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National Changhua University of Education Research Scholarship Recipient Appointment Application Form (for student only)

Commissioning or subsidizing unit: NSTC Ministry of Education Other _____

Project execution unit: College of _____, Department (Institute) of _____

Research project title:

Principal investigator (PI):

Faculty advisor:

Project No.:

(NSTC projects only)

Accounting account No.:

Project period: From ___ / ___ / ___ to ___ / ___ / ___ (mm/dd/yyyy) Date of application: ___ / ___ / ___ (mm/dd/yyyy)

Position	Appointment period				Received or Adjusted research subsidy	Matters for confirmation	Concurrent positions held (project commissioning unit, research project title, no., PI, position, appointment period, and salary, with signature from the 1st PI)
	MM	DD	YYYY				
Research scholarship recipient <input type="checkbox"/> Ph.D. students <input type="checkbox"/> Master's student <input type="checkbox"/> College student <input type="checkbox"/> _____				Start date	<input type="checkbox"/> Monthly allowance NT\$ _____ <input type="checkbox"/> Adjust payment amount (From ___ / ___ / ___) (mm/dd/yyyy)	<input type="checkbox"/> Fill out 3 copies of the agreement Current student: <input type="checkbox"/> NCUE student <input type="checkbox"/> Non-NCUE student	
				End date			
Name					UI No.		
Date of Birth					Status		
___ / ___ / ___ (mm/dd/yyyy)					<input type="checkbox"/> General <input type="checkbox"/> Disabled <input type="checkbox"/> Indigenous <input type="checkbox"/> Foreign national:		
Date of Birth					Gender		
___ / ___ / ___ (mm/dd/yyyy)					<input type="checkbox"/> Male <input type="checkbox"/> Female		
Contact Number	Tel.:		Ext.:		Education	<input type="checkbox"/> Undergraduate year ___ <input type="checkbox"/> Master's year ___ <input type="checkbox"/> Doctorate year ___	
	Mobile:						
Relevant principles	1. The faculty advisor shall submit this application form and review the qualifications and concurrent position(s) held by research scholarship recipients. (For relevant regulations, see the Ministry of Education's "Principles for Ensuring the Rights of Scholarship and Assistantship Student Recipients as Teaching Assistants at Institutions of Higher Education," the Ministry of Labor's "Principles for Ensuring the Labor Rights and Benefits of Part-time Assistants in the Tertiary Education," the "NCUE Directives for the Labor Rights Protection of Part-time Student Assistants and Scholarship Recipients," "NCUE Requirements and Basic Specifications for Research Scholarship Recipients," "Notice for the Appointment of Assistants for Research Projects Subsidized by the National Science and Technology Council," "NCUE Regulations for Industry-Academia Collaboration." Subsidized/commissioned projects from the Ministry of Education and other institutions shall be handled according to NCUE's relevant regulations). The faculty advisor and research scholarship recipient should also read the relevant regulations carefully. 2. Hiring of the spouse or family within the third degree of kinship by blood or marriage of the principal investigator, co-principal investigator, faculty advisor, or unit supervisor should be avoided for industry-academia collaboration projects. 3. The individual listed in this application form has not violated the above rule. If this is found to be untrue, the faculty advisor and research scholarship recipient shall bear all legal responsibilities and shall not be reimbursed for relevant funds.						
Faculty advisor/ Principal investigator:	Department (Institute) Director/ Project unit manager		Dean		Office of Research and Development		President
(The above information has been verified to be correct.)							
Contact: Tel:							

※Please read the notices carefully and go to p.2.

Contract assistant case No.:

Notice for the Appointment Research Scholarship Recipients

- I. Research scholarship recipients appointed for projects must be current students. The appointment shall be undertaken pursuant to the relevant regulations of NCUE and the funding institution. The main regulations include:
 1. The appointment of research scholarship recipients must be approved pursuant to relevant administrative procedures before study activities can be carried out.
 2. This application form is for one person. Once approved, the allowance will be paid at a fixed amount pursuant to the agreement. If any change needs to be made, an application for the change should be made at least seven days before the change.
 3. The total monthly payment for research scholarships recipients for NSTC projects shall not exceed the maximum prescribed by the NSTC.
- II. **Documents to submit:**
 1. **Current NCUE students:**
 - a. **Undergraduate and graduate students** shall fill out the Research Scholarship Recipient Appointment Application Form, and attach three copies of the Research Scholarship Recipient Agreement, Research Scholarship Recipient Study Activity Plan and Evaluation Form, a list of approved subsidized items, and certificate of attendance of at least six hours of academic ethics seminars.
 - b. **Students of the College of Extension Education** shall fill out the Research Scholarship Recipient Appointment Application Form, and attach three copies of the Research Scholarship Recipient Agreement, Research Scholarship Recipient Study Activity Plan and Evaluation Form, photocopies of the front and back of ID card and academic certificates, a list of approved subsidized items, and certificate of attendance of at least six hours of academic ethics seminars.
 2. **Non-NCUE students:** Fill out the Research Scholarship Recipient Appointment Application Form, and attach three copies of the Research Scholarship Recipient Agreement, consent form to participate in off-campus research projects, Research Scholarship Recipient Study Activity Plan and Evaluation Form, photocopies of the front and back of ID card and academic certificates, a list of approved subsidized items, and certificate of attendance of at least six hours of academic ethics seminars.
- III. When a research scholarship recipient accepts a second (or more) research project, he/she shall indicate the concurrent appointment, appointment type, project name, appointment period, and amount of payment in the column for explaining instances of concurrent positions.
- IV. Please affix copies of the student ID card, ID card, or other documents to the “Assistant Appointment Application Documentation Attachment Form.” For doctoral students that have been qualified as a doctoral candidate, please attach supporting documents.
- V. After the study activities are over, the faculty advisor shall fill out and submit an evaluation form based on the performance of the research scholarship recipient to the Office of Research and Development. If a research scholarship recipient terminates his/her participation in the project midway, he/she should fill out and submit the NCUE’s "Research Scholarship Recipient Declaration to Termination Participation in Research Project" to the Office of Research and Development for future reference.
- VI. The faculty advisor shall retain the originals or copies of all relevant documents during the implementation of the project for future review by relevant units.
- VII. Research scholarship recipients should keep a copy of the appointment and transfer application form, the original agreement, and other relevant documents.
- VIII. **This application form shall be submitted to the Office of Research and Development after approval.**

