

中國醫藥大學醫學院優良 EMI TA 獎勵要點

Regulations for Outstanding EMI Teaching Assistant Awards, College of Medicine, China Medical University

中華民國115年3月16日114學年度第二學期第1次雙語教學推動資源中心會議修訂通過
Revised and approved at the 1st meeting of the Bilingual Education Resource Center of the second semester of Academic Year
2025-26 on March 16, 2026.

- 一、本校醫學院為提升全英語授課教學助理之職能與品質、落實教學助理之功能，並遴選表現優良之全英語授課教學助理(以下簡稱 EMI TA)給予獎勵，特訂定本要點。
 1. These regulations are established by the College of Medicine to enhance the competencies and quality of English-Medium Instruction Teaching Assistants (hereinafter referred to as EMI TAs), to ensure the effective implementation of their roles, and to recognize and reward those with outstanding performance.
- 二、本要點所稱「全英語授課教學助理(EMI TA)」，係指「中國醫藥大學全英語授課教學助理(EMI TA)實施要點」第2點所稱經校課程會議審議通過之大學部 EMI(English as a Medium of Instruction)專業課程，不包含語言課程(如:英語聽講等)，經由本校「教育部大專校院學生雙語化學習計畫」補助，並在該授課教師或教學單位指導下，協助 EMI 課程教學事宜之學生。
 2. The term “EMI Teaching Assistant (EMI TA)” as used in these regulations refers to students who assist in undergraduate EMI (English as a Medium of Instruction) content courses approved by the University Curriculum Committee, in accordance with Article 2 of the “Implementation Guidelines for EMI Teaching Assistants at China Medical University.” Language courses (e.g., English listening and speaking) are excluded. These positions are funded by the Ministry of Education’s Bilingual Education Program for College Students, and EMI TAs provide instructional support under the supervision of course instructors or teaching units.
- 三、EMI TA 培訓課程包含線上課程、主題講座或工作坊，EMI TA 須完成校內 EMI 主題相關培訓課程至少4小時(含)以上，或校外辦理且雙語教學推動資源中心認列之 EMI TA 培訓工作坊4小時(含)以上，並取得研習證書。
 3. EMI TA training programs include online courses, thematic lectures, or workshops. EMI TAs are required to complete at least 4 hours of EMI-related training courses offered on campus, or at least 4 hours of off-campus EMI TA training workshops recognized by the

Bilingual Education Resource Center, and obtain a certificate of completion.

四、優良 EMI TA 須具有至少4小時(含)以上研習證書，且配合 EMI 課程之需要，協助醫學院 EMI 授課教師課堂教學活動，且有具體優良表現者。

4. Outstanding EMI TAs must possess a training certificate of at least 4 hours and demonstrate concrete outstanding performance in assisting EMI instructors in classroom teaching activities in accordance with course needs.

五、優良 EMI TA 之申請、遴選程序、評分標準及獎勵相關規定如下：

5. The application, selection procedures, evaluation criteria, and rewards for Outstanding EMI TAs are as follows:

(一) 醫學院雙語計畫辦公室於每學期公告申請方式及時間，有意申請優良 EMI TA 遴選之學生，每學期以提出 1 門 EMI 課程申請為限。

(1) The College of Medicine Bilingual Program Office will announce application procedures and timelines each semester. Applicants may submit only one EMI course application per semester.

(二) 遴選程序：第 1 階段由該醫學院 EMI 授課教師提供具名推薦函及事由（如附表 1），第 2 階段由醫學院雙語推動會議進行決選。每學期遴選 1 次，並公佈遴選結果。

(2) Selection procedure:

Stage 1: A nomination letter with justification must be provided by the EMI course instructor (see Appendix 1).

Stage 2: Final selection will be conducted by the College of Medicine Bilingual Education Committee.

Selection is conducted once per semester, and results will be announced accordingly.

