

# 國立清華大學工學院學士班工程技術組 單科輔導 (Single-course Learning Assistance) 實施要點

民國112年9月13日工學院學士班工程技術組學生事務會議通過

民國 112 年 10 月 3 日工學院學士班班務會議通過

- 一、目的：工學院學士班工程技術組(以下簡稱本組)為塑造優質學習風氣，養成學生自主學習與閱讀習慣，並增進國際生與本國生交流，故訂立本要點。
- 二、形式：
  - (一) 由輔導者(Learning Assistant)自訂輔導時間，開放同學辦理線上預約。
  - (二) 每次輔導時間至少 2 小時，且提供輔導課程之期中(末)考前二周安排每周至少二小時固定時間提供給同學諮詢者。
  - (三) 輔導時須包含有工程技術組同學。若輔導者同時參與課後討論小組，則輔導時須至少有一名非課後討論小組成員參與。
  - (四) 輔導地點未限定。
- 三、輔導者資格：需已通過該科目並取得 A 以上之成績。
- 四、獎勵方式：
  - (一) 輔導者於學期末提出課輔簽到表以支領工讀金。
  - (二) 每學期支領上限為 30 小時，逾 30 小時以上得繼續累積時數，依累積時數不同，獎勵如下：
    1. 擔任累積 20 小時以上，工讀金以 1.1 倍計。
    2. 擔任累積 30 小時以上，工讀金以 1.2 倍計。
    3. 擔任累積 50 小時以上，工讀金以 1.3 倍計。
- 五、報名方式：每學期開學日前一個月內，開放有意擔任輔導者之同學依系網公告辦理線上報名，依所輔導之科目，經本組學生事務會議審查，擇優錄取。
- 六、本要點經本組學生事務會議通過，並經工學院學士班班務會議通過後施行，修正時亦同。

## **IPEET Directives Governing the Implementation of Single-course Learning Assistance**

I. These Directives are established to inspire students to build self-learning habits and to enhance interaction between international and domestic students.

### **II. Execution Method**

- i 、 Learning Assistants shall schedule their tutoring sessions and make them available for online booking by students.
- ii 、 Each tutoring session must be at least 2 hours long. Additionally, during the two weeks before mid-term and final exams, a minimum of 2 fixed hours per week must be allocated.
- iii 、 Tutoring sessions must include IPEET students. If the Learning Assistant is also part of a Co-Studying group, there must be at least one member who is not part of the Co-Studying group present during the tutoring session.
- iv 、 The location of the tutoring sessions is not specified.

### **III. How to Apply for the role of Single-Course Learning Assistant:**

- i 、 Must have completed the applied subject with a grade of A or above.
- ii 、 Submit applications as per the announcement on the IPEET website, within one month before the start of each semester.
- iii 、 The IPEET Student Affairs Committee will review the applications, and the results will be announced on the department's website during the first week of classes.

### **IV. Reward Criteria:**

- i 、 Learning Assistants shall submit their tutoring attendance sheets at the end of each semester to receive their payment.
- ii 、 The maximum payment per semester is 30 hours. If more than 30 hours are exceeded, the payment will be calculated as follows:
  - 1. For accumulated hours of 20 or more, the payment will be 1.1 times the regular rate.
  - 2. For accumulated hours of 30 or more, the payment will be 1.2 times the regular rate.
  - 3. For accumulated hours of 50 or more, the payment will be 1.3 times the regular rate.

\* The base hourly wage is following the announcement by the University.

V. This translation is for reference purposes only and has not been reviewed or approved through a formal meeting. In case of any discrepancies or doubts about the content, the interpretation of the Chinese regulation shall prevail.