明志科技大學
Ming Chi University of Technology

規章編號 Document No.:
A2G1090018

學生參加校外競賽獎勵辦法
Regulations for Student Participation in External Competitions and Award Incentives

制定部門：教學資源中心

Established by: Teaching and Learning Resources Center

中華民國 112 年 2 月 14 日修訂

Amended on February 14, 2023

修訂記錄：
Revision History:
93.11.10校務會議修訂
Established by the University Administrative Meeting on 11.10.2004
95.06.30校務會議修訂
Amended by the University Administrative Meeting on 2006.06.30
95.10.30校務會議修訂
Amended by the University Administrative Meeting on 2006.10.30
95.12.05校務會議修訂
Amended by the University Administrative Meeting on 2006.12.05
97.06.24校務會議修訂
Amended by the University Administrative Meeting on 2008.06.24
98.03.10校務會議修訂
Amended by the University Administrative Meeting on 2009.03.10
101.03.23校務會議修訂
Amended by the University Administrative Meeting on 2012.03.23
102.03.05行政會議修訂
Amended by the University Administrative Meeting on2013.03.05
103.03.11行政會議修訂
Amended by the University Administrative Meeting on 2014.03.11
103.11.11行政會議修訂
Amended by the University Administrative Meeting on 2014.11.11
104.10.06行政會議修訂
Amended by the University Administrative Meeting on 2015.10.06
105.10.18行政會議修訂
Amended by the University Administrative Meeting on 2016.10.18
106.11.28行政會議修訂
Amended by the University Administrative Meeting on 2017.11.28
109.02.18行政會議修訂
Amended by the University Administrative Meeting on 2020.02.18
109.06.23行政會議修訂
Amended by the University Administrative Meeting on 2020.06.23
110.11.16行政會議修訂
Amended by the University Administrative Meeting on 2021.11.16
112.02.14行政會議修訂
Amended by the University Administrative Meeting on 2023.02.14

著作權人:明志科技大學
Copyrighted to: Ming Chi University of Technology

目　　錄

Table of Contents

	頁次 Page
第一條　辦法目的 Article 1 Purpose	1
第二條　承辦單位 Article 2 Responsible Office	1
第三條　報名與補助 Article 3 Registration and Funding	1
第四條　定期性競賽 Article 4 Regularly Scheduled Competitions	1
第五條　敘獎規定 Article 5 Awarding and Incentives	1
第六條　申請期間 Article 6 Application Period & Supporting Documents	2
第七條　競賽等級認定 Article 7 Determination of Competition and Award Levels	2
第八條　獎學金等級認定與公告 Article 8 Award Level Review & Announcement	2
第九條　實施與修訂 Article 9 Implementation & Amendments	2
附表 1：學生參加校外競賽獲獎資料登錄表 A0G1090118 Appendix Table 1 Student External Competition Award Registration Form A0G1090118	3

明志科技大學
學生參加校外競賽獎勵辦法
Ming Chi University of Technology
Regulations for Student Participation in External Competitions and Award Incentives

112.2.14行政會議修訂

Amended by the University Administrative Meeting on 2023.02.14

第一條 辦法目的

為鼓勵本校學生踴躍參加校外競賽(含學藝、技能及學術論文，唯體育性競賽不列入)，為校爭取榮譽，訂定「學生參加校外競賽獎勵辦法」(以下簡稱本辦法)。

Article 1 Purpose

To encourage our students to participate actively in external competitions (including artistic, technical–vocational, and academic-paper contests—but excluding athletic events), and to earn honor for the University, these "Regulations for Student Participation in External Competitions and Award Incentives" (hereinafter, "these Regulations") are hereby promulgated.

第二條 承辦單位

本校在學學生參加校外競賽之宣導、敘獎業務由教學資源中心統籌辦理。

Article 2 Responsible Office

The Teaching and Learning Resources Center shall be responsible for promotion of, and award processing for, all University students' participation in external competitions.

