



*National Chiayi University
Global Master Program of
Teaching Profession*

**2021
Fall New
Student
Handbook**

Welcome to NCYU

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Global Master Program of Teaching Profession Faculty

Administrator (行政人員)

Position Titles (職稱)	Name (姓名)	Level of education (最高學歷)
Director 主任	Ming-Chung Chen 陳明聰	Ph.D. in Special Education, National Taiwan Normal University.
CEO 執行長	Cheng-Cheng Yang 楊正誠	Ph.D. University of California, Los Angeles, USA
Administrative Assistant 行政助理	Chen-Yi Yan 顏辰嬋	B.A. National Chiayi University, Taiwan TEL : 05-2263411#2430
Administrative Assistant 行政助理	Xin-Chan Lin 林星全	National Minxiong Vocational High School TEL : 05-2263411#2432

Faculty (師資)

Name (姓名)	Level of education (最高學歷)	Teaching Course (授課學程)
Mao-Neng Li 李茂能	Ph.D. University of Georgia, USA	Advanced Educational 高等教育統計
Shu-Ching Kao 高淑清	Ph.D. University of Minnesota, USA.	Qualitative Research 質性研究法
Jun-Wen Lin 林郡雯	Ph.D., National Taiwan Normal University, Taiwan	Research on Curriculum Design 課程設計研究
Yu-Liang Chang 張宇樑	Ph.D., University of Idaho, USA	Research on Instruction Theories and Strategies 教學理論與策略研究
Meng-Lung Lai 賴孟龍	Ph.D., University of Illinois, USA	Research on Learning Psychology 學習心理學研究
Lin-Ging Chen 林菁	Ph.D., University of Florida, USA	Research on Instructional Technology 教學科技研究
Han-Chin Liu 劉漢欽	Ph.D., Iowa State University, USA	Research on Multimedia and Cognition 多媒體與認知研究

Hsuan-Fu Ho 何宣甫	Ph.D., Columbia University, USA	Research on Taiwan Education and Cultural 台灣教育與文化研究
Cheng-Cheng Yang 楊正誠	Ph.D., University of California, Los Angeles, USA	Educational Research Method 教育研究方法
Yueh-Chun Huang 黃月純	Ph.D., National Chung Cheng University, Taiwan	Research on International and Comparative Education 國際與比較教育研究
Ming-Chung Chen 陳明聰	Ph.D. in Special Education, National Taiwan Normal University.	Research on Classroom Management 班級經營研究
Juei-Hsin Wang 王瑞堦	Ph.D. in Education, National Institute of Middle School Education.	Research on Classroom Management 班級經營研究
Der-Ching Yang 楊德清	Ph.D. University of Missouri-Columbia, USA	Research on Subject-Based Pedagogy (I) 學科教學專業研究(I)
Yu-Hsia Lin 林玉霞	Ph.D. Ohio State University, USA	Research on Subject-Based Pedagogy (I) 學科教學專業研究(I)
Ching-Ching Cheng 鄭青青	Ph.D. National Taiwan Normal University, Early Childhood education	Research on Subject-Based Pedagogy (I) 學科教學專業研究(I)

National Chiayi University

Global Master Program of Teaching Profession Introduction

國立嘉義大學師範學院教學專業國際碩士學位學程簡介

(本所簡介中之學校規定，如有新規定，以其最新版者為依據)

一、Educational Goals 教育目標

This program aims at admitting international students who are interested in education related fields. All courses in this program are taught in English. This program aims at preparing future international teaching experts and leaders. Students will possess the following five core abilities from this program: (1) in-depth Instruction theory foundation, (2) application of instructional technology, (3) research ability on teaching and instruction issues, (4) multicultural perspective and caring attitude, (5) instructional leadership and communication ability.

本學程以招收外國大學教育相關領域之畢業生為對象，採全英語授課。本學程之教育目標旨在培養具備專業、創新、多元、關懷、領導五大基本素養之國際教學專業領導人才，期望每位學生具備五項核心能力：(1) 深厚的教學理論基礎，(2) 運用教學科技的能力，(3) 教學議題的研究能力，(4) 多元文化觀點與關懷學生的情操，(5) 教學專業領導與溝通能力。

二、Curriculum planning 課程規劃

Students must complete a minimum of 30 credit hours in 2-4 academic years; which comprise 9 required credits (education-research methods 3 credits, thesis 6 credits), 21 elective credits. The courses include educational research methodology and general pedagogy (SBP) subjects.

三、Career development 生涯發展

Career development of graduates includes being school teachers, government managers, university faculty, education business manager, and entering doctoral programs.

本學程畢業取得教育學碩士學位，學生返回其母國，生涯發展如下：(1) 擔任中小學教師，(2) 政府教育部門專業人員，(3) 大學教育相關領域教師，(4) 文教相關企業專業人員，(5) 繼續升入博士班深造。

©GMPTP Courses

The First School Year

Required/Selective	Credit	Course
Required	3	Educational Research Method
Selective	3	Advanced Statistics in Education
Selective	3	Research on Teaching Theories and Strategies
Selective	3	Research on Learning Psychology
Selective	3	Research on Instructional Technology
Selective	3	Research on International and Comparative Education
Selective	3	Qualitative Research Method
Selective	3	Research on Language Instruction
Selective	3	Research on Math Instruction
Selective	3	Research on Multimedia Cognition
Selective	3	Research on Teaching of Social Studies
Selective	3	Research on Science Education
Selective	3	Research on Educational Testing and Assessment
Selective	3	Research on Cognitive Psychology
Selective	3	Research on Curriculum Design

The Second School Year

Required/Selective	Credit	Course
Selective	3	Research on Multicultural Education
Selective	3	Research on Critical Thinking Instruction
Selective	3	Research on Classroom Management
Selective	3	Special Topic on Quantitative Research
Selective	3	Research on Leadership on Curriculum and Instruction
Selective	3	Research on Art Education
Selective	3	Research on Music Education
Selective	3	Research on Special Education
Selective	3	Research on Sociology of Education
Selective	3	Research on Philosophy of Education
Selective	3	Research on Management of Education Institution
Selective	3	Research on Contemporary Issues in Instruction
Selective	3	Research on Taiwan Education and Culture
Selective	3	Research on Web-Based Instruction Strategies
Selective	3	Educational Literature and Research Writing
Required	6	Thesis

National Chiayi University
Global Master Program of Teaching Profession Course
Selection
(Applicable for freshman after 110 school year)

必選修科目冊

(110 學年度入學新生適用)

110.01.13 院課程委員會議通過

109.12.17 系課程委員會議通過

110.05.04 校課程規劃委員會議通過

110.05.18 教務會議核備

一、教育目標：

本學程以招收外國大學教育相關領域之畢業生為對象，採全英語授課。本學程之教育目標旨在培養具備專業、創新、多元、關懷、領導五大基本素養之國際教學專業領導人才。

二、核心能力：

1. 深厚的教學理論基礎
2. 運用教學科技的能力
3. 教學議題的研究能力
4. 多元文化觀點與關懷學生的情操
5. 教學專業領導與溝通能力

三、核心能力指標：

- 1.1. 具備學習理論的理解與批判能力
- 1.2. 具備教學理論的理解與批判能力
- 2.1. 具備教學科技基本知能
- 2.2. 具備教學網路環境規劃能力
- 3.1. 具備教學研究基本知能
- 3.2. 具備論文寫作知能
- 4.1. 具備多元文化知能
- 4.2. 具備關懷學生的情操
- 5.1. 具備教學領導能力
- 5.2. 具備團隊合作與溝通能力

四、課程架構與畢業學分：

◎課程架構：

本學程修業年限 2-4 年。課程包括研究方法學群、一般教學專業學群與學科教學專業學群等三方面。並經由論文寫作，深化學生研究能力。碩士論文分為論文計畫審查與口試二階段。

◎畢業學分：

學生畢業時應修滿至少 30 學分，包括專業必修 3 學分、專業選修 21 學分、論文 6 學分，始得

畢業。其他說明：

1. 每位學生每學年至少參加校內外教學相關之演講、專題討論或學術研討會 10 小時。
2. 畢業之前應在學術研討會口頭發表 1 次。
3. 學生在提出論文口試之前，必須於二個月前先通過論文計畫審查。

※補充：碩、博士班研究生(含碩士在職專班)應至本校所規定之網路教學平台自行修習「學術倫理教育」課程，並通過線上課程測驗達及格標準，經出示修課證明始得申請學位口試。未通過者不得申請學位口試。

第一學年

必選修類別：專業必修

中英文科目名稱	學期	授課時數	學分數	專業職能	共通職能	備註	核心能力對應項次
教育研究方法 Educational Research Method	1	3.0	3			RM	1,3
專業必修小計			3				

第一學年

必選修類別：專業選修

中英文科目名稱	學期	授課時數	學分數	專業職能	共通職能	備註	核心能力對應項次
高等教育統計 Advanced Statistics in Education	1	3.0	3			RM	1,3
教學理論與策略研究 Research on Teaching Theories and Strategies	1	3.0	3			GP	1,2,3,5
語文教育研究 Research on Language Instruction	1	3.0	3			SBP	1,3,5
數學教育研究 Research on Math Instruction	1	3.0	3			SBP	1,3,5
學習心理學研究 Research on Learning Psychology	1	3.0	3			GP	1,3
多媒體認知研究 Research on Multimedia Cognition	2	3.0	3			GP	1,2,3
社會科教學研究 Research on Teaching of Social Studies	2	3.0	3			SBP	1,3,4
科學教育研究 Research on Science Education	2	3.0	3			SBP	1,2,3,5
國際與比較教育研究 Research on International and Comparative Education	2	3.0	3			GP	1,3,4
教育測驗與評量研究 Research on Educational Testing and Assessment	2	3.0	3			GP	1,3
教學科技研究 Research on Instructional Technology	2	3.0	3			GP	2,3
認知心理學研究 Research on Cognitive Psychology	2	3.0	3			GP	1,3,5
課程設計研究 Research on Curriculum Design	2	3.0	3			GP	1,3,5
質性研究法 Qualitative Research Method	2	3.0	3			RM	1,3
專業選修小計			42				
學年小計			45				

*選修課程名稱，得依科技發展與特色重點產業異動。

第二學年

必選修類別：專業選修

中英文科目名稱	學期	授課時數	學分數	專業職能	共通職能	備註	核心能力對應項次
多元文化教育研究 Research on Multicultural Education	1	3.0	3			GP	1,3,4,5
批判思考教學研究 Research on Critical Thinking Instruction	1	3.0	3			GP	1,3,4,5
音樂教育研究 Research on Music Education	1	3.0	3			SBP	1,3,5
班級經營研究 Research on Classroom Management	1	3.0	3			GP	1,2,3,4,5
教育文獻討論與研究撰寫 Educational Literature and Research Writing	1	3.0	3			RM	1,3
量化研究專題 Special Topics on Quantitative Research	1	3.0	3			RM	1,3
臺灣教育與文化研究 Research on Taiwan Education and Culture	1	3.0	3			GP	4,5
課程與教學領導研究 Research on Leadership on Curriculum and Instruction	1	3.0	3			GP	1,3,4,5
藝術教育研究 Research on Art Education	1	3.0	3			SBP	1,3,5
特殊教育研究 Research on Special Education	2	3.0	3			GP	3,4,5
教育社會學研究 Research on Sociology of Education	2	3.0	3			GP	1,3,4
教育哲學研究 Research on Philosophy of Education	2	3.0	3			GP	1,4
教育機構經營研究 Research on Management of Education Institution	2	3.0	3			GP	1,3,5
當代教學議題研究 Research on Contemporary Issues in Instruction	2	3.0	3			GP	3,5
網路教學策略研究 Research on Web-Based Instruction Strategies	2	3.0	3			GP	2,3,5
專業選修小計			45				

第二學年

必選修類別：論文

中英文科目名稱	學期	授課時數	學分數	專業職能	共通職能	備註	核心能力對應項次
碩士論文 Thesis	1	0.0	3				3
碩士論文 Thesis	2	0.0	3				3
論文小計			6				
學年小計			51				

