

National Cheng Kung University “Learning by Practice” Course Guideline

(For Students Enrolled as Freshman from 104 to 107 Academic Years)

104.10.28 Revised by Committee of General Education

107.12.12 Revised by Committee of General Education

110.06.10 Revised by Committee of General Education

1. Based on Title 19 of NCKU Learning Regulations, “Learning by practice” Course Guideline (referred to as Guideline hereafter) is designed to enable students to understand the meaning [and means] of learning in daily life by engaging in daily practices and to foster a commitment to lifelong learning.
2. The Committee of Consultants is established by the Director of the Center for General Education (CGE) to carry out the Guideline.
3. Learning by practice” is a cluster of courses, and students may take a maximum of 6 credits, i.e. 54 points. The cluster includes two groups of courses. The first one includes three two-credit-courses, each consisting of 18 points: Learning by Practice I, Learning by Practice II, and Learning by Practice III. The second group includes six one-credit-courses, each consisting of 9 points: Learning by Practice A, Learning by Practice B, Learning by Practice C, Learning by Practice D, Learning by Practice E, and Learning by Practice F.

Students may gain points from the following four learning categories:

- 1) Self-Learning category contains three types of activities: Reading Classics, attending CGE-approved lectures, and doing Online Foreign Language Self-learning programs. However, these courses, if taken in a student's major field, can only earn a maximum of 3 points per 1-credit-course.
- 2) Work-Learning category contains four types of activities: intern/working experience, military service, skill contests, and vocational licenses.
- 3) Overseas-Learning category
- 4) Praxis-Learning category contains three types of activities: leadership in extracurricular clubs, campus volunteering, and talk show or individual performances. This category can earn a maximum of 6 point per 1-credit-course.

Concerning other types of self-learning activities that are not included above:

Students may send an application letter with appropriate documents to the Center for General Education to request special recognition of an activity. Upon request, the Center's Faculty Meeting will determine if and how points will be given, according to the content and the nature of the activities.

Except in the case of Online Foreign Language Self-learning programs, which are limited to 2 points per credit, students may gain a maximum of 6 points per credit from within the above categories one, two, and three.

4. **Course Evaluation: Concerning the four learning categories for courses**, the evaluation standards are listed as follows:

1) Self-Learning Category:

a. Reading Classics: The lists of classic books by major areas are provided by the Committee of General Education and announced online at the beginning of every academic year. The chosen book must not belong to a student's major area (A list of major areas is in Appendix 1), and after reading it the student must submit an essay with a minimum of 3000 words. Submission is limited to one essay per week and will earn a maximum of 6 points per essay. The points are given based on the following standards (grading scale is in Appendix 2):

A score of 59 and below is equivalent to 0 points

A score of 60~70 is equivalent to 2 points

A score of 71~79 is equivalent to 3 points

A score of 80~85 is equivalent to 4 points

A score of 86~90 is equivalent to 5 points

A score of 91 and above is equivalent to 6 points.

A student found guilty of violating University's plagiarism policy may face sanctions such as receiving zero points and no longer be allowed to take "Reading Classics" again to earn points.

b. Attending Lectures: Students who attend a CGE-approved lecture must have a full record of login and logout history and after attending the lecture he/she must submit a reflection essay with a minimum of 1000~1500 words and upload it to the appropriate University website within two weeks. The points are given based on the following standards:

A score of 59 and below is equivalent to 0 points

A score of 60~89 is equivalent to 1 point

A score of 90 and above is equivalent to 2 points.

c. Online Learning: Students who participate in an online program must provide a record to indicate their login and logout history or total online learning time, **which can be downloaded from the Online language Learning system of the library's media center(本校圖書館多媒體中心之線上語言學習系統)**. One hour of online self-learning is equivalent to 0.5 point.

2) Work-Learning category: (the certificates can be obtained in the summer prior to enrollment.)

a. Intern/working experiences: students have to provide a full-time work certificate or Bureau of Labor Insurance, Ministry of Labor e-service-Labor Insurance Transaction Inquiry Form (provide pay slip if work oversea) from summer/winter break. Every month of full-time intern/work can earn 2 points. Working over 15 days and less than a month can earn 1 point; less than 15 days does not receive any points.

b. Military service: students have to provide the official military service certificate as well as one copy of it. Every two months of service can earn one 1 point.

c. Skills contests may include those organized by international, national, academic, other organizations , and campus. Students may refer to Appendixes 3, 4, 5 for points that can be earned. Documents should be provided, such as a picture of a trophy, certificate, team list, etc., so the points can be awarded.

