

115-1新進教師研習營 New faculty workshop

主講：人事室 沈仰斌主任
Director, Personnel Office
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新聘教師薪資待遇說明

Compensation and Benefit

薪資說明

Salary

1. 薪資**每(當)月15日**撥入遠東銀行個人帳戶。

Salary is deposited into the individual's account at Far East Bank on the 15th of every month.

2. 如有相關年資欲提敘薪級審核者，最遲請於到職之日起**三十日內**，填妥「元智大學新聘教師職前工作年資採計提敘薪級申請表」，並檢齊學歷、經歷、年資採計(如：離職或服務證明、核敘證明(考核通知書)等相關資料，送人事室辦理敘定薪級。取得學位後之專任全職年資始得提出。

For salary grade determination based on relevant prior experience, please submit the completed Application Form for Recognition of Pre-Employment Work Experience for Newly Appointed Faculty and supporting documents (e.g., academic credentials, employment certificates, and service records) to the Personnel Office within 30 days of your start date. Only full-time work experience gained after obtaining the degree is eligible for recognition.

3. 學經歷證件應為原始證書或正式證明文件，持國外學、經歷一須經驗證。

Educational and professional experience documents should be original certificates or official proof. Verification is required for foreign education and experience,.

4. 敘薪原則請參閱「元智大學教職員工敘薪辦法」

For salary adjustment principles, please refer to the "YZU Regulations of Salary Assessment for Faculty And Staff."

薪資審核程序

Salary Scale Review Procedure

1. 新進教師提出相關資料及證明文件，送人事室。

Submission of Documents: Newly hired teachers are required to submit relevant information and supporting documents to the Personnel Office.

2. 人事室彙整後提校教評會議初審；初審通過後，送私立專科以上學校敘薪審查學校審核通過；送私校退撫儲金會核備。

The Personnel Office compiles the submitted documents to the Faculty Evaluation Committee of School for the initial review of salary scale. Once the initial review is approved, it is forwarded to the Private University Salary Review Committee for further review, followed by the final approval of the Private School Pension Fund.

3. 製發敘薪通知書通知教師。

Salary Notification: Upon completion of the salary review, teachers are informed through the issuance of a salary adjustment notification.

4. 薪級經審核確定後，若其薪級高於暫支之薪級者，自到職日起按敘定之薪級補發其薪給差額。

Salary Scale Confirmation: If the verified and confirmed salary scale is higher than the provisional scale, the salary difference is retroactively compensated from the date of employment.

固定薪資加項合計

Estimated salary package (before deduction)

項目 Item	教授 Professor	副教授 Associate Professor	助理教授 Assistant Professor	講師 Lecturer
本薪(俸) Base salary	475級 Grade	390級 Grade	330級 Grade With PhD	245級 Grade
	NT\$44, 970	NT\$38, 460	NT\$35, 010	NT\$29, 270
學術研究費(加給) Academic Research Allowance	NT\$73, 800	NT\$56, 960	NT\$49, 860	NT\$35, 580
伙食津貼 Meal Subsidy	NT\$1, 800	NT\$1, 800	NT\$1, 800	NT\$1, 800
元智津貼 YZU Subsidy	NT\$18, 128			
合計 Total	NT\$138, 698	NT\$97, 220	NT\$86, 670	NT\$66, 650

每月固定薪資加項與減項

Salary (addition and deduction)

加項 (addition)

減項 (deduction)

本薪 (Base salary)

學術研究費
(Academic research allowance)

伙食津貼 (Meal subsidy)

元智津貼 (YZU Subsidy, only for full professor)

-健保 (Health insurance)

-福利金 (Welfare plan): \$200/month

-tenure-track:

1. 私校退撫 (Private school pension fund)
2. 公保 Government Employee and School Staff Insurance (GESSI)

-visiting-track

1. 勞退金 (Labor pension fund)
2. 勞保 (Labor Insurance)

私校退撫儲金

The Private School Pension Fund

不含客座、一般專案、教學專案、產業專案教師

Excluding visiting track faculty such as Visiting Faculty, Project-Based Faculty,
Project-Based Teaching Faculty, Project-Based Industry Faculty

