

# 國立中山大學 EMI 教師培訓計畫暨 EMI 開課獎勵試行要點

## Temporary Guidelines for Rewards for Faculty Participation in the EMI Professional Development Program and EMI Course Offerings

114.04.30本校113學年度第2學期第6次行政會議通過  
Approved at the 6th Executive Meeting on April 30, 2025

115.03.18本校114學年度第2學期第2次行政會議通過  
Approved at the 2nd Executive Meeting on March 18, 2026

一、為促進本校教師積極參與 English Medium Instruction (EMI) 教師培訓計畫，提升全英語授課能力，並鼓勵教師於完成完整 EMI 培訓歷程後，將培訓成果實際轉化為 EMI 或 EAP/ ESP/ ESAP 課程開設，強化培訓成效與課程品質之連結，提升本校 EMI 課程量能，特訂定本要點，以作為獎勵及推動之依據。

I. The Temporary Guidelines on Rewarding Faculty Participating in the EMI Professional Development Program and Offering EMI Courses ("the Guidelines") are formulated to promote full participation in the English Medium Instruction (EMI) Professional Development Program ("the Program") to elevate faculty EMI teaching skills and to promote their subsequent EMI or EAP/ESP/ESAP course offerings, thereby reinforcing the connection between Program results and course quality and strengthening the capacity of EMI courses at National Sun Yat-sen University ("the University"). The Guidelines serve as the basis for rewarding faculty participation and promoting the Program.

二、本校專任及約聘教師參與本校 EMI 教師培訓計畫，符合下列條件者，得申請培訓獎勵：

II. Full-time and contract faculty at the University who participate in the EMI Professional Development Program and meet the following criteria are eligible to apply for Program Rewards:

(一) 於110學年度至113學年度第一學期（114年1月31日）期間，完成各階段（基礎、進階、高階）培訓並取得「結訓證明」者。

(1) Between Academic Year 2021–2022 and January 31, 2025, completion of any one of the following levels—Entry, Junior, or Senior—and receipt of the certificate corresponding to that level.

(二) 自113學年度第二學期（114年2月1日）起，完成三階段培訓（第一、第二、第三階段），並取得對應之「研習證明」。

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

- (2) On or after February 1, 2025, completion of any one of the following levels—Level I, Level II, or Level III—and receipt of the certificate corresponding to that level.

For the purposes of these Guidelines, "Certificate of Completion" refers to the certificate issued upon completion of each level of the EMI Professional Development Program, including those issued under different training frameworks.

三、 培訓獎勵金申請方式與辦理期程：

III. Program Rewards Application process and timeline:

(一) 適用期程：113學年度第二學期（114年2月1日）起，尚未取得結訓證明者，全面適用三階段培訓（第一、第二、第三階段）。

(1) Eligibility: Starting from the Spring Semester of Academic Year 2024–2025 (February 1, 2025), the three-level training framework shall apply to faculty who have not yet obtained a Certificate of Completion.

(二) 申請流程：教師註冊本校「學生雙語化學習計畫」平臺，提交「研習證明」，由雙語學習計畫推動辦公室審核。

(2) Application Process: Faculty shall complete registration and submit their Certificate of Completion on the University's BEST Platform (Bilingual Education for Students in College Platform). The University's Office of the Program on Bilingual Education for Students in College ("the Office of the BEST Program") shall review the submission.

(三) 申請時程由雙語學習計畫推動辦公室公告，逾期不予受理。

(3) Timeline: The application timeline shall be announced by the Office of the BEST Program. Late submissions shall not be accepted.

四、 有關 EMI 教師培訓獎勵標準及完成條件說明如附表。

IV. The completion requirements for each level of the Program and their corresponding rewards are stipulated in the appendix.

五、 本校教師完成三階段全英語授課(EMI)教師培訓，並取得各階段研習證明者（註1），自取得研習證明後之次一學期起二學年內，於本校教務處課程系統開設並實際授課 EMI 或 EAP/ ESP/ ESAP 課程，得申請開課獎勵。惟獨立研究及研討類課程，不適用之。

V. University faculty are eligible to apply for Course-Offering Rewards upon completion of all three levels of the Program and receipt of the corresponding Certificates of Completion (Note 1). Within two academic years, starting from the semester following the issuance of the final certificate, faculty who offer and teach EMI or EAP/ESP/ESAP courses through the University's Office of Academic Affairs course system may apply for the reward. Independent study and seminar-type courses are not eligible. For the avoidance of doubt, eligibility for Course-Offering Rewards requires the completion of all three levels of the Program.