Appendix 3: Points for International Contests:

Points Ranking	Individual Contestants		Group Contestants	
	≥ 8	4-7	≥ 8	4-7
1	10	5	8	4
2	9	4	7	3
3	8	3	6	2
4	7	2	5	1
5	6	1	4	
6	5		3	
7	4		2	
8	3		1	
9	2			
10	1			

Appendix 4: Points for National, Municipality/Pan-College and City/County Level Contests:

Level of Competition		Points	Individual Contestants		Group Contestants	
		Ranking	≥8	4~7	≥8	4~7
National		1	6	3	4	2
		2	5	2	3	1
		3	4	1	2	
		4	3		1	
		5	2			
		6	1			
Municipality level (Northern, Central, or Southern region)	Pan-College level competition	1	4	2	3	1
		2	3	1	2	
		3	2		1	
		4	1			
City/County-Level		1	3	1	2	1
		2	2		1	
		3	1			

Appendix 5 Points for Campus Level Contests:

Campus	Points	Individual Contestants	Group Contestants	
	Ranking	≥8	≥8	4~7
	1	2	2	1

	2	1	1	
	3	1	1	

d. Vocational license: students have to provide an official license issued by the Taiwanese government. Points vary according to type of license. For example, C class technician certificate can earn 6 points and B class can earn 12 points. Licenses of the same type are not awarded points more than once. Licenses that belong to the same area as student's major is not recognized.

3) Overseas-Learning category: (the certificates for this category are not limited to an undergraduate status; they can be obtained in the summer prior to enrollment.) Students have to provide documents of proof, such as a statement of travel records, passport and departure/arrival record, and an essay of at least 1000 words in order to earn a maximum of 6 points (the grading scale is the same as Reading Classics). However, students who join a study abroad program, participate in an overseas internship and apply for working experience points, or international students who visit their home countries, are not qualified for this category. Visits to a particular country are limited to a maximum of 6 points.

4) Praxis-Learning category:

a. leadership in an extracurricular club: students holding a leadership position in an extracurricular club are qualified to submit their Leadership Learning Evaluation forms to the Office of Extracurricular Activity in the Office of Student Affairs. For more details regarding the rules for earning points, please visit Office of Extracurricular Activity website. Non-campus clubs may use the same Leadership Learning Evaluation forms.

b. campus volunteering:

1. Application Requirement: Limit to participate in competition or activities held by NCKU administrative or academic units.

2. Application Deadline: Organizer must submit the application 1 month before the event. Application will not be accepted after passing the deadline.

3. Please submit regulation for the competition or activity.

4. After approved by the CGE, students may apply for Learning by Practice points. Organizers should give the name list of volunteers to the CGE before the event.

5. Upon applying for points, students should upload their NCKU volunteer work record.

c. Talk/Show/individual performance: students planning a public performance have to have the location approved by CGE and must perform for at least 10

minutes in public, and the performance must be recorded and submitted to CGE to earn 1 point. The performance clip has to be published on a YouTube website.

5. **Course Registration:** After earning a total of 9 points, students may register their “Learning by Practice” course by the 16th week of the semester. The course registration procedure is as follows: Students need to submit their course passports to CGE and receive a Certificate of Registration. With the Certificate, students need to go the registrar’s office to complete registration and pay the credit fees if needed.

6. **Course Grade:** All grades for the courses, “Learning by Practice I”, “Learning by Practice II,” “Learning by Practice III”, must be marked as “TR” to indicate the completion of a 2-credit-hour course.
“Learning by Practice A,” “Learning by Practice B,” “Learning by Practice C,” “Learning by Practice D,” “Learning by Practice E,” and “Learning by Practice F” must be marked as “TR” to indicate the completion of a 1-credit-hour course.
7. The Guideline is compiled, approved and, when necessary, revised by the Committee of General Education.