

# 國立中山大學機械與機電工程學系系友會獎助學金申請辦法

## Regulations for Alumni Association Scholarship Application of the Department of Mechanical and Electro-Mechanical Engineering

100.10.20 第四屆第2次理監事會通過

Approved at the 2<sup>nd</sup> meeting of the 4<sup>th</sup> Board of Directors and Supervisors on 2011.10.20

101.6.2 第四屆第3次理監事會議修正通過

Amended and approved at the 3<sup>rd</sup> meeting of the 4<sup>th</sup> Board of Directors and Supervisors on 2012.6.2

102.08.17 第五屆第1次理監事會議修正通過

Amended and approved at the 1<sup>st</sup> meeting of the 5<sup>th</sup> Board of Directors and Supervisors on 2013.08.17

### 一、宗旨

#### I. Objective

機械與機電工程學系系友會(以下簡稱本會)為回饋機械與機電工程學系(以下簡稱本系)之栽培以及增進本會與本系在校生之情誼，鼓勵本系在校學弟妹積極協助參與系上及系友會各項活動，特訂定本辦法。

The Alumni Association (“the Association” hereafter) of the Department of Mechanical and Electro-Mechanical Engineering (“the Department” hereafter) enacts these Regulations to reciprocate the education received from the Department and promote the relationship between the Association and the current students, as well as to encourage juniors currently studying at the Department to actively participate in the Department’s and the Association’s activities.

### 二、獎助學金之名額及金額

#### II. Quotas and Amounts of Scholarships

本獎助學金分為四部分：

The scholarships are categorized into four types:

(一)獎勵優秀學生之獎學金：名額共5名，每名金額新台幣10,000元整。(已獲其他獎學金者不得再提出申請)

(1) Scholarship for outstanding students: For 5 students, NTD 10,000 each (Students who are given another scholarship shall not apply.)

(二)鼓勵家境清寒學生之助學金：以每學期不超過100,000元經費為原則，每位學生每月

至多獎助5,000元整，獲獎者需至系所工讀，每月服務以25小時時數計算，每次核定最多為3個月。

(2) Financial aid for students from low-income households: A budget of no more than NTD 100,000 per semester is available; each student may get up to NTD 5,000 per month. Awarded students have to work part time at the Department Office for 25 hours per month. Three months' financial aid at most will be given for each approved application.

(三) 為鼓勵優秀大陸學生就讀本系，特由本系系友會獎助學金項下，每學年以不超過30,000元經費為原則，獎勵補助大陸學生獎學金。

(3) To attract outstanding students from China to the Department, the Association has set aside a budget of no more than NTD 30,000 per academic year under the Alumni Association scholarships for students from China.

(四) 學生及系友競賽活動費用補助及獎金：系友會辦理活動競賽所需之必要經費獎金。

(4) Subsidies and awards for student and alumni competitions and activities: Funding and cash prizes necessary for holding the Association's activities and competitions.

### 三、申請對象

### III. Applicants

(一) 本系全體在籍學生(含大學部、碩士班及博士班)。

(1) All enrolled students of the Department (including undergraduates, master's students, and Ph.D. students)

(二) 就讀本系陸生之大學部學位生。

(2) Undergraduate students from China studying at the Department

### 四、申請條件

### IV. Eligibility

(一) 獎學金部份：(必須同時符合下列之條件)

(1) Scholarship: (Applicants must fulfill all of the following conditions.)

1. 對本會或本系熱心服務有傑出貢獻者。

1. Having provided dedicated service or made outstanding contributions to the Association or the Department.

2. 每學期學業成績達七十分以上。

2. Having achieved an academic grade of 70 points or above in each semester.

3. 每學期操行成績在七十五分以上。

3. Have achieved a conduct grade of 75 points of above in each semester.

4. 經核可審定之優秀陸生。

4. Assessed and approved outstanding students from China.

(二)助學金部份：(必須同時符合下列之條件)

(2) Financial aid: (Applicants must fulfill all of the following conditions.)

1. 家境清寒或突發變故致影響就學，經導師查核確認者。

1. Students who have financial difficulty or meet with sudden change in life that affects their study, and the situation is confirmed by the supervising teacher.

2. 每學期學業成績達六十分以上（前一學期學業成績）。

2. Having achieved an academic grade of 60 points or above in each semester (academic result of the previous semester).

3. 每學期操行成績在七十分以上。

3. Having achieved a conduct grade of 70 points or above in each semester.

(三) 競賽活動費用補助及獎金部份：補助項目為活動之場地費、競賽獎金，每次活動

補助費用以一萬元為上限，每年同類活動以不超過二場為原則。

(3) Subsidies and awards for competitions and activities: Subsidized items include rental for the activity venue and competition prizes. Maximum subsidy for an activity shall not exceed NTD 10,000, and no more than 2 events of similar nature shall be subsidized each year.

