stipend repayment and a permanent ban), failure to adapt, or non-compliance (e.g., attendance falling below 2/3). Companies must submit the Termination Form within 7 working days. Terminations occurring after August 14, 2026, will disqualify participants from future cycles. Upon termination, the program will retain all data for management, tracking, and auditing purposes in accordance with regulations. Please contact the program's implementing agency for assistance.

八、計畫執行團隊聯絡窗口 **Contact Information**

- 主辦單位：數位發展部數位產業署

Host Organization: Administration for Digital Industries (ADI), Ministry of Digital Affairs.

- 執行單位：台北市電腦商業同業公會

Implementing Agency: Taipei Computer Association (TCA).

- 聯絡人：賴小姐 (02)2577-2011 #667、林小姐 #663

Contact Persons: Mr. Yao ext. 625.

服務時間：週一至週五 09:00 – 18:00（國定假日除外）

Office Hours: Weekdays, 09:00 – 18:00

Email：unext@inspiretca.org.tw

- 計畫相關資訊：請搜尋「UNEXT 數位創新人才增能培育計畫」

Search "**UNEXT Digital Innovation Talent Enhancement Program**" for more details.

九、計畫時程 Program Timeline

作業項目	預計時程
見習生報名階段(申請及面談媒合) Application & Interview / Matching & Selection	115年4月24日至115年5月20日 April 24– May 20, 2026
辦理大學校院計畫申請說明會(線上場次) Program Info Session (Online)	115年4月29日 April 29, 2026
辦理大學校院計畫申請說明會(北中南部場次) Program Info Session (Northern/Central/Southern Region, in-person)	115年5月辦理 May, 2026
辦理大學校院計畫申請說明會(線上場次) Program Info Session (Online)	115年5月15日 May 15, 2026
公告錄取見習生名單 Announcement of 2026 UNEXT Trainees	115年6月5日 June 5, 2026
見習生錄取說明會暨UNEXT軟實力強化營(實體) UNEXT Kickoff & Empowerment Camp (In-person)	115年6月下旬(共辦理2日/每場次) Late June 2026 (2-day session per event)
見習期間 UNEXT Program Period	115年7月1日至115年9月30日 July 1 – September 30, 2026
見習生交流活動暨產業交流講座(實體) Digital Innovation Industry Trend Seminars & Networking Events (In-person)	115年7月起(共辦理3至5場次) Starting from July 2026
見習生主題式課程 Thematic Online Courses	115年7月起(6門必修課程) Starting from July 2026
見習生訪視 UNEXT Trainee visiting	115年8月至115年9月底前 August – Late September 2026
計畫成果發表活動行前會 Demo Day Pre-event Briefing	115年8月底 Late August 2026
計畫成果發表 UNEXT Demo Day	115年9月12日 September 12, 2026

作業項目	預計時程
見習生相關資料繳交 Documentation Consolidation & Submission	115年9月30日前(見習結束前) By September 30, 2026
見習生延續培育確認 Confirmation of Continued Cultivation	115年9月21日至115年9月24日 September 21–September 24, 2026
計畫定期追蹤期 Program Follow-up & Tracking Period	115年6月至117年6月 June 2026 – June 2028

※本計畫執行團隊保有最終解釋權，並將視實際情況進行調整

The program's implementing agency reserves the right to amend the relevant regulations and holds the final authority over their interpretation. Adjustments may be made based on actual circumstances.

十、相關附件

(一) 個人資料授權同意書

Personal Data Collection Notice and Consent Form.

(二) 見習生成果分享簡報

2026 UNEXT Talent Traineeship Report.

(三) 見習終止申請表

Termination Form.

.

附件一、個人資料授權同意書

115 年度「數位創新人才增能培育計畫」

【簽署即代表確認已閱讀並瞭解上述告知事項，並同意授權貴機關(構)於所列目的之必要合理範圍內蒐集、處理及利用本人之個人資料。】

數位發展部數位產業署

蒐集個人資料告知事項暨個人資料提供同意書

數位發展部數位產業署委託計畫執行單位-台北市電腦商業同業公會辦理數位創新人才增能培育計畫(以下簡稱本計畫)，將會蒐集您的個人資料。因應個人資料保護法及相關個人資料保護規定，在向您蒐集個人資料之前，依法向您告知下列事項，當您簽署本同意書，表示您已閱讀、瞭解並同意接受本同意書之所有內容：