*選修課程名稱，得依科技發展與特色重點產業異動。

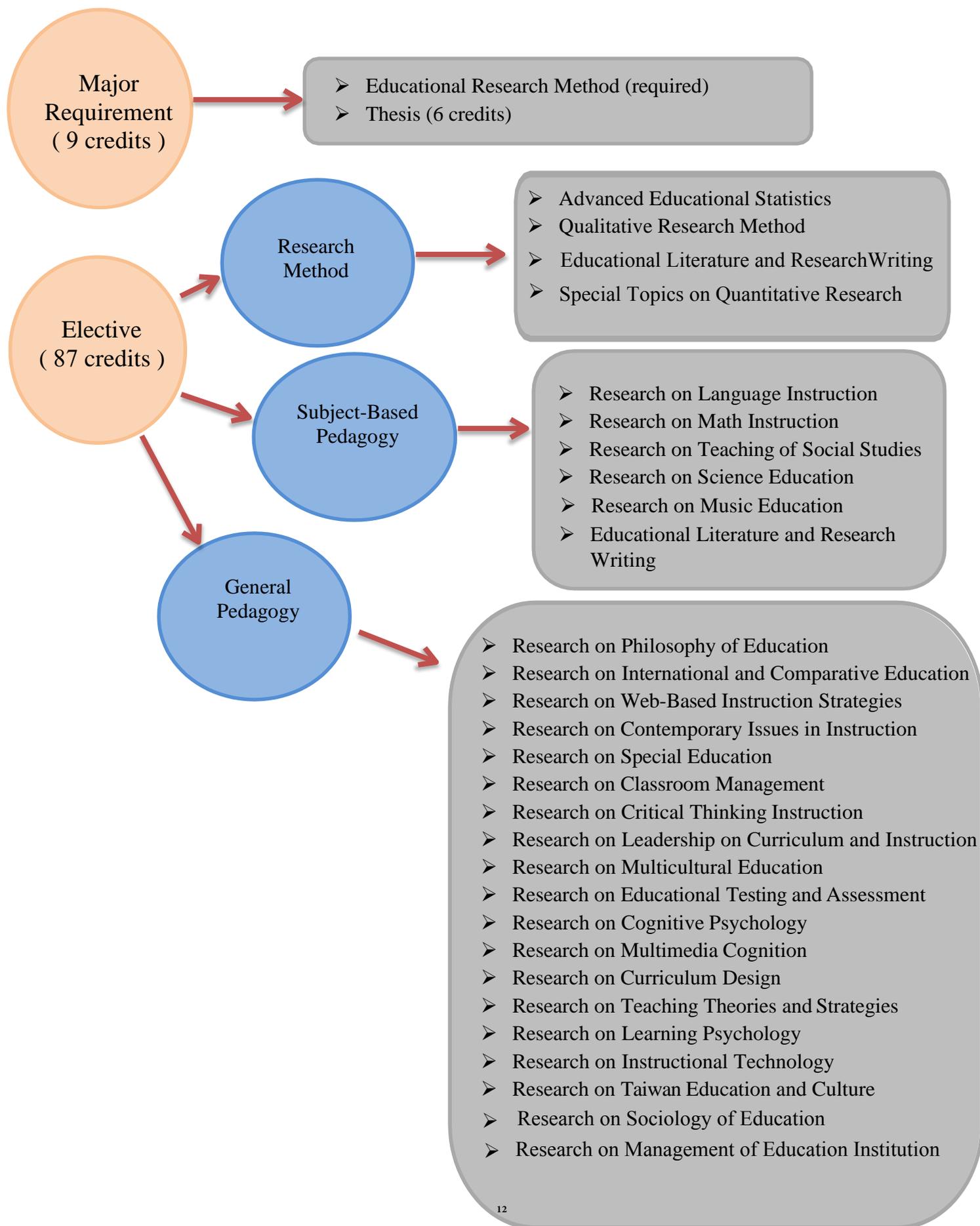
備註說明：(各科目的備註欄代碼請參考此處的說明)

GP. 一般教學專業學群

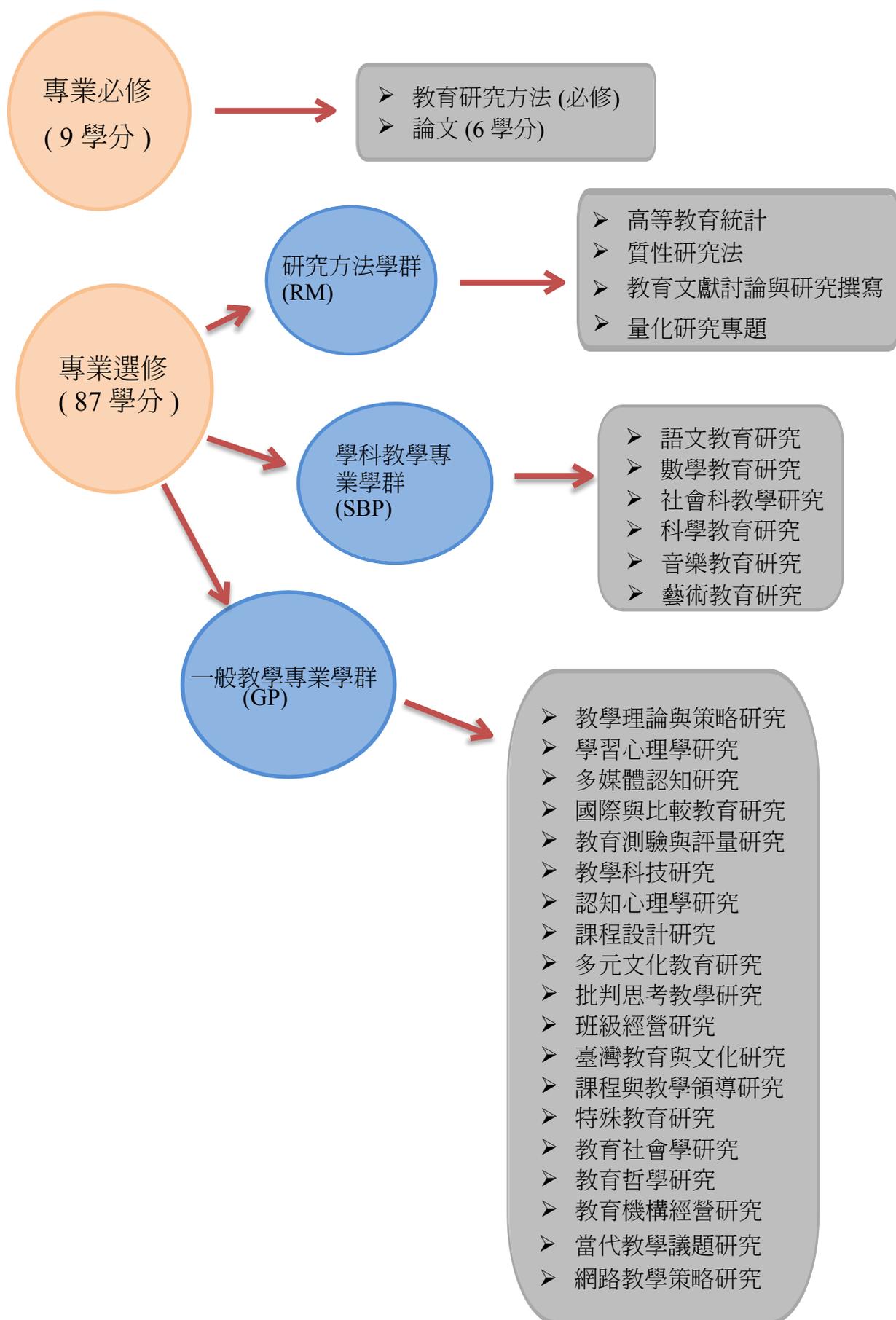
RM. 研究方法學群

SBP. 學科教學專業學群

Global Master Program of Teaching Profession Course Structure Diagram



師範學院教學專業國際碩士學位課程架構圖



Course Selection Process

Step 1. <http://www.ncyu.edu.tw/>

國立嘉義大學 National Chiayi University

關於嘉大 教學單位 行政單位 招生資訊 常見問答 E化校園 嚴重特殊傳染性肺炎 分眾導覽 網站導覽 連絡我們 **English**

嘉義大學防疫專區 教師遠距教學指引

★恭賀楊德清副校長榮獲科技部108年度傑出研究獎殊榮★

快速連結

- 嘉大電子郵件
- 校務行政系統
- 輔助教學平台
- 線上公文義核

最新活動

嘉大食品學系顛覆傳統技術以冷凍乾燥蝦輔助青農開發新商品

三百六十行，行行出狀元，三立電視台《草地狀元》深刻紀錄全職職人的奮鬥故事，從農、漁、牧及食品加工等行業，希望讓國際看見臺灣人的驕傲，嘉大食品科學系呂英農助理教授昨日(12日)下午接受《草地狀元》節... (觀看詳細內文)

2021-08-13

change for english

Step 2. Services

Welcome to National Chiayi University

Home | Sitemap | FAQ | Contact us | Bilingual | RSS | PDA | Chinese

SEARCH types keywords www Site GO 中文網

User Identity

- Freshmen
- Students
- Faculties
- Staffs
- Alumni
- Visitants

News Express

- News
- Bulletin

About NCYU

- Visitors
- NCYU Video
- International Students Admission
- Recruit Information
- Departments & Colleges
- Administration
- Calendar
- Services**
- Campus Life
- E-campus
- Knowledge
- Careers
- FAQ
- Law and Rules
- Statistics

英雄戰場天下嘉農

KANO

SPOTLIGHT

Date: 2014-09-01

NCYU Sets up National Fellowship of Distinguished Alumni to Promote School Development

To encourage a larger number of alumni of National Chiayi University to ...

Information

- Freshman Column
- Tuition and miscellaneous fees
- Foreign Students
- Graduate School Catalog
- Exchange Students
- Library

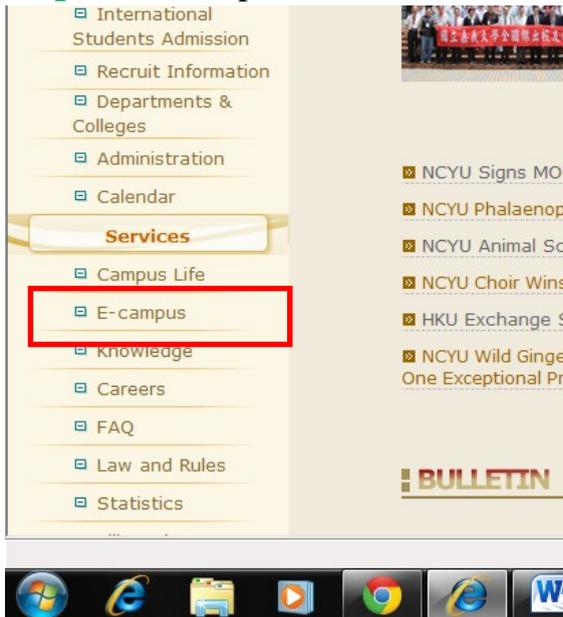
Academic programs

2014 / 9

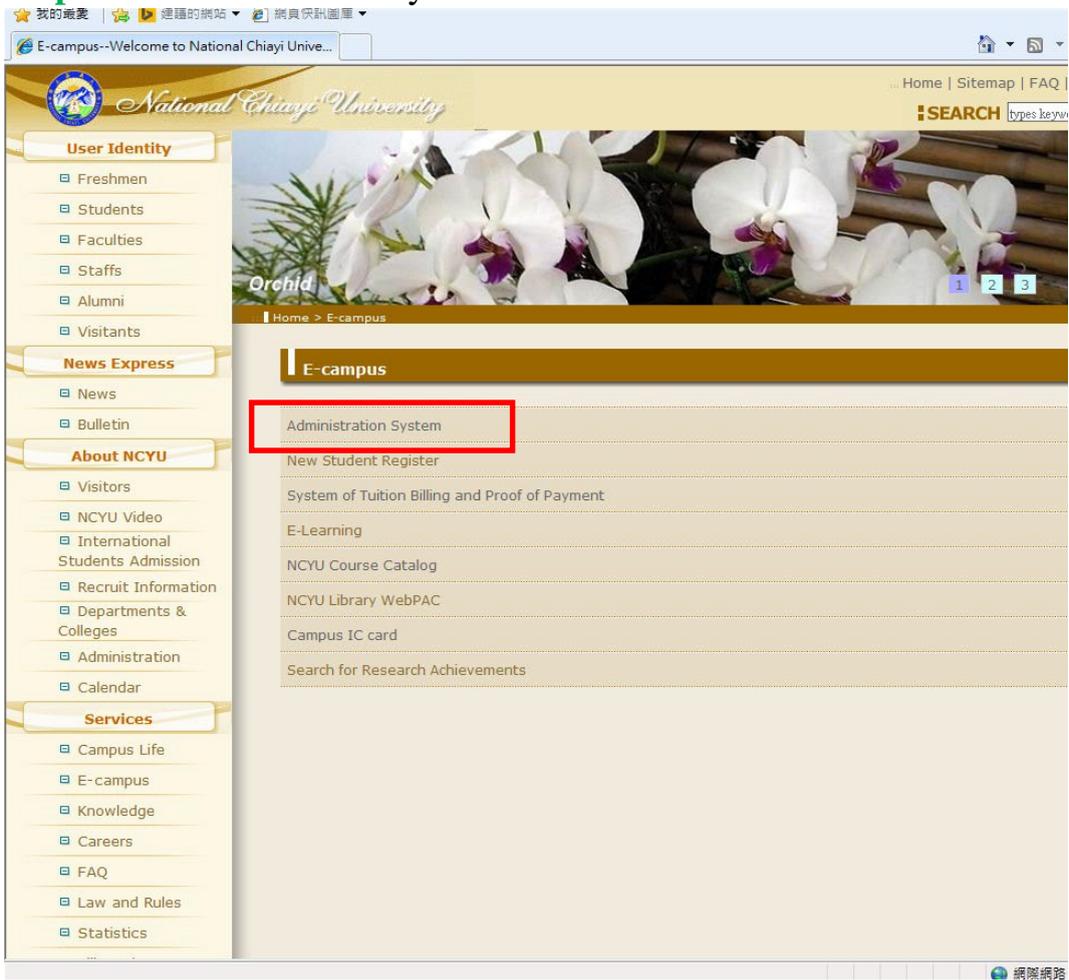
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

2014 year 9 month GO

Step3. E-campus



Step 4. Administration System



Step 5.

