CYCU Standards Governing Applications and Incentives for Overseas Digital Course Promotion

2026

Approved at the 115-1-10 Division Affairs Meeting of the Office of Digital Education Development on October 22, 2026

Article 1. These Standards are established in accordance with the CYCU Regulations Governing the International Promotion of Digital Courses.

Article 2. Eligible participants shall be as follows:

1. Overseas Collaborating Instructors: Overseas teachers or education professionals.
2. Overseas Learning Support Teaching Assistants: Currently enrolled CYCU students.

Article 3. Registration and outcome submission shall be conducted as follows:

1. Registration Period

   October 15–November 18, 2026. Participants shall register using the designated CYCU online form corresponding to their category. The Office of Digital Education Development shall notify applicants of registration results by email after confirmation.

Overseas Collaborating Instructor Online Application Form	**Overseas Learning Support Teaching Assistant Online Application Form**
https://itouch.cycu.edu.tw/go/?w=11138@forms	https://itouch.cycu.edu.tw/go/?w=11139@forms

2. Outcome Submission Period

   October 15–December 31, 2026. Participants shall submit supporting documents through the designated CYCU online outcome submission form. The required documents are specified in Article 5.

Overseas Collaborating Instructor Online Outcome Submission Form	**Overseas Learning Support Teaching Assistant Online Outcome Submission Form**
https://itouch.cycu.edu.tw/go/?w=11140@forms	https://itouch.cycu.edu.tw/go/?w=11141@forms

Article 4. The designated digital courses shall be as follows:

No.	Course Title	Platform
1	The Physics of Superheroes	ewant Open Education Platform
2	Modern Citizen's Quantum Technology Competence	ewant Open Education Platform

Article 5. Recognition and submission of implementation outcomes shall be conducted as follows:

1. Submission of Implementation Outcomes
   (1) Overseas Collaborating Instructors shall complete the Overseas Collaborating Instructor Online Outcome Submission Form through the CYCU online form system and upload an Excel file listing overseas learners. Each record shall include the learner's name, email address used to register on the course platform, course title, and course completion status.
   (2) Overseas Learning Support Teaching Assistants shall complete the Overseas Learning Support Teaching Assistant Online Outcome Submission Form through the CYCU online form system and submit the following:
      - An Excel file listing each overseas learner's name, email address used to register on the course platform, course title, and course completion status, with a separate record for each learner and designated course.
      - For learners who have completed a designated course, full screenshots of the course "Quiz" page clearly showing quiz titles and scores for each unit, compiled into one PDF file. Screenshots are not required for learners who have not completed the course. To access the page, enter the course and select Learning Management → Grade Review. Please follow the examples and formatting requirements in the CYCU outcome submission form.
2. Notes on Outcome Recognition
   (1) Recognition of overseas learners, course participation instances, and course completion shall be based on the relevant course platform records.
   (2) The Office of Digital Education Development shall verify the actual number of participation instances supported, course completion status, and implementation outcomes based on

platform records and submitted documentation.

(3) If the same overseas learner is assisted by two or more Overseas Collaborating Instructors or Overseas Learning Support Teaching Assistants in the same designated course, only one assistant or instructor may be credited; the Office of Digital Education Development shall select one at random.

Article 6. Compensation and performance incentives for Overseas Learning Support Teaching Assistants shall be determined as follows:

1. Teaching Assistant Compensation

Teaching assistant working hours shall be determined based on the number of overseas learner participation instances verified by the Office of Digital Education Development. A minimum of 10 instances is required. One working hour shall be recognized for each verified participation instance, up to a maximum of 30 instances. The hourly rate shall be based on the statutory minimum hourly wage for the applicable year.

Recognition Threshold	Learner Participation Instances	Recognized Working Hours	Teaching Assistant Compensation (NT$)
Minimum	10	10 hours	1,960
Maximum	30	30 hours	5,880

Note: Compensation is calculated based on the statutory minimum hourly wage of NT$196 for 2026.

2. Performance Incentives

(1) Teaching assistants supporting at least 10 overseas learner participation instances shall receive a performance incentive based on the course completion rate of the learners they assist. Only the highest applicable tier shall be awarded; incentives shall not be cumulative.

Course Completion Rate	Performance Incentive (NT$)
At least 5% but less than 15%	500
At least 15% but less than 25%	1,000
At least 25% but less than 35%	1,500
At least 35% but less than 50%	2,500
At least 50%	5,000

(2) The course completion rate shall be calculated as follows:
Course Completion Rate = (Verified Course Completions ÷ Verified Learner Participation Instances) × 100%.

(3) For example, if a teaching assistant supports 23 overseas learner participation instances and 9 complete the course, the completion rate is 39.13% (9 ÷ 23 × 100%), and the performance incentive is NT$2,500.

(4) The completion rate shall be calculated based on all verified participation instances, including those exceeding the 30-instance compensation limit.

(5) Participation instances and course completions across multiple designated courses shall be combined. Each teaching assistant may receive a performance incentive only once per implementation period.

Article 7. Payment and collaboration benefits for Overseas Collaborating Instructors shall be determined as follows:

1. Hourly Fees

Hourly fees shall be determined according to the actual number of overseas learner participation instances supported. A minimum of 10 and a maximum of 30 participation instances may be recognized, and the completion rate must be at least 10%. Recognized hours and fees shall be determined by the participation tier in the table below.

Learner Participation Instances	Required Completion Rate	Recognized Hours	Hourly Fees (NT$)
At least 10 but fewer than 20	At least 10%	2 hours	4,000
At least 20 but fewer than 30	At least 10%	4 hours	8,000
At least 30	At least 10%	6 hours	12,000

(1) The course completion rate shall be calculated as follows: Course Completion Rate = (Verified Course Completions ÷ Verified Learner Participation Instances) × 100%.

(2) For example, if an Overseas Collaborating Instructor supports 23 overseas learner participation instances, of which 7 result in course completion, the completion rate is approximately 30.43% (7 ÷ 23 × 100%). The instructor shall be granted 4 recognized hours for hourly fee payment.

(3) Participation instances and course completions across multiple designated courses shall be combined. The maximum number of recognized hours for hourly fee payment shall be 6 hours.

(4) The completion rate shall be calculated based on all verified participation instances, including those exceeding the 30-instance payment limit.

2. Certificates of Collaboration

Overseas Collaborating Instructors who support at least 10 overseas learner participation instances and achieve a course completion rate of at least 10% may receive a Certificate of Collaboration issued by CYCU.

3. Additional Promotional Collaboration

Overseas Collaborating Instructors may voluntarily provide videos introducing their research, teaching, or courses for display on relevant digital platforms with CYCU's assistance. Video content, specifications, submission procedures, and usage authorization shall be separately confirmed by both parties.

Article 8. Participants wishing to modify their original collaboration arrangements or implementation methods shall seek prior confirmation from the Office of Digital Education Development. Matters not specified herein shall be governed by the aforementioned Regulations and other relevant CYCU rules.

Article 9. These Standards shall take effect upon approval by the Office of Digital Education Development affairs meeting. The same procedure shall apply to amendments.

Article 10. Contact: Event Promotion Section, Office of Digital Education Development, Chung Yuan Christian University. Contact Person: Hsu Hao-I. Email: shi_i@cycu.edu.tw. Telephone: +886-3-265-2724.