

Chaoyang University of Technology

Academic year _____ Semester _____ **Application for English as a Medium of Instruction (EMI) Course**

※Course providing unit: _____

Application Date: _____

Course Information						
Course code	Course title (in both English and Chinese)	Course type	Credits	Hours	Academic system	Year/Class
		<input type="checkbox"/> Required <input type="checkbox"/> Elective				
<input type="checkbox"/> First-time application <input type="checkbox"/> Prior application in: (year/semester)						
Instructor information						
Instructor	Personnel number	Department/Center	Position		Service type	
			<input type="checkbox"/> Prof. <input type="checkbox"/> Assistant Prof. <input type="checkbox"/> Associate Prof. <input type="checkbox"/> Instructor		<input type="checkbox"/> Full time <input type="checkbox"/> Part time	
Course description						
Please give brief description of the reason of EMI lecture						
Materials required						
1. On application	<p>(1) Whether the course as the subject of this application will still be in EMI if the instructor or the course is found to fail to meet the qualification for the subsidy with 1.5 times hourly pay provided in CYUT's "Regulations on EMI teaching"?</p> <input type="checkbox"/> Will still be in EMI, with required materials attached. <input type="checkbox"/> Will not be in EMI. <p>(2) <input type="checkbox"/> "Syllabus in English and Chinese" and <input type="checkbox"/> "Lesson Planning in English" (Please confirm that these two documents have been provided; the format is to be customized by the teacher.)</p> <p>(3) It has been confirmed that no other subsidy has been applied for this course.</p> <p>※Instructor's signature: _____</p>					
2. At the end of semester	<p>The course is qualified for the subsidy of 1.5 times hourly pay. Please offer the materials related to teaching throughout the semester (e.g., lesson materials in English, teaching-aid materials, test sheets, 2-3 copies of student's homework) should be provided to Curriculum Services Section, Academic Affairs Office at the end of semester for future reference.</p>					

Review by departmental (college)/center curriculum committee			
Approved by the _____ review for Year _____ Semester _____ at the departmental/college/center curriculum committee.			
Department (college)/center head's signature	(please put date)	Dean's signature	(please put date)
Review by Academic Affairs Office			
<input type="checkbox"/> Qualified for CYUT's "Regulations on Courses with English as a Medium of Instruction" and the subsidy of 1.5 times hourly pay. <input type="checkbox"/> Not qualified for the subsidy of 1.5 times of the hourly pay Reason: <input type="checkbox"/> part-time teacher; <input type="checkbox"/> the instructor is a full-time teacher whose mother tongue is English; <input type="checkbox"/> other: _____			

Remarks:

1. Please read carefully CYUT's "Regulations on English as a Medium of Instruction" before you file this application.
2. A teacher to practice "EMI" should fill out and file this application form, along with Syllabus in English and Chinese and Lesson Planning in English, with his/her teaching unit. When reviewed by the unit's curriculum committee and endorsed by the unit's head and the dean of the college, this form will be submitted to the Academic Affairs Office for approval prior to the commencement of curricular organization each semester.
3. To encourage full-time teachers at CYUT to exercise EMI, the hourly pay for "EMI" courses is subject to estimation by 1.5 times the original pay, which entitles a teacher on only one "EMI" course in each semester. This subsidy, however, does not apply to the linguistic courses provided by the Applied English Department, the Language Center, common subjects or by any department (college), extra subsidy-awarded courses, or the courses and individually-instructed courses that are taught by foreign teachers (including monographic research and graduation theses.)
4. For the purpose of CYUT administration of applications for EMI, the basic information gathered with this form (C001 identified individual) is only for ease of communication required by the review in the region of school affairs within the applied period. Without correct and complete information, your application will not pass. You may contact the Curriculum Services Section (at ext. 4022 - 4026) to exercise your right of inquiry and correction of your personal information as provided by Article 3 of the Personal Information Protection Act.