

## 國立勤益科技大學學生外語專業證照補助要點

### Key Points for Foreign Language Professional Certificate Subsidy of the National Chin-Yi University of Technology

98年3月13日國際事務處處務會議通過  
98年7月2日國際事務處處務會議修正  
98年9月30日國際事務處處務會議修正  
99年9月1日國際事務處處務會議修正  
100年4月21日語言中心會議修正  
100年9月6日語言中心會議修正  
100年9月19日勤益科大語字第1003600041號函修頒  
100年11月10日語言中心會議修正  
100年11月11日勤益科大語字第1003600048號函修頒  
102年9月26日102學年度第1學期第1次行政會議修訂通過  
102年10月4日勤益科大語字第1023600034號函修頒  
104年12月24日104學年度第1學期第5次行政會議修訂通過  
104年12月31日勤益科大語字第1043600023號函修頒  
107年5月24日106學年度第2學期第3次行政會議修正通過  
107年6月5日勤益科大語字第1073600034號函修頒  
110年3月25日109學年度第2學期第一次行政會議修訂通過  
110年4月15日勤益科大語字第1103600017號函修頒  
Approved by the Office of the International Affairs Meeting on March 13, 2009.  
Amended by the Office of the International Affairs Meeting on July 2, 2009.  
Amended by the Office of the International Affairs Meeting on September 30, 2009.  
Amended by the Office of the International Affairs Meeting on September 1, 2010.  
Amended by the Language Center Meeting on April 21, 2011.  
Amended by the Language Center Meeting on September 6, 2011.  
Amended and issued by NCUT No. 1003600041 Official Document on September 19, 2011.  
Amended by the Language Center Meeting on November 10, 2011.  
Amended and issued by NCUT No. 1003600048 Official Document on November 11, 2011.  
Amended and approved by the first administrative meeting in the first semester of 2013 on September 26, 2013.  
Amended and issued by NCUT No. 1023600034 Official Document on October 4, 2013.  
Amended and approved by the fifth administrative meeting in the first semester of 2015 on December 24, 2015.  
Amended and issued by NCUT No. 143600023 Official Document on December 31, 2015.  
Amended and approved by the third administrative meeting in the second semester of 2017 on May 24, 2018.  
Amended and issued by NCUT No.1073600034 Official Document on June 5, 2018.  
Amended and approved by the first administrative meeting in the second semester of 2020 on March 25, 2021.  
Amended and issued by NCUT No.1103600017 Official Document on April 15, 2021.

一、 本校為鼓勵學生培養外語能力，取得外語專業證照(以下簡稱外語證照或證照)，以因應潮流所需並具備外語能力，特訂定「國立勤益科技大學學生外語專業證照補助要點」(以下簡稱本要點)，實質補助學生積極參與各類專業外語能力檢定測驗過程中，所支付之測驗報名費、採買相關英檢書本等費用，以提升其就業競爭力。

1. To encourage students to develop foreign language proficiency and keep up with foreign language knowledge trends, acquire foreign language professional certifications and enhance employment competitiveness, NCUT has stipulated the

Key Points for the NCUT Foreign Language Professional License Subsidy ("Key Points") to award students with exam registration fee subsidies, exam textbook subsidies and other expense subsidies when enrolling in professional foreign language proficiency exams.

二、本要點獎勵之對象及範圍，為本校學生於在學期間，參加政府機構或其委託單位及國內外語言測驗機構所舉辦之專業外語能力檢定測驗，通過測驗並取得相關證明，且該測驗證照為「全國技專校院校務基本資料庫」採計之證照者，得申請補助。

2. Targets and scale: Students of NCUT may apply for a subsidy during the period of study at NCUT when they pass a professional foreign language proficiency exam held by a government facility, organization commissioned by the government or language exam institute in Taiwan and abroad and acquire certification or licenses recognized by the Base Database of Higher Technological and Vocational Education.

二、本要點之補助方式如下，惟補助金額得依各年度可運用經費等比例調整之。

3. The Key Points provide subsidies according to the following. The amount of subsidy will be proportionately adjusted depending on the available funds in a given year.

(一)補助標準：

凡本校學生於就學期間取得英語證照等同本校日間部英文畢業門檻標準以上；日語證照等同日本語能力試驗(JLPT)N3級以上；其他外語證照等同外語(含英、日、法、德、西班牙語)能力測驗(FLPT)筆試總分173分以上(以行政院及本中心公告之計分標準對照表為等級對照依據)，皆可向語言中心提出該測驗報名及教材相關費用補助，每人以補助一次為限。

(1) Funding Standards:

Students of NCUT may apply for exam registration fee and material expense subsidies at the Language Center if they acquire English certifications equivalent to graduation standards of the NCUT Day School or higher (Japanese licenses equivalent to JLPT N3 or above and other foreign language (including English, Japanese, French, German, Spanish) FLPT written exam certifications of more than 173 points (based on the score standards announced by Administrative Yuan and the Center). Each student may apply once only.

