

# **Service-Learning Course Implementation Guidelines**

## **National Chiao Tung University**

Proposed at the first administrative committee in the year of 2007 (2007.08.17)

Amended at the second service-learning course organization team meeting in the year of 2007 (2007.12.03)

Amended at the eighth administrative meeting in the year of 2007 (2007.12.14)

Approved at the communication voting of academic affair committee in the year of 2007 (2007.12.14)

Amended at the third service-learning course organization team meeting in the year of 2009 (2010.02.03)

Approved at the first academic affair committee in the year of 2010 (2010.09.30)

Article 1 The Implementation Guidelines is prescribed in accordance with Article 7 of the “Service-Learning Course Implementation Regulations” of National Chiao Tung University.

Article 2 Program Principles

1. Through vision guidance and topic discussions, assisting students to build up international and diverse thinking models, to facilitate self-growth, to strength meaningful lives and to construct value concepts.
2. Through performance of services, assisting students to build up service-originated concepts, in order to improve people relationships in light of caring of society.
3. Through activities of series, educating students to lead, to communicate, to cooperate and to have problem seeking and solving abilities.

Article 3 Educational Goals

1. Through service-learning to bring changes to relationship between teachers and students, allowing students to become active learning partners rather than passive knowledge acceptant, increasing interactions among teachers and students, integrating resources of the university and creating a more open, active and better growth environment for learning.
2. Through service-learning to educate students on responsibilities toward the society and as citizens thereof, service skills, personal growth and learning abilities to cope with events in real lives, educating students to be able to realize problems, to solve problems and to have the ability of self-inspecting one’s learning skills and examining one’s thinking logics.
3. Based on respect and inspiration of diverse thinking, integrating resources cross different fields to share interaction rather than procedures of knowledge filling; designing concepts emphasized on self-learning, group relationship and experience feedbacks.

Article 4 Implementation Details

1. Service-learning activities are targeted at common services internal to or external of the university, and as a principle, said activities shall be in relation with professional services or student unit services internal to or external of the

university; join services with volunteer groups internal to or external of the university are also permitted.

2. Offer service-learning courses joining professions with services; upon course approval, it can be recognized as service-learning (2).
3. Service-learning courses can be offered and carried out during academic semesters as well as during summer school time.
4. In case of missing course selections, each department shall be responsible to process or resolve the recovery of course selections.

#### Article 5 Course Outline Procedures

1. Preparation: establishing concepts of service fundamentals. Lead by course instructors, to provide multimedia courses or to arrange seminars in cooperation with the service-learning center.
2. Service: designing hands-on plans for service-learning. Planned or lead by instructors on the direction of services, to discuss on proposals for service-learning plans and to perform services after examination by course instructors.
3. Self-inspection: sharing learning experience. Randomly assigning students to share learning experience, to self-inspecting and examining and to observe interactively after participating in actual services.
4. Result submission: results and related information of each course shall be submitted after the end of semester; students shall participate in the announcement and presentation of results by the service-learning center to present the results of the services of that semester.

Article 6 The Implementation Guidelines is prescribed by the service-learning course organization team and is to be implemented upon approval of the academic affair committee; amendments thereto shall apply *mutatis mutandis*.