

# **National Chung Hsing University Graduate Institute of Clinical Nursing**

## **Guidelines for Reviewing Graduate Student Scholarships and Assistantships**

Approved at the Clinical Nursing Institute Affairs Meeting on August 20, 2024

### **Article 1:**

These guidelines are established based on the "National Chung Hsing University Graduate Student Scholarship and Assistantship Implementation Guidelines."

### **Article 2:**

The application, distribution, and assessment of scholarships and assistantships for the Clinical Nursing Institute (hereafter referred to as "the Institute") shall be reviewed and approved by the Institute Affairs Meeting.

### **Article 3:**

The scholarships and assistantships are divided into two categories:

1. Scholarships: To reward graduate students with outstanding academic performance or research achievements.
2. Assistantships: To support graduate students in the following roles:

(1) Teaching Assistants: Engaged in practical teaching tasks. Assistantships are distributed according to the "Teaching Assistant System Implementation Guidelines" of the university.

(2) Administrative Assistants: Assisting with administrative work, classified as labor-based part-time assistants. The assistantships are distributed according to Article 8 of the university's "Graduate Student Scholarship and Assistantship Implementation Guidelines."

### **Article 4:**

Applicants for scholarships and assistantships must meet the following requirements:

1. Applicants must be graduate students enrolled in the Institute's master's or doctoral programs (including reinstated students). Employed students are generally not eligible to apply.
2. Graduate students with any of the following conditions are not eligible:

(1) Employed students or those earning a fixed monthly income of NT\$20,000 or more from off-campus jobs.

(2) On-campus part-time workers or recipients of other scholarships, where the combined monthly income exceeds NT\$20,000.

### **Article 5:**

The total amount of scholarships and assistantships is determined based on graduate students' academic achievements, research performance, and public service contributions. The distribution is weighted by the number of approved recipients:

1. Doctoral Scholarships: Weighted at 1.5 (in NT\$1,000 units).

2. Master's Scholarships: Weighted at 1 (in NT\$1,000 units).

**Article 6:**

Applications for scholarships and assistantships must be submitted by graduate students each semester. Approval is granted after review by the Institute Affairs Meeting, and funds are disbursed monthly through the Office of Student Affairs.

**Article 7:**

Review Criteria: Application materials include academic transcripts from the previous semester, research performance, conduct grades, and records of enthusiastic service.

1. First-year master's and doctoral students are assessed based on admission exam results.
2. Second-year and higher master's and doctoral students are assessed on: Academic grades (30%), Research performance (70%), including progress reports, published papers, conference participation, and service contributions.

**Article 8:**

Scholarship and assistantship allocations can be adjusted each semester within approved limits. Students who fail to fulfill teaching or administrative duties or violate university regulations, resulting in disciplinary actions, may be restricted from applying or have their scholarships revoked. Students who voluntarily forgo scholarships, suspend studies, or return after a leave of absence will have the funds adjusted within the Institute's budget allocation.

**Article 9:**

Scholarships and assistantships are granted as follows:

- For new students: From September to July of the following year.
- For returning students: From August to July of the following year.

**Article 10:**

Any unaddressed matters in these guidelines shall be handled according to the university's "Graduate Student Scholarship and Assistantship Implementation Guidelines."

**Article 11:**

These guidelines shall take effect upon approval by the Institute Affairs Meeting and subsequent authorization by the university president. Revisions shall follow the same procedure.