(二)本校學生持第三點第(一)款之外語證照申請補助時，該證照需在其考試辦理機構規定之有效期限內，始予以採認。

(2) When students of NCUT apply for the 3(1) foreign language subsidy, the certification will be recognized when it is valid according to the exam institute.

(三)申請期限：

欲提出申請者，應於每學期開始日起2個月內(上學期收件日至10月31日止；下學期收件日至4月30日止)備齊外語證照/成績單影本、學生證影本、本人金融機構存摺影本至語言中心提出申請。申請文件審議完成後，將於2個月內核發補助金，逾期申請之案件將予以延至次一學期審理。

(2) Application:

Applicants shall submit a photocopy of the foreign language certificate/transcript, a

photocopy of the student ID and photocopy of the applicant's bank passbook cover to the Language Center within two months of the beginning of each semester (by October 31 for the first semester and April 30 for the second semester). After the application is approved, the subsidy will be issued within two months. Late applications will be considered the following semester.

三、本要點所需之經費由語言中心編列年度預算(專案業務費)及本校相關計畫經費支應。

3. The funds required by the Key Points are supported by the annual budget (project service expenses) of the Language Center and NCUT's related project funds.

五、依據本要點提出之外語證照補助申請，每人實際補助金額視語言中心業務預算及相關計畫經費年度收支情形而定，惟每人最高補助金額一千五百元。

5. According to the Key Points, the actual amount of the foreign language subsidy for each applicant depends on the service budget of the Language Center and the annual income and expenditure of related projects. The maximum amount for each applicant is NT\$1,500.

六、本要點經行政會議通過，陳請校長核定後實施，修正時亦同。

6. The Key Points are ratified by the administrative meeting and announced to take effect after approval by the President. Any amendments shall follow the same procedure.

**國立勤益科技大學語言中心**  
**外語專業證照補助申請表** (110 年以後取得之證照/成績適用)

Language Center, the National Chin-Yi University of Technology

Foreign Language Professional Certificate Subsidy Application Form

(Applicable for certificates/grades acquired after 2021)

申請日期：        年    月    日

Application Date: YY/MM/DD

※申請人請詳填以下資料並檢附相關證明文件，E-mail 至 [lgc02@ncut.edu.tw](mailto:lgc02@ncut.edu.tw) 申請。

Please fill in the following information, attach relevant certifications or documents, and e-mail to [lgc02@ncut.edu.tw](mailto:lgc02@ncut.edu.tw)

姓名 Name		學制 School	
學號 Student Number		科系 Department	
聯絡電話 Telephone		年級/班別 Grade/Class	
戶籍地址 Permanent Address			
E-mail			
身分證字號 ID No.			
測驗類別/分數或等級 Exam Type/Score or Level			
測驗/證照日期 Exam/License Date			

<b>銀行名稱/分行 名稱 Bank Name/Branch Name</b>	
<b>銀行帳號 Bank Account</b>	
<b>申請金額 Application Amount</b>	<input type="checkbox"/> 中級初試-新台幣一千元整 Preliminary Test in Intermediate Level: NT\$1,000 <input type="checkbox"/> 中級以上-新台幣一千五百元整 ※視當年經費調整※ Above Intermediate Level: NT\$1,500 The amount is adjusted according to the funds of that year.
<b>補助方式</b>	依「國立勤益科技大學學生外語專業證照補助要點」辦理
	According to Key Points for NCUT Foreign Language Professional License Subsidy
<b>檢附資料</b> (檢附文件若不完備，將不予受理) <b>Required Documents</b> <b>(The application will only be accepted when all the required documents are submitted).</b>	<input type="checkbox"/> 檢定考試成績單影本或檢定合格證書 Photocopy of the exam transcript or certificate <input type="checkbox"/> 檢定考試報名費收據。(無則不用繳交) Photocopy of the exam registration fee receipt (no need to attach if there is no receipt). <input type="checkbox"/> 學生證正面影本 Photocopy of the front of the student ID. <input type="checkbox"/> 申請人本人銀行/郵局存摺封面影本一張 (補助款將由學校直接匯入申請人提供之銀行帳戶) Photocopy of the applicant's bank/post office passbook cover (The subsidy will be directly transferred to the bank account provided by the applicant.)

<p><b>審核結果</b> (由承辦人填寫) <b>Review Result</b> (Written by Case Officer)</p>	<p><input type="checkbox"/> 經審核，該生符合「國立勤益科技大學學生外語專業證照補助要點」補助資格，得依要點獲得補助。The applicant qualifies for the Key Points for NCUT Foreign Language Professional Certificate Subsidy and will be awarded according to the regulation in the amount of NT\$_____.</p> <p><input type="checkbox"/> 經審查，該生未能獲得補助，原因： _____</p> <p>The application is declined because:_____</p>
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承辦人員： Case Officer:

單位主管： Supervisor: