NATIONAL TAIWAN UNIVERSITY OF SCIENCE AND TECHNOLOGY
Regulations for Study Partnerships

September 19, 2017—Passed by the 558th Administrative Meeting
September 10, 2019—Passed by the 579th Administrative Meeting
October 20, 2020—Passed by the 591th Administrative Meeting
March 23, 2021—Passed by the 596th Administrative Meeting

Article 1 National Taiwan University of Science and Technology (NTUST or "the University") has formulated the following regulations to help students effectively address problems with their course work, improve learning effectiveness, and encourage students with outstanding academic performance to serve as study partners for their peers.

Article 2 The study partner program shall be available for subject-specific course offered by NTUST colleges / departments / programs (hereafter "academic units") and lower division undergraduate mathematics and science courses. The study partner program shall be organized individually by the University's academic units, while the study partner program for lower-division undergraduate mathematics and science courses shall be organized by the Center for Teaching and Learning Development (CTLD).

Article 3 Academic units with five (or more) courses or 30 (or more) students enrolled in the study partner program shall be eligible to hire a paid student assistant in accordance with the University's *Service Learning Implementation Guidelines*.

Article 4 Study partners may be requested in accordance with the following provisions:

1. Applicants must be NTUST students who are enrolled in the course that the study partnership is applied for.
2. Study partner programs shall offer both individual and group tutoring services. A study partner will be assigned to 1-2 students for individual tutoring and groups of 3-5 or 6 or more students for group tutoring.
3. Study partner requests can be submitted to the organizing unit either by course instructors or by students themselves. Study partners shall be assigned by the organizing unit / CTLD.
4. In principle, tutoring sessions shall be scheduled between 8 a.m. and 9 p.m. Monday through Friday. Each session shall be one-hour long and each student may reserve up to two sessions per request and eight sessions per month.
5. Tutoring sessions may only take place at locations designated by the organizing unit.

Article 5 In principle, only undergraduate students who meet all of the following requirements shall be eligible to serve as a study partner:

1. Ranking in the top 40% of their class in terms of academic performance in the preceding semester
2. Having obtained a grade of 'A' or higher in the courses/subjects they are registered to tutor
3. Not concurrently serving as a teaching assistant in the same course/subject they are registered to tutor

Article 6 Study partners shall comply with the following guidelines during tutoring sessions:

1. After each tutoring session, they shall fill out a study partner record and submit it to the competent unit within three days.
2. Each study partner may provide up to eight hours of tutoring per month.
3. Study partners are entitled to an hourly pay of NTD$250 for individual tutoring, NTD$350 for tutoring a group of 3-5 students, and NTD$450 for tutoring a group of 6 or more students. The number of student partnerships and the amount of the remuneration shall be determined by the budget of the current year.
4. Study partners may not do homework assignments for tutees.
5. Study partners must accept periodic inspections by the organizing unit during tutoring sessions. If any violations are found, the study partner shall be issued a

warning for a first offense, and shall be immediately stripped of their study partner eligibility for a repeated offense.

6. Study partners who receive a score of less than 3.5 points on the study partner feedback survey three or more times may be stripped of their study partner eligibility.

Article 7 NTUST students who wish to receive tutoring services shall comply with the following guidelines:

1. They shall have all their questions prepared before each tutoring session
2. They shall fill out a study partner feedback survey after each tutoring session and submit it to the organizing unit within three days.
3. The scope of tutoring shall be limited to their coursework.
4. They may request a change of study partner once while participating in the program.

Article 8 These regulations and any amendments made hereto shall be implemented upon passage by the Administrative Meeting.