

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Communications Engineering Regulations of Emergency Assistance Implementation for Students

Approved by the 8th Joint Department and Institute General Meeting on May 28, 2010, School Year 98.

- I. The present regulations are specifically issued to assist students of the institute who encounter major emergency incidences in resolving problems and getting through difficulties.
- II. The emergency assistance fund was established with NT\$ 200,000 donated by Mr. Wen-Chien Yang as the initial fund and has been continuously receiving public donations.
- III. Students with one of the following conditions may apply for emergency assistance:
 - A. A student whose family faces major changes, loses living supports, and requires assistance.
 - B. A student who suffers from a severe disease or injury.
 - C. A student whose parents are both unemployed and whose family faces financial difficulties.
 - D. A student who requires assistance for other reasons.
- IV. An applicant shall enclose the following documents when making an application:
 - A. A photocopy of student ID
 - B. Relevant documents of proof with respect to the item that requires emergency assistance
- V. Application process
 - A. A student who intends to apply for emergency assistance shall complete an application form, attach relevant documents of proof, obtain approval and a stamp imprinted on the forms from the supervisor, and submit to the institute.
 - B. Once received an application, the institute director shall invite all faculty members of the institute to hold an evaluation committee meeting. Apart from reviewing the submitted documents, evaluation meetings may also invite relevant personnel to provide statements and explanations.
- VI. Each emergency assistance case submitted by students may be granted with NT\$ 3,000 to NT\$ 30,000. Cases of specific circumstances may have amounts of assistance funds increased.
- VII. The present regulations shall be implemented following approvals of joint department and institute general meetings and the authorization of the president. The same procedure shall be carried out when amendments are to be made.