

# Regulations on Outstanding Graduate Scholarships and Grants Implementation at Kaohsiung Medical University (KMU)

1997.09.11 (86) Promulgated in the GaoYiFaZi No. 058 Letter  
1998.11.07 (87) Promulgated in the GaoYiFaZi No. 069 Letter  
1999.06.15 (88) Promulgated in the GaoYiFaZi No. 031 Letter  
2004.01.13 Announced in the GaoYiXiaoFaZi No. 0930100002 Letter  
2005.05.10 Announced in the GaoYiXiaoFaZi No. 0940100010 Letter  
2008.05.15 Announced in the GaoYiXueWuZi No. 0971102232 Letter  
2008.06.15 Announced in the GaoYiXueWuZi No. 0971102721 Letter  
2009.03.17 Announced in the GaoYiXueWuZi No. 0981101113 Letter  
2010.05.10 Announced in the GaoYiXueWuZi No. 0991102257 Letter  
2010.12.21 Passed in the 2nd Student Affairs Committee Meeting of the 99th academic year  
2011.01.11 Announced in the GaoYiXueWuZi No. 1001100085 Letter  
2013.10.21 Passed in the 1st Student Affairs Committee Meeting of the 102nd academic year  
2013.11.15 Announced in the GaoYiXueWuZi No. 1021103535 Letter  
2014.10.20 Passed in the 1st Student Affairs Committee Meeting of the 103rd academic year  
2014.11.19 Announced in the GaoYiXueWuZi No. 1031103741 Letter  
2014.12.01 Passed in the 2nd Student Affairs Committee Meeting of the 103rd academic year  
2014.12.22 Announced in the GaoYiXueWuZi No. 1031104138 Letter  
2015.03.16 Passed in the 3rd Student Scholarship Review Committee Meeting of the 103rd academic year  
2015.04.07 Announced in the GaoYiXueWuZi No. 1041100995 Letter  
2015.04.28 Passed in the 5th Student Affairs Committee Meeting of the 103rd academic year  
2015.05.20 Announced in the GaoYiXueWuZi No. 1041101583 Letter  
2015.10.14 Passed in the 1st Student Affairs Meeting of the 104th academic year  
2015.11.11 Announced in the GaoYiXueWuZi No. 1041103688 Letter  
2017.01.04 Passed in the 2nd Student Affairs Meeting of the 105th academic year  
2017.06.27 Passed in the 6th Student Affairs Meeting of the 105th academic year  
2018.03.21 Passed in the 2nd Student Affairs Meeting of the 106th academic year  
2022.05.04 Passed in the 3rd Student Affairs Meeting of the 110th academic year  
2022.05.19 Announced in the GaoYiXueWuZi No. 1111101918 Letter

Article 1 The purpose of these regulations is to recognize outstanding performance among graduate students and provide financial support for their academic, teaching, or administrative affairs.

Article 2 Funding Sources:

1. Funds allocated from the Ministry of Education's Private Universities and Colleges School Development Plan and subsidy funds.
2. Funds allocated in accordance with the Ministry of Education's "Regulations for Collecting Tuition and Miscellaneous Fees from Higher Education Institutions."

Article 3 Review Process:

1. Outstanding graduate scholarships and general grants for graduate students will be reviewed by the Office of Student Affairs' Student Scholarships and Financial Aid Review Committee (referred to as "the Committee" hereafter).
2. Teaching assistant grant will be reviewed by the Office of Academic Affairs.

Article 4 Eligibility Criteria:

1. Outstanding Graduate Scholarships:

- (1) Exceptional graduate students recommended by their respective department heads, enrolled in the first, second, and third years of Ph.D. programs, and the first and second years of Master's programs.
- (2) First- year freshmen in their first semester are not eligible to apply.

2. Grants:

(1) General Grants for Graduate Students:

Graduate students in the first, second, and third years of Ph.D. programs and the first and second years of Master's programs may apply if they meet the above

criteria. However, foreign Ph.D. students admitted from the 106th academic year onwards, who receive the KMU excellent international student on-campus scholarship (Type A), scholarships from government agencies or Huayu Enrichment Scholarship, are not eligible to apply.

