

國立勤益科技大學辦理教師升等作業檢附資料彙總表

National Chin-Yi University of Technology

Checklist of Documents Required for Teachers' Promotions

送審人 Applicant: _____

系所 Department (Institute): _____

	檢附文件資料名稱 Attached Document Names
1	專任教師升等申請表 Application Form for Full-time Teachers' Promotions
2	教師資格審查履歷表(甲式)：1 份(含履歷表內法令依據所繳驗之證件影本) Resume Form for Teachers' Qualification Review (Form A): One copy (including copies of legal documents submitted for verification with the resume)
3	教師資格審查履歷表(乙式)：5 份 Resume Form for Teachers' Qualification Review (Form B): Five copies
4	送審人之專任教師定期成效評估標準資料庫－總表 Full-time Teachers' Regular Performance Evaluation Standards Table
5	本校教師著作基本篇數審查意見表 National Chin-Yi University of Technology Form for Review of the Minimum Number of Publications by Faculty Members
6	<u>教師升等作業檢核表：非期刊論文審查者免附</u> <u>Checklist of Documents Required for Teachers' Promotions: Not Required for Applicants Not Subject to Journal Article Review</u>
7	合著人證明(正本)：代表作非合著者免附。Co-authorship certificate (original): Representative work without co-authors are not required to provide this document.
8	著作、作品審查迴避參考名單：無迴避建議者，免附 Reference list for avoiding conflicts of interest in reviewing work: Not required if there are no reviewers with a conflict of interest.
9	國外學歷送審教師資格修業情形一覽表(非文憑送審且非國外學歷者免附) List of foreign academic qualifications and entry-exit certificates for teachers' qualification review: Not

註：送審人填具本彙總表，並依序檢齊應附文件、資料後向系(所、中心、室)提出升等申請。

Note: The applicant should fill out this checklist and prepare the required documents in the order indicated before submitting the promotion application to their department (or center/office).

	required for those who did not obtain a foreign diploma and have no foreign academic qualifications.
10	入出境證明(向移民署申請，非文憑送審且非國外學歷者免附) Certificate of Entry and Exit (from the National Immigration Agency; not required for those who did not obtain a foreign diploma and have no foreign academic qualifications).
11	實際送審成果 之實體內容 ：一式 5 份。 <u>Works Submitted for Review</u> : Five copies.

所附文件、資料皆「送審人辦理教師升等應檢附文件、資料及注意事項」完成檢核，並依上開表列順序排列，請惠予審議。

All the attached documents and materials have been checked by the applicant for teachers' promotions according to the Documents and Materials to be Attached and Notes for Teachers' Promotions, and ordered as listed in the table above. Please kindly review prior to approving.

送審人簽名：_____ 日期：____年____月____日

Applicant's Signature:

Date: YY/MM/DD

註：送審人填具本彙總表，並依序檢齊應附文件、資料後向系(所、中心、室)提出升等申請。
Note: The applicant should fill out this checklist and prepare the required documents in the order indicated before submitting the promotion application to their department (or center/office).