

長庚大學兼任教師聘約
Chang Gung University Part-Time Teacher Employment
Contract

中華民國 108 年 10 月 17 日校務會議通過訂定

Approved in the University Affairs Meeting on October 17, 2019

第一條 聘期：自民國 ○○○ 年 ○○ 月 ○○ 日起至 ○○○ 年 ○
○ 月 ○○ 日止。

Article 1 Employment Period: From [Year] [Month] [Day] to [Year] [Month]
[Day].

第二條 輔導：除授課外，應對學生之心理、品德、生活、言行、學業
負責輔導。

Article 2 Guidance: In addition to teaching, the teacher is responsible for
providing guidance on students' psychological well-being, character,
lifestyle, behavior, and academic performance.

第三條 待遇：依「長庚大學兼任教師聘任要點」之原則辦理。

Article 3 Remuneration: Processed according to the principles outlined in the
“Chang Gung University Part-Time Teacher Employment Guidelines.”

第四條 給假：依專科以上學校兼任教師聘任辦法及本校兼任教師聘任
要點辦理。

Article 4 Leave: Managed according to the “Regulations for the Employment of
Part-Time Teachers in Higher Education Institutions” and the “Chang
Gung University Part-Time Teacher Employment Guidelines.”

第五條 授課時數：應配合教學單位課程科目及授課語言之需求授課，
每週至少一小時。

Article 5 Teaching Hours: The teacher must meet the course and language
requirements of the teaching unit, with a minimum of one hour per
week.

第六條 續聘：兼任教師應滿足每學年度授課三十六小時方得續聘。

Article 6 Reappointment: Part-time teachers must complete at least 36 hours of
teaching per academic year to be eligible for reappointment.

第七條 終止聘約：兼任教師在聘約有效期限內，有以下各款情事之一者，本校將予以書面終止聘約。

1. 因學生選課人數未達開課標準，致無聘任該兼任教師之需求時。

2. 符合「專科以上學校兼任教師聘任辦法」規定，學校應終止聘約之情形，且經教師評審委員會審議通過並依上開辦法規定之程序辦理完成者。

Article 7 Termination of Contract: The university may terminate the contract in writing if any of the following conditions occur during the contract period:

1. Insufficient student enrollment to meet the course opening standards, resulting in no need for the part-time teacher.

2. Situations requiring contract termination as stipulated in the “Regulations for the Employment of Part-Time Teachers in Higher Education Institutions,” approved by the Teacher Review Committee and processed according to the specified procedures.

第八條 勞工退休金：本校為未具本職之兼任教師提撥勞工退休金。

Article 8 Labor Pension: The university will contribute to the labor pension for part-time teachers without a primary position.

第九條 教師資格送審：

1. 新聘兼任教師於通過校教評會審議後，於本校獲有聘書且連續實際開授一學分課程達二學期，得在其繼續授課之第三學期內申請教師資格送審。

2. 兼任教師若為與本校簽訂有建教合作計畫之醫療機構專任人員，於新聘學期實際開授一學分課程得申請教師資格送審。

Article 9 Teacher Qualification Review:

1. Newly hired part-time teachers may apply for teacher qualification review in the third semester of continuous teaching after passing the review by the university’s Teacher Review Committee and teaching at least one credit course for two consecutive semesters.

2. Part-time teachers who are full-time staff at medical institutions with educational cooperation agreements with the university may

apply for teacher qualification review after teaching at least one credit course in the first semester of employment.

第十條 應遵守本校學術研究倫理規範，違反送審教師資格規定或學術成果舞弊者，依本校學術倫理審議委員會設置及審議辦法規定辦理。

Article 10 Academic Ethics: Teachers must adhere to the university's academic research ethics guidelines. Violations of teacher qualification review regulations or academic misconduct will be handled according to the university's Academic Ethics Review Committee regulations.

第十一條 應尊重性別平等，恪守師生及專業倫理，避免不受歡迎之追求行為及肢體接觸、不得發展有違專業倫理之關係，並遵守性別平等教育法及其他相關法令。

Article 11 Gender Equality: Teachers must respect gender equality, adhere to professional ethics, avoid unwelcome behavior and physical contact, and not develop relationships that violate professional ethics. Compliance with the Gender Equality Education Act and other relevant laws is required.

第十二條 違反聘約規定者，本校及所屬教學單位得審酌事實，依本校教師評審委員會相關規定，提請教評會決議審議後依程序辦理。

Article 12 Violation of Contract: The university and its teaching units may review the facts and handle violations of the contract according to the relevant regulations of the Teacher Review Committee.

第十三條 接到本聘書後，應於應聘同意書中簽名並於2週內寄回人事室；逾期視為不應聘，並應將聘書退還人事室註銷。

Article 13 Acceptance of Contract: Upon receiving this contract, the teacher must sign the acceptance letter and return it to the Personnel Office within two weeks. Failure to do so will be considered a refusal of the appointment, and the contract must be returned to the Personnel Office for cancellation.

第十四條 其他未約定事項，依教育法令及本校規章制度辦理。

Article 14 Other Matters: Any matters not covered in this contract will be handled according to educational laws and the university's regulations.

第十五條 本聘約經校務會議通過，陳請校長核定後實施，修正時亦同。

Article 15 Implementation: This contract is implemented upon approval in the University Affairs Meeting and by the President. Amendments follow the same procedure.