User ID --- key in your student number

Password --- key in the last four characters of your passport number

Please Input Login Data

Login Method
Web User ID

[How to reset password](#)

UserID

Password

Login 中文版

- You can use "Web User ID" to login the system.
- If you are a student, the "Web User ID" is your student number.
- If you are a teacher or employee, the "Web User ID" is your employee number.
- If you login the system first time, the password of "Web User ID" is the last four characters of your passport number.
- If you forget your password of "Web User ID", [click here](#) to reset and get new password.
- You can use the empty id and empty password to login the system (only public system function).
- [Internet Security Statement](#) [Privacy Statement](#) [Your remote ip address : 140.130.43.35]
- The english page of login function and online choose course is completed, we will support more english page in the future.

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No.300 Syuefu Rd., Chiayi City 60004, Taiwan (R.O.C.)
Tel: TEL: +886-5-2717000 FAX: +886-5-2717095
Recommended Browser: Internet Explorer 8.0 and above, Firefox, Google Chrome. Screen Resolution: 1280x1024

INSPIRED BY TWCA 台灣資訊安全協會

Step 6. System Menu

NCYU School Administration System - Standard Mode

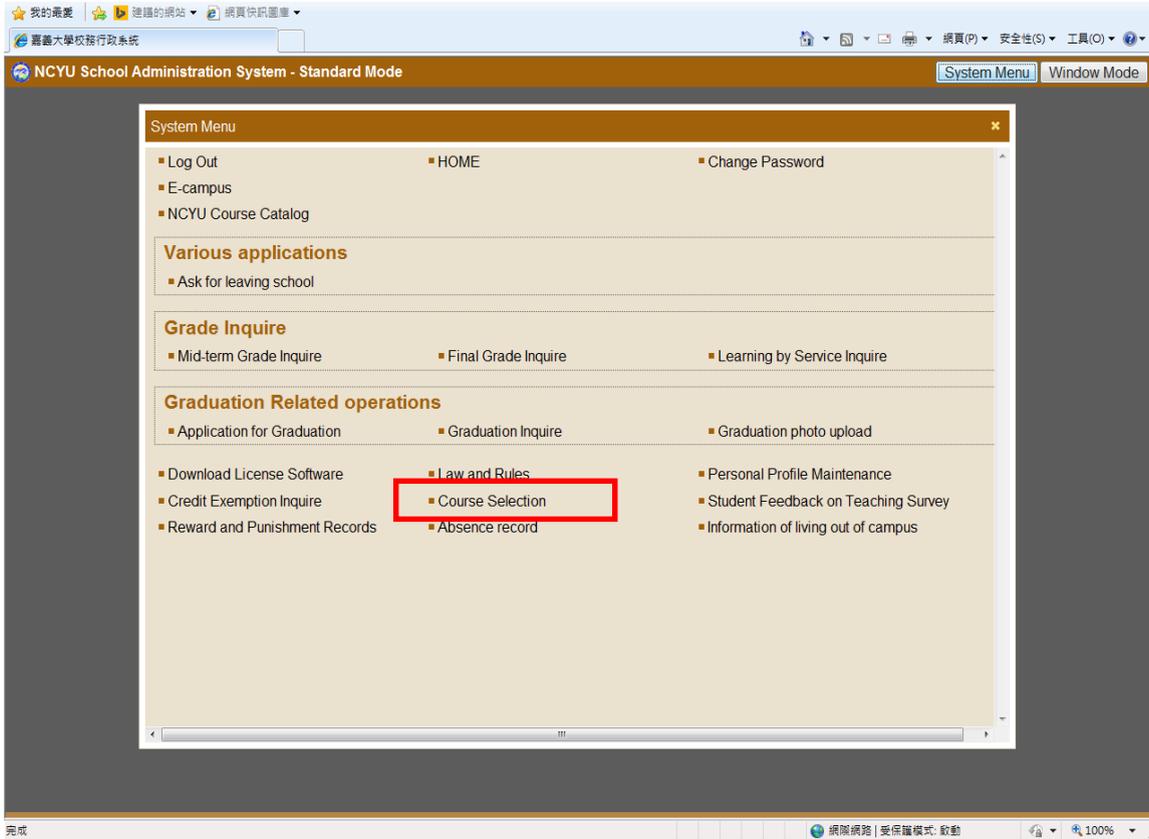
System Menu Window Mode

System Instruction

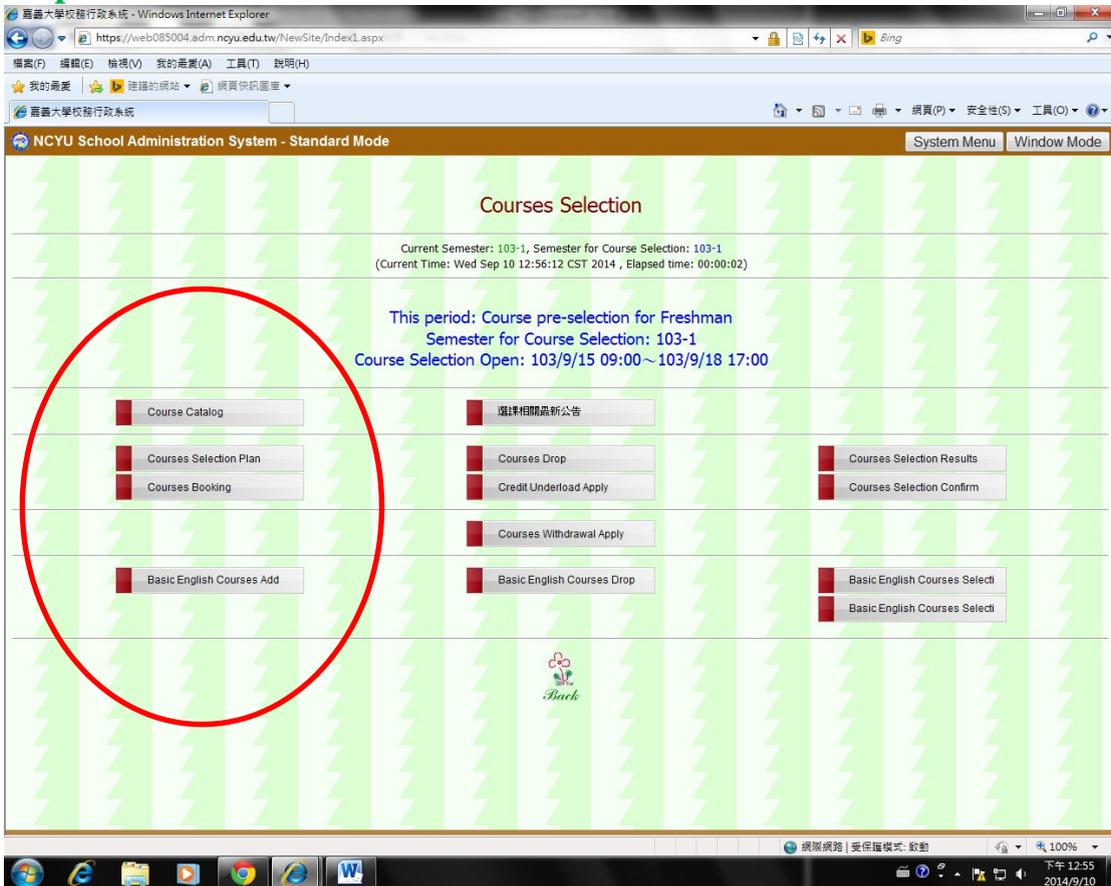
Welcome! 陳佳雯

完成 網路視聽 | 數位攝攝模式: 啟動 100% 下午 12:46 2014/9/10

Step 7. Course Selection



Step 8.



Step 9. Courses Booking

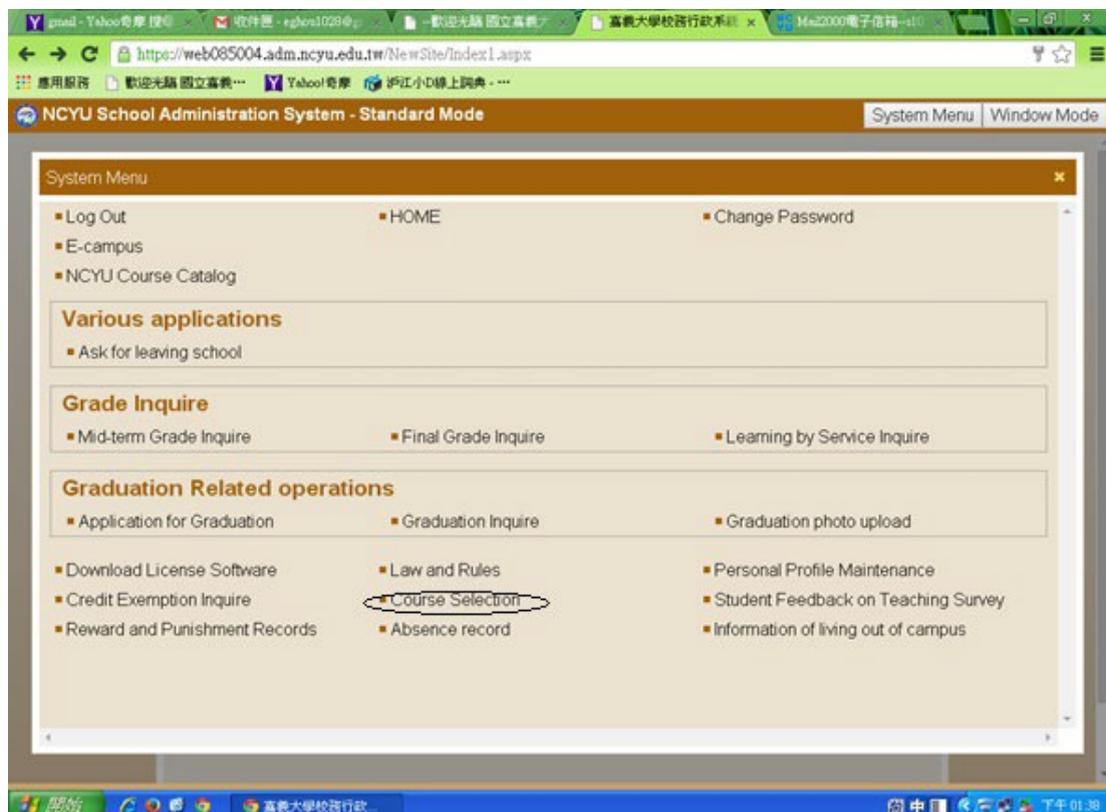


Course Selection Confirm

◎ Step1: Log-in



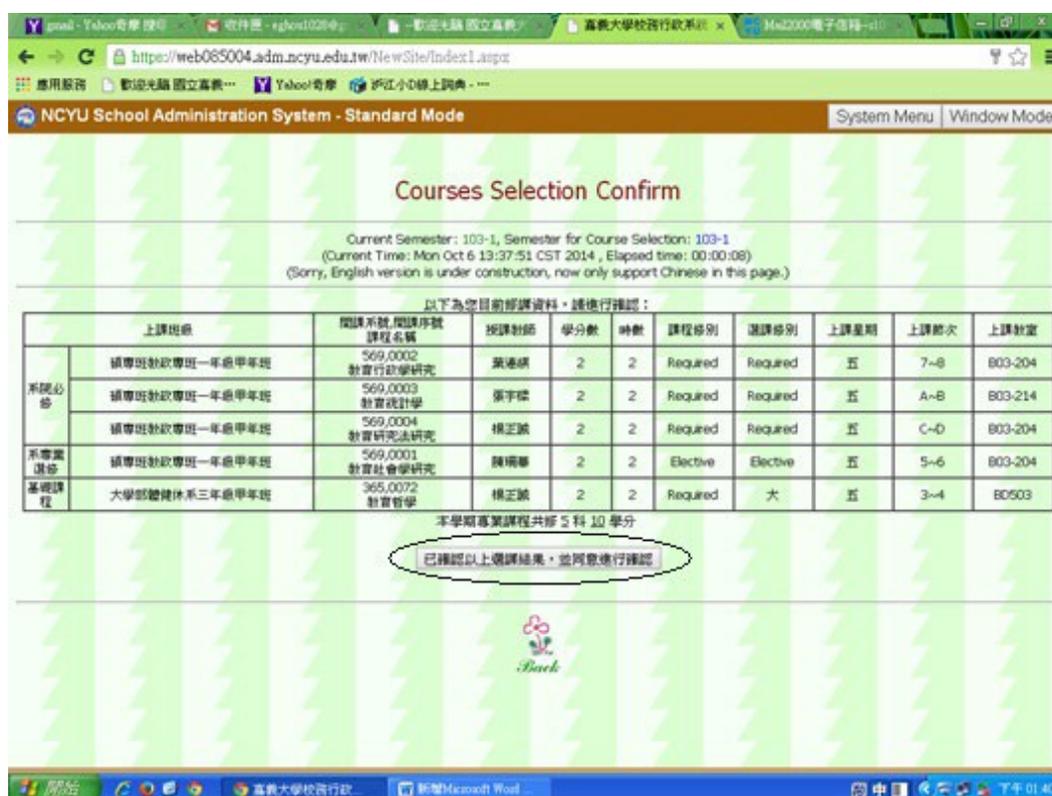
◎ Step2: Course Selection



◎ Step3: Course Selection Confirm



◎ Step4: 請確認以上選課結果，並同意進行確認。(confirm)



◎ Step5: You have finished the last process of course selection!

