

Guidelines for applying for EMI teacher incentive subsidies in CECE(2026.08.28 updated)

Category	Item	Application Requirement 1	Application Requirement 2	Number of Applications	Reward Amount	Required Documents	Application Deadline	Processing Time for Center	Notes
EMI Online Course	Subsidy for Offering EMI Online Courses		Faculty members of the College who open EMI online courses and provide complete course recordings are eligible to apply.	The same course title may only be applied for once.	Each approved course is eligible for an incentive of NTD 60,000. An additional student assistant production fee of up to NTD 20,000 may also be provided.	1. Completed application form 2. Online course content produced in line with MOOCs standards 3. Student assistant information	End of May of the academic year		▲ The course must follow the MOOCs (Massive Open Online Courses) format, including instructional videos, quizzes, discussion elements, or assignments. It must be pedagogically designed to support autonomous learning. ▲ The course must include real-person (instructor) video recordings; classroom recordings are not acceptable substitutes. ▲ If the Ministry of Education conducts an audit under the Bilingual Education Program, recipients must cooperate and provide relevant materials upon request.
Professional Development Assistance	1. Additional Teaching Resources Professional Development Assistance		Additional professional development opportunities for teaching resources, such as Tutor ABC, online English classrooms, Oxford EMI Training, etc.	Unlimited, with a total amount as the upper limit	Upper limit of 15,000	1. Submit application form - Teacher Incentive Program -Annexes I 2.Provide a results report after completion of the training - Teacher Incentive Program - Annexes II			▲ The application form is for reserving quotas and funds, and will only be retained until the end of June before closing the accounts. No late submissions will be accepted. ▲ Provide invoices or receipts for expense verification, along with relevant supporting documents. (Three-part handwritten invoices will not be accepted.) ▲ The results report must include the course dates, content, learning outcomes, and the impact on English teaching. ▲ A school tax identification number must be provided.
	2. EMI Training Incentive		Teachers who have completed formal EMI training courses from institutions such as Oxford or Cambridge.	Limited to one application	20,000	1. Completion Certificate 2. Learning Outcomes Report (Refer to Attachment 3)			
	3. Teacher Development Incentive		Teachers who participate in EMI-related lectures/workshops organized by external institutions (including online) and submit a related reflection report (1-2 pages).	Four times per semester	2,000	A related reflection report (1-2 pages) is required.			▲ The format and length of the reflection report are not restricted; it only needs to include the time, location, school, and related reflections.
Course Opening Bonus	1. ESP/EAP Teacher Incentive Award		Offering English courses focused on language learning rather than specialized academic content, such as EAP (English for Academic Purpose) or ESP (English for Special Purposes).		10,000	Fill out Google form at the beginning of the semester.			▲ Teachers of technology-related English courses (EEB422, EI112, EI111, EI209, EI210, EEC601, EEC602) can apply. ▲ The evaluation scores from the course survey will be used as the basis for allocation. Additional compensation will be granted to instructors based on student survey scores of 4.2 or above. ▲ Due to the reimbursement process, for courses in the previous semester, the end-of-term survey scores will be considered; for courses in the upcoming semester, the mid-term survey scores will be considered.
