

國立臺灣師範大學特殊教育學系暨復健諮商與高齡福祉研究所

蔡廷棟先生特殊教育助學及急難慰助基金申請辦法

(95.10.17) 九十五學年第二次系務會議通過

(104.9.15) 104學年第一次系所務會議修正通過

(108.1.8) 107學年度第五次系所務會議修正通過

第一條 為發揮人溺己溺、人飢己飢的精神，使遭遇急難、家境困苦之學生獲得援助，特成立本系所急難慰助金。為使該慰助金之運用達最大效果，救助更多有急難之同學，特訂定申請辦法。

第二條 助學及急難慰助基金來源：蔡廷棟先生捐款 90 萬元（民95年）。

第三條 凡本系所在學學生，外加畢業 1 年內（含）之畢業生，就學困難或發生急難亟需救助者。

第四條 承辦單位：由本系所辦公室承辦。

第五條 基金之收支及保管：依相關規定辦理。

第六條 申請條件：

1. 助學

家境清寒或家遭變故，繳交學費有困難者。需提相關證明或導師推薦，補助部分或全額學費，以學期為單位。

2. 急難慰助

(1) 學生本人重病或死亡。

(2) 因公受傷或重大變故之學生。

(3) 其他與學生本身有關而需急難救助者。

(4) 同一學生同一事件，申請以一次為限。

第七條 申請手續：填具申請表，經導師簽註後，向系所辦公室申請。2 萬元以內系所主管核准、系所務會議核備；超過 2 萬元，提系所務會議決定。

第八條 救助金額：每人救助金額最高為 5 萬元整。

第九條 助學及急難慰助基金致送方式：依會計及出納作業程序匯撥款項至申請學生帳戶。

第十條 本辦法陳奉校長核准後實施，修正時亦同。

**Guidelines for the Application of the Mr. Ting-Tung Tsai Special Education
Financial Aid and Emergency Relief Fund**
**Department of Special Education and Graduate Institute of Rehabilitation
Counseling and Gerontological Wellbeing, National Taiwan Normal University**

Approved at the second Departmental Affairs Meeting of the 2006–2007 academic year on October 17, 2006

Approved at the first Departmental and Institute Affairs Meeting of the 2015–2016 academic year on September 15, 2015

Approved at the fifth Departmental and Institute Affairs Meeting of the 2018–2019 academic year on January 8, 2019

- Article 1 Dedicated to nurturing the spirit of “regard other’s suffering as your own,” the Department and the Institute have established the Mr. Ting-Tung Tsai Special Education Financial Aid and Emergency Relief Fund (hereinafter “the Fund”) to assist students experiencing urgent hardship or financial distress. These Guidelines have been formulated to ensure that the Fund is used as effectively as possible to support students in need.
- Article 2 The source of the Fund is the donation of NT\$900,000 made by Mr. Ting-Tung Tsai in 2006.
- Article 3 Eligible students are those currently enrolled in the Department or Institute, as well as alumni who have graduated in the past year, who are facing financial difficulties or urgent circumstances requiring immediate support.
- Article 4 The Department and Institute Office is the administering unit managing the Fund.
- Article 5 The collection, disbursement, and safekeeping of the Fund shall be handled in accordance with the relevant regulations.
- Article 6 Eligibility criteria:
1. Financial aid:
Students from economically disadvantaged backgrounds or those whose families have experienced sudden changes and are unable to pay tuition fees may apply for assistance from the Fund. Applicants must submit supporting documents or a recommendation from their academic advisor. The aid from the Fund may cover partial or full tuition and is awarded on a per-semester basis.
 2. Emergency relief:
 - (1) Cases involving the student’s own serious illness or death
 - (2) Students injured in the course of official duties or affected by major unforeseen incidents
 - (3) Other situations in which students require emergency financial relief
 - (4) Each student may apply only once per incident
- Article 7 Application procedure: Applicants must complete an application form and submit it with their advisor’s signed endorsement to the Department and Institute Office. For applications requiring NT\$20,000 or less, approval is granted by a supervisor of the Department or Institute and recorded in the Departmental and Institute Affairs Meeting. For applications requesting an amount exceeding NT\$20,000, approval must be obtained through the

Departmental and Institute Affairs Meeting.

Article 8 Relief amount: The maximum relief amount per recipient shall not exceed NT\$50,000.

Article 9 Disbursement method: Funds are transferred to the applicant's postal savings account in accordance with the accounting and disbursement procedures of the University.

Article 10 Implementation: These Guidelines and any amendments thereto shall take effect following approval by the University President.

Application Form of Mr. Ting-Tung Tsai Special Education Financial Aid and Emergency Relief Fund

**Department of Special Education and Graduate Institute of Rehabilitation
Counseling and Gerontological Wellbeing, National Taiwan Normal University**

Date: YYYY/MM/DD

Applicant Information	Name												Contact Number					
	Student ID												Email					
	Residence		Current: Permanent															
	National ID					Post Office Branch Code					Postal Savings Account No.							
	<input type="checkbox"/> Attach a photocopy of the cover page of the postal savings passbook																	
Brief description of emergency situation	I. Status of family members (including parents, grandparents living together, siblings, and other relevant individuals)																	
	Title	Name	Living /deceased	Health conditions	Employment status or educational institution	Title	Name	Living /deceased	Health conditions	Employment status or educational institution								
II. Reason for applying for financial aid or emergency relief: (Please describe the time, location, and circumstances of the emergency, as well as any changes in family financial conditions. If the space provided is insufficient, please attach additional documentation.)																		
Supporting documentation	<input type="checkbox"/> Household registration transcript for all members issued within the past 3 months <input type="checkbox"/> Hospitalization or medical diagnosis certificate <input type="checkbox"/> Catastrophic illness certificate <input type="checkbox"/> Death certificate <input type="checkbox"/> Official documentation issued by fire, police, township offices, social welfare, tax authorities, or other relevant agencies <input type="checkbox"/> Certificate of low-income household status <input type="checkbox"/> Consolidated annual income statement for all household members from the National Taxation Bureau <input type="checkbox"/> Other supporting documents																	

Amount requested	NT\$:			
Advisor's endorsement and signature				
Approved amount	NT\$: For amounts not exceeding NT\$20,000, approval shall be granted by a department supervisor and reported to the Departmental and Institute Affairs Meeting for recordkeeping. For amounts exceeding NT\$20,000, the decision shall be made at the Departmental and Institute Affairs Meeting. The maximum relief amount per individual is NT\$50,000.			
Administrative Personnel	Department Supervisor	Dean	Office of Accounting	President