

Guidelines on Student Club Funding Subsidy Standards

History of Amendment and Approval:

2nd Interim Student Club Evaluation Committee Meeting of 2015-Academic Year on 30-03-2016
3rd Interim Student Club Evaluation Committee Meeting of 2015-Academic Year on 08-06-2016
3rd Interim Student Club Evaluation Committee Meeting of 2017-Academic Year on 13-05-2018
2nd Interim Student Club Evaluation Committee Meeting of 2018-Academic Year on 25-04-2019
3th Interim Student Club Evaluation Committee Meeting of 2022-Academic Year on 01-03-2023
1st Interim Student Club Evaluation Committee Meeting of 2023-Academic Year on 20-08-2023
1st Interim Student Club Evaluation Committee Meeting of 2025-Academic Year on 19-08-2025

Article 1 (Accordance)

The standards are stipulated according to Article 9 of NSYSU Student Club Evaluation Implementation Regulations.

Article 2 (Club Evaluation Items)

According to Article 9 of NSYSU Student Club Evaluation Implementation Regulations, club evaluations consist of the following five items.

Organization operation (21%)

Budget management (18%)

Event planning, execution and result recording (18%)

Status of event result orientation (16%)

Regular evaluation by Student Life and Career Development Division (33%)

The total score is 100 points and the ratio of points issued by the Student Club Evaluation Committee and the Student Life and Career Development Division are listed as in

Appendix 1. Appendix 1 is to be used as the scoring sheet during evaluations.

Article 3 (Implementation Procedure)

The standards are stipulated by the Student Club Evaluation Committee and published and implemented by the Student Life and Career Development Division. The same procedure applies in cases of amendments.

Student Club Evaluation Scoring Chart

(Appendix 1)

Student Club Evaluation Committee (Total of 73 points in 4 parts. Maximum of 70 points will be given)

Score	Maximum Sum	(1) Organization operation
	21	Whether the structure of the articles of association is complete and clear (including the purpose of the society, the convening and rights and responsibilities of members' meetings, the cadre structure and rights and responsibilities, the rights and obligations of members, the method of collecting and refunding social fees, and elections and removals, etc.), and whether it is revised in a timely manner (Include a comparative explanation of each article before and after the revision, and the time of each revision should be recorded in detail below the name of the articles of association).
		Whether short, mid-, and long term development plans are established (including targets according to stage, implement strategies, funding necessity evaluation and sources of resource etc.)
		Whether club members' congress and officer meetings are regularly held
		Completeness of database for club instructor, officers and members, clear regulation for officer formation and officer training (clearly indicate the terms for officer and club instructors and make annual updates)
		Detailed records of meetings and training along with digital data (In addition to text and image records, each record should include the meeting name and a list of attendees and attendees. The list should be based on the original name and supplemented with photos.)
		Operation of public online platform (including web page, Facebook fan page or public online groups, not including platforms for internal communication within the club)
		Association enrollment and enthusiasm for participating in public affairs of the association (whether to participate in joint exhibitions, whether to nominate review or evaluation committee members, etc.)
Score	Maximum Sum	(2) Budget management
	18	Whether budget management regulations are established and whether a bank account is opened for the club (provide copy of bankbook)
		Whether usage of funding is timely recorded (provide record)
		Whether receipts are properly assorted and attached to the reimbursement sheets
		Whether an annual balance sheet is created (shall at least include annual income, annual expenditure, and annual balance)
Score	Maximum Sum	(3) Event planning, execution and result recording
	18	How detailed, creative and rich in content each event was
		Diversity in methods of event promotion
		Most members participate in event execution, and assistance from outside the club is provided depending on the nature of the event.
		Integration of personnel and resources in and out of the club for parts in event execution where professional assistance is required.
		Whether discussion meetings were held after the end of the event and whether surveys were conducted for large events with 50 or more participants.
		Whether the discussion meeting records include efficiency of event execution and provided plans for improvement in upcoming events

Score	Maximum Sum	(4) Status of event result orientation Pick two out of three (Decided by the club during evaluation)	
	16	Held or Participated in:	Extracurricular Activities (Including Competitions, Performances, or Social Activities).
			Joint activities between internal and external units of the school (collaborating units such as clubs, academic / administrative / research units, government organizations, or businesses).
			Camps or community/rural district service

Student Life and Career Development Division (Total of 33 points. Maximum of 30 points will be given)

Score	Maximum	(5) Regular evaluation by Extracurricular Activities Division
	33	Whether application forms for events were submitted 10 work days prior to the event
		Whether event result reports were submitted within 10 work days after the event
		Timely submission of regular activity record sheets
		Whether the subsidy of the Committee or the Student Life and Career Development Division is written off on time and completely
		Whether to fully participate in the leadership training organized by the campus organization
		Environmental maintenance of the club office on weekdays
		Does the use of the club office violate the regulations on the use of student club offices?
		Whether a checklist is made for properties of the club (including serial numbers and photos) and checked regularly by counseling instructors (at least once each academic year)
		Participation in events on or off campus planned or organized by the Student Life and Career Development Division
		Participation of club leaders' congress
		Whether the list of club members and executives is regularly updated on the comprehensive student affairs information platform
		Whether the person in charge of updating the club account is updated regularly
		Whether borrowed equipment is returned on time and maintained
		Whether borrowed venues are returned on time and maintained
		Operation report of the evaluated club
		Whether the club's cloud (account) data is stored and updated regularly
		Whether the handover checklist is submitted on time