(三) 評分標準：EMI 教學助理研習時數25%、英文能力15%（如附表 2）、EMI 優良教學助理申請表30%（如附表 3）與教師推薦函 30%。

(3) Evaluation criteria:

- EMI TA training hours: 25%
- English proficiency: 15% (see Appendix 2)
- Application form for Outstanding EMI TA: 30% (see Appendix 3)
- Instructor recommendation letter: 30%

(四) 獎勵：優良 EMITA 每名可獲頒獎狀乙紙及獎勵金新臺幣 2,000 元整。獎勵件數視當年度預算而定。本經費來源為「教育部大專校院學生雙語化學習計畫」。

(4) Awards: Each Outstanding EMI TA will receive a certificate and a monetary award of NT 2,000. The number of awards is subject to the annual budget. Funding is provided by the Ministry of Education's Bilingual Education Program for College Students.

六、醫學院雙語計畫辦公室將擇優邀請經驗豐富與表現優良之 EMI TA，進行經驗傳承分享。

6. The College of Medicine Bilingual Program Office will invite experienced and outstanding EMI TAs to share their experiences for knowledge transfer.

七、本要點經中國醫藥大學雙語中心會議通過後公布實施，修正時亦同。

7. These regulations shall be implemented upon approval by the China Medical University Bilingual Education Center Committee. The same procedure shall apply to any amendments.

中國醫藥大學醫學院優良 EMI TA 申請-教師推薦函

壹、教師推薦

_____系(所) _____年級 _____同學擔任 _____學年度第 _____學期教學助理，表現優異，欲申請優良 EMI TA 申請，請教師給與推薦：

- 極力推薦
- 推薦
- 普通
- 不推薦

理由：_____

貳、評量表內容(本部分共九題)

| | | 非常符合 | 符合 | 尚符合 | 不符合 | 極不符合 |
|-----------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 一、教學專業知能 | | | | | | |
| 1. | 該生具備擔任本科目所需之專門學科知識 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | 該生具備擔任本工作所需之能力 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | 該生具備支援教學所需之技能 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. | 該生積極參加與增進教學知能的相關研習 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 二、表現態度 | | | | | | |
| 5. | 該生課前會主動協助本人進行教學準備工作 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. | 該生能認真完成本人所交代的教學支援事務，並與上課學生有互動(如小組討論等) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. | 該生具有強烈學習及服務教學工作的意願 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 三、助益程度 | | | | | | |
| 8. | 整體來說，該生對於本人教學很有助益 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

參、EMI TA 具體表現亮點 (可為與學生互動、教材準備、課堂管理、作業批改及帶領示範等)

教師簽名/日期：_____

附表 2 英檢 CEFR 對照表 Appendix 2: CEFR Equivalency Table for English Proficiency Tests

| CEFR ¹ | 培力英檢 | | | | 全民英檢 | 外語能力測驗 | | | | 劍橋國際 英語認證 FCE | 雅思 | 多益測驗 | | | | 托福網路測驗 | | | | | 劍橋領思-職場英語測驗、 劍橋領思-實用英語測驗 | | | |
|-------------------|------|-----|-----|-----|-------------------|--------|-----|------|---|---------------------|-----|------|-----|-----|-----|--------|----|----|----|----|-----------------------------|---|---|---|
| | 聽 | 讀 | 說 | 寫 | | 聽 | 讀 | 說 | 寫 | | | 聽 | 讀 | 說 | 寫 | 聽 | 讀 | 說 | 寫 | 總分 | 聽 | 讀 | 說 | 寫 |
| C1(含) 以上 | 130 | 130 | 330 | 330 | 高級 聽讀說寫 通過 | 240 | 240 | S-3 | A | 180 | 7 | 490 | 455 | 180 | 180 | 22 | 24 | 25 | 24 | 95 | --- | | | |
| B2 | 100 | 100 | 280 | 280 | 中高級 聽讀說寫 通過 | 195 | 195 | S-2+ | B | 160 | 5.5 | 400 | 385 | 160 | 150 | 17 | 18 | 20 | 17 | 72 | 160 | | | |
| B1 | 70 | 70 | 230 | 230 | 中級 聽讀說寫 通過 | 150 | 150 | S-2 | C | 140 | 4 | 275 | 275 | 120 | 120 | 9 | 4 | 16 | 13 | 42 | 140 | | | |
| A2 | 40 | 40 | 150 | 150 | 初級 聽讀說寫 通過 | 105 | 105 | S-1+ | D | — | — | 110 | 115 | 90 | 70 | — | — | 10 | 7 | — | 120 | | | |
| A1 | 30 | 30 | 120 | 120 | — | — | — | — | — | — | — | 60 | 60 | 50 | 30 | — | — | — | — | — | 100 | | | |

