

國立中山大學 EMI 教師培訓計畫暨 EMI 開課獎勵試行要點

Guidelines on Pilot Phase of Rewards for Faculty Participating in the EMI Professional Development Program and for Offering EMI Courses

114.04.30 本校 113 學年度第 2 學期第 6 次行政會議通過

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. These guidelines are formulated to serve as the basis for rewarding and promoting faculty's active participation in the English Medium Instruction (EMI) Professional Development Program (hereinafter referred to as the "Program"), encouraging them to apply EMI skills to their EMI or EAP/ESP/ESAP courses after completing full EMI training so as to strengthen the connection between training effectiveness and course quality and increase the capacity of University EMI courses.
- 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. Faculty within or beyond the manning quota are eligible to apply for the training reward if they participate in the Program and meet one of the following conditions:
- (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) completing all three levels (Entry, Junior, and Senior) of training and obtaining Certificates of Completion between the 2021-22 academic year and the end of the Fall semester 2024 (i.e., January 31, 2025)
- (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」。
- (2) completing all three levels (Level I, Level II, or Level III) of training and obtaining the corresponding Certificates of Completion from the Spring

semester 2025 (i.e., February 1, 2025) onward.

三、 培訓獎勵金申請方式與辦理期程：

III. Application Process and Timeline for Training Rewards:

- (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) Applicable Period: The three-level training framework (Level I, II, and III) shall apply to faculty members who have not yet obtained a Certificate of Completion since the Spring semester 2025 (i.e., February 1, 2025).
- (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 applying for the training reward shall register on the University's online platform for the Program on Bilingual Education for Students in College (hereinafter referred to as the "BEST Program") and submit their "Certificate of Completion" for review by the Office of the BEST Program.
- (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) The application timeline shall be announced by the Office of the BEST Program. Late applications 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 training reward standards and completion requirements for the Program 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. Faculty completing all three levels of the Program with the Certificate of Completion at each level (Note 1) may apply for the course-offering reward if, within two academic years beginning with the semester following the issuance of the Level III Certificate of Completion, they offer and actually teach a EMI or EAP/ESP/ESAP course registered in the course system of the Office of Academic Affairs (OAA). Courses in the independent study category and

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seminar category are not eligible.

- (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) Faculty offering one, two, and three (or more) EMI/ EAP/ESP/ESAP courses shall be granted the course-offering reward of TWD 5,000, 10,000 and 15,000, respectively. In the case of co-teaching, the reward shall be distributed according to the co-teaching ratios registered in the course system of the OAA.
- (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 the course-offering reward shall be submitted by the deadline announced by the Office of the BEST Program. Courses shall continue to be offered through the end of the semester and shall not be discontinued midway. At the end of the semester, applicants shall submit the complete semester syllabus of the EMI or EAP/ESP/ESAP courses offered during that semester, together with 3- to 6-hour lesson plans (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 the course-offering reward for up to two semesters. This reward shall be implemented starting from the Spring semester 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 for the rewards shall be sourced from the Ministry of Education's (MOE) BEST Program or other relevant MOE funds. The amount of rewards may be adjusted based on the University's annual budget and 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。

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

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 these 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 completing all three levels of training (Entry, Junior, and Senior) with the corresponding Certificates of Completion between the 2021-22 academic year and the end of the Fall 2024 semester (i.e., January 31, 2025) are eligible to apply for the course-offering reward for the Spring semester 2026.

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- to 6-hour lesson plans herein shall include information such as the teaching topic, objectives and content, activity design, and assessment methods (Please refer to the University's lesson plan format for EMI microteaching and classroom observation). Applicants shall consent to have their lesson plans compiled by the Office of the BEST Program as shared reference resources to promote EMI teaching within 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

Appendix: Training Reward Standards and Completion Requirements for the Program

研習證明 對應之名稱 Certificate Level	完成條件 Requirements for Completion	獎勵費用（新臺幣） Rewards (TWD)
第一階段 Level I	1. 累積12小時增能與共學課程時數。 Completion of 12 cumulative hours of PD workshops 2. 完成教學演示。 Completion of microteaching	3,000 元 3000
第二階段 Level II	1. 累積22小時增能與共學時數。 Completion of 22 cumulative hours of PD workshops 2. 完成教學演示。 Completion of microteaching 3. 完成教學觀課。 Completion of classroom observation as the observed instructor being observed	3,000 元 3000
第三階段 Level III	1. 累積32小時增能與共學時數。 Completion of 32 cumulative hours of PD workshops 2. 完成教學演示。 Completion of microteaching 3. 完成接受觀課。 Completion of classroom observation as the observed instructor 4. 完成執行觀課。 Completion of classroom observation as the observing instructor	3,000 元 3000

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。

Note: Hours completed for PD workshops in Levels I to III shall be cumulative and need not to be accumulated across levels. Completion of once each in microteaching, classroom observation as the observed instructor, and classroom observation as the observing instructor shall satisfy the requirements.