**國立東華大學資工系112學年度第2學期 服務學習(一)相關規定:**

**NDHU Dept of Computer Science & Information Engineering,**

**year 112-2Service learning (1) Relevant regulations:**

**I. 每學期服務時數至少18小時。**

For each semester, the service learning hours should be at least eighteen.

**II. 每位同學可參與一至數種不同之校內單位所提供之志願服務。**

Every student can join more than one service learning activities from different departments in the school.

**III. 本學期系上所提供之服務活動如下：**

The service learning activities provided during this semester are as follows:

1. **協助辦理系學會活動**

To assist in handling departmental activities

1. **擔任國際志工/親善大使**

Serving as an International Volunteer/Friendship Ambassador

1. **協助系上研討會**

Conference hold by the department

1. **參加系上辦理之講座、研討會等活動(至多6小時)**

Participate in department lectures, seminars, etc. (up to 6 hours)

**III. 可參加校內各項服務活動，如數位學伴、永齡希望小學等，或至圖書館或學務處、教務處等單位進行服務，請自行申請。**

Students can participate in various service learning activities in the school, such as class partners, Yongling Hope Elementary School, etc., or even to the library or Academic Affairs Office.

**IV. 校內服務單位志工，請自行接洽。**

For On-campus service unit volunteers, please make your own arrangements.

**V. 本學期不接受校外服務學習。**

**Off-campus services are not accepted during this semester.**

**VI. 每位同學需繳交「期末服務學習成果報告」、志工服務記錄表或服務學習課程時數認證表各一份。**

Every student should submit a Service Learning Proposal as the midterm report or a Service Learning Report as the final report.

**VII.有問題或建議可向負責教授反映 :**

For questions and suggestions, please email：[scchou@gms.ndhu.edu.tw](mailto:scchou@gms.ndhu.edu.tw" \t "_blank) ( Professor周世杰 SHIH-CHIEN CHOU)、[wcfang@gms.ndhu.edu.tw](mailto:wcfang@gms.ndhu.edu.tw" \t "_blank) ( Professor方文杰 WEN-CHIEH FANG )

**其他注意事項 :**

**Others:**

**一、 期末服務學習成果報告 Service Learning Report (written on paper)**

1. 每位同學應繳交書面報告 & 志工服務記錄表 或 服務學習課程時數認證表，請準時上傳至東華e學苑 (2024/06/10 以前)。

Every student should hand in a final service learning report, a service learning record, or a set of service learning certification forms (before 2024/06/10). Please send to e-learning@NDHU

2. 書面報告內容應說明本學期參與所有活動之經過、完成狀況、心得反思與未來工作。

Final service learning report should record processes of all service learning activities which you joined. Please point out the difference between your proposal and actual achievement, figure out the completion degree of your plan. The reflection of your experience and future work could also be included in the final report.

3. 活動經過簡述可以使用文字和照片記錄等方式呈現。

You can use short phases and some pictures to describe and record your service learning activities.

**三、 國立東華大學志工服務記錄表&服務學習課程時數認證表**

**National Dong Hwa University Service Learning Record & Service Learning Certification Form**

1. 請下載表格填寫使用，參與系上活動需經系辦蓋章。

Please download the form to fill it out. Participants who take part in departmental activities would require department stamps.

2. 參與校內其他單位之服務活動，應由服務學習單位簽名認可。

Student can attend service learning activities offered by other departments. Please ask the administrator to sign on your certification form upon completion.

**國立東華大學服務學習時數認證表**

NDHU Dept of Computer Science & Information Engineering Service Learning

Service Hour Record

服務學習單位/機構 Service Organization：

服務學習單位核章 Organization Stamp：

承辦人 Manager：

|  |  |  |
| --- | --- | --- |
| 學生姓名 / Student Name | 學號 / Student ID | 認可時數 / Total Hours |
|  |  |  |

服務學習時間明細：

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 年/Year | 月/Month | 日/Day | 時間/Time Period | 內容/Job Description |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| 時數總計/ Sub Total Hours | | |  |  |