

China Medical University Counseling Guidelines for Students from Disadvantaged Groups or Who Have Received Early-warning

Approved by the first Academic Affairs meeting of the second semester of the 2014 academic year on March 23, 2015

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- Article 1 Purpose: The counseling mechanism aims to provide academic counseling to students from disadvantaged groups or those who have received early-warning.
- Article 2 Applicable Subjects:
1. Students from disadvantaged groups: including students from low-income households, students from middle-low-income households, students who are children or grandchildren of families with special conditions, aboriginal students, applicants for the college/university disadvantaged students assistance program, new immigrants and their children, physically or mentally disabled students and children of physically or mentally disabled persons.
 2. Academically disadvantaged students:
 - (1) Students who have received early-warning: Students who have received early warning at the start of the semester or at mid-term.
 - a. Early warning at the start of the semester: Students who failed half or more of the credits from the previous semester.
 - b. Early warning at mid-term: Students who fail half (inclusive) or more of the credits or 4 (inclusive) or more subjects at mid-term.
 - (2) Foreign students, mainland Chinese students, overseas Chinese students, students from outlying islands, students fully subsidized by the remote area program.
- Article 3 Remedial teachers will be selected by the Learning Center of the CMU Office of Academic Affairs or recommended by academic divisions. Instructors will assist in academic counseling after approval.
- Article 4 Application:
1. The student and the remedial teacher shall fill out the remedial class application form and confirmation form and submit to the respective departments, colleges and learning center for approval and matching. Instructors from CMU or other colleges and universities, professionals, doctorate candidates, master's degree candidates, or seniors of the bachelor's degree program may serve as remedial teachers. Extra-curricular remedial teachers shall submit relevant documents along with the application to the CMU learning center for approval. In the case of students serving as remedial teachers, the student shall have, in principle, obtained an average score of 80% in the previous semester.
 2. Each remedial class session shall be signed for attendance and have photos as proof. The instructor shall submit the electronic files of the remedial class records from the previous month to the CMU learning center before the fifth day of the current month.

Article 5 Those who serve as remedial teachers will receive scholarships or subsidies from CMU, be entitled to labor (health) insurance coverage and sign a labor contract. The funds are granted per the following standards:

1. A maximum of 4 hours per subject per week may be conducted. The remedial teacher may teach two courses or two classes of the same course in one semester at maximum.
2. Payment for remedial teachers is based on qualification and position stipulated in the part-time instructor payment chart. If the basic number of teaching hours has not been fulfilled, the payment will be calculated according to CMU's "Teaching Hours Calculation Regulations". In principle, the basic number of teaching hours should be fulfilled (in lieu of payment on an hourly basis). Students who serve as remedial teachers shall be paid NTD 200 per hour as tuition subsidy.
3. The relevant budget shall be subject to the arrangement of the Learning Center.

Article 6 Any matters not addressed in these Regulations shall be governed by relevant regulations.

Article 7 These regulations shall be announced and implemented after approval is obtained in an Academic Affairs Committee meeting and from the President of CMU, the same shall apply to any future amendments.