National Changhua University of Education Research Scholarship Recipient Agreement

Faculty advisor _____ (hereinafter referred to as “Party A”)

Parties to the agreement

Research scholarship recipient _____ (hereinafter referred to as “Party B”)

Both parties hereby agree to abide by the following terms based on the principle of good faith:

I. Appointment period:

Party A shall appoint Party B from __/__/____ to __/__/____ (mm/dd/yyyy). If Party B cannot properly participate in the project, Party A may terminate Party B’s participation with prior notice.

II. Description of study activity(ies):

Party B accepts the arrangement and guidance of Party A’s study activity(ies) and participates in assisting the implementation of Party A’s industry-academia collaboration project as follows:

Research project title:

(Project No.: _____ / Accounting account No.: _____).

Scope of study includes (please check all that applies):

1. To publish thesis 2. Meet graduation requirements 3. Participate in research projects related to their own research 4. Take research course].

Study activity(ies) includes (please check all that applies):

1. Internship (course) 2. Field survey (course) 3. Experimental research 4. Other research study activities].

Party B, with the consent of Party A, voluntarily participates in the above industry-academia cooperation project for the purpose of studying.

After the study activities end, Party A shall evaluate Party B’s performance during the activity. Party A shall fill out the NCUE’s “Research Scholarship Recipient Study Activity Plan and Evaluation Form” each month and submit to the Office of Research and Development for future reference at the end of study activities.

III. Location of study activity(ies):

Party A may designate locations based on requirements of the project. When necessary, Party B to may be dispatched to other locations other than Party B’s location, and Party B shall not object.

IV. Research grant for participating in the project:

Party A shall pay Party B’s monthly research allowance of NT\$ _____ before the end of the next month. Payments shall be postponed if the pay day falls on a weekend or bank holiday.

V. Service and Discipline:

(I) Party B shall not disclose classified information regarding the operation or technology of Party A. The same shall apply even after the termination of this agreement.

(II) Party B shall accept the arrangements and guidance of Party A regarding study activities, and abide by the methods, contracts and other relevant regulations of NCUE and the subsidizing or commissioning institution regarding the execution of this project.

VI. Obligation of confidentiality and intellectual property rights:

(I) Party B has the obligation to keep the research confidential and may sign separate non-disclosure agreements.

(II) Party B shall not claim any rights against Party A for the data collected and research results obtained by Party B’s participation in the project, and shall not use or disclose of the above without Party A’s consent. If unlawful gains are involved, Party A may take legal action.

(III) For the research results obtained through Party B’s participation in Party A’s industry-academia collaboration project, Party A shall share a certain proportion of the research results based on Party B’s

research contribution to the project during study activities:

1. Copyright: If Party A only provides conceptual guidance, Party B shall have full copyright. If Party A co-authors the content of research results with the student (including journals, papers, and monographs), Party A and Party B shall share the copyright. Unless otherwise stipulated in this agreement, relevant rights and obligations shall be distributed equally among Party A and B, and the same goes for rights to any compensation from copyright infringement cases.
2. Patent (including technological research and development): If Party B is the inventor, utility model creator, or designer, and have the right to apply for patents for the research results, Party B may apply for patents from the patent competent authority in accordance with the Patent Act. However, if Party A has made substantial contributions towards the research results, Party A may be listed as a co-inventor. Unless otherwise stipulated by this agreement, Party A and B shall share patent rights equally, and the same goes for any compensation from patent infringement.

VII. Holding concurrent position as research scholarship recipient or part-time or full-time assistant at other institutions (units) or projects:

If Party B needs to hold concurrent positions at other institutions (units) or industry-academia collaboration projects, he/she shall obtain the consent of Party A. Time arranged for the concurrent position shall not be in conflict with the time of Party A's study activities. Otherwise, Party A may propose to rescind the agreement and Party B shall not object.

VIII. Agreement termination, renewal or rescission:

- (I) If Party B cannot competently participate in the study activities designated by Party A, Party A may terminate Party B's participation in the project at any time.
- (II) If Party B is absent or fails to participate in study activities without obtaining Party A's consent, Party A may directly terminate Party B's participation in the project.
- (III) This agreement shall automatically be deemed terminated upon expiration unless another renewal agreement is signed.
- (IV) If Party B terminates their participation in the project early, he/she shall immediately fill out the Research Scholarship Recipient Declaration to Termination Participation in Research Project and submit to the Office of Research and Development for future reference, along with the Research Scholarship Recipient Study Activity Plan and Evaluation Form, and shall not request an agreement renewal for any reason.

IX. Other:

- (I) During the appointment period in which Party B understands and agrees to be a research scholarship recipient, he/she may receive subsidies for his/her studies. There shall be no quid pro quo employment relationship with Party A, and Party A shall pay a fixed amount pursuant to the agreement.
- (II) While participating in study activities for the project, in addition to existing student group insurance, Party A shall sign Party B up for commercial insurance to increase the scope of Party B's coverage. The coverage amount shall be based on the occupational compensation liability amount specified in the Labor Standards Act.
- (III) Matters not covered by this agreement shall be handled according to the Ministry of Education's "Principles for Ensuring the Rights of Scholarship and Assistantship Student Recipients as Teaching Assistants at Institutions of Higher Education," "Notice for the Appointment of Assistants for Research Projects Subsidized by the National Science and Technology Council," "NCUE Directives for the Labor Rights Protection of Part-time Student Assistants and Scholarship Recipients," "NCUE Regulations for Industry-Academia Collaboration," "NCUE Requirements and Basic Specifications for Research Scholarship Recipients," and other regulations of the Ministry of Education and projects sponsored/commissioned by other institutions.

X. Handling of disputes:

Matters regarding the protection of research scholarship recipients' rights and interests, appeal channels, and handling procedures shall be undertaken pursuant to "NCUE Directives for the Labor Rights Protection of Part-

time Student Assistants and Scholarship Recipients.” If an agreement cannot be reached, both parties agree to seek first judgment from Taiwan Changhua District Court.

XI. This agreement is made in four original copies, one kept by Party A and Party B each, and one sent to the Office of Research and Development for future reference.

Parties to the agreement:

Party A (Faculty advisor): _____ (Signature or and seal)

Party B (Research scholarship recipient): _____ (Signature or and seal)

National ID No.: _____

Address: _____

Legal representative: _____ (Signature or and seal)

(Research scholarship recipients under the age of 18 must ask a legal representative to sign on their behalf, otherwise this contract shall be invalid.)

National ID No. of legal representative: _____

_____/_____/_____

National Changhua University of Education Research Scholarship Recipient Study Activity Plan and Evaluation Form

Project managing unit	College of _____, Department (Institute) of _____
Faculty Advisor/PI	
Research project title	
Project No. and Accounting account No.	
Scope of study (check one or more)	<input type="checkbox"/> 1. To publish thesis <input type="checkbox"/> 2. Meet graduation requirements <input type="checkbox"/> 3. Participate in research projects related to their own research <input type="checkbox"/> 4. Take research course
Study activity(ies) (check one or more)	<input type="checkbox"/> 1. Internship (course) <input type="checkbox"/> 2. Field survey (course) <input type="checkbox"/> 3. Experimental research <input type="checkbox"/> 4. Other research study activities
Brief description of study activity(ies) Description: Thesis, internship, field survey, experimental research, etc.: (1) Activity overview or requirements. (2) Participate in thesis research matters. Other research study activities: (1) Description of study activity plan. (2) Expected goal of participating in the study activity(ies). (At least 100 words)	

Student performance evaluation

(Evaluate students' performance once a month in the form of grades A, B, and C).

Date	Evaluation result	Date	Evaluation result	Date	Evaluation result
___/___/____ (mm/ yyyy)		___/___		___/___	
___/___/____ (mm/ yyyy)		___/___		___/___	
___/___/____ (mm/ yyyy)		___/___		___/___	
___/___/____ (mm/ yyyy)		___/___		___/___	
___/___/____ (mm/ yyyy)		___/___		___/___	

Note:

1. Please submit this plan and evaluation form with the appointment and transfer application form when the research scholarship recipient is appointed. Once the appointment process is complete, the form will be returned to the faculty advisor to fill out during evaluations.
2. At the end of the study activity, the faculty advisor shall complete and submit this plan and evaluation form to the Office of Research and Development. If a research scholarship recipient terminates his/her participation in the project midway, the principal investigator shall complete the evaluation and submit to the Office of Research and Development for future reference, along with the Research Scholarship Recipient Declaration to Termination Participation in Research Project.

Research scholarship recipient		Faculty Advisor	
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