

CYCU Standards for the Distribution of Tutor Fees

Passed at the Student Affairs Meeting of the first semester of the 112th academic year on
December 20, 2023

Article 1: In accordance with Article 9 of the "Implementation Measures for the Tutor System at Chung Yuan Christian University" (hereinafter referred to as "the University"), the "Standards for the Distribution of Tutor Fees at Chung Yuan Christian University" (hereinafter referred to as "these Standards") are formulated.

Article 2: The calculation method for tutor fees for undergraduate programs at the University is as follows:

1. The number of students guided by assigned tutors and self-selected academic tutors is combined.
2. The number of students guided is based on 38 students. For 38 students (inclusive) or fewer, each student is counted as 2.5 units. For more than 38 students, each additional student is counted as 0.5 units. The total units for the semester are calculated accordingly. The amount per unit is determined by dividing the tutor fee budget for the semester by the total units.
3. If the students guided belong to different departments, they can be listed separately.

Article 3: Tutor fees for graduate programs at the University can be claimed if one of the following conditions is met:

1. Tutors for "formed classes" in master's programs (excluding professional master's programs). "Formed classes" refer to tutors assigned by the department for graduate students who have not yet selected a thesis advisor after enrollment.
2. Full-time teachers proficient in foreign languages who assist international graduate students with academic and life guidance, with more than 10 students. The calculation method for graduate tutor fees is the same as for undergraduate programs. However, if a tutor serves both undergraduate and graduate programs, the number of students guided in each program is listed separately.

Article 4: Tutor fees are distributed once per semester, in May and December, along with the salary.

Article 5: These Standards are implemented after being approved by the Student Affairs Meeting and reported to the President for promulgation. Amendments follow the same procedure.