附表 3 中國醫藥大學醫學院優良 EMI TA 申請表 Appendix 3: Awards for EMI Course Outstanding Teaching Assistant Application Form

(請以「標楷體/Times New Roman/12 字級」填寫，表格不足自行增列。)

| 中國醫藥大學醫學院優良 EMI TA 獎勵申請表 Awards for EMI Course Outstanding Teaching Assistant Application Form College of Medicine, China Medical University | | | |
|---|--|----------------------|--|
| 申請編號(Application No.) : _____ | | | |
| 一、基本資料(Basic Information) | | | |
| 姓名(Name) | | 學系 (Department) | |
| 學號(Student ID Number) | | 年級(Year) | |
| 協助課程類型 (Type of assistance courses) | <input type="checkbox"/> 醫學院 EMI 課程 (College of Medicine EMI courses) <input type="checkbox"/> 通識 EMI 暨前導課程 (General Education EMI/ESP/EAP Courses) | 行動電話(Phone) | |
| | | 電子郵件(Email) | |
| 二、本學年擔任助教課程資料(Course Information for Teaching Assistants in the current academic semester) | | | |
| 選課代碼/開課班級 (Course Code / Class Level) | 課程名稱 (Course Name) | 任課教師 (Instructor) | |
| | | | |
| 主要工作成果及優良 事蹟詳述 (Major Work and Details of Excellence) | 請提出協助該課程過程中，最具特色的部分，尤其是代表性的具體成果，如： 輔導學生加強英文說寫能力等。著重對授課教師與班級學生有實際助益，請 列點舉例說明。 (Indicate the most distinctive part you assisted with in this course, especially representative achievements, such as helping students improve English speaking and writing skills.) Emphasize and exemplify the practical benefits to the instructor and the students in the course.) | | |

附表 3 中國醫藥大學醫學院優良 EMI TA 申請表

| 三、EMI 教學助理培訓課程列表(List of EMI Teaching Assistant Training Workshops) EMI TA需參與至少四小時(含)以上雙語教學推動資源中心辦理講座或校外辦理且雙語教學推動資源中心認列之全英語授課教學助理(EMI TA)培訓工作坊四小時(EMI teaching assistants are required to participate in at least four-hour workshop conducted by the Bilingual Education Center or an equivalent four-hour EMI training workshop approved by the center if conducted off-campus.) | | | |
|---|-------------------------------|--|------------------------|
| 日期 (Date) | 講座名稱 (Name of the Seminar) | 時數 (Hours) | 主辦單位 (Organization) |
| | | | |
| | | | |
| | | | |
| | | | |
| 四、與修課同學回饋意見與交流互動之紀錄(Records of feedback and interactions with classmates) 敘述如何解決修課同學的學習困難，及提供相關的協助，例如：FB/Line、教學平台、各種方式管道等，可提供簽到表、活動照片等資料紀錄。(Brief on how to resolve learning difficulties of students taking the course and the relevant assistance. For example, through Facebook/Line, teaching platform or other channels. Additionally, resources like attendance sheets, activity photos, and other records can be provided to help monitor and support their progress.) | | | |
| 五、其他具體佐證資料(請盡量檢附，若無則免) Insight and reflection as a teaching assistant (Please attach as much as possible) 請自行檢附，作為考評依據，如：有助於審查之資料等相關資料。(Please attach the relevant information as the basis for evaluation, such as: information that will help the evaluation.) 例如：擔任教學助理的心得與反思(Insight and reflection as a teaching assistant) 1. 心得(Insights)：擔任EMI TA期間，我所學習到的心得。(What I have learned while being a teaching assistant.) 2. 反思(Reflection)：擔任EMI TA的經驗，促使我改善學習行為的情形。(Experience as a teaching assistant has helped me to improve my learning behavior.) | | | |
| 申請學生簽章 (Signature of student applicant) | | 申請日期 (Application Date, YYYY/MM/DD) | |