

國立勤益科技大學專任教師兼職規定告知書

National Chin-Yi University of Technology Notice of the Regulations for Taking Concurrent Jobs

- 一、查大法官釋字第 308 號解釋，公立學校聘任之教師不屬於公務員服務法第 24 條所稱之公務員，惟兼任學校行政職務之教師，就其兼任之行政職務，則有公務員服務法之適用。是以，兼任行政職務教師之兼職應依公務員服務法規定辦理；至未兼任行政職務教師之兼職，則依教育人員任用條例、公立各級學校專任教師兼職處理原則及國立各級學校兼任行政職務教師兼職處理辦法相關規定辦理(全文如附件連結)。
 1. According to Interpretation No. 308 by the Grand Justices, public schools teachers do not fall under the category of public functionaries as referred to in Article 24 of the Public Functionary Service Act. **However**, the Public Functionary Service Act shall apply to teachers who serve concurrently as administrators of school affairs in their administrative offices. Therefore, the part-time employment of teachers holding administrative positions should be handled in accordance with the Public Functionary Service Act. The part-time employment of teachers who do not hold administrative positions should follow the regulations of the Act Governing the Appointment of Educators, the Principles for Handling Part-Time Positions of Full-Time Teachers in Public Schools, and the Regulations Governing the Employment of Teachers as Adjunct Administrative Personnel in National Schools (see full text in the attached link).
- 二、現行法令及懲處規定：
 - (一)公務員以專業證照違法兼職或將證照租借他人使用者，應依公務員服務法第 22 條：「公務員違反本法規定者，應按情節輕重，分別予以懲戒或懲處，其觸犯刑事法令者，並依各該法令處罰。」規定辦理。
 - (二)教育人員任用條例第 34 條規定：「專任教育人員，除法令另有規定外，不得在外兼課或兼職。」。
 - (三)本校教師聘約第 6 點規定略以：教師不得在校外兼課或兼職，但有特殊情形，其兼課或兼職不得影響本職工作，且須符合校內基本授課時數及工作要求，並事先以書面商得本校同意。
 - (四)本校進用編制外專任教學人員契約書第 13 點規定略以，其校外兼職、兼課報核程序比照甲方編制內專任教師規定辦理。
 - (五)本校專任教師校外兼職兼課處理要點第 3 點規定，教師不得專、兼任校外任何職務。教師兼職除相關法令規定隨職務異動或當然兼職者外，或符合

兼職原則第十點第三項規定或兼職辦法第十一條第三項規定或教育部相關函釋規定得免經報核程序外，應事先填具「校外兼職(課)報核表」，由所屬教學單位評估確實符合基本授課時數，且不影響本職工作，循行政程序(兼任行政職務者並經該行政單位主管同意)報經本校書面核准後始得前往兼職或兼課。

2. Current laws and disciplinary regulations:

- (1) Violations by public functionaries who use professional licenses illegally for part-time work or lease their licenses to others shall be handled in accordance with Article 22 of the Public Functionary Service Act, which stipulates disciplinary measures based on the severity of the offense; criminal penalties may apply if criminal law is violated.
- (2) Article 34 of the Act Governing the Appointment of Educators stipulates that "Full-time educators may not work part-time outside of schools or hold concurrent jobs except where provided for by other laws."
- (3) According to Article 6 of the employment contract for teachers at the university, teachers may not obtain a part-time job or teach outside the university without prior written consent from the university, except under special circumstances where such work does not affect their primary duties and complies with the university's basic teaching hours and job requirements.
- (4) Article 13 of the NCUT Contract for the Employment of Full-time Teachers Outside the System stipulates that reporting procedures for a part-time job or teaching outside the university shall be managed in accordance with the Regulations for Full-time Teachers in the System.
- (5) Article 3 of the NCUT Directives for Handling Full-Time Faculty Members Lectures or Holding Concurrent Positions Outside the University stipulates that teachers may not hold any positions full time or concurrently outside the university. Except for cases where job changes or natural part-time work comply with relevant laws, meet the criteria specified in Article 10-3 of the Principles or Article 11-3 of the Regulations, or comply with the relevant interpretations issued by the Ministry of Education, teachers must fill out the "Application Form for Part-time Work (Teaching) Outside the University" in advance. The application shall be evaluated by the teaching unit to ensure that it meets the basic teaching hours and does not affect the primary duties of the teacher. After obtaining written consent from the university through administrative procedures (with the consent of the administrative unit for those holding concurrent administrative positions), teachers may engage in part-time work or teaching.

三、 本人已知悉上述規定並當遵守相關法令規定。

本人無校外兼職情形。

本人有校外兼職情形：

服務單位		有校外兼職教師請在以下欄位敘明兼職機構、職稱與校內核准公文文號
職級		兼職機構： 職稱：
姓名		核准文號：

(請詳閱背面)

3. **I acknowledge and will adhere to the above regulations and relevant legal provisions.**

I do not hold any concurrent positions outside the university.

I hold concurrent positions outside the university.

Service Unit		Teachers with concurrent positions outside the university must specify the organization, position, and the university's approval document number below:
Position		Organization Position
Name		Approval Document Number

(Please read the back for details)

附件：相關法規連結 Appendix: Links to Related Laws and Regulations

[公務員服務法 Public Functionary Service Act](#)



[教育人員任用條例
Act Governing the Appointment of Educators](#)



[公立各級學校專任教師兼職處理原則
Principles for Handling Part-Time Positions of Full-Time
Teachers in Public Schools](#)



[國立各級學校兼任行政職務教師兼職處理辦法
Regulations Governing the Employment of Teachers as
Adjunct Administrative Personnel in National Schools](#)