Current Semester: 103-1, Semester for Course Selection: 103-1
 (Current Time: Mon Oct 6 13:38:45 CST 2014, Elapsed time: 00:00:04)
 (Sorry, English version is under construction, now only support Chinese in this page.)

您已經完成選課確認作業!!

以下為目前已完成確認之課程資料：

上課班級	開課系統, 選擇序號 課程名稱	授課教師	學分數	時數	課程類別	選課類別	上課星期	上課節次	上課教室
系統必修	經濟學社政經班一年級學年班	569.0002 社會行政學研究	2	2	Required	Required	五	7-8	803-204
	經濟學社政經班一年級學年班	569.0003 社會統計學	2	2	Required	Required	五	A-8	803-214
	經濟學社政經班一年級學年班	569.0004 社會研究法研究	2	2	Required	Required	五	K-D	803-204
系專業選修	經濟學社政經班一年級學年班	569.0001 社會社會學研究	2	2	Elective	Elective	五	5-6	803-204
基礎課程	大學部醫健律系三年級學年班	365.0072 社會哲學	2	2	Required	六	五	3-4	80503

本學期專業課程共修 5 科 10 學分

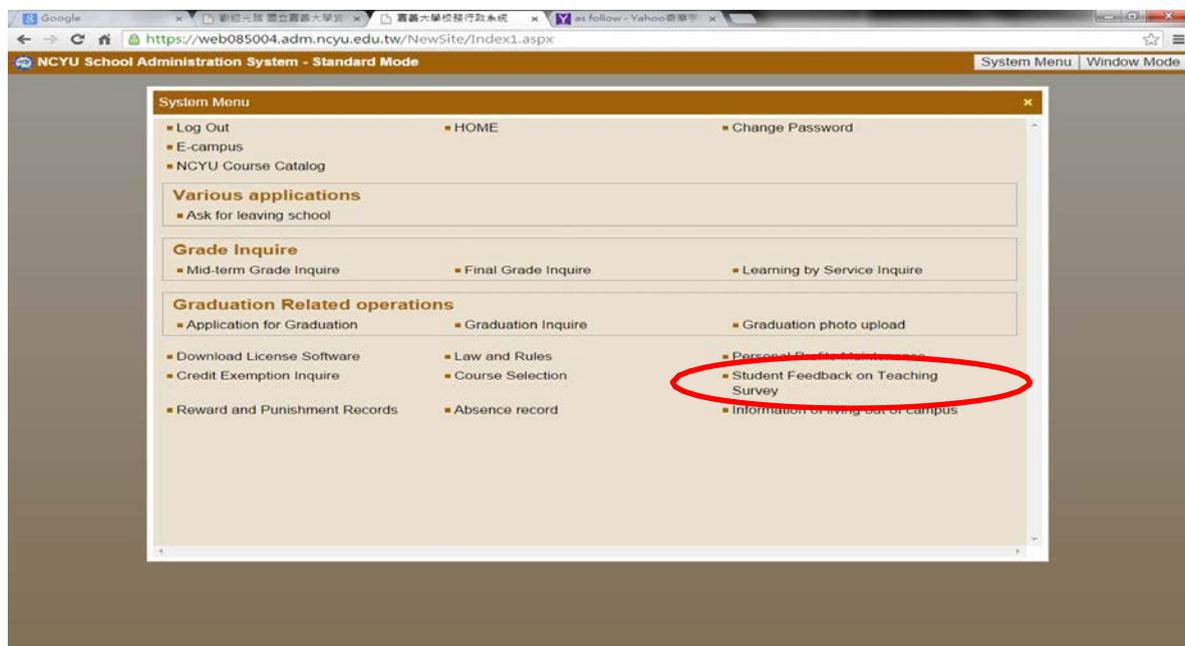
Student Feedback on Teaching Survey Process

Before doing course selection of the second semester, you have to finish “Student Feedback on Teaching Survey”. The procedures are as follows:

Step 1 :Log in your administration system (Please key in your ID & password)



Step 2: Click “Student Feedback on Teaching Survey”



Step 3: Click “Student Feedback Form”



Step 4: Select EVERY “Courses and instructors” and finish the survey



Notice

- ✘ If you “Disagree” or “Strongly disagree” any statements, you have to write down your reason on the blank.
- ✘ You can leave any comment on teacher’s teaching or suggestions. Professors will receive the results only. They won’t know “who” give these comments or suggestions.

臺灣學術倫理教育資源中心操作手冊必修學生

(Mandatory Students English Guide)

Taiwan Academic Ethics Education Resource Center Operations
Manual Compulsory Students

本手冊適用將本課程列為必修、口試或畢業門檻之學校學生。

This manual is applicable to students as a compulsory course, oral or graduation
threshold of students school.

<https://ethics.nctu.edu.tw>

(1)

Please choose “Mandatory students” as your status, and choose your school’s location and name.

The account is your student ID number ; password is the last 5 digit of your student ID.

If you’re not sure which status to choose, please click [\[Inquiry\]](#) to look up.

臺灣學術倫理教育資源中心
Center for Taiwan Academic Research Ethics Education

Sign Up | 繁體中文 | FeedBack

HOME NEWS ABOUT LIST PREVIEW RESOURCES HELP

學術研究倫理教育課程
主題課程與單元分類介紹
查看覽表

NEWS KNOWLEDGE LAW EPAPER

Login

- Mandatory Student
- Mandatory Teacher and others
- Registrant
- Manager of Students
- Manager of Teachers
- Manager of Registrant
- Inquiry
- Sign Up

臺灣學術倫理教育資源中心
Center for Taiwan Academic Research Ethics Education

Sign Up | 繁體中文 | FeedBack

HOME NEWS ABOUT LIST PREVIEW RESOURCES HELP

Mandatory Student

「必修學生」是指學校與資源中心合作
學生需依規定完成學術研究倫理教育課程
學校已經先為學生建立帳號
帳號是學號，密碼預設學號末5碼，或洽學校承辦窗口（見下表）

系統已預設必修課程，請依指示閱讀所有必修課程
閱讀完畢後填寫總測驗，通過總測驗隔日即可下載修課證明
您可於下方查詢各校制度與承辦窗口聯繫方式

Keelung City

National Taiwan Ocean University

account

password

[forgot password?](#)

Please check "I'm not a robot."

I'm not a robot

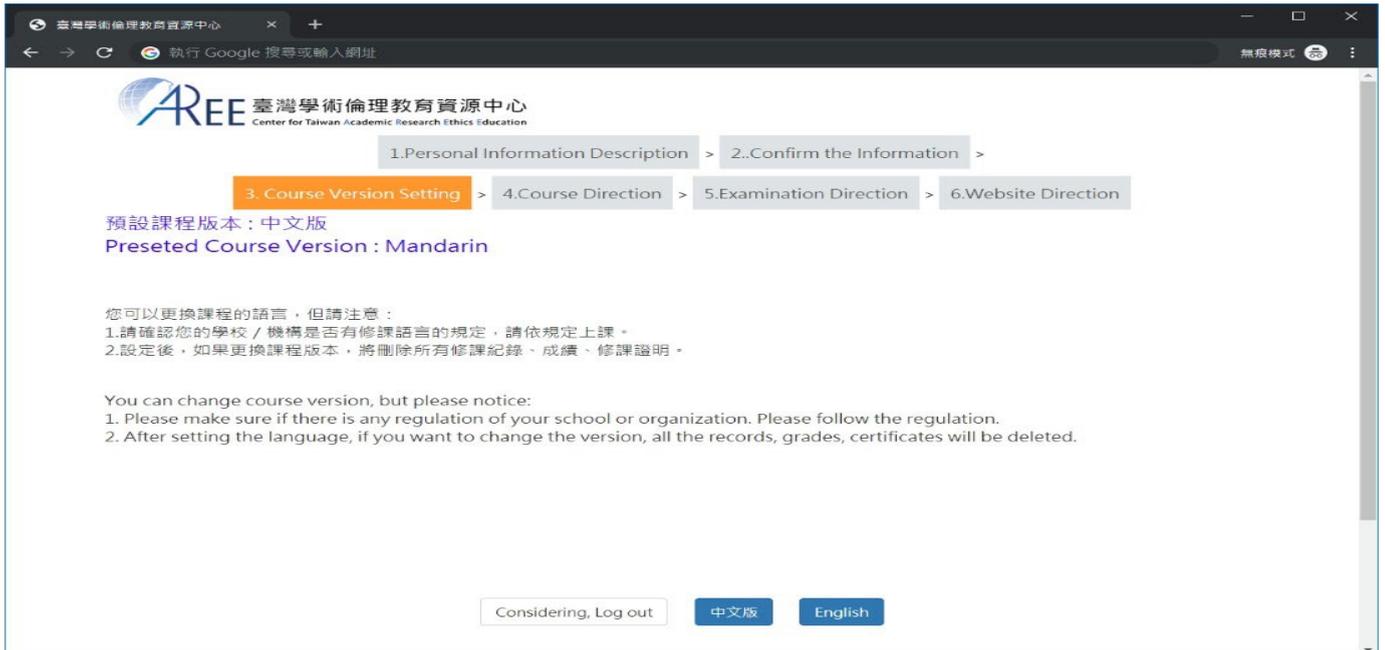
submit

【2】

First time to use this website, you should choose course version.

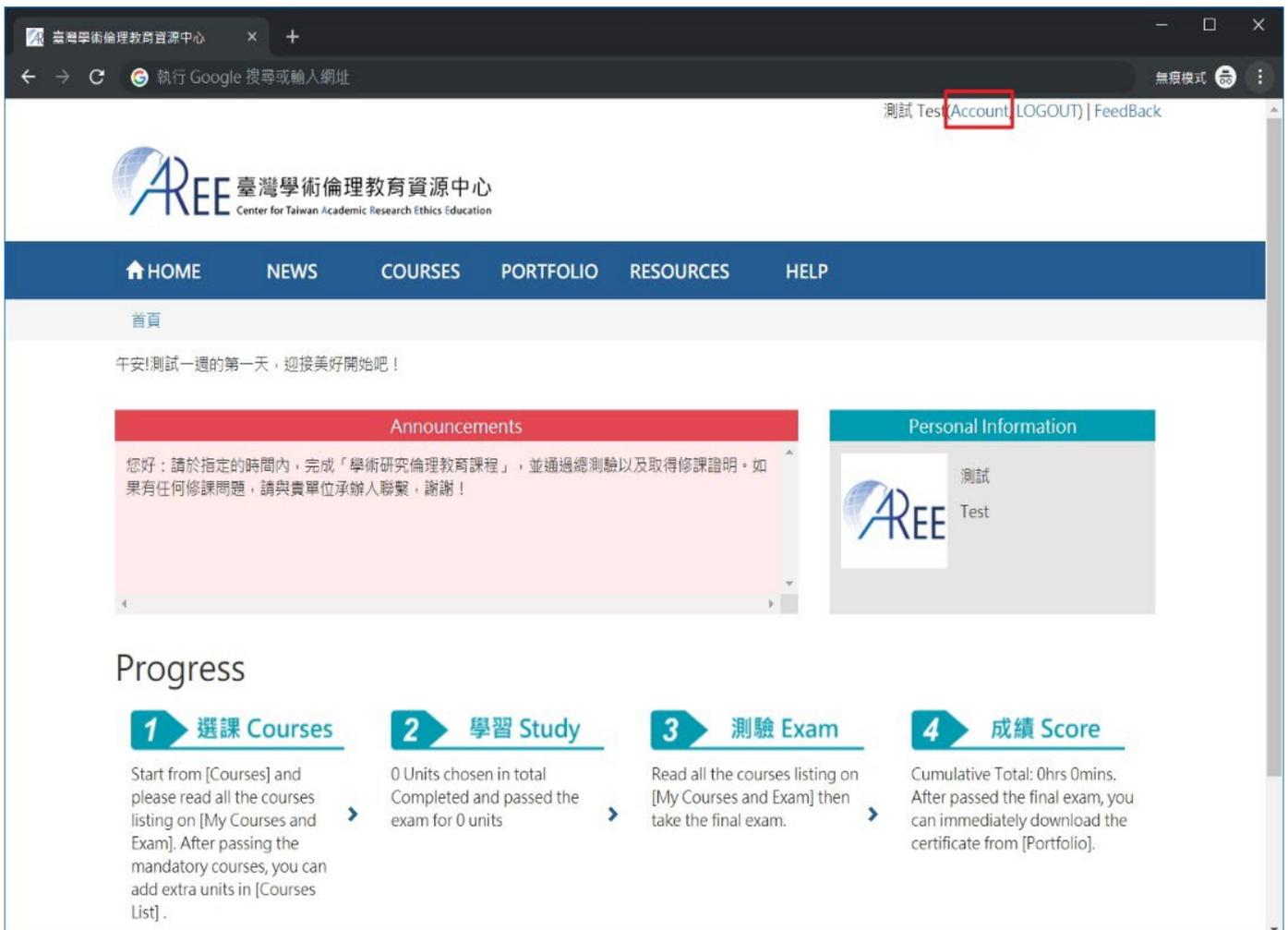
Simultaneously, please also check your personal information.

If needs to correct any information, please contact with your school/ institution administrator. (refer to [【Inquiry】](#))



【3】

If you need to change your password, please click [【Account】](#) .



【4】

First time to take courses, please go to **【Courses】** → **【My Courses and Exam】** .
Your courses have been pre-added by your school/ institution.
Please click unit name to read the courses.

After read all of them, please click **【Exam】** to take the final exam. (Schematic Diagram)

臺灣學術倫理教育資源中心

執行 Google 搜尋或輸入網址

測試 Test(Account, LOGOUT) | FeedBack

AREE 臺灣學術倫理教育資源中心
Center for Taiwan Academic Research Ethics Education

HOME NEWS **COURSES** PORTFOLIO RESOURCES HELP

index / Courses

Courses

Courses List **My Courses and Exam**

This time you take 3 units, 3 units finished, 0 units unfinished. Upon passing the exam you could get credits for 1 hours 0 min.
The unit which had been taken can not be deleted. Units which you have passed can be reviewed in Portfolio.

Unit Name	Date
0101_Introduction to Research Ethics: Definition and Content	2019/07/29 15:03:02
0102_Professional Norms and Personal Responsibility in Research Ethics	2019/07/29 15:03:05
0103_Government Regulations and Policies in Research Ethics	2019/07/29 15:03:07

Exam

Program of Research Ethics Education

【5】

After start reading the course, there are section names on the left of the website, you can read the content by click the section names. After you finished, please click **【Courses】** → **【My Courses and Exam】** to readmore.

臺灣學術倫理教育資源中心

執行 Google 搜尋或輸入網址

HOME NEWS ABOUT **COURSES** PORTFOLIO RESOURCES HELP

Academic Writing Skill: Definition and Principles of Authorship

Unit Introduction

- Scenario: Hey! I have also made a contribution!
- Think about it: Who can be designated?

1. Definition of Authorship and Its Implications
 - 1.1 Definition and Responsibilities of Authorship
 - 1.2 Author Types and Order
 - Think about it: Author order
 - 1.3 Authorship Designation in Different Disciplines
2. Controversial Types of Designations
 - **Think about it: Who qualifies as an author?**
 - Think about it: Lan's ordering of authors
3. Conclusion

Quiz

References

Think about it: Who qualifies as an author?

At the end of this unit, reconsider Shelly's situation mentioned previously: Who do you think can be designated as Shelly's co-author on her paper?

Shelly is a graduate student, and before graduation, she completes an English version of her Chinese thesis and decides to submit it to a decent journal. Now she is facing the problem of "Who gets to be designated as coauthor?" If you were Shelly, who among the following do you think is qualified to be designated as a co-author? If the person qualifies as a co-author, select o, if not, select x.

I want to be designated because...


Graduate study advisor

I gave you a number of research suggestions and assisted you in editing the structure and logic of your English manuscript to meet the journal's requirements.

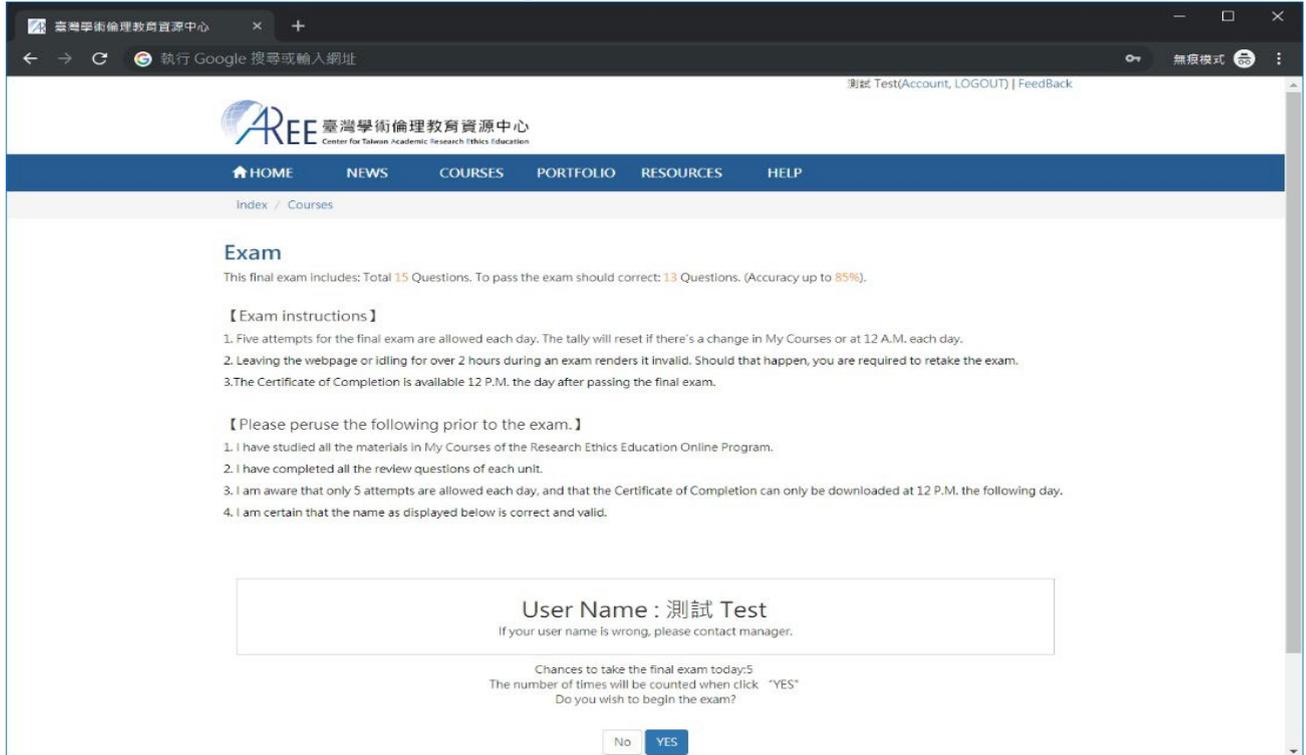
Yes, he/she can be designated as a co-author. No, he/she doesn't qualify for a co-author designation.

【6】

You have 5 chances per-day.

Your name will be presented in certificate, please make sure your name is right before you take the final exam.

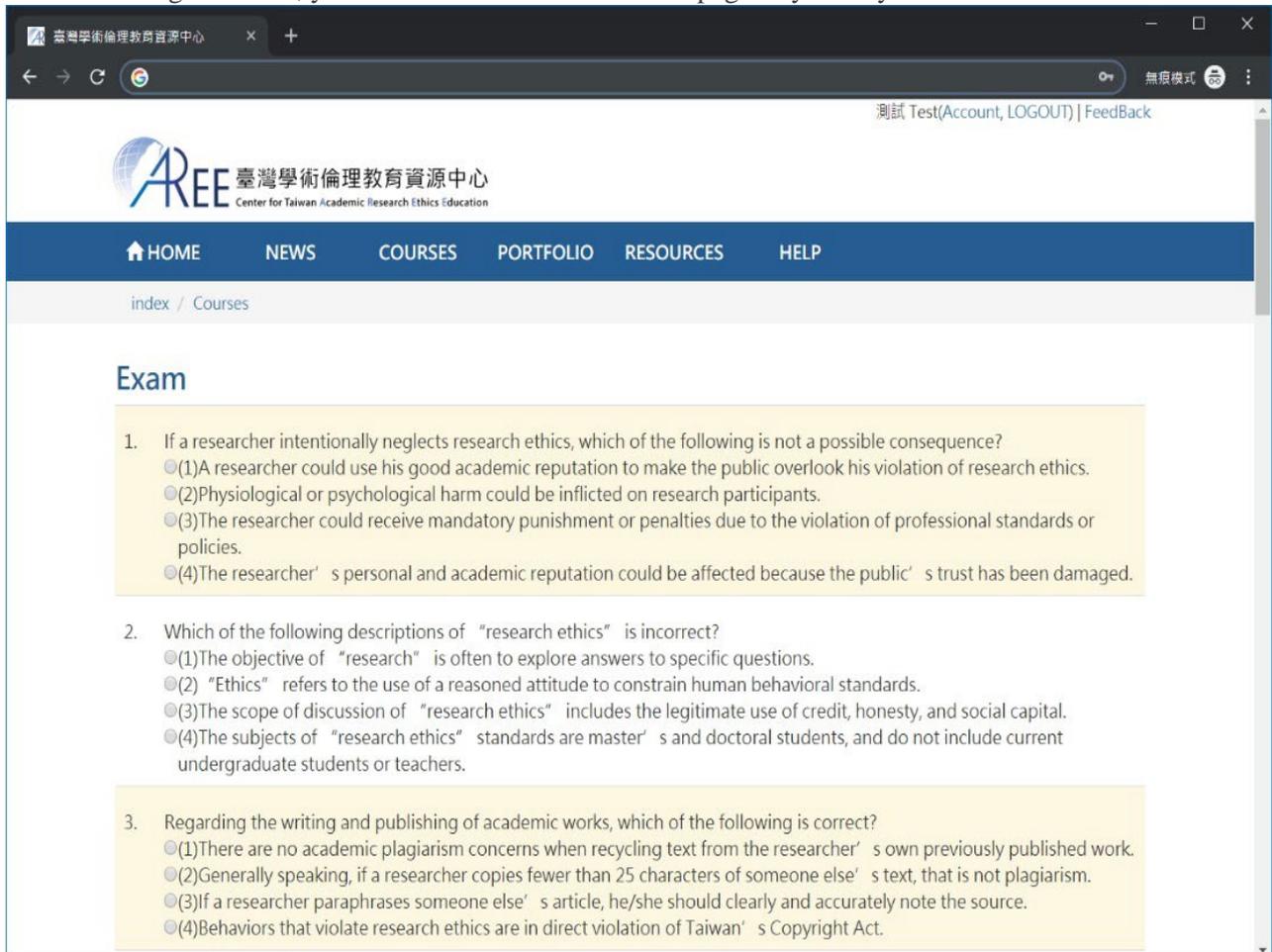
If needs to correct any information, please contact with your school/ institution administrator.



【7】

Each question is multiple choice question and is requested to answer.

During the exam, you are not allowed to leave this page or you may need to re-take the exam.



【8】

After the final exam, it will show you the correct rate, analysis of wrong questions, and reference units.

If you don't pass the final exam, please review the courses then re-take the final exam.

The screenshot shows the AREE website interface. At the top, there is a navigation bar with links for HOME, NEWS, COURSES, PORTFOLIO, RESOURCES, and HELP. The main content area is titled 'Exam' and features a green box with the text '答對率 86.67%'. To the right, a message states: 'You answered 13 in 15 questions correctly, your correct rate is 86.67%. Congratulations! You have passed the final exam. To protect your rights, please immediately download your certificate. You can check the previous result of final exam in [Exam Records]'. A 'Portfolio' button is visible. Below the exam results is an 'Analysis' section with a bar chart showing 'Error Questions' for the unit '0102_Professional Norms and Personal Responsibility in Research Ethics'. The 'Wrong Answers' section contains a question: '1. Which of the following research behaviors does not follow the principle of "respect for human rights and dignity"?' followed by four options. The reference unit is listed as '0102_Professional Norms and Personal Responsibility in Research Ethics'.

【9】

If you passed the final exam, please go to 【Portfolio】 to download your certificate and also you can review the courses. (Schematic Diagram)

The screenshot shows the AREE website interface. At the top, there is a navigation bar with links for HOME, NEWS, COURSES, PORTFOLIO, RESOURCES, and HELP. The main content area is titled 'Portfolio'. It displays statistics: '3 Completed Units', '20 Minutes', and '1 hrs 0 mins Cumulative Total'. Below this, there are two main sections: 'Exam Records' and 'Certificate'. The 'Exam Records' section shows the latest time: '2019/07/29 15:29:59', the latest score: '93.33', and the latest result: 'view'. The 'Certificate' section shows the issue time: '2019/07/29 15:29:59' and a 'Download' button. A 'Unit History' section is also visible, showing a table with columns for 'Unit Name' and 'Date'. The table contains one entry: '0101_研究倫理定義與內涵' with the date '2019/07/29'.

