Handling officer: Contact number:

National Taiwan Normal University
Adjunct Faculty Member Employment Application Form **Recruiting department:** _____/___/___ (YYYY/MM/DD)

Name (National ID number or passport number)	**Gender**	**Date of birth**	**Nationality**	□Republic of China □Dual nationality (Republic of China and ____ nationality) □Foreigner (____nationality)	**Contact**	Address: Tel: Mobile: e-mail:
		_____/___/___ (YYYY/MM/DD)				

Employment level		□Part-time □Part-time (Continuing education program)	**Reason for new recruitment**		Number of employment recruits _____/___/___ (YYYY/MM/DD) □___ Number of adjunct teachers reviewed, passed, and issued in the review of the ___ meeting □Project signed, approved, and issued	**Eligibility to participate in labor insurance and to receive labor pension**	1.**Currently has a full-time position** □Participates in labor insurance □Participates in the insurance for public servants or military personnel 2.**Currently does not have a no full-time position** □Retired military, public servant, and teaching personnel Retirement institution: _____ Age of retirement: _____ □Non-retired military, public servant, and teaching personnel

Education	**Name of school of highest education (Please fill in Chinese)**	**College/Institute/ Department (Please fill in Chinese)**	**Study duration (month/year)**	**Graduated or degree conferred in (month/year)**	**Degree title (Please fill in Chinese)**	**Certificates submitted**	
						Title	**Number of items**
	Domestic		From ___/___ to ___/___	____/____ (YYYY/MM)			
	Foreign		From ___/___ to ___/___	____/____ (YYYY/MM)			

Main work experience	**Name of service agency or school served**	**Position**	**Full-time or part-time**	**Employment duration (month/year)**	**Total years of service**	**Name of courses taught or job role**	**Certificates submitted**	
							Title	**Number of items**
				From ___/___ to ___/___	____/____ (YYYY/MM)			
				From ___/___ to ___/___	____/____ (YYYY/MM)			
				From ___/___ to ___/___	____/____ (YYYY/MM)			
Current position				From ___/___ to ___/___	____/____ (YYYY/MM)			

Previously reviewed qualifications	**Level**	**Certificate no.**	**Starting date of years of service**	**School managing the review process**	**Courses planned to offer after employment**	**Course name**	**Department /Faculty /Institute and year**	**Weekly teaching hours**	**Compulsory or elective**	**Semester**	**Duration of employment**
		Certificate number _____									___/___/___ (YYYY/MM/DD) to ___/___/___ (YYYY/MM/DD)
		Certificate number _____									

Selection process records		**Whether the candidate should receive hourly remuneration**	□Yes □No, reason:

Review by Faculty Evaluation Committee	**Department-Level Faculty Evaluation Committee**	____/____/____ (YYYY/MM/DD) __ semester of __ academic year Reviewed and approved at the ___ Department-Level Faculty Evaluation Committee	**Handling department**	**Office of Academic Affairs**	Course review:

The English version is provided for reference only.
The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.

Handling officer: Contact number:

<table>
<tr><td rowspan="3"></td><td></td><td>Voting results: _____ attendees in total, ____ in favor
Department-Level Supervisor:

(Signature and seal)</td><td rowspan="3"></td><td></td><td colspan="4"></td></tr>
<tr><td rowspan="2">College-Level Faculty Evaluation Committee</td><td>____/____/____
(YYYY/MM/DD) __ semester of __ academic year
Reviewed and approved at the ___ College-Level Faculty Evaluation Committee</td><td rowspan="2">Office of Human Resources</td><td colspan="4">I. Number of personnel review: Current number of personnel</td></tr>
<tr><td>Voting results: _____ attendees in total, ____ in favor
Dean:

(Signature and seal)</td><td>Full-time</td><td></td><td>Part-time</td><td></td></tr>
<tr><td colspan="2">Executive Vice President</td><td></td><td colspan="2">President</td><td colspan="4">II. Qualification review:</td></tr>
</table>

Description:

I. All departments/institutes shall employ part-time faculty members' after full-time faculty members' teaching hours and courses are scheduled in accordance with regulations.

II. Please indicate the whole academic year, first semester, or second semester for the duration of employment.

III. Review procedure: Department-Level Faculty Evaluation Committee
⇨ Office of Academic Affairs (course review) ⇨ Office of Human Resources (number of personnel and qualification review) ⇨ College-Level Faculty Evaluation Committee Meeting ⇨ Submit for approval ⇨ Office of Human Resources (issuance of employment contract)

IV. part-time faculty members at NTNU shall not be older than 70 years old starting from the 2009 academic year. part-time faculty members are not allowed to teach compulsory courses.

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