第三條 報名與補助

學生參加校外競賽之組隊、集訓與報名，應經各系系務會議規劃評估，且參賽時需具備在校生資格，並依據參賽期間可能需要之材料、差旅、保險、報名等費用，編列於各系所年度預算中，以為支應。

Article 3 Registration and Funding

Team formation, training, and registration for external competitions must be planned and approved by the respective Department Affairs Meeting. At the time of competition each team member must retain student status. Estimated expenses for materials, travel, insurance, and registration shall be budgeted within each department's annual appropriation.

第四條 定期性競賽

定期性之競賽由各院級單位會議訂定標準(經各學院或通識教育中心會議及行政會議通過)公告於網頁上(各系至少定3項以上之榮譽競賽)。

Article 4 Regularly Scheduled Competitions

Standards for regularly scheduled competitions shall be established by each College-level Meeting (and approved by the College or General Education Center Meeting and by the University Administrative Meeting), then published on the University website. Each department shall include at least three such "Honors Competitions" on its list.

第五條 敘獎規定

競賽獲獎可提升學校榮譽者依照下列條件及下表方式核發獎學金及記功獎勵。

一、獎項從缺者，以原獲獎項敘獎，不予遞補。
二、參加同一競賽下之分項獎項以最佳獲獎名次敘獎。
三、優等以下競賽之獎學金金額比照原獲獎項之獎金金額核發，但不得超過本辦法所訂之獎學金上限。
四、團體組隊（二人以上）時，按表中規定獎學金之1.5倍金額平分之，跨系組隊時，則按表中規定獎學金之2倍金額平分之（以百元為最小發放單位，四捨五入至百元）。

Article 5 Awarding and Incentives

Competitions that bring honor to the University shall be rewarded as follows. Scholarship amounts shall not exceed the maximums set forth below.

1.Where an award level is unfilled, no substitute prize shall be given.

2.If a student wins more than one sub-award in the same

competition, only the highest placing shall be rewarded.

3.For competitions graded “Merit” or below, scholarship amounts shall follow the original sponsor’s prize—but not to exceed these Regulations’ limits.

4.For team awards (two or more members), prize money is first multiplied by 1.5 and then divided equally; for inter-departmental teams, by 2.0 and then divided equally. Disbursements shall be rounded to the nearest NT$100.

競賽等級	特等		優等(國際級)		良等(教育部)		甲等(三個(含)以上)		乙等
獎勵項目	獎學金	記功嘉獎	獎學金	記功嘉獎	獎學金	記功嘉獎	獎學金	記功嘉獎	記功嘉獎
第一名	40,000 元	大功兩次	20,000 元	大功兩次	14,000 元	大功乙次	8,000 元	小功二次	小功乙次
第二名	30,000 元	大功兩次	15,000 元	大功兩次	10,000 元	大功乙次	6,000 元	小功二次	小功乙次
第三名	20,000 元	大功兩次	10,000 元	大功兩次	7,000 元	大功乙次	4,000 元	小功二次	小功乙次
優勝或佳作	10,000 元	大功乙次	5,000 元	大功乙次	3,500 元	小功二次	2,000 元	小功乙次	嘉獎二次

Competition Level	Distinguished		Excellence (International)		Meri (MOE-designated)		Level A (≥3 sponsors)		Level B
Award	Scholarship	Commendation	Scholarship	Commendation	Scholarship	Commendation	Scholarship	Commendation	Commendation
1st	$40,000	two Major Merits	$20,000	two Major Merits	$14,000	one Major Merit	$8,000	two Minor Merits	one Minor Merit
2nd	$30,000	two Major Merits	$15,000	two Major Merits	$10,000	one Major Merit	$6,000	two Minor Merits	one Minor Merit
3rd	$20,000	two Major Merits	$10,000	two Major Merits	$7,000	one Major Merit	$4,000	two Minor Merits	one Minor Merit
Honorable Mention	$10,000	one Major Merit	$5,000	one Major Merit	$3,500	two Minor Merits	$2,000	one Minor Merit	two Commendations

