

National Chung Cheng University Implementation Guidelines

for Student Emergency Relief Fund

Passed with amendments at the 296th Executive Meeting on December 20, 2004

Passed with amendments at the 328th Executive Meeting on February 18, 2008

1. National Chung Cheng University (hereinafter referred to as the "University") formulates these guidelines to properly utilize the "subsidy funds for students' education from tuition fees" and donations from various sources within and outside the University to provide condolences to students who encounter emergencies.
2. Reporting time, handling methods, review, and disbursement:
 - (1) Applications shall be submitted by the individual or relevant personnel of each unit within three months after the occurrence of the incident. Extension may be granted for special reasons.
 - (2) Application procedure: After receiving the application from the Student Affairs Office, Division of Student Affairs, the responsible person will first review the qualifications and documents of the applicant. After the review result is confirmed by the President, the disbursement matters will be processed.
 - (3) If the applicant has already applied for assistance under the "Emergency Assistance for Members" or the "Emergency Condolences Fund for Students" established by the Ministry of Education, or other government-established emergency relief funds have been approved, the applicant shall not apply.
 - (4) The necessary expenses for each case shall be disbursed from the subsidy funds for students' education from tuition fees and donations from various sources within and outside the University.
3. Conditions and amounts of condolences:
 - (1) For students who have been hospitalized for seven days or more due to illness or accident-related death, a condolence of NT\$10,000 shall be granted; NT\$20,000 shall be granted for those who meet the criteria for severe illness under the National Health Insurance. However, if the total household income exceeds NT\$1 million in the past year, or the total value of land and housing exceeds NT\$10 million, or if the cause can be attributed to the intentional illegal behavior of the student who is over 18 years old, no condolence shall be granted.

- (2) For students who have been abused, abandoned, or forced to engage in improper occupations by their parents, resulting in an inability to live with their families, or who have been accommodated by government-approved social welfare institutions or relatives entrusted by social welfare institutions, NT\$20,000 shall be granted.
 - (3) For students whose families have fallen into financial difficulties due to one of the following situations of their parents:
 - i. Divorce, separation, or one party missing for more than six months, or imprisonment, dismissal, layoff, forced retirement, or other factors that fail to fulfill parental responsibilities, NT\$10,000 shall be granted.
 - ii. If one party meets the criteria for severe illness under the National Health Insurance, NT\$20,000 shall be granted. An additional NT\$10,000 shall be granted if the result of a field visit by the school confirms that the other party has no work income.
 - iii. For injuries caused by special disasters and hospitalized for less than seven days, NT\$5,000 shall be granted; for hospitalization exceeding seven days, NT\$10,000 shall be granted.
 - iv. For the death of one party, NT\$20,000 shall be granted, and for the death of both parties, NT\$60,000 shall be granted.
 - (4) For students whose families have special financial circumstances, poverty, or have encountered major accidents and other reasons approved by special projects. For the first to fourth items above, individual applications are limited to once a year; if both parents are involved in the same accident as specified in the third item, the amount shall be accumulated. For the first to fourth items, if the applicant holds a low-income household certificate, the original amount shall be increased by NT\$10,000.
4. Delivery methods for condolences:
 - (1) Personal delivery.
 - (2) Transferred by the affiliated department.
5. Applications are limited to once per family for events of the same cause.
6. These guidelines are approved by the Executive Meeting and shall be implemented after being confirmed by the President. Amendments shall also follow the same procedure.