## 五、申請方式

### V. Application Methods

申請者應填寫機械與機電工程學系系友會獎助學金申請表，於期限內連同下列申請文

件送交系辦承辦人，逾期不受理。

Applicants shall fill out the Alumni Association Scholarship Application form of the Department of Mechanical and Electro-Mechanical Engineering, and submit it to the officer-in-charge at the Department Office together with the following documents before the deadline. Late application is not accepted.

(一)成績單正本（包含在校期間各學期之成績）。

(1) Official transcript (including academic results in each semester during one's study at the University)

(二)對本會或本系熱心服務、舉辦、協助、參與或傑出貢獻之證明文件（由本會、各班導師、系主任、系上或本校所開立之證明文件或證書）。

(2) Supporting documents for the services and organization work for, assistance and participation in, or contributions to the Association or Department (documentary proofs or certificates issued by the Association, homeroom teachers, Department Chair, Department Office, or the University).

(三) 就讀本系之陸生大學部學位生，入學或在校成績優良者，於獎學金公告申請日期前，檢具相關資料及申請表提出申請。

(3) Undergraduate students from China studying at the Department with excellent admission scores or academic results at school shall submit their application together with relevant information before the announced scholarship application deadline.

(四)其他有助於審核之文件。

(4) Other documents that may help the scholarship assessment.

(五) 競賽活動費用補助於活動前一個月填具申請表辦理。

(5) Application form for competition subsidies shall be completed and submitted one month before the activity.

## 六、申請期限

### VI. Application Deadline

1.獎學金：於每年4月16日至5月15日期間提出申請。

1. Scholarship: Application shall be submitted between April 16<sup>th</sup> and May 15<sup>th</sup> each year.

2.助學金：於每年2月及9月公告提出申請，3月及10月公佈得獎名單。

2. Financial aid: Application shall be submitted in February and September each year upon public notice; the list of awardees shall be announced in March and October.

## 七、評選方式

### VII. Selection Method

由本會授權本系系主任召集成立審查委員會(含系友會代表一人)，進行審查評選。

The Association authorizes the Department Chair to convene and establish the Review Committee (which includes one representative from the Alumni Association) for conducting review and selection.

## 八、頒獎方式

### VIII. Awarding Methods

1.獎學金部份：本會將獲獎者名單刊登於機械與機電工程學系網站，並於畢業典禮或其他公開場合頒發獎學金及獎狀，予以表揚。

1. Scholarship: The Association will publish the list of awardees on the Department website, and present the scholarships and certificates in the graduation ceremony or other public occasions for commendation.

2.助學金部份：依工讀時數，按月發給學生。

2. Financial aid: To be given to the students on monthly basis according to their part-time work hours.

3.競賽活動費用補助於活動後檢具活動成果報告核銷。

3. Competition and activity subsidies are to be given as reimbursement of expenses after the activity upon submission of the accomplishment report.

**九、急難救助：**凡本系同學有下列急難事項者，得申請急難救助。

**IX. Emergency Relief:** Students of the Department may apply for emergency relief in the following emergency circumstances.

1.家庭遭遇重大變故，生活失去憑藉需救助者。

1. Major family change causing loss of livelihood, for which a relief is required.

2.罹患重病或嚴重傷害者。

2. Suffering critical disease or severe injury.

3.父母親均失業，家庭經濟困頓者。

3. Both parents become unemployed, causing financial difficulty of the family.

4.其他急需救助者。

4. Other circumstances that require a relief.

5.申請急難救助之同學生應填具申請書，檢具相關證明文件，經系所導師、主管核章後，向本會提出申請。

5. Students applying for an emergency relief shall fill out the application form and submit it to the Association together with relevant supporting documents after getting the approval signature from the mentor and supervisor of the Department/Institute.

6.申請金額最高以二萬元內為限，經審查會議核可後得以補助。

6. Application shall be submitted for an amount no more than NTD 20,000, and the relief shall be granted upon approval by the review committee.

十、本系系友於畢業後五年內，若因執行公務發生意外，導致殘疾或身故，得以專案方式簽准於項下核發慰問金，並以二萬元為限。

**X. If an alumnus of the Department has a work-related accident within five years after graduation, causing disability or death, a consolation money up to NTD 20,000 may be granted upon approval on a case-by-case basis.**

十一、本辦法經本會理監事會議通過後實施，修正時亦同。

**XI. These Regulations shall be put into force after approval by the Association's Board of Directors and Supervisors; the same applies to any amendments thereof.**