法定提撥儲金

Statutory Reserve Fund

增額提撥儲金

Additional Reserve Fund

-
- | | |
|---|---|
| <ul style="list-style-type: none">◆ 法律規定 Legal Requirement :
編制內教職員必須提撥◆ 提撥方式：每月自薪資中扣除
Allocation Method: Deductions are made monthly from the salary.◆ 提撥比率 Allocation Rate :<ul style="list-style-type: none">✓ 個人提撥本薪*8.4% (享有免稅)Individual Contribution: 8.4% of the base salary (tax-exempt).✓ 學校提撥本薪*7.8%School Contribution: 7.8% of the base salary.✓ 政府提撥本薪*7.8%Government Contribution: 7.8% of the base salary.◆ 提領時機 Withdrawal time : 退休、辭職或遣散等 Retirement, resignation or severance, etc. | <ul style="list-style-type: none">◆ 依個人意願 Voluntary Participation :
自由參加◆ 提撥方式：每月自薪資中扣除
Allocation Method: Deductions are made monthly from the salary.◆ 提撥比率 Allocation Rate :
自由決定，最高不可超過薪資淨額，於法定提撥額度內享有免稅。 The rate is at the discretion of the individual, with a maximum limit not exceeding the net salary. Within the legally mandated allocation limit, it is eligible for tax exemption.◆ 提領時機 Withdrawal time : 退休、辭職或遣散等 Retirement, resignation or severance, etc. |
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Other benefit

- A. 符合資格者可申請優秀教師獎勵金(不含教學專案、產業專案教師)
YZU subsidy for qualifying new associate professor / assistant professor
(Excluding Project-Based Teaching Faculty and Project-Based Industry Faculty)
- B. 年度健檢補貼
Annual subsidy of health check.
- C. 就讀元智子女學費減免
YZU tuition waiver for faculty's children (Only for tenure-track).

延攬優秀教師獎勵金-1

*延攬優秀教師獎勵金(不含教學專案、產業專案教師)

YZU subsidy for qualifying new associate professor / assistant professor

(Excluding Project-Based Teaching Faculty and Project-Based Industry Faculty)

職 稱 rank	延攬優秀教師獎勵金 annual stipend for new faculty
副教授Associate Professor	NT\$170,000/年, max 6 years
助理教授Assistant Professor	NT\$150,000/年, max 6 years

File the application in **August** but after at least **two semesters** at YZU.

Review is based upon last year's performance evaluation.

- 給付方式：任滿2學期後，每年8月前提出申請，送審通過者，同一職級最多給付六年。
- 升等為教授或新聘為教授者，支領元智津貼 \$ 18,128元/月。
- 本獎勵金與本校教職員工薪資核支要點所訂之元智津貼，僅得擇一支給。
- 詳依本校延攬優秀教師獎勵金辦法。

延攬優秀教師獎勵金-2

*不予支給延攬優秀教師獎勵金

Circumstances in Which the Subsidy Shall Not Be Granted

一、各級專任教師於給付最高年限內，有停聘、解聘、不續聘、借調、留職停薪、離職（含審核期間已離職者）、教師評鑑未通過者或違反本校相關規定情節重大等情事之一者，本校得不予支給本獎勵金；若已領取者，則應無條件返還當年度獎勵金。

1. Within the maximum years of eligibility, if a faculty member is suspended, dismissed, not reappointed, seconded to another institution, on leave without pay, has resigned (including cases where resignation occurs during the review process), fails to pass faculty evaluation, or commits a serious violation of University regulations, the University shall not grant the Subsidy. If the Subsidy has already been received, the recipient must return it unconditionally for that year.

○詳依本校延攬優秀教師獎勵金辦法。

○The detailed regulations shall be implemented in accordance with the YZU Regulations Governing the Subsidy for Recruiting Faculty with Outstanding Achievements.