【10】

After passing the final exam, if you'd like to read other courses, please transfer your status from “Mandatory student” to “Registrant”. Please follow the instruction of “[Registrant](#)” after you successfully finished the process.

The screenshot shows a web browser window with the URL '臺灣學術倫理教育資源中心'. The page header includes the AREE logo and the text 'Center for Taiwan Academic Research Ethics Education'. The navigation menu contains 'HOME', 'NEWS', 'ABOUT', 'COURSES', 'PORTFOLIO', 'RESOURCES', and 'HELP'. The 'COURSES' menu item is highlighted with a red box and a red circle containing the number '1'. Below the navigation menu, the breadcrumb 'index / Courses' is visible. The main content area is titled 'Courses' and contains the following text: 'You have finished the mandatory courses. Please download your certificate in 【Portfolio】 and make sure the content is correct. To take more courses, please choose 【Transfer】 to transfer your data from 【Mandatory Student】 to 【Registrant】.' Below this text, a blue button labeled 'Transfer' is highlighted with a red box and a red circle containing the number '2'.

National Chiayi University

Global Master Program of Teaching Profession

Master Degrees Examination Guidelines

- I The examination is conducted in accordance with regulations of master degrees examination approved on January 19th, 2015 臺教高(二)字 No.1040008946.
- I** Goal:
1. Stimulate academic research culture and pursue excellent quality
 2. Foster students' academic research ability and multiple professional Development
 3. Enhance students' academic standards and foster advanced academic research talents
- I** Thesis and thesis advisor application process
1. Time: One month prior to the second semester in school
 2. Fill in "Thesis application form" and "Form of Graduate Students' Advisors for Thesis"
 3. Thesis title and the advisor would be confirmed in the meeting held by the office, and this meeting should invite committee members to attend.
- M** Master degrees examination process: The examination in our program is implemented in two phase which the first is thesis proposal examination and the second is the degree examination (That is final oral examination. Hereinafter referred to as final oral examination.)
1. The first phase- Thesis proposal examination
 - (1) Before applying for the proposal, "Introduction", "Literature review", "Research design and methods (Subjects of the study, pre-test research tools, and statistical or analytical method need to determine)", and main "References" should be done.
 - (2) The application form, outline of thesis proposal, and the list of commission members should be turned in two weeks prior to the examination after the agreement of advisor. Once the verify is passed, the examination of thesis proposal can be carried out. If the proposal needs to revise after the examination, thesis proposal examination should be applied again.
 - (3) After the adoption of the proposal, the thesis can start to be written.
 2. The second phase- Final oral examination
 - (1) Final oral examination should be applied one month prior to the examination. Transcript for all semesters, abstract, thesis advisor's recommendation letter, the photocopy of external published papers, seminar record card need to be attached in the application form.
 - (2) The examination can be carried out after it is approved and informed formally by office. The letters of appointment should be issued to commission members as well. The result is not recognized when the examination is held voluntarily.
- V** Implement method:
1. Thesis proposal examination can be applied when student finishes registering for the first semester in the second academic year. Yet, the final oral examination should be applied two months after the thesis proposal examination.
 2. Final oral examination is conducted according to the school calendar. Deadline for the first semester is on January 31st and deadline for the second semester is on July 31st. The application will be dealt with in the next semester if it is submitted late. Also, if the thesis should be revised after final oral examination, the revision needs to be done within the deadline; otherwise, it is fail.
 3. Every thesis proposal examination or final oral examination needs to finish in two hours.
 4. Application information for final oral examination should be sent to the office one month prior to the examination.

5. The applicant is responsible for invite and receive commission members before the start of thesis proposal examination or final oral examination.
 6. If the advisor is absent, the examination should be cancelled.
 7. The commission for the two examinations will be formed by the advisor and two members recommended by the advisor.
 8. The results of the examination need to be sent to our office by the advisor in a week.
9. Prepare the information as references for commission on your own in examinations.
10. The examination is inspected by the advisor and the other two commission members jointly. The commission member can only include one person from outside school in principle. Special circumstances can be dealt with separately.
- VI** If the thesis proposal examination is fail, it needs to be applied again. If the final oral examination can't be passed in the last semester of provision length of schooling, the application is not accepted again.
- VI** These regulations or any amendments can be implemented after passed in the meeting and approved by school.

國立嘉義大學

教學專業國際碩士學位學程論文審查實施要點

一、依據 104 年 1 月 29 日臺教高(二)字第 1040008946 號核定本校研究生學位考試辦法辦理。

二、目標：

- (一) 激勵學術研究風氣及追求卓越品質。
- (二) 培養學生學術研究能力與多元專業發展。
- (三) 提昇學生論文學術水準並培養高級學術研究人材。

三、論文題目及論文指導教授申請過程：

- (一) 申請時間：一般碩士班在就讀第二學期結束前一個月。
- (二) 申請時須先填寫論文撰寫及擬聘指導教授申請書。
- (三) 論文題目之確定及指導教授之選聘均由本學程召開學程會議為之，本項會議召開時應延請本學程委員參加。

四、論文審查過程：本學程論文審查分論文計畫審查及學位考試(即學位論文口試，以下稱學位論文口試)兩階段施行。

(一) 第一階段論文計畫審查

- 1. 申請論文計畫審查前，需完成論文緒論、文獻探討、研究方法及設計(需確定研究對象、預試之研究工具及擬用統計或分析方法)、主要參考文獻等部份。
- 2. 論文計畫審查應於審查兩週前填具申請表，經指導教授同意將申請表、論文計畫大綱及論文考試委員委員會名單送本所審核，審核通過始可進行計畫審查。經審查若題目方向有更改，需重提論文計畫審查。
- 3. 論文計畫審查通過後，方可進行論文之書寫。

(二) 第二階段學位論文口試

- 1. 學位論文應於口試一個月前檢附本所歷年成績單、論文摘要、論文指導教授推薦函、已對外發表之期刊論文影本、參加本所舉辦之各類型學術研討會紀錄表各一份，送本所依規定辦理。
- 2. 學位論文口試應經學校核定發給口試委員聘書並由本學程正式通知後始可進行，否則自行舉辦之學位論文口試結果，本學程不予承認。

五、實施方式：

- (一) 論文計畫審查於學生第二學年第一學期自完成註冊手續日起，得向學程辦公室提出申請，惟論文審查時間距離論文口試時間至少須在二個月以上。

- (二) 論文學位口試依學校行事曆辦理，上學期學位考試截止日期為一月三十一日，下學期學位考試截止日為七月三十一日，逾期則併入下一學期辦理。經論文學位口試審定需修正者，必須在修業期限內修訂完成送所辦理，否則視同不及格。
- (三) 每次論文計畫審查或學位論文口試以二小時為原則。
- (四) 學位論文口試申請有關資料須於發表前一個月送學程辦公室。
- (五) 論文計畫審查或學位論文口試，由研究生負責邀請與接待。
- (六) 指導教授未克出席時，不得進行論文計畫或學位論文口試審查。
- (七) 論文計畫之審查或學位論文口試，由指導教授及指導教授推薦本學程提聘之委員組成審查小組，辦理論文計畫審查或學位論文口試。
- (八) 論文計畫審查或學位論文口試之結果，由指導教授於會後一週內將審查結果送本學程。
- (九) 論文計畫審查或學位論文口試時請發表者自行準備發表資料，供與會人員參閱。
- (十) 碩士學位論文口試或論文計畫審查由指導教授推薦評審委員三人共同評審，評審委員之推薦原則上校外一人，如有特殊情況另行處理。
- 六、論文計畫若不通過時，則需重新提出論文計畫；論文學位口試未能依規定在修業年限之最後一學期通過論文口試者，則不予重考。
- 七、本要點經學程會議通過後，依層級陳報核可後實施，修正時亦同。



Procedure on how to upload thesis on NCYU website and process clearance and diploma

1. Congratulations! Your hard work has paid off and its time to process your diploma. :)
 2. Upon approval of your advisor, upload your thesis on the NCYU library website.
- After revising your thesis, you need to **put a watermark of the school's logo** in the center of your whole thesis document and **save it as a PDF file**. You can download the logo from this link:
http://www.ncyu.edu.tw/lib/gradation.aspx?site_content_sn=5066

檔案下載

研究生建檔暨上傳論文操作手冊 PDF(2,275.74 KB) / 7Z(1,971.10 KB)

論文變更申請說明書 PDF(109.98 KB) / RAR(105.66 KB)

論文電子全文浮水印顯示範例 PDF(150.89 KB) / ZIP(131.36 KB)

本校校徽浮水印PDF圖檔 PDF(11.88 KB) / ZIP(7.81 KB)

本校校徽浮水印JPG圖檔 JPG(7.02 KB) / ZIP(6.37 KB)

論文清冊空白表格 ODS(4.99 KB) / RAR(4.87 KB)

紙本論文延後公開陳覽申請書 PDF(29.93 KB) / RAR(24.60 KB)

系所收取紙本論文作業說明 PDF(638.46 KB) / 7Z(628.95 KB)

Thesis (report) submission steps

- 1 、 Three days before uploading their theses to the Universitys doctoral and masters thesis system, graduate students should first submit the original of the confirmation of the authorized publication of Dissertations (reports) of National Chiayi University to the library for checking.
- 2 、 Log in to our universitys dissertation system
- One Click "upload theses" and enter the account number and password of the school administration system. If you forget the login password, please go to the school administration system to reset it.

本站說明 | 聯絡我們 | 圖書館 | English

字體大小: + - 預設



The image shows the main navigation bar of the National Chiayi University Electronic Theses & Dissertations System. It features the university's logo on the left, followed by the text '國立嘉義大學 博碩士論文系統' and 'National Chiayi University Electronic Theses & Dissertations'. Below this is a blue navigation menu with several tabs: '簡易查詢', '進階查詢', '論文瀏覽', '熱門排行', '我的研究室', and '上傳論文'. The '上傳論文' tab is highlighted with a red box.

帳號: guest(140.130.170.133)

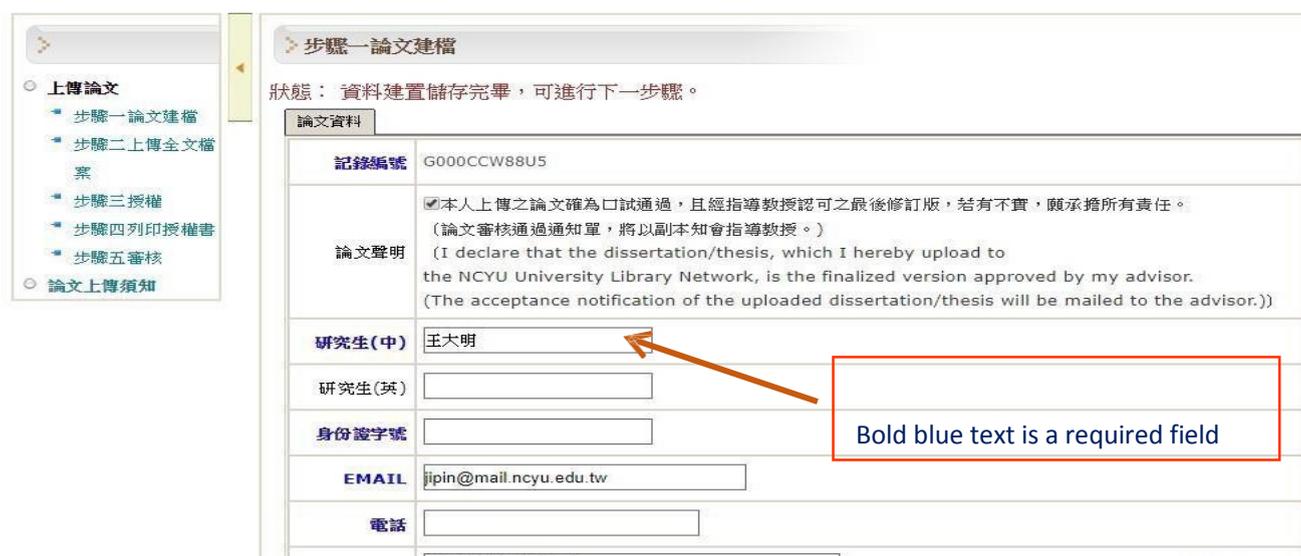
離開系統

簡易查詢

最新消息

- 1. The paper system upload function is divided into five steps
- Paper filingUpload full text file→Print power of attorney → audit. The following is an individual description of each step.
- 3 、 Step 1: Please input the basic information, bibliography, abstract, Professor, reference and other fields in order to create the paper file. After filling in, click confirm.
- **Please note:**
- **(1) Bold type is a required field. After all the data are filed and uploaded to the electronic file, the data will be filed and enter the pending stage.**
- **(2) There is no paper-based data for checking when the librarians check. They can only check whether the information in each field is filled in and whether the format of the electronic file meets the requirements. Whether the information content of the file is correct and complete is left to the graduate students themselves Responsible.**

博碩士資料審核流程: 論文建檔 -> 上傳全文檔案 -> 授權 -> 列印授權書 -> 送出審核 -> 審核中



The image shows a screenshot of the 'Step 1: Thesis Building' form. The form is titled '步驟一 論文建檔' and includes a status message: '狀態: 資料建置儲存完畢, 可進行下一步驟。'. The form contains several fields for entering thesis information. A red box highlights the '記錄編號' field, which contains the value 'G000CCW88U5'. An orange arrow points to the '研究生(中)' field, which contains the name '王大明'. A red box also highlights the text 'Bold blue text is a required field' next to the '研究生(中)' field.

