

Guidelines for Teacher's Research and Study Leave on Winter/Summer Vacation

2001.06.21 Passed in the 5th University Council and the 11th Administrative Meeting of the 89th academic year
2001.06.29 Promulgated in the (90)GaoYiFa(1)Zi No. 012 Letter
2011.03.11 Passed in the 2nd University Council and the 8th Administrative Meeting of the 99th academic year
2011.04.06 Announced in the GaoYiRenZi No. 1001101117 Letter
2013.02.07 Passed in the 2nd University Council of the 101st academic year
2013.03.04 Announced in the GaoYiRenZi No. 1021100512 Letter
2013.11.07 Passed in the 3rd Administrative Meeting of the 102nd academic year
2013.11.25 Announced in the GaoYiRenZi No. 1021103648 Letter

1. To encourage teachers to actively pursue further studies and write papers or academic writings during winter and summer vacations, these guidelines are established.
2. Before the start of winter and summer vacations, teachers should submit an application form, a plan, and a letter of approval from the institution of further study to the Personnel Office before the announced deadline. After approval by the faculty/department (graduated institute, center) and college supervisors, and approval by the university, leave for further study will be granted.
3. Teachers are responsible for the expenses of further study (applications can be made to government agencies or academic groups); the university does not provide subsidies.
4. Within three months of completing the further study, teachers must submit a detailed report of their achievements to the Personnel Office. Published, in press, or submitted papers or academic writings will be compiled by the Personnel Office and submitted to the university's Faculty Development Committee for verification, as a basis for the next application for further study. Failure to submit the report, research paper, or academic writing on time will result in the postponement of the application for further study in the following academic year.
5. These guidelines, approved by the Administrative Meeting and submitted to the President for approval, shall be implemented from the date of announcement, and any amendments shall be similarly applied.

***The English version is for reference only. If there is any inconsistency or ambiguity between the English and Traditional Chinese versions, the Traditional Chinese version shall prevail.**