延攬優秀教師獎勵金-3

*不予支給延攬優秀教師獎勵金 \ Circumstances in Which the Subsidy Shall Not Be Granted

二、自115年8月起新聘之助理教授或副教授（不含在本校升等為副教授者）若於聘任後3年內未以元智大學名義申請並通過下列任一計畫之主持者，將不得再請領本獎勵金：

- （一）國科會學術研究計畫。
- （二）教育部教學實踐研究計畫。
- （三）教育部大學社會責任實踐計畫(USR計畫)。
- （四）以下計畫達合計30萬元以上：
 1. 產學合作計畫。
 2. 國科會大專生研究計畫(且擔任指導老師)。
 3. 教育部學海築夢計畫。
 4. 教育部TEEP計畫（且同時擔任指導老師）。
 5. 國科會IIPP計畫。
 6. 其他政府機關計畫。

2. Starting from August 2026, newly recruited Assistant Professors or Associate Professors (excluding those promoted within the University to Associate Professor) who, within three years of appointment, fail to apply for and be approved as Principal Investigator for any of the following projects in the name of Yuan Ze University, shall no longer be eligible for the Subsidy:

- National Science and Technology Council (NSTC) Academic Research Projects.
- Ministry of Education Teaching Practice Research Projects.
- Ministry of Education University Social Responsibility (USR) Projects.
- Any of the following projects with a cumulative amount of NT\$300,000 or more:
 - Industry-Academia Collaboration Projects.
 - NSTC Undergraduate Research Projects (as supervising advisor).
 - Ministry of Education "Dream-Building through Study Abroad" Projects.
 - Ministry of Education TEEP Projects (as supervising advisor).
 - NSTC IIPP Projects.
 - Other government agency projects.

○The detailed regulations shall be implemented in accordance with the YZU Regulations Governing the Subsidy for Recruiting Faculty with Outstanding Achievements.

外籍人士所得稅重點說明

Personal Income Tax for International Faculty

在臺當年度(1/1至12/31)居留期限及聘僱期間若未滿183天者，所得稅將以18%計；若滿183天者，得填妥“元智大學外籍人士所得稅適用「居住者」扣繳稅率申請表”並檢附相關佐證資料申請以「居住者」扣繳率扣繳。

For an individual who stays in Taiwan with the employment period shorter than 183 days within the same taxable year (Jan.1 to Dec. 31), personal income tax shall be computed according to the withholding tax rate of 18%. For an individual who stays for 183 days or more within a taxable year shall complete the “YZU APPLICATION FORM FOR FOREIGNERS TO APPLY FOR“RESIDENTS STATUS”WITHHOLDING INCOME TAX RATE” and provide the relevant supporting documentation, in order to apply for tax withholding at the "resident" withholding rate.

The relevant explanations, regulations, tax rates, and withholding methods are subject to the laws and announcements of the government.

新聘教師保險說明

About insurance

公教人員保險-編制教師

Government Employee and School Staff Insurance(GESSI): tenure track faculty

- 保險範圍：失能給付、養老給付、死亡給付、眷屬喪葬津貼、生育給付、育嬰留職停薪津貼。
- 請求權領取公保保險給付之請求權，自得請領之日起，經過10年不行使而消滅。
- During the effective period of insurance, in the events of disability, retirement, death of the insured or his/her dependents, parental leave and maternity benefit, the insured may request for cash payments within the time frame of ten years since the date of an applicable event.

勞工保險—專案教師

Labor Insurance: visiting track faculty

- 保險範圍：生育、傷病、失能、老年、死亡(本人、家屬)、育嬰留職停薪津貼。
- 領取保險給付之請求權，自得請領之日起，因5年間不行使而消滅。
- The types and benefits of Labor insurance coverage are as follows: maternity benefits, injury or sickness benefits, disability benefits, old-age benefits, death benefits and survivors' benefits.
- A claim for insurance benefits shall be extinguished if not filed within five years from the day on which the benefits become payable.

團體保險 (Group Insurance)

- Premium paid by YZU

險 種 Types	保 險 金 額 Benefits	
定期壽險 Term Life Insurance	100萬	
新重大疾病險 Critical illness insurance	5萬	
意外傷害險 Personal accident insurance - disabled or dies	200萬	
傷害醫療限額險 Surgical, and medical expense for personal accident insurance	1萬	
住院醫療險 Hospital, surgical, and medical expense insurance	實支實付型	
	病房費	1,000元/日
	醫療雜費	20,000元/次
	外科手術費	30,000元/次
	醫師診查費與會診費	500元/日
	每次最高住院天數	365天
	*每日住院津貼與實支實付擇一	
癌症醫療險 Hospital, surgical, and medical expense insurance for cancer.	癌症住院醫療	2,000元/日
	癌症出院後療養	1,200元/日
	癌症手術治療	30,000元/次
	癌症門診醫療	1,200元/日

