

National Cheng Kung University “Learning by Practice” Course Guideline

(For Students Enrolled as Freshman starting from 113 Academic Year)

104.10.28 Revised by Committee of General Education

107.12.12 Revised by Committee of General Education

108.05.29 Revised by Committee of General Education

110.06.10 Revised by Committee of General Education

111.06.02 Revised by Committee of General Education

113.05.17 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 4 credits, i.e. 36 points. The cluster includes two groups of courses. The first one includes two two-credit-courses, each consisting of 18 points: Learning by Practice I and Learning by Practice II. The second group includes four one-credit-courses, each consisting of 9 points: Learning by Practice A, Learning by Practice B, Learning by Practice C and Learning by Practice D.

Students may gain points from the following four learning categories:

- 1) Self-Learning category contains two types of activities: Reading Classics and attending CGE-approved lectures. 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.

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.

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
		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 or project activities are qualified to submit their job record the Learning by Practice Point Certification System and send the Office of Extracurricular Activity in the Office of Student Affairs for evaluation. Points given to will be recorded by the Center for General Education.

b. Campus volunteering:

1. NCKU administrative or academic units organizing competition or activities should submit regulation for the competition or activity. Organizer must submit application to the CGE 1 month before the event. Application will not be accepted after passing the deadline.
2. After approved by the CGE, organizer can begin open recruitment for volunteers and give the name list of volunteers to the CGE before the event.
3. Upon applying for points, students should upload their NCKU volunteer work record to the Learning by Practice Point Certification System.

c. Talk/Show/individual performance:

1. All performance should apply through the Learning by Practice Point Certification System and be approved by the CGE be forward
2. Student should perform during the time and location approved by the CGE The performance must be at least 10 minutes in public, be recorded and submitted to NCKU Mytube. Upon passing the evaluation by the CGE, each performance can earn 1.5 points.

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 this 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.