第六條 申請期間及備審文件

指導或帶隊教師須於競賽、獎狀或獎牌所載頒發日期後二個月內提出獎勵申請，逾期不予受理；畢業生之獎勵須於當學期結束前辦理完畢，且操行成績結算後不予記功嘉獎。申請獎勵時應檢具原比賽之競賽辦法、登錄表（表號：A0G1090118）與得獎證明文件，或其它足資證明之相關資料。各系填報競賽獎勵資料於校務資料庫，再由教資中心進行審核。

Article 6 Application Period & Supporting Documents

The supervising instructor must submit the award application within two months of the date shown on the competition certificate or medal. Late applications will not be accepted. Graduating students must complete the procedure before the end

of the semester; no commendations will be recorded after conduct grades are finalized. Applications must include: the competition regulations, the official registration form (Form A0G1090118), award documentation (certificate, medal, etc.), and any other proof. Departments shall enter award data into the University Information System; the Teaching and Learning Resources Center will then review and finalize.

第七條 競賽等級及獎勵等級之認定

一、特等競賽為符合「教育部鼓勵學生參加藝術與設計類國際競賽一覽表」所認列之項目、技職之光、全國技專校院學生實務專題製作競賽、及各教學單位得選定3項國際級及教育部(或同等級單位)辦理之競賽為重點推動競賽，編列於定期性競賽清單內，按特等競賽等級敘獎。

二、優等競賽等級為國際級之競賽；良等競賽等級為教育部(或同等級單位)辦理之競賽；甲等競賽等級為三個（含）以上不同單位參與之競賽。

三、乙等競賽等級為未符合上述四類等級標準之競賽。

四、獎勵等級原則上依競賽等級敘給，各公民營企業、財團法人等單位所舉辦之競賽，可依參賽人數、規模、知名度等，由帶隊教師建議適當之對應獎勵等級，由相關負責單位彙整送行政會議討論。

Article 7 Determination of Competition and Award Levels

1. Distinguished Level competitions are those listed in the Ministry of Education's "International Competitions in Arts & Design," "Light of Technical–Vocational Education," the National College-level Practical Projects Competition, and up to three additional international contests designated by each academic unit.

2. Excellence Level denotes international competitions; Merit Level denotes Ministry-of-Education–organized contests; Level A denotes contests co-sponsored by at least three distinct organizations.

3. Level B includes any competition not meeting the above criteria.

4.For competitions hosted by private enterprises, foundations, or other bodies, the supervising instructor may recommend an appropriate award level—taking into account number of participants, scale, and reputation—which will be collated and submitted to the Administrative Meeting for approval.

第八條 獎學金等級認定與公告

有關獲獎及獎學金等級之認定，由各系務會議初審送教學資源中心複審後獎勵，得獎事蹟並請圖書資訊處協助公告於學校網頁。遇認定標準有疑義或非定期性競賽獲獎，送行政會議討論決議。

Article 8 Award Level Review & Announcement

Departments shall conduct initial review of awards in Department Council Meetings and forward recommendations to the Teaching and Learning Resources Center for secondary review. Awardee achievements shall be published on the University website with assistance from the Library & Information Services. Any dispute over level determination—or any non-regular competition award—shall be submitted to the Administrative Meeting for final resolution.

第九條 實施與修訂

本辦法經行政會議審議通過，陳校長核定後公布實施，修訂時亦同。

Article 9 Implementation & Amendments

These Regulations shall take effect upon approval by the University Administrative Meeting and promulgation by the President; the same procedure shall apply to any amendments.