- (一) 開設一門 EMI 課程者，核發獎勵金新臺幣5,000元；開設二門 EMI 課程者，核發獎勵金新臺幣10,000元；開設三門 EMI 課程以上者，核發獎勵金新臺幣15,000元。若為合授課程，依據本校教務處登錄之合授比例進行獎勵金分配。
- (1) A Course-Offering Reward of NT\$5,000, NT\$10,000, and NT\$15,000 shall be issued to faculty who offer one, two, and three EMI courses, including EAP, ESP and ESAP courses, respectively. For faculty who jointly offer co-teaching courses, the rewards shall be divided according to the co-teaching ratios registered with the University's Office of Academic Affairs.
- (二) 申請本項獎勵者，應依雙語學習計畫推動辦公室公告期限提出申請，課程須持續開設至學期末，不得中途停開；期末須另行提供該學期 EMI 或 EAP/ESP/ESAP 課程之完整學期課綱以及3~6小時教案(註2)，作為 EMI 教學示範與經驗分享之用。
- (2) Applications for Course-Offering Rewards must be submitted within the deadline announced by the Office of the BEST Program. The course must be taught through the end of the semester and may not be discontinued midway. At the end of the semester, applicants are required to submit the complete semester syllabus of the course, along with a 3–6-hour lesson plan (Note 2), for use in EMI teaching demonstrations and experience-sharing.
- (三) 本項獎勵授課教師至多申請二個學期，本開課獎勵自114學年度第二學期起實施。

- (3) Faculty may apply for Course-Offering Rewards for a maximum of two semesters. This reward shall be implemented starting from the Spring Semester of Academic Year 2025-2026.

六、本獎勵費用由教育部大專校院學生雙語化學習計畫或教育部相關經費支應，本校得視當年度預算調整，並以該計畫存續期間為限。

VI. The funding of the rewards specified in the Guidelines shall be sourced from the Ministry of Education's (MOE) Program on Bilingual Education for Students in College (BEST Program) or other relevant MOE funds. The rewards may be adjusted based on the University's annual budget, and they are limited to the duration of the BEST Program.

七、本要點其他未盡事宜，悉依本校其他相關辦法規定辦理。

VII. Matters not covered in these Guidelines shall be handled in accordance with the University's relevant regulations.

八、本要點經行政會議通過，陳請校長核定後實施並續提校務基金管理委員會備查，修訂時亦同。

VIII. The Guidelines are approved by the Executive Meeting and the President before implementation, and are submitted to the University Endowment Fund Management Committee for reference. Amendments to the Guidelines shall follow the same procedure.

註1：於110學年度至113學年度第一學期（114年1月31日）期間，完成各階段（基礎、進階、高階）培訓並取得「結訓證明」者，得申請114學年度第二學期開課獎勵。

Note 1: Faculty members who have completed all of the following levels—Entry, Junior, and Senior—and obtained the corresponding Certificates of Completion on or before January 31, 2025 are eligible to apply for Course-Offering Rewards in the Spring Semester of Academic Year 2025–26.

註2：本要點所述3~6小時教案，應包含教學主題、教學目標、教學內容、教學活動設計及評量方式等資訊（請參考本校英語授課教學演示及觀課之教學教案格式），並同意由雙語學習計畫推動辦公室彙整，作為校內 EMI 教學推動之共享參考資源。

Note 2: The 3–6 hour lesson plans referenced in the Guidelines shall include details

such as topic, lesson objectives, content, activity design, and assessment methods (see the Lesson Plan for EMI Microteaching and Classroom Observation format). Applicants must consent to the Office of the BEST Program compiling their lesson plans into shared resources to promote EMI teaching across the University.

附表：國立中山大學 EMI 教師培訓獎勵標準及完成條件說明

研習證明對應之名稱	完成條件	獎勵費用（新臺幣）
第一階段	1. 累積 12 小時增能與共學課程時數。 2. 完成教學演示。	3,000 元
第二階段	1. 累積 22 小時增能與共學時數。 2. 完成教學演示。 3. 完成教學觀課。	3,000 元
第三階段	1. 累積 32 小時增能與共學時數。 2. 完成教學演示。 3. 完成接受觀課。 4. 完成執行觀課。	3,000 元

說明：第一至第三階段的增能與共學課程時數為累積制，跨階段時數無須重新累積；教學演示、教學觀課及執行觀課皆執行一次即符合條件。

Appendix: Completion Requirements and Program Rewards of the National Sun Yat-sen University EMI Professional Development Program

Name of Certificate of Completion	Requirements*	Program Rewards (NT\$)
Level I	1. Accumulated 12 hours of PD workshops 2. Completed Microteaching	3,000
Level II	1. Accumulated 22 hours of PD workshops. 2. Completed Microteaching 3. Completion of classroom observation as the instructor being observed	3,000
Level III	1. Accumulated 32 hours of PD workshops.	3,000

	<ol style="list-style-type: none"><li>2. Completed Microteaching</li><li>3. Completion of classroom observation as the instructor being observed</li><li>4. Completion of classroom observation as the observing instructor</li></ol>	
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Footnote: Participation hours for PD workshops across Levels I–III are cumulative; hours completed at one level may be carried over to subsequent levels and do not need to be repeated. The requirements for microteaching and classroom observation (both as the instructor being observed and as the observing instructor) need to be fulfilled only once.