一、蒐集目的及類別

為本計畫相關辦理或執行業務、活動、計畫、提供服務及供本會用於內部行政管理、陳報主管機關或其他合於本會所定業務、寄送本會或產業相關活動訊息之蒐集目的，而須獲取您下列個人資料類別：姓名、肖像、性別、出生年月日、年齡、通訊及戶籍地址、身分證統一編號、行動電話、E-MAIL、學校記錄、就讀科系、學籍證明相關資料、見習期間所需之必要資訊及其他任何可辨識資料本人者等。

二、個人資料利用之期間、地區、對象及方式

您的個人資料，除涉及國際業務或活動外，將提供本機關(構)於中華民國領域，於上述蒐集目的之必要合理範圍內加以利用至前述蒐集目的消失為止。

三、當事人權利行使

依據個人資料保護法第 3 條，您可向計畫執行單位請求查詢或閱覽、製給複製本、補充或更正、停止蒐集/處理/利用或刪除您的個人資料。

四、不提供個人資料之權益影響

如您不提供或未提供正確之個人資料，或要求停止蒐集/處理/利用/刪除個人資料、服務訊息的取消訂閱，本機關(構)將無法為您提供蒐集目的之相關服務。

五、各項通知服務、相關訊息之停止寄送，可透過訊息內容提供之取消訂閱連結通知。您可於上班時間聯繫計畫執行單位活動承辦人陳小姐（電話 02-2577-2011，分機：660）。

就違反本個資聲明事項之行為，請與活動承辦人反映。

肖像權同意提供：

一、授權內容：立同意書人同意本計畫有拍攝、使用、公開展示立同意書人肖像之權利。

二、授權期間/地域：不限期間及地域永久授權。

三、授權條件：無償授權。

四、如您不同意授權本計畫使用您的肖像，後續將無法為您拍攝、錄影並用於本計畫辦理之活動與相關成果、公開媒體或社群露出呈現上。

五、本人同意上述授權之肖像，該拍攝者就該攝影著作享有完整之著作權。

個人資料同意提供：

一、本人確已閱讀並瞭解上述告知事項，並同意授權貴機關(構)於所列目的之必要合理範圍內，蒐集、處理及利用本人之個人資料。

二、本人瞭解此同意書符合個人資料保護法及相關法規之要求，並同意提供予貴機關(構)留存及日後查證使用。

簽名(親簽)：

中華民國 115 年 月 日

Digital Innovation Talent Enhancement Program

Personal Data Collection Notice and Consent Form

*By signing this document, I acknowledge that I have read and understood the aforementioned notification and agree to authorize UNEXT Program to collect, process, and use my personal data within the necessary and reasonable scope of the stated purposes.

The Administration for Digital Industries, Ministry of Digital Affairs, has commissioned the **Taipei Computer Association (TCA)** (hereinafter referred to as the "Program Implementing Agency") to execute the **Digital Innovation Talent Enhancement Program** (hereinafter referred to as the "Program"). Your personal data will be collected during this process. In compliance with the Personal Data Protection Act and relevant regulations, we hereby inform you of the following matters before collecting your data. By signing this consent form, you signify that you have read, understood, and accepted all the contents herein:

I. Purposes and Categories of Collection

For the purposes of program implementation, business execution, events, service provision, internal administrative management, reporting to competent authorities, or sending industry-related information, it is necessary to obtain the following categories of your personal information:

- **Name, Photograph, gender, date of birth, age, correspondence and permanent address, ARC Number, mobile phone number, E-mail, academic records, department, enrollment status documentation**, necessary information required during the internship period, and any other data that can directly or indirectly identify the individual.

II. Period, Territory, Recipients, and Methods of Use

Except for matters involving international business or activities, your personal data will be utilized by this organization within the territory of the **Republic of China (Taiwan)**, and within the necessary and reasonable scope of the aforementioned purposes, until the purposes of collection no longer exist.

III. Exercise of Data Subject Rights

In accordance with Article 3 of the Personal Data Protection Act, you may exercise the following rights by contacting the Program Implementing Agency:

1. Inquire or request to review your personal data.
2. Request a duplicate copy of your personal data.
3. Request to supplement or correct your personal data.
4. Request to cease the collection, processing, or use of your personal data.
5. Request the deletion of your personal data.

