

國立臺灣大學因應嚴重特殊傳染性肺炎疫情

109 學年度第 1 學期學生安心就學措施

NTU Measures in Response to the COVID-19 Pandemic in the First Semester of the Academic Year 2020-2021

Date Issued: September 01, 2020

| 類別 Category | 措施 Measures |
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| 1. 適用對象 Target | 109 學年度第 1 學期因疫情影響無法入境就學之學生。 For students who are unable to come to Taiwan in the first semester of the academic year 2020-2021 due to the COVID-19 pandemic |
| 2. 開學選課 Course Registration | (1) 學生應依本校選課期程進行線上選課，並以修習提供遠距教學的課程為主。 Students shall register for classes online and take online classes. (2) 本方案學生不受選課學分數下限之限制。 The class registration will not be restricted by the minimum credit hour requirements. |
| 3. 註冊繳費 Tuition | (1) 新生及專案轉學生：本校於 9 月上旬提供線上註冊，入境後須再完成學歷紙本驗證及其他必要程序始可領取學生證。 New students and project-based transfer students: The registration process can be done online in early September. After entering Taiwan, students will have to submit their authenticated graduation certificate and transcripts for the check of the academic qualification and complete other necessary procedures of registration before receiving their student ID. 舊生：只需繳交學(雜)費及選課，不需來校辦理註冊。 Current Students only need to pay their tuition and fees, register for classes, and do not need to come to the University to complete registration. |

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| | <p>(2) 學士班學生按其所選學分數繳交學分費，免繳雜費。繳費單訂於 10 月下旬上線，學生可於居住地刷卡繳費。</p> <p>Undergraduate students only need to pay their credit fees. The billing statement is expected to be available to download online in late October. Student can make the payment with a credit card in the place where they live.</p> <p>(3) 碩博士班學生應於 109 年 10 月 12 日前繳交所屬系所之學雜費基數。(部分系、所、學位學程無法開設遠距教學課程，建議學生無法入境請辦理休學，該休學不列入休學累計期數)</p> <p>Master and Ph.D. students only need to pay the basic tuition fees by October 12th, 2020. In addition, some departments cannot offer online courses. If students are unable to come to Taiwan, in this case, we suggest the students take a leave of absence. This leave of absence record will not be included in the cumulative number of leaves.</p> |
| <p>4. 修課方式</p> <p>Method of Taking Courses</p> | <p>(1) 授課教師將視實際情形，提供同步或非同步之遠距教學課程，協助學生修習課程。</p> <p>Instructors may adopt, depending on actual need, flexible instruction methods made possible by online teaching.</p> <p>(2) 學生可修習臺灣大學系統開設之開放式線上課程，修課者至少須修習 1 學分或合併至少 1 學分之課程，修習完成後備妥認證證書或相關完課證明（部分線上課程平台取得課程證書，平台將另行收費，例如 Coursera），由教務處以通過、不通過方式在成績單登記為選修學分。</p> <p>無法入境學生專屬線上課程選課平臺與相關說明，網址：https://eportfolio.ntu.edu.tw/EntryApply/index.aspx</p> <p>研究生請勿選修本線上課程，並請洽指導教授修讀專題研究或專題討論。</p> <p>Undergraduate students can take the online open courses provided by the NTU System. Students must take courses</p> |

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| | <p>with at least 1 credit, or a combination of courses that offers a minimum of 1 credit. After completing the course, the student must prepare the relevant course certifications (course certification is available on some of the online course platforms, the certification will be charged separately by the platform, e.g. Coursera). The Office of Academic Affairs will register the course credit on the transcript as pass or fail.</p> <p>Exclusive online course selection platform for students unable to enter the country, website: https://eportfolio.ntu.edu.tw/EntryApply/index.aspx</p> <p>Graduate students should not take the above online courses and are encouraged to consult with their thesis advisor to take the seminar.</p> |
| <p>5. 考試成績 Evaluation</p> | <p>(1) 授課教師依個案及科目性質，調整採取彈性之成績評定方式。</p> <p>Instructors may adjust the evaluation criteria depending on the nature of the course content or the situation of the individual students.</p> <p>(2) 實驗、實作或實習等課程得依開課系所及授課老師之規定，以補考或其他補救措施處理各科成績。</p> <p>For courses such as experiment, practice or internship, make-up exams or other remedial measures can be used to deal with the results of each subject in accordance with the regulations of the department and the instructor.</p> |
| <p>6. 學生請假 Asking for Leave</p> | <p>因應本次特殊情形，本校將協調學生檢具相關證明以專案方式辦理。</p> <p>The University will provide necessary assistance to help students to ask for leave should valid proofs be provided.</p> |

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| <p>7. 休退學及復學 Leave of Absence, Withdrawal from the University and Reenrollment</p> | <p>休學申請：學生得檢具相關證明，向本校教務處註冊組或研教組申請，以專案方式辦理休學，且不計入休學期數。</p> <p>Application for Leave of Absence: For a leave of absence, all students should apply through their respective academic affairs divisions by providing valid proofs. This leave of absence record will not be included in the cumulative number of leaves.</p> <p>(2) 學雜費退回：本校將依學生個別情形，判定合理之學雜費退費標準。</p> <p>Tuition Refund: The tuition refund will be paid according to the individual case. Tuition paid may be proportionally refunded with due cause.</p> <p>(3) 放寬退學規定：本校將依學生受嚴重特殊傳染性肺炎疫情影響之情形，彈性審酌相關學生之退學標準。</p> <p>Relax the Standard of Withdrawal from the University: The University will adjust withdrawal standards with due flexibility due to the pandemic situation.</p> <p>(4) 復學後輔導：本校將積極進行輔導。</p> <p>Counseling for the Reenrollment Students: The University will provide necessary assistance to students who reenroll after leaves of absence due to the said pandemic situation.</p> |
| <p>8. 畢業資格 Graduation Requirements</p> | <p>(1) 畢業應修學分數及標準依各系所規定辦理。</p> <p>The graduation requirements are handled in accordance with the regulations of each department.</p> <p>(2) 研究生得以視訊方式進行學位考試，但須經系、所務或學位學程事務會議通過，並應全程錄影存檔。</p> <p>Graduate students can take their master's or Ph.D. thesis defense through video conference, but it must be approved by their department, and the whole process should be</p> |

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| | <p>recorded and kept on file.</p> <p>(3) 本校將視其學生個人意願，彈性處理(通訊或委託他人)其畢業離校及領取學位證書之方式。</p> <p>The University will flexibly handle the graduation procedures according to the students' personal wishes. Students can get their diploma by correspondence or ask someone to receive their diploma on their behalf.</p> |
| <p>9. 資格權利保留 Other Rights</p> | <p>視學生受疫情影響之個別情形予以保留相關資格，包含協助學生保留赴境外修讀雙聯學位、研修或交換之資格；參與職訓課程、建教或產學合作計畫等之資格。</p> <p>Students' rights such as participating in a dual degree, an exchange program abroad, an internship program and an Industry-University cooperation program, will be reserved if affected by the said pandemic situation.</p> |
| <p>10. 學校相關輔導 協助機制 Counselling and support</p> | <p>本校將視學生身心狀況、課業學習、職涯輔導之實際需求，適時轉介相關單位，以協助學生渡過困難。</p> <p>The University will provide necessary resources to assist students with respect to their actual mental, physical, academic and job replacement counseling.</p> |