記錄編號	G000CCW88U5
論文聲明	<input checked="" type="checkbox"/> 本人上傳之論文確為口試通過, 且經指導教授認可之最後修訂版, 絕有不實, 願承擔所有責任。 (論文審核通過通知單, 將以副本知會指導教授。) (I declare that the dissertation/thesis, which I hereby upload to the NCYU University Library Network, is the finalized version approved by my advisor. (The acceptance notification of the uploaded dissertation/thesis will be mailed to the advisor.))
研究生(中)	王大明
研究生(英)	
身份證字號	
EMAIL	jipin@mail.ncyu.edu.tw
電話	

畢業學年度: 106 例如: 99

學期: 1

學位類別(中): 碩士

語文別(中): 中文

論文頁數: 101 請輸入論文最後頁碼數字

關鍵詞(中): test

關鍵詞(英): test

第1位:

指導教授(中): test (不須填 博士 教授等頭銜)

指導教授(英): (不須填 Dr. Ex: Wang, Chien-Ming 格式請用 姓, 名-名填寫)

指導教授email: jipin@mail.ncyu.edu.tw (例: XXX@XXX.XXX.XXX)

+新增

Fill in the keywords separately

Keyword and advisor field can be added by yourself

4. Step 2: Upload the full text electronic file of the paper (be sure to merge the full text electronic file into one file, and upload it with the student ID as the file name)

博碩士資料審核流程: 論文建構 -> 上傳全文檔案 -> 授權 -> 列印授權書 -> 送出審核 -> 審核中

步驟二上傳全文檔案

全文檔案

全文檔案編號: 01 上傳 此欄位為檔案序號 (01、02...), 請勿

上傳檔案 上傳更新目前檔案

檔案名稱: 電子全文 此欄位為必備/唯讀

檔案編號: 01 .pdf 此項目為唯讀! 上傳更新目前檔案

檔案大小: 89.942K

預覽檔案: 預覽檔案

儲存 刪除檔案 關閉視窗

溫馨提示:

- 1、全文檔案格式限制為pdf檔
- 2、上傳全文檔後, 可點選「預覽檔案」預覽。
- 3、完整上傳檔案後, 請點選「確認」進入下一步驟。

Click the upload button, select the file you want to upload, and then click Save.

Select the publication time of the paper in the drop-down options, and then click "Authorize to save"

Step 3 Select the full-text authorization option for the paper.

博碩士資料審核流程: 論文建構 -> 上傳全文檔案 -> 授權 -> 列印授權書 -> 送出審核 -> 審核中

步驟三授權

國立嘉義大學紙本及電子論文授權

一、授權本校博碩士論文系統選項

茲將本著作, 以非專屬、無償授權國立嘉義大學區域網路, 基於推動學術研究之目的, 國立嘉義大學區域網路將不限地域、時間與次數, 以紙本、光碟或數位化等各種方法收錄、重製與利用; 於著作權法合理範圍內, 讀者得進行線上檢索、閱覽、下載或列印。

論文全文上載網絡公開之範圍及時間(特帶區域中英文摘要請填寫, 變更申請書如有疑問請洽圖書館館員):

1. 本校及區域網路
2. 校外網際網路

2018/11/09

請選擇開放日期

立即公開

1年後公開

2年後公開

3年後公開

4年後公開

5年後公開

不公開

二、授權國圖選項

同意

不同意

全文電子檔送交國家圖書館

開放日期: 2018/11/09

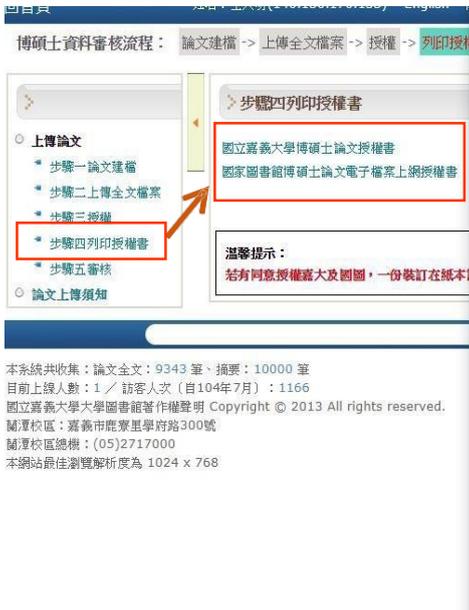
請選擇開放日期

授權儲存

溫馨提示:

若授權為勾選「不同意」授權, 則不需列印授權書。

- 6、Step 4 completes the thesis authorization. The following screen will appear after the authorization letter is printed. Please print the authorization letter of the University and the National Library, and bind it on the title page of the paper. In order, they are the power of



國立嘉義大學
博碩士論文授權書

本授權書所授權之論文為授權人在國立嘉義大學(National Chiayi University)農藝學系年度第1學期取得碩士學位之論文。

論文名稱: test
指導教授: test

電子全文授權
 同意

本人具有著作財產權之論文全文資料(含摘要), 授予國立嘉義大學, 得不限地域、時縮、光碟或數位化等各種方式重製後散布發行或上載網路, 於著作權法合理使用範圍內於個人非營利性質之線上檢索、閱覽、下載或列印。

論文全文上載網路公開之範圍及時間:

校內區域網路	<input checked="" type="checkbox"/> 立即公開
校外網際網路	<input checked="" type="checkbox"/> 立即公開
延後公開中英文摘要	<input checked="" type="checkbox"/> 立即公開

attorney of the University and the National Library (one original should be handed in to the Department when leaving the University).

- 7、Step 5 send out for audit The review time takes two working days. To know the progress of the review, please log in to the thesis system to check or pay attention to the e-mail box you filled in to see if you have received the notification letter of approval or rejection.

來自 140.130.170.10

我已經完成所有資料建檔, 即將送出審核, 審核後論文資料將無法修改, 審核前皆可取消送審進行修改, 是請點選「確定」, 否則請點選「取消」。

回首頁 姓名: 王大明(140.130.170.133) English 離開系統

博碩士資料審核流程: 論文建檔 -> 上傳全文檔案 -> 授權 -> 列印授權書 -> **送出審核** -> 審核中

步驟五審核

存檔, 暫不送審 送出審核

最近一次論文送審日期: 2017/10/18 13:56:45

溫馨提示:
1、請在確認所有步驟完成後, 點選「送出審核」

All steps have been confirmed.
Please click "send for audit"

You can click this option if you have unfinished data from step 1 to step 4.

- Note that you have to wait for the approval of the library before having your thesis printed out and bind. The total number of thesis copies will depend whether your advisor and committee members would want a copy. *Four* thesis copies are to be submitted to the library while allot *two* copies for the department. If you still have no idea where to get your thesis print and bind, you can have it done in :
 - o 精展影印 located at 嘉義市彌陀路365 號 (體育館旁) . They give discounts to NCYU students and work really fast. The layout for the front cover of the thesis for the department is already available here.
- 3. While waiting for the confirmation from the library you can also process your clearance.
 - To see the list of departments that need clearance go to the administration system page of the school's website. Then click "Application for Graduation".
 - You do not have to print this form. You can just check this link from time to time to see if you already have completed the list.
 - This tab will show you a checklist of departments and whether you are already cleared or not.

Here is a list of departments and where to go/what to do if it is still left unchecked or without mark:

- o 學生事務處 學生職涯發展中心 – The Students Affairs Office – Career Development Center.
 - You have to complete the graduate survey (ask Ms. Vivian about this, last time, they exempted the department from answering this survey)
- o 駐警隊 – University Police.
 - Check with the security guards both in Xin Min campus or your respective dormitory. They will check whether or not you have paid for the parking fee of your motorcycle/scooter.
- o 總務處保管組 –
 - Check if you have returned the graduation clothes (toga) already. The office is located in ground floor of building B, where you borrowed them.
- o 語言中心 – The Language Center.
 - If you are a beginner student in Chinese class, you must have at least attended the beginner's class during the first year and the practical modern Chinese class for the consecutive year. You have to give a photocopy of your class cards together with a form to Ms. Emily at the language center. The language center is located at the third floor, right above the library.

o 圖書館 – The Library

- Kindly return all books borrowed from the library. You must have uploaded your thesis and upon approval print & bind 4 copies and submit it to the library. (Last time, they asked to leave the copies in the department so they can collect all of the graduating students' theses at the same time.)

o 體育館– The Gymnasium.

- You have to return any sports equipment borrowed from the gym.

o 系所辦公室 – Department Office.

- Any thesis or office materials borrowed must be returned. Plus, 2 copies of your thesis must be submitted before you will be cleared in this department.

o 指導教授 – Your advisor

o 系主任/所長 – Dean

o 出納組– The Cashier

- Settle your unpaid accounts with the cashier in Lantan Campus or call the International Student Affairs office if you have scholarship.

o 學務處生輔組 – The Student Affairs Office – Student Assistance Department

- 宿舍事宜 – Dormitory Matters
- 兵役事宜 – Military Matters
- ◆ You will have to fill out the International Student Alumni General Information form. The link is_

<https://oia.ncyu.edu.tw/>

Check with the International Student Affairs regarding the procedure on how to mail it back to them.

- The last department you have to go to is the administration department located at the first floor of building B (where you borrowed the graduation clothes). You have to return your ID and make sure that all the departments have already cleared you.
- Other documents such as English diploma, transcripts and English transcripts are upon request. There are corresponding fees and limitations to each document you request.
- Allot at least three days for the process of diploma. The release of other requested document is approximately after three days or so.

Whew! That's it! (It's a loooooooooooooooooong process I know!) Now you have your diploma and ready to leave the university. It is time to open another chapter in your life! Good Luck

National Chiayi University Academic Calendar 2021 - 2022

Fall Semester

Year	Month	Week	Date							Events
			Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	
2021	Aug.		1	2	3	4	5	6	7	(1) Fall semester begins; Application for master's thesis defense begins for fall semester
			8	9	10	11	12	13	14	(10) Administrative Meeting
			15	16	17	18	19	20	21	
			22	23	24	25	26	27	28	(22) Grandparents' Day
			29	30	31					
	Sep.					1	2	3	4	(2-23) Accepting freshmen online application for tuition and miscellaneous fees waiver
			5	6	7	8	9	10	11	(8-10) Orientation for incoming international students (11) Make-up workday for adjusted holiday
			12	13	14	15	16	17	18	(13-16) Period for course registration (Freshmen course pre-registration included) (17) Announcement of course selection results
		1	19	20	21	22	23	24	25	(20) Adjusted Holiday (21) Mid-Autumn Festival (national holiday) (23) Deadline to pay tuition and fees (24) Classes begin; application for Student Exchange Program begins (24-30) Period to add/drop courses online begin
		2	26	27	28	29	30			(9/27-10/1) Freshmen physical examination (28) Administrative Meetings
	Oct.							1	2	
		3	3	4	5	6	7	8	9	(4) Online mailbox opens to accept suggestions to instructors (10) National Day of the Republic of China (national holiday) (11) Adjusted Holiday
		4	10	11	12	13	14	15	16	(12) University Affairs Meeting (14) Deadline for courses selection confirmation
		5	17	18	19	20	21	22	23	
		6	24	25	26	27	28	29	30	(29) Reimbursement of 2/3 tuition/miscellaneous fees for school-leaving students ends
	Nov.			1	2	3	4	5	6	(3) NCYU Sports Day (Road running) (5-6) NCYU Sports Day (6) NCYU Anniversary celebration
		8	7	8	9	10	11	12	13	
		9	14	15	16	17	18	19	20	(15-19) Midterm exam week (16) Administrative Meeting
		10	21	22	23	24	25	26	27	(11/22-12/10) Period for accepting applications for course withdrawal begins
		11	28	29	30					
	Dec.					1	2	3	4	(1-31) Period for online application for tuition and miscellaneous fees waiver for Spring semester (3) Deadline for uploading midterm course grades
12		5	6	7	8	9	10	11	(10) Reimbursement of 1/3 tuition/miscellaneous fees for school-leaving students ends	
13		12	13	14	15	16	17	18	(14) University Affairs Meeting (18) 2021 Taiwanese referendum	
14		19	20	21	22	23	24	25	(20) Teaching evaluation begins (24-29) Course pre-selection for spring semester (1 st stage)	
15		26	27	28	29	30	31		(30) Announcement of course pre-selection results (1 st stage) (12/31-1/6) Course pre-selection for spring semester (2 nd stage) (31) Founding Day of the Republic of China (national holiday) make up	
2022	Jan.							1	(1) Founding Day of the Republic of China (national holiday)	
		16	2	3	4	5	6	7	8	(7) Notification of eligibility for final examination ; Announcement of course pre-selection results (2 nd stage)
		17	9	10	11	12	13	14	15	(11) Administrative Meeting (13) Application deadline for leave of absence (14) Online clearance procedure for undergraduates begins (14-20) Final exam week
		18	16	17	18	19	20	21	22	(21) Fall semester ends; winter break begins (22) Make-up workday for adjusted holiday
			23	24	25	26	27	28	29	(27) Deadline for uploading final course grades
		30	31						(30) Last day of master's thesis defense for fall semester (31) Lunar New Year's Eve	

Approved by the University Affairs Meeting on 20 July, 2021, and approved by MOE in letter No. 1100100388 on 28 July, 2021.

