

淡江大學 000 學年度第 0 學期優良及特優教學助理 推薦表

中文姓名 Name		英文姓名 As in Passport		學號 ID			
班別 Degree		系所 Department					
身分 Identity		E-mail					
		Mobile					
資料 審查 與 系所 推薦  Docu- ment Review and Depart- ment Recom- men- dation	課程資料 Course Information	科目名稱/ Course	開課班級 Class	班級人數 No. of Students	每週授課時數 Course Hours (per Week)	教學評量 回收率% Collection Rate	教學評量平 均分數 Average Score
	基本項目 Standard Criteria	<input type="checkbox"/> 1.本學期無缺課曠職紀錄/ No absenteeism in this semester. <input type="checkbox"/> 2.通過校內培訓領有「教學助理培訓研習證書 (TA+)」/ Passed and obtained the TA+ Training Course Certificate hosted by TKU. (須附佐證資料/ supporting documents) <input type="checkbox"/> 3.本學期之教學評量表 (教師版) 評量平均分數為5以上/ Teaching assessment survey score (for the course instructor) have an average of 5 and above for this semester. (須附佐證資料/ supporting documents) <input type="checkbox"/> 4.本學期之教學意見回饋調查 (學生版) 回收率為百分之五十以上、問卷平均分數每一送審授課科目皆高於5分以上。/The response rate for this semester's teaching evaluation survey (student version) is above 50%, and the average score for each submitted course exceeds 5 points.					
	實質工作 Substantive work <small>須附佐證資料/ supporting documents</small>	<input type="checkbox"/> 1. 本學期按時繳交教學助理工作月誌，無缺交狀況。/ The Work Monthly Log has been submitted on time. <input type="checkbox"/> 2. 教學講義，講義資料來源/ Others Course handouts, source: <input type="checkbox"/> 自製講義/ Self-made <input type="checkbox"/> 正課教師提供/ Provided by course instructor <input type="checkbox"/> 改編自網路/ Modified from internet sources <input type="checkbox"/> 其他/ Other <input type="checkbox"/> 3. 學習單或指導學生作業範例等。/ worksheet, examples of assessing students' learning etc. <input type="checkbox"/> 4. 教案設計/ Lesson Plan Design					
	補充項目 Additional Information <small>須附佐證資料/ supporting documents</small>	<input type="checkbox"/> 1. TA3C 研習/ TA3C Workshop <input type="checkbox"/> 2. 專業成長社群/ Professional growth community <input type="checkbox"/> 3. 特殊教學榮譽/ Excellent teaching honors <input type="checkbox"/> 4. 擔任課輔助教/ Service as course guidance teaching assistant <input type="checkbox"/> 5. 教師或學生推薦函/ Recommendation letters from teachers or students <input type="checkbox"/> 6. TA++或 TA+++培訓證明/ TA++ or TA+++ Certificate <input type="checkbox"/> 7. 碩士學位證書/ Master's degree certificate <input type="checkbox"/> 8. 無補充項目/ No additional items <input type="checkbox"/> 9. 其他/ Other					
系所助理或 承辦人簽章 Sig. of Dep.			系主任簽章 Sig. of Dept. Chair				
課程教師推薦 Course Instructor's Recom- mendation	優異事蹟 Excellent Deeds	<input type="checkbox"/> 1.認真負責完成教師交代的事項 Serious in completing tasks handed by instructor <input type="checkbox"/> 2.致力協助學生提高學習效果 Active in assisting students to obtain effective studying <input type="checkbox"/> 3.具有良好的品性及工作態度 Have a good attitude and working ethics <input type="checkbox"/> 4.與學生關係良好 Good interpersonal relation with students <input type="checkbox"/> 5.其他推薦為優良/特優教學助理之具體優異事蹟： Other recommendations or comments :					
	課程教師 簽章 Sig. of Course Instr.						
學院推薦 College Endorse- ment	審查結果 Evaluation Results	<input type="checkbox"/> 推薦/ Recommended <input type="checkbox"/> 不推薦/ Not Recommended		院長簽章 Dean's Signature			

審查日期/ Evaluation Date:            年        月        日(YYYY/DD/MM)

備註/ Notice :

1. 各學院推薦優良教學助理名額總數以該次公告為準。/ Please see the announcement for the maximum number of recommendations allocated for each college.
2. 本表經學院通過後，將推薦表與佐證資料送學生事務處諮商職涯暨學習發展輔導中心（商管大樓 B413室）參加特優教學助理遴選。/ After approval by the college, please submit this form along with all supporting documents to the Student Affairs Office, Counseling, Career, and Learning Development Center (Business Management Building, Room B413) to participate in the Outstanding Teaching Assistant Selection.
3. 教師推薦事蹟 15%；實質工作內容 30%；教學意見調查30%；補充項目及其他 25%。/ Percentage Breakdown: Teacher recommendations 15%, substantive work content 30%, teaching evaluation survey 30%, supplementary items and others 25%.
4. 教案設計另行評比。/ Lesson plan design will be evaluated separately.
5. 本表個人資料蒐集依據本校個人資料管理制度規範，隱私權政策聲明網頁請參考 <http://www.tku.edu.tw/privacy.asp>。/ Privacy announcement, <http://www.tku.edu.tw/privacy.asp>.