國立中山大學工學院新進教師重點支援圖儀費補助要點
Guidelines on Subsidizing Equipment for New Faculty in the College of Engineering

91 學年度第 2 次學術審議委員會會議修正通過
94 學年度第 2 次學術審議委員會會議修正通過
113.1.23 本院 112 學年度第 3 次主管會議通過
115.1.28 本院 114 學年度第 2 次主管會議通過
Approved at the 2nd College Management Meeting on January 28, 2026

一、 為協助本院新進編制內專任教師建置教學研究設施，特訂定本要點。

I. These guidelines are formulated to support new faculty within the manning quota in the College of Engineering (hereinafter referred to as the “College”) in establishing teaching and research facilities.

二、 本院新進編制內專任教師，由院補助資本門經費每人新台幣 30 萬元，用於購置儀器設備。

II. The College shall provide TWD 300,000 in capital expenditure for each new faculty member within the manning quota to purchase equipment.

三、 新進編制內專任教師，2 月份到任者，以當年度經費予以補助；8 月份到任者則以下個年度經費補助，以有效控管資本門經費之支用時限。若為配合申請本校學術研究重點支援，需延後補助經費所屬年度者，可另行申請，惟至多延一個年度。

III. To ensure effective management of capital expenditure, new faculty within the manning quota appointed in February shall receive the subsidy from the current fiscal year, while those appointed in August shall receive that from the following fiscal year. The stipulated fiscal year may be extended at most one year upon application in order to align with the University’s subsidy stipulated in *Guidelines on Subsidizing Key Items in Academic Research.*

四、 本要點每年辦理一次，依公告時間提出申請。

IV. Subsidy applications herein shall be handled once a year in accordance with the announced schedule.

五、 本要點經本院主管會議通過後實施，修正時亦同。

V. These guidelines are approved by the College Management Meeting before implementation. Amendments to these guidelines shall follow the same procedure.

國立中山大學工學院
新進教師重點支援圖儀費補助申請表
Application Form of Subsidizing Equipment for New Faculty in the College of Engineering

申請人姓名： name:	所屬單位： affiliated unit:
到校日期： start date of appointment:	申請日期： date of application:
*申請補助經費所屬年度： * fiscal year of the subsidy:	
*補助經費：30 萬元(資本門) *subsidy: TWD 300,000 (capital expenditure)	
預計採購儀器設備名稱及金額：(請條列) list of equipment to purchase and the costs:	

申請人請簽名：
Applicant's signature:

*備註：
*Notes:

一、 申請補助經費所屬年度

I. Fiscal year of the subsidy:

(一)原則：新進編制內專任教師，2 月份到任者，以當年度經費予以補助；8 月份到任者則以下個年度經費補助。(例如：114 年 2 月到任，以 114 年度經費補助；114 年 8 月到任，以 115 年度經費補助。)

(1) Principle:
New faculty within the manning quota appointed in February shall receive the subsidy from the current fiscal year, while those appointed in August shall receive that from the following fiscal year. (For example: Those appointed in February 2025 shall receive the subsidy from the 2025 budget; those appointed in August 2025 shall receive that from the 2026 budget.)

Any dispute over interpretations of these regulations shall be resolved in the court of law based on the Chinese version.

(二)若為配合申請本校學術研究重點支援，需延後補助經費所屬年度者，可另行申請，惟至多延一個年度。

(2) The stipulated fiscal year may be extended at most one year upon application in order to align with the University's subsidy stipulated i*n Guidelines on Subsidizing Key Items in Academic Research.*

二、 資本門

II. Capital expenditure

(一)資本門指單價金額 1 萬元以上且耐用年限 2 年以上之儀器、 設備。

(1) Capital expenditure shall refer to instruments or equipment, with a unit price of TWD 10,000 (or above) and a useful life of two years (or above).

(二)依本校主計室規定，資本門動支及結報截止日期如下：

(2) In accordance with provisions of the Office of Accounting, the deadlines for capital expenditure disbursement and final settlement shall be as follows:

(1) 公開招標案件(150 萬元以上)--7 月 31 日前完成動支程序。

(i) open tendering cases (TWD 1,500,000 or above): disbursement to be completed by July 31

(2) 採購案件(150 萬元以下)--10 月 30 日前完成動支程序。

(ii) procurement cases (below TWD 1,500,000): disbursement to be completed by October 30

(3) 電子採購案件(不限金額)--10 月 30 日前完成動支程序。

(iii) e-procurement cases (regardless of the amount): disbursement to be completed by October 30

(4) 有合約案件依合約期限完成結報，無合約案件於 11 月 30 日完成結報。

(iv) cases under a contract: final settlement to be completed by the end of the contract
cases without a contract: final settlement to be completed by November 30

(5) 預算分配數未依規定期限完成動支者，於 11 月 2 日結算後全數收回；年度結束已動支未支用數亦全部收回。

(v) Allocated budgets that are not disbursed by the stipulated deadlines shall be fully returned after the accounting settlement on November 2; those that are disbursed but not yet expended by the end of the fiscal year shall also be fully returned.

Any dispute over interpretations of these regulations shall be resolved in the court of law based on the Chinese version.