明志科技大學
學生參加校外競賽獲獎資料登錄表

填表日期：　　年　　月　　日

<table>
<tr><td>指導教師</td><td colspan="2"></td><td>任職系所</td><td colspan="2"></td></tr>
<tr><td>參賽學生</td><td></td><td>男□ 女□</td><td>所屬系別/年級/班級</td><td colspan="2"></td></tr>
<tr><td>競賽起始日期</td><td colspan="2">_____年_____月_____日</td><td>競賽結束日期</td><td colspan="2">____年____月
_____日</td></tr>
<tr><td>競賽等級</td><td colspan="5">□特等　□優等　□良等(教育部)　□甲等　□乙等</td></tr>
<tr><td>競賽類別</td><td colspan="5">□國際(三個國家以上)　□教育部　□國內　□大陸、港、澳</td></tr>
<tr><td>競賽名稱</td><td colspan="5">□定期　□不定期
名稱:_____</td></tr>
<tr><td>主辦單位</td><td colspan="2"></td><td>競賽項目（組別）</td><td colspan="2"></td></tr>
<tr><td>個人/團體競賽</td><td colspan="2">□個人　□團體</td><td>是否決賽獲獎</td><td colspan="2">□是　□否</td></tr>
<tr><td>得獎名次
(須對應至本校競賽等級敘點表)</td><td colspan="2">□第一名　□第二名
□第三名　□優勝或佳作</td><td>競賽項目
是否與就讀科系相關</td><td colspan="2">□是　□否</td></tr>
<tr><td>參賽隊伍數/
得獎隊伍</td><td>第 1 名
獎項數</td><td>第 2 名
獎項數</td><td>第 3 名
獎項數</td><td>優勝或佳作
獎項數</td><td>其它:_____
獎項數</td></tr>
<tr><td>/　　/</td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td rowspan="2">主辦單位提供獎金</td><td>第 1 名
獎　金</td><td>第 2 名
獎　金</td><td>第 3 名
獎　金</td><td>優勝或佳作
獎　金</td><td>其它:_____
獎　金</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>※檢附資料</td><td colspan="5">1. 獲獎佐證資料、官方網址。
2. 國際性競賽需檢附參賽國家達三國以上之佐證資料。
3. 大陸、港、澳地區應包含三個以上不同單位參與競賽，若包含三個以上國家(不含大陸、港、澳地區)參與競賽，則應列計至國際競賽。</td></tr>
</table>

競賽規模、重要性、難易度之簡介說明			
獲獎事蹟說明			
獲獎感言			
獲獎照片	(作品照片)	(獲獎獎狀)	
	(競賽照片)	(競賽照片)	
院級單位主管		系級單位主管	經　　年　　月　　日 系務會議審查通過。

註：獲獎照片欄位不足，可自行增列。　　表號：A0G1090118

Ming Chi University of Technology
Student External Competition Award Registration Form

Date of Submission: Year Month Day

Supervising Instructor			Department/Unit		
Participating Student		M□ F□	Department/Year/Class:		
Competition Start Date			Competition End Date		
Competition Level	□Distinguished □Excellence □Merit (MOE) □Level A □Level B				
Competition Category	□International (> 3 countries) □MOE □Domestic □ Mainland / HK / Macau				
Competition Name	□Regular □Irregular Name:_____				
Hosting Organization			Event/Division		
Individual / Team	□Individual □Team		Finalist Awarded?		□Y □N
Award Placement (must correspond to University Competition-Level Point Table)	□1st □2nd □3rd □Honorable Mention		Competition Related to Major?		□Y □N
Number of Teams Awarded	1st	2nd	3rd	Honorable	Other
/ /					
Prize Money Provided by Host	1st	2nd	3rd	Honorable	Other
※Attachments	1. Official proof of award (certificate, website link) 2. For international contests: proof of ≥ 3 participating countries 3. For Mainland/HK/Macau: proof of ≥ 3 sponsoring organizations: Brief Description of Competition (scale, importance, difficulty)				

<table>
<tr><td>Competition Overview (scale, significance, difficulty)</td><td colspan="3"></td></tr>
<tr><td>Description of Achievement</td><td colspan="3"></td></tr>
<tr><td>Awardee’s Remarks</td><td colspan="3"></td></tr>
<tr><td rowspan="2">Photos Attached</td><td>(Award-winning Work)</td><td colspan="2">(Award Certificate)</td></tr>
<tr><td>(Competition Photo)</td><td colspan="2">(Competition Photo)</td></tr>
<tr><td>College-level Approval Signature</td><td></td><td>Department-level Approval Signature</td><td>Department Affairs Meeting Review Approval Date:</td></tr>
</table>

Note: If additional photo fields are needed, please insert as required. Form No.: A0G1090118