- (2) Teaching Assistant Grants: Students meeting the following criteria are eligible to apply:
- a. Enrolled Ph.D. students in their first, second, and third years, and Master's students (excluding those in in-service master's programs).
  - b. Participants in the university's teaching assistant training program who have obtained certification and passed the selection process. Graduate students with full-time employment are eligible for outstanding scholarships but cannot apply for other grants specified in this article. Graduate students without full-time employment can simultaneously apply for outstanding scholarships and grants.

Article 5 Allocation and Amount:

1. Outstanding Graduate Scholarships: For each department, the number of eligible students determines the allocation. In master's programs, if there are up to twenty students, one scholarship can be granted. For every additional twenty students, one more scholarship can be added. If there are fewer than twenty but at least ten students, an additional scholarship can be granted. In doctoral programs, if there are up to ten students, one scholarship can be granted. For every additional ten students, one more scholarship can be added. If there are fewer than ten but at least six students, an additional scholarship can be granted.
2. Grants:
  - (1) General Grants for Graduate Students: All eligible applicants who apply are counted for the grant's allocation.
  - (2) Teaching Assistant Grants: All eligible applicants who apply and actively participate in teaching activities, course preparation assigned by the academic unit, student learning consultation, academic tutoring, or related teaching duties are counted for the grant's allocation. For master's students (excluding those in in-service master's programs), the monthly grant for teaching assistantships is 8,000 NTD per person. For doctoral students in their first, second, and third years, the monthly grant for teaching assistantships is 18,000 NTD per person.

The amounts of the outstanding graduate scholarships, as well as the general grants for graduate students, are determined based on the university's annual budget and the subsidies provided by the Ministry of Education.

Article 6 Application Procedures:

1. Outstanding Graduate Scholarships: Applications should be submitted once per semester within the specified period. Applicants are required to fill out the application form and submit it to their respective colleges. Recommendations from college supervisors, based on the allocated quotas, are reviewed during the initial review meeting of the college-

related committees. After approval, the meeting minutes and the list of recommended students are compiled by the respective colleges and forwarded to the Office of Student Affairs (hereafter referred to as "the Office"). The final decision is made by the Committee under the Office.

2. Grants:

(1) General Grants for Graduate Students:

- a. Applications should be submitted once per semester within the specified period. Applicants are required to fill out the application form and submit it to their respective departments. After verifying the qualifications of applicants, each department compiles the applications and submits them to the Office for further review by the Committee.
- b. When accepting applications from graduate students by the departments and institutions, the applicants must ensure that their application forms are accurate and comply with the regulations. The application forms, signed by the advisor and department head, are submitted to the Office through each department for processing.

(2) Teaching Assistant Grants: Applications should be submitted once per semester within the specified period. The applying departments are required to fill out the application form and submit it to the Office of Academic Affairs. After the review and approval by the Office of Academic Affairs, the process can proceed.

Article 7 Disbursement Operations:

1. Outstanding Graduate Scholarships: Scholarships are disbursed once per semester as a general principle.

2. Grants:

(1) General Grants for Graduate Students:

- a. For doctoral students: First-year students receive grant from September to the end of July of the following year. Second-year students receive grant from August to the end of July of the following year. Third-year students receive grant from August to the end of June of the following year.
- b. For master's students: First-year students receive grant from September to the end of July of the following year. Second-year students receive grant from August to the end of June of the following year.

(2) Teaching Assistant Grants:

- a. The grant is disbursed monthly. Payments for the first semester are generally made from October to January of the following year. Payments for the second semester are generally made from March to June of each year.
- b. Teaching assistants must submit paper-based work records by the end of each month. These records should accurately reflect their work status. After being signed by the appointing unit, the records are submitted to the Office of Academic Affairs for verification and filing.

Article 8 Recipients of teaching assistant grants must undergo regular evaluations as stipulated by the Office of Academic Affairs and may apply for a service certificate from the office.

Article 9 Students who have received a warning or a more severe disciplinary action according to the school regulations are ineligible to apply for outstanding graduate scholarships and general grants for graduate students.

Additionally, any of the following conditions lead to the disqualification of general grants for graduate applicants, and any excess grants must be returned:

1. Students who take a leave of absence or withdraw during the semester.
2. Students who exhibit unsatisfactory attitudes in teaching or administrative-related tasks. After a warning or a meeting convened by the department, institute, or degree program director for initial review, the case is referred to the Student Affairs Committee for a decision.
3. Students who are employed full-time during or after the application process.

Article 10 These regulations shall come into effect upon approval by the Student Affairs Council and shall apply to subsequent amendments.