

國立臺灣大學教師（研究人員）改敘薪級申請書

NATIONAL TAIWAN UNIVERSITY

Application for Adjustment of Salary Scale (Teacher or Researcher)

110.01.27 修訂

學院(中心) College(center)		系(科)所 Department/ Institute	
姓名 Full Name		職稱 Job title	
到職日期 Starting Date	年(yy) 月(mm) 日(dd)	申請原因 Reason of application	<input type="checkbox"/> 職前具有專任全時及服務成績優良之工作年資。(Had full-time and excellent service experiences with the previous job.) <input type="checkbox"/> 取得更高學位。(Attained a higher degree.)
原敘薪點 Salary point	薪點(point)		
最高學歷 Highest level of education	校/系所(Name of University/ Department)	所獲學位 Degree	<input type="checkbox"/> 博士 PhD <input type="checkbox"/> 碩士 Master <input type="checkbox"/> 學士 Bachelor
		畢業年月 Date of graduation	年(yy) 月(m) 日(dd)

	服務機構或學校 Name of institution or university	職稱 Job title	要件 Requirement	任職起迄日期 Work period	備註 Remarks
職前年資 Pre-employment length of service (教師職前工作年資須為專任全時之年資，始得採計提敘薪級，並須檢附相關資料。【Notice 1】)			<input type="checkbox"/> 專任全時(Full-time job) <input type="checkbox"/> 附證明文件(Please attach supporting documents)	年(yy) 月(mm) 日(dd)起 年(yy) 月(mm) 日(dd)止 From __ to __	<input type="checkbox"/> 非研究性私人機構(non-research private institution) <input type="checkbox"/> _____
			<input type="checkbox"/> 專任全時(Full-time job) <input type="checkbox"/> 附證明文件(Please attach supporting documents)	年(yy) 月(mm) 日(dd)起 年(yy) 月(mm) 日(dd)止 From __ to __	<input type="checkbox"/> 非研究性私人機構(non-research private institution) <input type="checkbox"/> _____
			<input type="checkbox"/> 專任全時(Full-time job) <input type="checkbox"/> 附證明文件(Please attach supporting documents)	年(yy) 月(mm) 日(dd)起 年(yy) 月(mm) 日(dd)止 From __ to __	<input type="checkbox"/> 非研究性私人機構(non-research private institution) <input type="checkbox"/> _____
			<input type="checkbox"/> 專任全時(Full-time job) <input type="checkbox"/> 附證明文件(Please attach supporting documents)	年(yy) 月(mm) 日(dd)起 年(yy) 月(mm) 日(dd)止 From __ to __	<input type="checkbox"/> 非研究性私人機構(non-research private institution) <input type="checkbox"/> _____
			<input type="checkbox"/> 專任全時(Full-time job) <input type="checkbox"/> 附證明文件(Please attach supporting documents)	年(yy) 月(mm) 日(dd)起 年(yy) 月(mm) 日(dd)止 From __ to __	<input type="checkbox"/> 非研究性私人機構(non-research private institution) <input type="checkbox"/> _____

申請人 Applicant	所填資料如有不實，願自行負法律責任。(The applicant is willing to bear the legal responsibility should any information filled in incurs errors.) 簽章(signature)： _____ 年(yy) 月(mm) 日(dd)
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系(科)所、學院意見 Opinion from the Department, Institute, College	<input type="checkbox"/> 申請人職前年資為專任全時及服務成績優良之任職年資，同意依規定辦理改敘薪級。(Approve the adjustment of the salary scale of the applicant in accordance with applicable regulations, on the ground that the applicant had full-time and excellent service experiences with the previous job.) <input type="checkbox"/> 申請人職前年資中，屬國內外具有規模且為國際知名之非研究性私人機構（例如企業、公司、財團法人、非營利社團法人等）之年資，屬專任全時、性質相近（原任職務性質與擬任教學科目相近，其工作經驗確為教學所需）及服務成績優良之任職年資，業經 _____ 年 _____ 月 _____ 日第 _____ 次教評會認定其採計，同意依規定辦理改敘薪級。(Approve the adjustment of the salary scale of the applicant in accordance with applicable regulations, on the ground that the applicant's work experience at the international non-research private institution is similar to the applied job, which has been confirmed by the Faculty Evaluation Committee at its _____ meeting on _____ (yy/mm/dd).)
	系(科)所主管核章： _____ 學院院長核章： _____

	(Signature of the Chair of the Department) 年 月 日	年 月 日	(Signature of the College Dean)
人事室 意見 Opinion from the Personnel Department	如附稿。 承辦人 (Processing Clerk)	組長 (Division Director)	專門委員 (Senior Executive Officer) 主任 (Director)
以上謹陳請核示			
教務長 (Vice President for Academic Affairs)	主任秘書 (Secretary-General)	副校長(決行) (Executive Vice President)	
注意事項 Notice	1、教師職前工作年資須為專任全時之年資，始得採計提敘薪級，且須依教育部所訂教師職前年資採計提敘辦法檢附相關資料辦理。(According to the regulation of MOE (Ministry Of Education), the reportable pre-employment length of service must be on a full-time job.) 2、國外教學或研究經歷其證明文件須為正本，由承辦人影印後隨案歸檔。(Please attach the original copy of the certification document of teaching or research experience abroad. The original will be returned soon as the file is copied.) 3、曾在同一機構或學校擔任不同職務者，請分別填列。(Those who have held different positions in the same institution or university, please fill in the positions separately.) 4、教師職前職務性質之認定如有疑義，請系所協助辦理。(93年4月16日92學年度第6次校教評會附帶決議)(If you have any questions about filling in the pre-employment section, please contact the office of the department/institute.) 5、以取得更高學位申請改敘者須檢附正式學位證書，其改敘並自申請日生效，務請把握時效。(If the reason for your application is the attainment of a higher degree, please attach your diploma.)		