

NATIONAL TAIWAN UNIVERSITY

Office of Academic Affairs

Regulations Governing Scholarship for Teaching Assistantship

May 15, 2012	Passed by the 2,715 th Administrative Meeting
September 25, 2012	Amended and passed by the 2,731 st Administrative Meeting
October 12, 2012	Passed by the 1 st Academic Affairs Meeting, fall semester, Academic Year 2012–13
November 27, 2012	Amended and passed by the 2,740 th Administrative Meeting
January 4, 2013	Passed by the 2 nd Academic Affairs Meeting, fall semester, Academic Year 2012–13
May 21, 2013	Amended and passed by the 2,763 rd Administrative Meeting
June 07, 2013	Passed by the 2 nd Academic Affairs Meeting, spring semester, Academic Year 2012–13
March 04, 2014	Amended and passed by the 2,801 st Administrative Meeting
March 07, 2014	Passed by the 1 st Academic Affairs Meeting, spring semester, Academic Year 2013–14
September 30, 2014	Amended and passed by the 2,828 th Administrative Meeting
October 24, 2014	Passed by the 1 st Academic Affairs Meeting, fall semester, Academic Year 2014–15
August 04, 2015	Amended and passed by the 2,869 th Administrative Meeting
August 11, 2015	Passed by the Interim Academic Affairs Meeting, fall semester, Academic Year 2015–16
May 29, 2018	Amended and passed by the 2,997 th Administrative Meeting
June 08, 2018	Passed by the 2 nd Academic Affairs Meeting, spring semester, Academic Year 2017–18
December 25, 2018	Amended and passed by the 3,025 th Administrative Meeting
January 04, 2019	Passed by the 2 nd Academic Affairs Meeting, fall semester, Academic Year 2018–19

Article 1 National Taiwan University (NTU or “the University”) formulates the *Regulations Governing Scholarship for Teaching Assistant Scholarship* (“the Regulations”) to improve the teaching assistant system and cultivate and strengthen students’ professional competencies.

Article 2 A “teaching assistant” referred to in the Regulations shall be a student who assist in teaching activities under the guidance of a course instructor, funded by the Office of Academic Affairs or the Center for General Education or recommended by the teaching unit.

Article 3 Current NTU students who meet the following requirements may be eligible for a teaching assistantship:

1. In principle, teaching assistants shall be master’s or doctoral degree students. If there is a need for hiring undergraduate students as teaching assistants, an approval shall be granted by the Vice President for Academic Affairs before hiring.
2. Students shall complete the NTU Teaching Assistant Orientation.
3. Students shall not serve as teaching assistants for a course for which they are registered.

Article 4 Students serving as teaching assistants shall be issued the teaching assistant scholarship (“the Scholarship”) by the University. They shall be entitled to labor (health) insurance and shall sign a labor contract with the University in accordance with relevant regulations. The amount of the Scholarship and its source of funding and payment method are as follows:

1. Source of funding: Scholarships issued to teaching assistants appointed to

University-wide common courses as well as general and liberal education (GLE) courses shall be funded from the University's budget for student public expenses and scholarships.

2. Payment schedule:

- 1) NT\$ 6,000 to NT\$ 8,000 per month for doctoral students, NT\$ 4,500 to NT\$ 6,000 per month for master's students, and NT\$ 3,000 to NT\$ 5,000 per month for undergraduate students.
- 2) The maximum monthly work hours shall be 40 hours, And the average hourly Scholarship may not be lower than the minimum hourly wage set by the Ministry of Labor, Executive Yuan.
- 3) A student may serve as the teaching assistant for up to 2 courses or 2 classes of the same course in the same semester, in which case the amount of the Scholarship shall be doubled.
- 4) Course instructors and teaching units that are assigned teaching assistant quotas and the relevant budget for the semester may determine an appropriate Scholarship level and number of working hours within the monthly budget set forth above with reference to the workload of each course and the assistants' experience and qualifications.
- 5) Scholarships allocated to each teaching unit are inclusive of expenditures for labor (health) insurance premiums, pension contributions, and severance packages payable by the employer. Teaching units are advised to manage the Scholarship conservatively and with care so as not to exceed the subsidy limits approved by the University for the semester. Course instructors and teaching units shall be solely responsible for budget deficits resulting from over-expenditure.

3. Payment method:

- 1) The Scholarship shall be paid monthly for a period of up to five months per semester (September to January for the fall semester, and February to June for the spring semester). Course instructors and teaching units may adjust the duration of the Scholarship within the preceding months based on actual needs.
- 2) For TAs hired for an incomplete month, the Scholarship shall be issued according to the actual hours of service and the average hourly wage set forth in the labor contract.

Article 5 Students who are selected as a teaching assistant for the first time shall first attend the University's Teaching Assistant Orientation to obtain basic certification as a teaching assistant.

Article 6 The Office of Academic Affairs and the Center for General Education shall review the teaching outcomes of courses to which a teaching assistant is assigned. The review may serve as a reference for future decisions on the subsidy for courses and the selection of teaching assistants.

Article 7 If a teaching assistant considers his/her labor rights are violated due to unlawful or inappropriate treatment or measures, the assistant may file a complaint with the Office of Academic Affairs within 30 days of such treatment or measures. A committee consisting of five members—the Vice

President for Academic Affairs, who shall also serve as convener, a faculty representative from the assistant's home college, and one representative each from the Office of Academic Affairs, NTU Graduate Student Association, and NTU Labor Union—shall review the complaint. If necessary, the convener may appoint 2–4 additional members to the committee or require the attendance of relevant persons.

Committee members with conflicts of interest shall recuse themselves. Members who fail to recuse themselves may be removed by the convener with the resolution of the committee.

- Article 8 Matters pertaining to teaching assistants' responsibilities, available slots, and evaluations and incentives shall be addressed separately in the *Enforcement Rules Governing Scholarship for Teaching Assistantship*.
- Article 9 Matters not addressed herein shall be processed in accordance with other applicable regulations.
- Article 10 The Regulations shall be passed by the Administrative Meeting and the Academic Affairs Meeting and then implemented on the date of promulgation.