

## Study Plan for Adjunct Assistant

<b>Student Name and ID</b>		<b>Project ID</b>	
<b>Project Title</b>			
<b>Period of Project Participation</b>	from _____ (yyyy/mm/dd) to _____ (yyyy/mm/dd)		
<b>Skills obtained from this project (check all that apply)</b>	<input type="checkbox"/> 1. Design, preparation, correction and execution of the research project. <input type="checkbox"/> 2. Collection, compilation, filing, analysis, and charting of collected data and figures. <input type="checkbox"/> 3. Authoring or publication of annual reports, journal articles, and patents. <input type="checkbox"/> 4. Planning and participation of public-service activities and projects. <input type="checkbox"/> 5. Fostering skills in teamwork and leadership. <input type="checkbox"/> 6. Mentoring junior students and to pass down knowledge and experience through teaching practice. <input type="checkbox"/> 7. Learning about topics directly related to the graduation thesis. <input type="checkbox"/> 8. Other activities of knowledge acquisition as their primary objective. (explain)		
<b>Format of Faculty Advising (check all that apply)</b>	<input type="checkbox"/> 1. In-class teaching. <input type="checkbox"/> 2. Recommends research directions and solutions to research problems. <input type="checkbox"/> 3. Coordinates team work and task division <input type="checkbox"/> 4. Holds regular research meetings. <input type="checkbox"/> 5. Revises oral and paper reports. <input type="checkbox"/> 6. Arranges student participation in academic activities and off-site teaching. <input type="checkbox"/> 7. Others (explain)		
<b>Signature of Adjunct Assistant</b>	Date (yyyy/mm/dd)	<b>Signature of Faculty Advisor</b>	Date (yyyy/mm/dd)
<b>Payment processing system and Pay scale</b>	<input type="checkbox"/> Payment processed through the Employee Payroll System by the Office of Personnel : 1. Payable amount of this application : \$_____/month 2. Payable amount previously approved for the payee's study plan : \$_____/month, for project participation from date _____(yyyy/mm/dd) to date _____(yyyy/mm/dd). As this application is for supplemental pay only, the total monthly payable is \$_____. Remarks or explanations: _____ (fill in item 2 only if applying for supplemental pay.) <input type="checkbox"/> Payment processed through the Payment Receipt System by the Office of Accounting (hourly wage) : \$_____/hour <input type="checkbox"/> Payment processed through the Scholarship and Grants System by the Office of Academic Affairs : \$_____/hour or \$_____/month		

1. For both adjunct assistant and advisor, please refer to the "ownership of research results" (<http://140.114.39.241/Pages.aspx?pid=485>) chart for regulations on intellectual property ownership.
2. This Study Plan form was approved on Sept. 15, 2017 by the Committee on Research Grants and Adjunct Assistantship, and the revised version was approved on Mar. 08, 2021.
3. Related regulations administered by National Tsing Hua University are as below:  
 (1) Regulation on Research Results Ownership from the National Tsing Hua University  
 (2) Regulations on the Rights of Adjunct Assistance from the National Tsing Hua University
4. This form is applicable to all research assistants (including students from PRC, overseas Chinese, and other students eligible for research assistantship)