

National Taiwan University Teaching Quality Enhancement Project

Teaching Assistant Application Form

Application Date: ____/____/____(yyyy/mm/dd)

Description :

1. Any teaching unit applying for the Office of Academic Affairs Teaching Quality Enhancement Program and intending to hire teaching assistants to assist in teaching activities must fill out this application form. Those applying for individual general education improvement projects should fill out the "Individual General Education Improvement Project Application Form" as specified by the Joint Education Center, without the need to fill out this form.
2. https://www.aca.ntu.edu.tw/w/aca/SecretariatRules_21071317555933468 。
For details regarding the learning activities, allocation principles, and standards for awarding incentives to teaching assistants, please refer to the latest regulations related to teaching assistants at the Office of Academic Affairs. Website:
https://www.aca.ntu.edu.tw/w/aca/SecretariatRules_21071317555933468.
3. If a teaching unit submits a **comprehensive plan**, the head of the unit should be the applicant.

I. Basic Information

Applicant's Name		Department/Title	
Contact Phone		E-mail	
Intended Application for TA Scholarship This Semester			
Applied Courses (Please list in detail in the Teaching Assistant Courses Applied List)			

TA Type	<input type="checkbox"/> (Type A) Discussion classes <input type="checkbox"/> (Type B1) Lab courses <input type="checkbox"/> (Type B2) Practicum courses <input type="checkbox"/> (Type C) General courses <input type="checkbox"/> (Type D) Language courses <input type="checkbox"/> (Type E) Physical education courses		
Estimated Number of TAs Applied For	PhD Student TA: _____; Master Student TA: _____; Undergraduate Student TA: _____; Total Budget (including Labor, Health Insurance, and Pension Contributions: _____(NTD);		
Administrator	Contact Phone : Mobile Phone :	E-mail	

II. Course Overview

Contents Include:

1. Course Introduction
2. Scheduled Weekly Teaching Progress, Content, and Assigned Reading Materials
3. Textbooks or Reference Materials
4. Student Learning Assessment Methods and Grading Criteria :

III. TA Work Planning

PhD Student TA

(1) TA type : A B1 B2 C D E

(2) Monthly Scholarship : _____(NTD)

(3) Job Description (Please list briefly) :

(4) Monthly Working Hours: _____

The maximum number of working hours is limited to 40 hours per month.

Master Student TA

(1) TA type : A B1 B2 C D E

(2) Monthly Scholarship : _____(NTD)

(3) **Job Description (Please list briefly) :**

(4) **Monthly Working Hours:_____**

The maximum number of working hours is limited to 40 hours per month.

Undergraduate Student TA

(1) **TA type :** A B1 B2 C D E

(2) **Monthly Scholarship :** _____(NTD)

(3) **Job Description (Please list briefly) :**

(4) **Monthly Working Hours:_____**

The maximum number of working hours is limited to 40 hours per month.