

# NSYSU Regulations for Student Emergency Allowance

History of Amendment and Approval:

22<sup>nd</sup> University Administrative Executive Meeting of 1999-Academic Year on 21-04-1999  
9<sup>th</sup> University Administrative Executive Meeting of 2000-Academic Year on 25-10-2000  
President Approval of 2000-Academic Year on 02-11-2000  
1<sup>st</sup> University Administrative Executive Meeting of 2001-Academic Year on 12-09-2001  
14<sup>th</sup> University Administrative Executive Meeting of 2002-Academic Year on 06-03-2002  
12<sup>th</sup> University Administrative Executive Meeting of 2002-Academic Year on 18-12-2002  
1<sup>st</sup> University Administrative Executive Meeting of 2004-Academic Year on 08-09-2004  
9<sup>th</sup> University Administration Council Meeting of 2013-Academic Year on 18-06-2014  
5<sup>th</sup> University Administration Council Meeting of 2019-Academic Year on 30-10-2019

- Article 1 National Sun Yat-sen University (hereinafter referred to as the University) has developed the Regulations for Allowance for Handling Student Emergencies (hereinafter referred to as the Regulations) to help provide timely support to the students who encounter major life difficulties and to endure the hardship.
- Article 2 The student emergency allowance is appropriated from the total of the University's tuition fee every academic year and from charitable donation of the society.
- Article 3 The Student Emergency Allowance Evaluation Committee should comprise:
1. Vice President of Student Affairs
  2. Division Director of the Student Assistance Division
  3. Division Director of the Counselling and Career Development Division
  4. One representative from each college
- The Vice President of Student Affairs should be the convener of the meeting.
- Article 4 The Student Assistance Division of the Office of Student Affairs should be responsible for handling procedures related to the Student Emergency Allowance.
- Article 5 Should any student (including exchange students) encounter major emergencies as listed, he/she is eligible to apply for the Student Emergency Allowance:
1. The family has an unfortunate incident, leading to economic difficulties.
  2. Suffering from major injury or illness.
  3. Parent(s) is unemployed, leading to economic difficulties.
  4. Other emergency incidents not covered.
- Article 6 Applicants need to provide documentary supports with the application:
1. A copy of their student ID
  2. Corresponding documents according to the type of application
- Article 7 Application procedures
1. The student should fill out the application form (as attached), prepare relevant documents, seek the signed approval of the department chair, and submit the application at the University's Student Assistance Division.
  2. After the application has been submitted to the Office of Student Affairs, the Student Emergency Allowance Evaluation Committee Meeting should be convened. Should the case be of high emergency, the Vice President of Student Affairs has full authority to approve the case and directly grant the allowance according to the allowance standard chart. The case should be presented to the Student Emergency Allowance Evaluation Committee Meeting for follow-up approval.
  3. The Student Emergency Allowance Evaluation Committee meeting should be convened at least once at the end of each semester.
  4. In addition to evaluation of the documents, the committee may invite relevant personnel to attend the meeting as reference.
- Article 8 The sum of financial support for handling student emergencies is as specified in the Student Emergency Allowance Standard Chart; each case may be granted in the range of NTD 5,000 to 50,000. Special cases may be presented to the evaluation committee or to the President to approve higher allowance.
- Article 9 The regulation is approved in the University Administration Council Meeting and implemented upon approval by the President. The same procedure applies in future cases of amendments.

# Student Emergency Allowance Standard Chart

History of Amendment and Approval:  
 10<sup>th</sup> Student Affairs Division Meeting of 2014-Academic Year on 22-01-2015  
 1<sup>st</sup> Student Affairs Division Meeting of 2019-Academic Year on 18-09-2019  
 2<sup>nd</sup> University Administration Coordination Meeting of 2019-Academic Year on 23-10-2019  
 4<sup>th</sup> University Administration Council Meeting of 2019-Academic Year on 30-10-2019

Person(s) Involved	Incident	Standard of Allowance (NTD)	Documentary Support
Student	Hospitalized for 7 days or more due to accident or illness.	10,000	Proof of Hospitalization
	Major illness as defined by the National Health Insurance Administration (Should provide the Notice of Major Illness Assessment and Evaluation within effective period, not the Disability Card or certificate of diagnosis).	20,000	Notice of Major Illness Assessment and Evaluation
	Severe incident prohibiting family life and housed by government-approved social welfare institutions or relatives.	20,000	Certification from social welfare institutions
	Death due to accident or illness.	50,000	Death Certificate
Parent(s) <u>(of the student)</u>	Parent(s) hospitalized for 7 days or more due to accident or illness, leading to economic difficulties.	10,000	See Note 1
	Parent(s) divorced, disappeared, incarcerated, or unemployed, leading to economic difficulties.	10,000	<ul style="list-style-type: none"> <li>● Divorce Agreement</li> <li>● Report of Missing Person</li> <li>● Proof of Incarceration</li> <li>● Unemployed Labor Identification Receipt</li> </ul>
	Parent(s) suffer from a major illness as defined by the National Health Insurance Administration (Should provide the Notice of Major Illness Assessment and Evaluation within effective period, not the Disability Card or certificate of diagnosis)	20,000	Should the other parent have no income, an additional NTD 10,000 is to be granted
Children <u>(of the student)</u>	Death of a parent, leading to economic difficulties.	20,000-40,000	Death Certificate
	Death of both parents, leading to economic difficulties.	50,000	Death Certificate
<u>Children</u> <u>(of the student)</u>	Hospitalized for 7 days or more due to accident or illness.	5,000	Proof of Hospitalization

	Major illness as defined by the National Health Insurance Administration (Should provide the Notice of Major Illness Assessment and Evaluation within effective period, not the Disability Card or certificate of diagnosis).	10,000	Notice of Major Illness Assessment and Evaluation
Documentary Support	<ol style="list-style-type: none"> <li>1. Application form</li> <li>2. Certificate of study</li> <li>3. Transcript of the household registration (Students from Hong Kong, Macau, China and foreign students are exempt)</li> <li>4. Documentary support related to the incident</li> <li>5. List of annual individual income tax and data on various incomes of all family members issued by the relevant national taxation bureau (Students from Hong Kong, Macau, China and foreign students should submit property/income certification from their country of origin)</li> </ol>		
Notes	<ol style="list-style-type: none"> <li>1. Should the student's familial income total exceed NTD 1 million or have accumulated over NTD 10 million, the student is not eligible to apply (other than the case of student's death due to accident or illness).</li> <li>2. Should the family economic difficulties lead to inability to care for the student or student's inability to continue schooling, the Student Emergency Allowance Evaluation Committee Meeting may regard the case as a special case and increase the allowance by NTD 10,000 to 20,000.</li> </ol>		