

國立成功大學服務學習課程開設準則

National Cheng Kung University Service-Learning Curriculum Guidelines

90. 11. 20 勞動服務教育推動委員會第二次會議通過
Approved at the 2nd meeting of the Service-Learning Education Committee on November 20, 2001

91. 03. 08 九十學年度第二學期第一次教務會議通過
Approved at the 1st meeting of the Academic Affairs Council in the spring semester of the 2001-02 academic year on March 8, 2002

91. 03. 20 九十學年度第二次校務會議通過
Approved at the 2nd meeting of the University Affairs Council in the 2001-02 academic year on March 20, 2002

97. 12. 31 九十七學年度第二次校務會議通過
Approved at the 2nd meeting of the University Affairs Council in the 2008-09 academic year on Dec. 31, 2008

98. 04. 21 九十七學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2009-10 academic year on April 21, 2009

98. 06. 23 九十七學年度第三次教務會議修訂通過
Revised and approved at the 3rd meeting of the Academic Affairs Council in the 2009-10 academic year on June 23, 2009

99. 11. 17 九十九學年度第一次教務會議修訂通過
Revised and approved at the 1st meeting of the Academic Affairs Council in the 2010-11 academic year on Nov. 17, 2010

100. 05. 24 九十九學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2010-11 academic year on May 24, 2011

100. 11. 22 一百學年度第一次教務會議修訂通過
Revised and approved at the 1st meeting of the Academic Affairs Council in the 2011-12 academic year on Nov. 22, 2011

104. 05. 28 一百零三學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2014-15 academic year on May 28, 2015

104. 12. 08 一百零四學年度第一次教務會議修訂通過
Revised and approved at the 1st meeting of the Academic Affairs Council in the 2015-16 academic year on Dec. 8, 2015

105. 12. 15 一百零五學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2016-17 academic year on Dec. 15, 2016

107. 01. 18 一百零六學年度第一次教務會議修訂通過
Revised and approved at the 1st meeting of the Academic Affairs Council in the 2017-18 academic year on Jan. 18, 2018

108. 05. 29 一百零七學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2018-19 academic year on May 29, 2019

114. 01. 15 一百一十三學年度第二次教務會議修訂通過
Revised and approved at the 2nd meeting of the Academic Affairs Council in the 2024-25 academic year on Jan. 15, 2025

第一條 國立成功大學(下稱本校)為培育學生人文關懷、公民服務精神與提升其專業領域之社會責任意識，並提供學生從服務中進行經驗學習，以提升學習效果，特訂定本準則。

Article 1 These Guidelines are formulated by National Cheng Kung University (NCKU) to govern its implementation of the service-learning curriculum in order for students to develop both humanistic solicitude and the spirit of public service, to raise their awareness of social responsibility in professional fields, and to engage in service-based experiential learning to enhance their learning effects.

第二條 本準則所稱服務學習課程，係指課程經結構化設計，融合服務與學習，透過場域服務實作，達成學生學習與服務並重之目標。
前項服務學習課程規劃及實施應包含學習與準備、服務、反思、成果分享(慶賀)等歷程。

Article 2 The service-learning curriculum in these Guidelines refers to courses that are structured and designed with the integration of service and learning into on-site service practice to achieve the goals of student learning and service.

The planning and implementation of the service-learning curriculum stated in the preceding

paragraph should include the processes of learning and preparation, service, self-reflection, and achievement sharing (celebration).

第三條 服務學習課程類別如下：

- 一、A類：基礎服務學習課程，課程以建立服務理念為主，並含實務、實作課程設計。
- 二、B類：專業服務學習課程，以專業或通識課程融入服務學習實務、實作。

Article 3 The service-learning curriculum can be classified as follows:

1. Category A:

Basic service-learning courses, which focus on the establishment of service concepts, designed with practical applications and hands-on training sessions.

2. Category B:

Professional service-learning courses, which integrate professional courses or general education courses with service-learning practical applications and hands-on training sessions.

第四條 本校應成立服務學習課程推動小組，以負責相關工作之策劃、推動及課程審查等事宜，其設置要點另訂之。

Article 4 NCKU should establish the Service-Learning Curriculum Promotion Panel to administer the affairs of the curriculum with regard to planning, promotion and review. The directions for the establishment of the panel will be formulated in a separate text.

第五條 服務學習課程開設規定如下：

- 一、上課時數以授滿 18 小時為 1 學分，且開設之學分數至少為 1 學分，內含實際服務時數至少 8 小時(1 學分以上課程，實際服務時數依比例增加)。是否納入學生畢業學分，由各學系自訂。
- 二、教學單位及通識教育中心開設之服務學習課程，經各教學單位課程委員會或通識教育委員會審核通過後，送服務學習課程推動小組備查。
- 三、行政單位開設服務學習課程，應提供開課計畫書，經服務學習課程推動小組審查通過後，始得開課。

Article 5 Service-learning courses shall be established in accordance with the following regulations:

1. A service-learning course shall be established with a minimum of one course credit on the basis of 18 class hours per credit, including a minimum of 8 hours of actual service (actual service hours shall be increased in proportion for courses with more than one credit). It is up to each department to decide whether to include the credits of a service-learning course in the required graduation credits.
2. A proposal for the establishment of a service-learning course by an academic unit or the Center for General Education, upon approval by the curriculum committee of the academic unit or the general education committee, shall be submitted to the Service-Learning Curriculum Promotion Panel for administrative reference.
3. An administrative unit intending to establish a service-learning course shall submit a proposal to the Service-Learning Curriculum Promotion Panel for approval before the course is offered.

第六條 為鼓勵教師開設具服務學習內涵課程，其補助及獎勵要點另訂之。

Article 6 To incentivize instructors to offer service-learning courses, subsidies and rewards shall be regulated in a separate text of directions.

第七條 本校學生於申請校內各項獎學金與工讀時，服務學習課程成績得列為審查條件之一。服務學習課程成績優良者得優先申請工讀。

Article 7 The grade of a service-learning course may be listed as one of the requirements for applications submitted by NCKU students for scholarships or part-time working positions within the university. Those with a good course grade may be given a priority consideration for part-time working positions.

第八條 教師參與服務學習課程之成果得列入教師評量。

Article 16 The performance of instructors involved in a service-learning course may be listed as one of the criteria for faculty evaluation.

第九條 服務學習課程之執行方式、學分數及鐘點計支，依本校開課、排課規定、教師授課鐘點原則及超授鐘點費、論文指導費計支要點等相關規定辦理。

Article 9 The academic affairs of service-learning courses with regard to instructional methods, number of credits and payments for teaching hours shall be administered in accordance with NCKU Course Offering Regulations and NCKU Directions for the Administration of Payments for Teaching Hours and Thesis/Dissertation Advising and other relevant regulations.

第十條 本準則經教務會議通過後施行，修正時亦同。

本準則 114 年 1 月 15 日修正通過之條文，適用於 114 學年度起入學之學士班大一新生。

Article 10 These Guidelines shall be approved by the Academic Affairs Council before taking effect. Amendments shall be processed accordingly.

Amendments to the provisions in these Guidelines, approved on January 15, 2025, shall apply to NCKU freshman students admitted to undergraduate programs in and after the 2025-26 academic year.

These regulations were translated from the original Chinese. In the event of discrepancies between the two versions, the Chinese always takes precedence.