(Adjusted holidays and adjusted working days are in accordance to announcements from Directorate-General of Personnel Administration, Executive Yuan.)
(If any important item on the calendar requires change, the office responsible must apply by official paper, and after being approved, announce the change.)

National Chiayi University Academic Calendar 2021 - 2022

Spring Semester

Year	Month	Week	Date							Events
			Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	
2022	Feb.				1	2	3	4	5	(1) Spring semester begins; Application for master's thesis defense begins for spring semester (1-6) Lunar New Year (4) Adjusted Holiday
			6	7	8	9	10	11	12	(7-10) Course registration begins (11) Announcement of course registration results; deadline to pay tuition and fees; deadline for graduate students to complete thesis or dissertation and school-leaving
		1	13	14	15	16	17	18	19	(14) Classes begin; application for Student Exchange Program begins (14-18) Period to add/drop courses online begins
		2	20	21	22	23	24	25	26	(22) Administrative Meeting
		3	27	28						(28) Peace Memorial Day (national holiday)
	Mar.				1	2	3	4	5	(1) Online mailbox opens to accept suggestions to instructors (1-7) Accepting applications for department transfer (4) Deadline for courses selection confirmation
		4	6	7	8	9	10	11	12	
		5	13	14	15	16	17	18	19	(15) University Affairs Meeting
		6	20	21	22	23	24	25	26	(25) Reimbursement of 2/3 tuition/miscellaneous fees for school-leaving students ends
		7	27	28	29	30	31			
	Apr.							1	2	
		8	3	4	5	6	7	8	9	(4) Children's Day (national holiday) (5) Tomb Sweeping Day (national holiday) (6-7) Field trip (8) Anniversary celebration of NCYU make up
		9	10	11	12	13	14	15	16	(11-15) Midterm exam week (12) Administrative Meeting
		10	17	18	19	20	21	22	23	(4/8-5/6) Period for accepting applications for course withdrawal begins (22) Deadline for uploading midterm course grades
		11	24	25	26	27	28	29	30	(30) Deadline for uploading bachelor photo
	May	12	1	2	3	4	5	6	7	(4) NCYU Career Day (6) Reimbursement of 1/3 tuition/miscellaneous fees for school-leaving students ends
		13	8	9	10	11	12	13	14	(9-13) Accepting applications for minor and double major (10) Administrative Meeting
		14	15	16	17	18	19	20	21	(16) Teaching evaluation begins (5/16-7/31) Period for online application for tuition and miscellaneous fees waiver for Fall semester, Academic Year 2022-2023 (20-25) Course pre-selection for fall semester (1 st stage)
		15	22	23	24	25	26	27	28	(25) NCYU Aquatic Sports Day (26) Announcement of course pre-selection results (1 st stage) (5/27-6/1) Course pre-selection for fall semester (2 nd stage) (28) Graduation ceremony
		16	29	30	31					
	Jun.				1	2	3	4	5	(2) Announcement of course pre-selection results (2 nd stage) (3) Dragon Boat Festival (national holiday)
		17	6	7	8	9	10	11	12	(6) Notification of eligibility for final examination (10) Application deadline for leave of absence
		18	13	14	15	16	17	18	19	(13) Graduation application for undergraduates begins (13-17) Final exam week (14) University Affairs Meeting
			19	20	21	22	23	24	25	(20) Spring semester ends; summer break begins (24) Deadline for uploading final course grades
			26	27	28	29	30			
	Jul.							1	2	
			3	4	5	6	7	8	9	(4) Summer class begins
			10	11	12	13	14	15	16	(12) Administrative Meeting
		17	18	19	20	21	22	23		
		24	25	26	27	28	29	30		
	31									

Approved by the University Affairs Meeting on 20 July, 2021, and approved by MOE in letter No. 1100100388 on 28 July, 2021.
 (Adjusted holidays and adjusted working days are in accordance to announcements from Directorate-General of Personnel Administration, Executive Yuan.)
 (If any important item on the calendar requires change, the office responsible must apply by official paper, and after being approved, announce the change.)

Important Numbers

On-Campus

office	Contact number&Service
Office of International Affairs/國際事務處	(05)-2717296、(05)-2717298 https://oia.ncyu.edu.tw/
Division of Student Assistance Office of Student Affairs/生活輔導組	(05)-2717050 http://www.ncyu.edu.tw/life/
Health Care Group Office of Student Affairs/衛生保健組	(05)-2263411#1233 https://www.ncyu.edu.tw/heal_eng/
Division of Registrar and Director of Curriculum/註冊與課務組	(05)-2717020 https://www.ncyu.edu.tw/register/
24hour Guidance Adviser Emergency number 24 小時教官值勤專線	(05)-2717373 (Specially deal with emergencies)

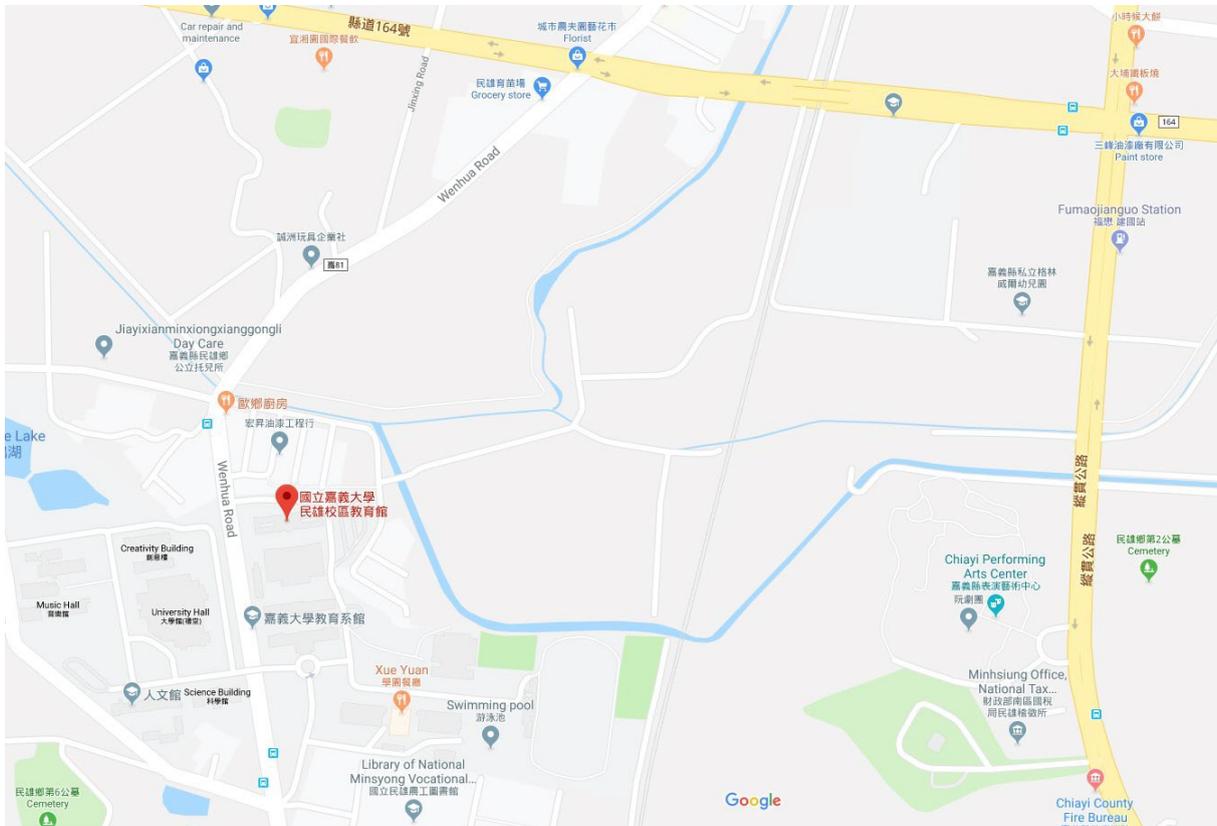
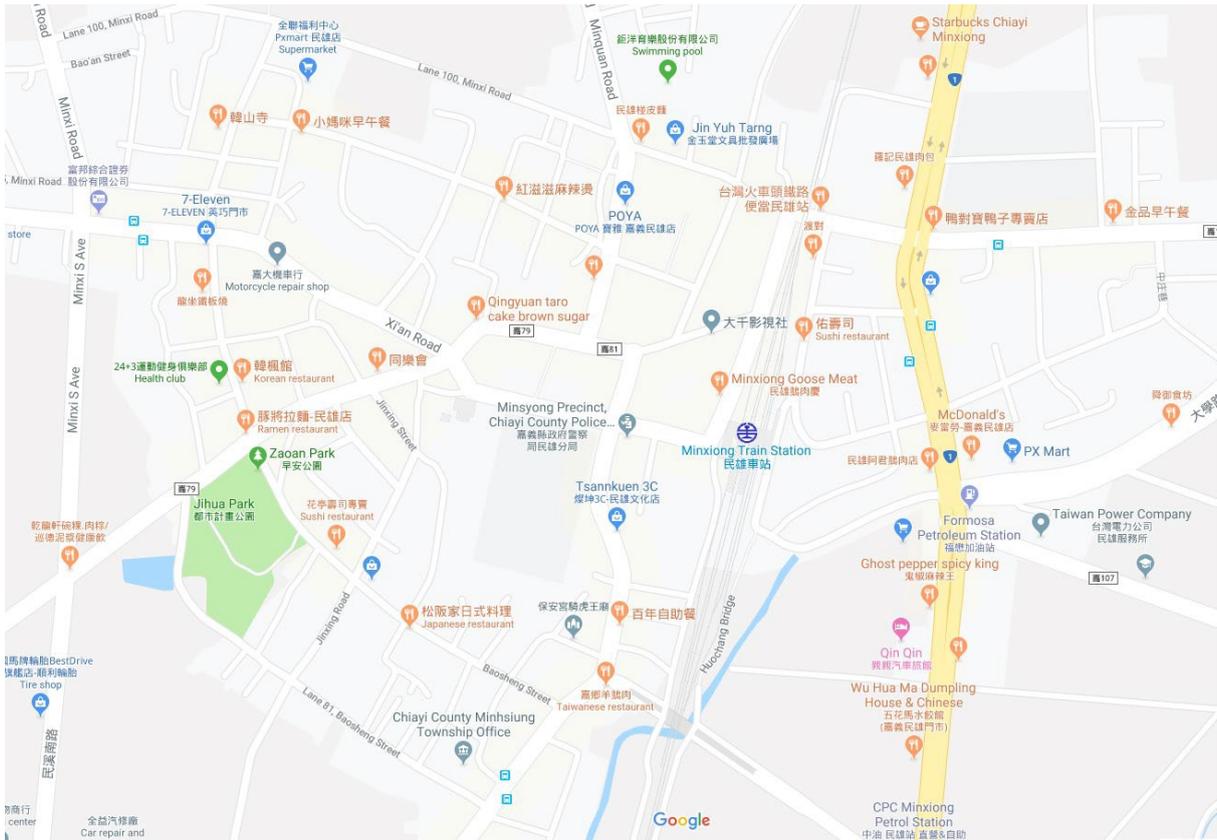
Off-Campus

Fire&Emergency/火警、緊急事故	119
Police&Traffic Accident/警察報案、交通事故	110
Local call directory/市區電話查詢	104
Long distance call dirctory/長途電話查詢	105
International information dirctory/國際電話查詢或掛撥	100
Inquiry for international telecommunication service(free)/查詢國際電信業務電話(免費)	0800-080-100
Kaohsiung international airport/高雄機場 International information counter/國際班機服務台 https://www.kia.gov.tw/	(07)-8057631
Taoyuan International Airport/桃園國際機場 https://www.taoyuan-airport.com/main_ch/index.aspx	(03)-4498666
Information for foreigners/外國人在台生活諮詢網 https://www.immigration.gov.tw/5385/7445/7910/	0800-024-111

Map of National Chiayi University



Map of Minxiong



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