健檢補助 (Health check subsidy)

- 健康檢查補助額度上限依資格條件分列如下：

年齡 Age	服務年資 Job Tenure	補助額度(元) subsidy (NT\$)
年滿60歲 Over 60 years old	滿5年 Over 5 years	9,000
年滿50歲 Over 50 years old	滿10年 Over 10 years	9,000
年滿40歲 Over 40 years old	滿15年 Over 15 years	7,000
	滿10年 Over 10 years	5,000
	滿5年 Over 5 years	3,500
未滿40歲 Under 40 years old	---	2,000
---	未滿5年 Under 5 years	2,000

- The faculty and staff having a health check may apply for a one-day public leave.

教職員工福利互助委員會

(Welfare plan)

- Pay monthly fee of \$200.
- Benefit :

Annual gift certificate	One-time subsidy	Other annual activity subsidy
\$1,000 value each for Dragon Boat Festival and Moon Festival, \$1,500 value for Chinese New Year's Day	\$2,000 cash each for Wedding and Childbirth	1. Health Check 2. Lifelong Education 3. Travel 4. YZU Fitness Center Maximum subsidy of \$2,000 for each item Maximum two items
\$500 for Birthday	\$3,000 upon the death of member's parents, spouse, or children	
\$500 gift certificate each for Mother's Day or Father's Day (Staff and Faculty with motherhood or fatherhood).	\$2,000 for hospitalization over 3 days	

新聘教師差勤說明

Attendance

出勤規定 Attendance

- 專任教師每週應排定在校上班4天。

Full-time faculty shall remain at school on duty for at least 4 days on a weekly basis.

- 教師因公假、請假或休假，不能到校上課或上班者，均須事先辦理請假手續，並覓妥職務代理人或代課人，檢附相關證明，經單位主管同意並會知有關單位，經核決主管核准後方得離校。

Teachers who need to take a leave must complete the leave procedure, find a designated agent, provide supporting documents and obtain the permission of the school in advance.

如有急病或緊急事故，得由代理人代辦或補辦請假手續。

The leave procedure can be completed after returning to work or by the designated agent in case of sudden illness or an emergency.

調、補課

Class adjustment and makeup classes

- 專任教師請假未滿14日，所缺課程須自行補課；14日以上者，須經單位主管同意覓妥代課老師（代課老師必須具備所授課程相當之資歷），並檢附代課老師學經歷證件或教師資格證書影本，併同請假簽呈送交教務處轉陳校長核准。

Full-time teachers who take leave for shorter than 14 days must make up the missed classes by themselves.

For leave of 14 days or more, must seek the approval from the department head to arrange for a substitute teacher.

- 課程調補課申請請於個人Portal系統辦理。

Please submit course adjustment and makeup requests in advance through the Portal system.

教師校外兼課及兼職

Take part-time courses (jobs)

- 專任教師不得兼任校外有給之專任職務，經校長同意得在他校兼課者，以4小時為限，並不得低於本校授課職等。

Full-time faculty must not accept full-time positions off campus. With the permission of the president, teachers may engage in teaching at other schools for a maximum of 4 hours per week. The part-time teaching contract must not offer the teaching rank below that of YZU.

- 新進教師2年內若申請授課時數抵免，不得校外兼課。

New faculties within 2 years of employment are not allowed to engage in outside part-time teaching if they apply for teaching hour deduction.

- 如教師擬於校外兼課（職），請先提出書面申請，經核准後，始得在校外兼課（職）。

Teachers before accepting part-time positions outside YZU should file the application and obtain the permission in advance .

差勤相關法規

Relevant Regulations on Attendance

- 教職員請假休假辦法

Yuan Ze University Regulations for Faculty And Staff's Leave of Absence

- 教師聘任待遇服務規則

Yuan Ze University Regulations for Employment, Payment, Service of Faculties

- 教職員工出差旅費報支規定

Yuan Ze University Faculty and Staff Travel Expenses Claims Regulations

- 教師校外兼課及兼職辦法

Yuan Ze University Regulations for Faculty Lecturing or Holding Concurrent Positions at Other Institutions

新聘教師升等說明

About promotion

Full-time faculties applying for promotion (專任教師申請升等審查規定說明)

專任教師如其現任職務及資格已經教育部審定，且於學校服務年資符合規定者，得申請升等。

Full-time faculty can apply for promotion if his current position and qualification have been verified by the Ministry of Education and if he continues to serve in school for the regulated seniority.