	2. Additional EMI Course Hourly Pay Supplement	Participation in EMI-related workshops, lectures, and seminars at least twice per academic year.	Teachers with student evaluation scores of 4.2 or above, providing video materials for the entire semester (excluding midterms, finals, and holidays), receive a teaching bonus of 0.2 times.	Once per semester	Hourly rate for each job level * course hours * 18 weeks * 0.6		•Applications are open at the beginning of each academic year. Subsidy quotas will be adjusted based on the actual number of applicants and financial conditions, with priority given to applications submitted in chronological order. • Subsidy funds will be allocated until the budget is exhausted, at which point applications will cease, and early termination may occur. The deadline is subject to the announcement by CECE.	At the end of each semester.	▲ Videos can be recorded directly on Teams. Teachers are requested to appear at the beginning of the video for identification purposes. It is acceptable if the teacher moves around during the class and is not consistently present in the video. ▲ Compliance with the Ministry of Education's random inspection procedures is required. The recorded videos for the respective courses should be provided and made accessible on our institution's website. If there are concerns about copyright issues with teaching materials, related inquiries can be referred to the Intellectual Property Office of the Ministry of Economic Affairs (https://topic.tipo.gov.tw/copyright-tw/cp-415-855924-5dd9b-301.html). ▲ If the presentation slides used are provided by a vendor and there are concerns about potential copyright infringement when making the video public, an inquiry can be sent to the vendor to check if the presentation can be made public. When applying for additional compensation, please attach an explanation from the vendor to facilitate the Ministry of Education's understanding in the case of videos that are not made public. ▲ The evaluation scores from Course Survey Form F, question 8: "The percentage of time the instructor used English to teach in this course," will be used as the basis for allocation. Additional compensation will be granted to instructors based on student survey scores of 4.2 or above. ▲ Due to the reimbursement process, for courses in the previous semester, the end-of-term survey scores will be considered; for courses in the upcoming semester, the mid-term survey scores will be considered. ▲ Calculation formula: Professor: 995*(hr)18*0.2 Associate Professor: 855*(hr)18*0.2 Assistant Professor: 795*(hr)18*0.2
	3. English Teaching Hourly Allowance		Instructors in the School of Electrical and Communication Engineering who offer English-taught courses but are unable to receive the English bonus due to the limitations on the number of courses eligible for the bonus set by the university		Hourly rate for each job level * course hours * 18 weeks * 0.3	Hourly rate for each job level * course hours * 18 weeks * 0.3			▲ This program is only available for teachers who are ineligible to receive the English Teaching Allowance provided by the university. The calculation method for the hourly allowance follows the university's standards. ▲ For undergraduate/graduate courses with evaluation scores of 4.0or above, an English teaching allowance of 0.3 times will be granted. ▲ This program's subsidy does not conflict with the additional EMI course hourly allowance specified in Article 7 of these regulations; both can be applied for simultaneously. ▲ For courses in the previous semester, the end-of-term survey scores will be considered; for courses in the upcoming semester, the mid-term survey scores will be considered.
Outstanding Awards	1.EMI Innovative and Outstanding Teaching Award		Responsible teachers can apply for a reward after the semester ends, subject to approval by the EMI Committee.	Once per academic year	Maximum of 30,000				
	2.EMI Outstanding Teaching Assistant Award		Eligible teaching assistants must be students of the College of Electrical Engineering and Communication and have served as TAs for EMI courses within the college.		Maximum of 3,000		When the application period opens, fill out the relevant form and submit it.		▲ Application Process: 1. The instructor submits an application to the Bilingual Teaching Resource Promotion Center of the college. 2. The application is reviewed and approved by the college's EMI Committee."
Teaching Assistant Application	1.Teaching Assistant Application		1. For undergraduate EMI courses with 30 or more enrolled students, and graduate (Master' s/PhD) courses with 10 or more students, instructors may apply for one additional TA per course. 2. Each TA appointment is valid for one semester. Applications must be resubmitted at the beginning of every semester, based on updated class enrollment numbers.	Once per semester	NT\$6,000 per semester, in principle.	Fill out Google form at the beginning of the semester.			▲ Teachers of ESP/EAP courses can also apply for teaching assistants. ▲ Eligibility for Teaching Assistant Applications is limited to students of CECE.
	2.Teaching Assistant Capacity Building Bonus		Teaching assistants are encouraged to participate in EMI-related training workshops.	Three times per semester	For training sessions that are 2 hours or less, participants can apply for a reward of NT\$500 per session. For sessions over 2 hours, the reward is NT\$1,000 per session.	Provide proof of training.		At the end of the current month.	▲ In accordance with school regulations, starting from December 2023, teaching assistants are required to clock in and out. Teachers are advised to remind teaching assistants to check their emails regularly for daily attendance confirmation and related reminders to ensure timely payment. ▲ For the first semester's teaching assistant application, teachers only need to provide proof of attendance at 2 workshops during the teaching assistant application for the second semester of the academic year.