IV. Impact of Non-provision of Personal Data

If you fail to provide or provide inaccurate personal data, or if you request the cessation of collection, processing, use, deletion, or unsubscribe from service messages, the organization will be unable to provide the relevant services associated with the stated collection purposes.

V. Unsubscribe and Contact Information

Notification services and the sending of related information can be stopped via the "unsubscribe" link provided in the message content. You may also contact the program coordinator, **Ms. Chen**, during office hours at **02-2577-2011, ext. 660**. To report any violations of this personal data statement, please contact the program coordinator.

Consent for Use of Portrait (Image) Rights

1. **Scope of Authorization:** The undersigned agrees that the Program has the right to photograph, use, and publicly display the image (portrait) of the undersigned.
 2. **Period and Territory:** Permanent authorization without geographical or temporal restrictions.
 3. **Conditions:** Authorization is granted on a royalty-free basis.
 4. **Consequences of Dissent:** If you do not agree to authorize the use of your image, the Program will be unable to include you in photographs or video recordings used for program events, results, public media, or social media exposure.
 5. **Copyright:** The undersigned agrees that the photographer shall retain the full copyright of the resulting photographic works.
-

Consent for Provision of Personal Data

1. I have indeed read and understood the aforementioned notification and agree to authorize your organization to collect, process, and use my personal data within the necessary and reasonable scope of the listed purposes.
2. I understand that this consent form complies with the requirements of the Personal Data Protection Act and relevant regulations, and I agree to provide it to your organization for retention and future verification purposes.

Signature :

Date : 2026

附件二、見習生成果分享簡報

115 年度見習生成果分享

2026 UNEXT Talent Traineeship Report

主要成就及成果之價值與貢獻度(內容不限)，請以簡報形式繳交。

Please submit a slide deck illustrating your major achievements, the tangible value generated, and the scope of your individual contribution.

簡報製作指南 Report Guide

在內容架構上，歡迎參考以下四大模組來組織你的邏輯：

Leverage the following four modules to frame your presentation:

1. 角色定位

- 簡單一句話定義你的角色與核心任務。你是誰？你來解決什麼問題？

2. 關鍵貢獻最重要！

- 請不只列出「做了什麼事」，更要強調「帶來什麼結果」。
- 透過情境/任務/行動/結果，來讓我們了解你的故事。
- 讓數據說話：如果你優化了流程，節省了多少時間？如果你經營社群，互動率提升了多少？
- 讓證據說話：歡迎放上截圖、作品集、對比圖。

3. 洞察與反思

- 除了執行任務，你觀察到了什麼？
- 對公司/產業有什麼新的發現？或者學到了什麼寶貴的一課？

4. 傳承與展望

- 你留下了什麼給下一屆見習生或見習單位？（例如：SOP、整理好的資料庫、操作手冊）這段經歷如何影響你未來的職涯規劃？

1. **Role Positioning:** Define your core mission and the specific problem you addressed in a single, concise sentence.
2. **Key Contributions (Critical):** Focus on outcomes over tasks using the STAR method (Situation, Task, Action, Result). Quantify your impact with data and provide visual evidence, such as screenshots or portfolio highlights.
3. **Insights & Reflection:** Share your industry observations and the most valuable professional takeaways you have learned.
4. **Legacy & Future Outlook:** Detail the tangible assets you created (e.g., SOPs, databases) and how this experience shapes your long-term career goals.

附件三、見習終止申請表

見習終止申請表/Termination Form

見習單位/Training Company：

申請日期/Date： 年 月 日

原申請通過員額數		原申請通過總經費	
異動後員額數		異動後總經費	
差異說明			

※見習生資料表/Withdrawn Trainee

姓名 Name		身份別 Identity	☐ 臺灣學生 Taiwanese Student ☐ 僑外學生 Foreign and Overseas Chinese Students
就讀學校 School			
見習起始日 Start Date		見習終止日 End Date	
實際完成見習時數 Actual traineeship hours completed		見習津貼 已請領金額 Stipend Received	
終止理由 Withdrawal Reason			

見習單位簽核欄/Training Company Signature

見習生	見習導師	本案聯絡人	本案負責人
日期/Date：	日期/Date：	日期/Date：	日期/Date：