擬升等等級 (Proposed Promotion Level)	教育人員任用條例 (Act Governing the Appointment of Educators)	辦法內容 (Contents of the Act)
助理教授 (Assistant Professor)	第16-1條之4 (Article 16-1, 4)	曾任講師3年，成績優良，有專門著作 (Have held the position as lecturers for over three years with outstanding performance, and have published specialized publications.) 在元智任講師滿1年(must have over one year in YZU)
副 教 授 (Associate Professor)	第17條之2 (Article 17, 2)	曾任助理教授3年，成績優良，有專門著作 (Have held the position as assistant professors for over three years with outstanding performance, and have published specialized publications.) 在元智任助理教授滿1年(must have over one year in YZU)
教 授 (Professor)	第18條之2 (Article 18, 2)	曾任副教授3年，成績優良，有重要專門著作 (Have held the position as associate professor for over three years with outstanding performance and have published specialized publications.) 在元智任副教授滿2年(must have over two years in YZU)

Full-time faculties applying for promotion (專任教師申請升等審查規定說明)

本校專任教師其現職經教育部審定合格後，繼續服務屆滿下列之規定年資時，始可申請升等審查：

Full-time faculties whose current positions and qualifications have been verified by the Ministry of Education and who continue serving in school for the regulated seniority as the followings can apply for the examination of promotion:

- **講師升助理教授**：須曾任講師三年以上，並於本校服務至少滿一年，教學、輔導與服務成績優良，有相當於博士論文水準之專門著作，但講師取得博士學位後，逕以文憑送審助理教授者，不在此限，依「教育人員任用條例」第三十條之一修正施行前已取得講師資格者，得逕提升為副教授。

Lecturer promoted to Assistant Professor: Served as a lecturer for three years or above (the sum seniority of teaching in YZU must be over one year) with excellent teaching and service and has published research publications equivalent to doctoral dissertations. But the lecturers who apply for the promotion to assistant professors verified by the examination of their diplomas after receiving their doctoral degrees are exceptions of this regulation. Those who got the qualifications as lecturers by the time Article 30-1 of “Amendments of Statute Governing the Appointment of Educators” were amended and entered into force can be promoted to associate professors rather than assistant professors.

- **助理教授升副教授**：須曾任助理教授三年以上，並於本校服務至少滿一年，教學、輔導與服務成績優良且有相當水準之專門著作。

Assistant Professor promoted to Associate Professor: Served as an assistant professor for three years or above (**the sum seniority of teaching in YZU must be over one year**) with excellent teaching and service and has published valuable research publications.

Full-time faculties applying for promotion (專任教師申請升等審查規定說明)

- **副教授升教授**：須曾任副教授三年以上，並於本校服務至少滿二年，教學、輔導與服務成績優良且有相當水準之專門著作。

Associate Professor promoted to Professor: Served as an associate professor for three years or above (**the sum seniority of teaching in YZU must be over two years**) with excellent teaching and service and has published valuable research publications.

教師升等年資之計算，依據其教育部所頒現職證書內記載之起資年月，並配合歷年實際接受之聘書，以推算至提出升等所屬學年結束止（七月三十一日）。其前在其他大學院校之年資得予併計，但專科學校之年資不得併計。

The calculation of the seniority applicable for faculty promotion shall be conducted in accordance with the date of the starting service year and month recorded in the teacher's certificate of the current position issued by the Ministry of Education, which shall be counted until the end of the semester during which the application is submitted (July 31st). The seniority of those teaching in other universities may count as well, but not for those teaching in junior colleges.

◆ Yuan Ze University Teacher Evaluation and Reward(元智大學教師評鑑與獎勵制度)

元智大學外籍教師LINE群組
「YZU International Faculty」
LINE Group





校園性別平等宣導

Gender Equality

01

新進教師性別平等宣導 Orientation Training

Gender Equality (Short Film)

謝謝聆聽。

