

Minghsin University of Science and Technology
Guidelines for the Application for Emergency Relief and Assistance for Students

Revised by the Student Scholarship and Financial Aid Committee on May 15, 2003

Revised by the Student Scholarship and Financial Aid Committee on April 16, 2009

Revised by the Student Scholarship and Financial Aid Committee on April 12, 2016

Revised by the Student Scholarship and Financial Aid Committee on June 11, 2019

Revised by the Student Scholarship and Financial Aid Committee on April 20, 2021

Revised by the Student Scholarship and Financial Aid Committee on May 31, 2022

1. Minghsin University of Science and Technology (hereinafter referred to as “the University”) has established these Guidelines to provide care and assistance to students who encounter family emergencies or unexpected accidents, enabling them to continue their studies with peace of mind and successfully complete their education.
2. The recipients of emergency relief and assistance under these Guidelines shall be students who have formal enrollment status at the University.
3. Students who meet any of the following circumstances may submit an application to the Student Affairs Division, Student Life Guidance Section (Division of Continuing Education Student Affairs):
 - (1) The student is hospitalized due to illness or injury, resulting in a significant financial burden.
 - (2) The student’s family encounters an unexpected event that causes an interruption in financial support and results in financial hardship.
 - (3) The student suffers significant financial or living losses due to an unavoidable accident or human-caused incident.
 - (4) The student passes away due to illness or an accident.
4. Application, review procedures, and required supporting documents are as follows:
 - (1) Application and review procedures:
 - A. The student concerned or an authorized representative shall complete the application form (see attached form) within three months from the date of the incident.
 - B. After obtaining the signatures of the advisor, military instructor, and department chair, the application shall be submitted to the Student Life Guidance Section (Division of Continuing Education Student Affairs) for special-case review. For applications for financial hardship assistance, the advisor and counseling military instructor shall complete an interview record form.

(2) Required supporting documents:

- A. Emergency Relief: A copy of the student ID card, a copy of the identity card, documentation proving the accident or disaster, and a household registration transcript for the entire household issued within the most recent month.
- B. Financial Hardship Assistance: A copy of the student ID card, a copy of the identity card, an interview record form, a household registration transcript for the entire household issued within the most recent month, and documentation proving the accident or disaster or proof of the parents' unemployment.
- C. Funeral Assistance: A copy of the student ID card, a copy of the identity card, a death certificate or campus incident report, and a household registration transcript for the entire household issued within the most recent month.

5. The types and standards of emergency relief and assistance are as follows:

- (1) Emergency Relief: Students who suffer significant losses as a result of an incident or disaster may receive assistance ranging from NT\$5,000 to NT\$10,000.
 - (2) Financial Hardship Assistance: Students from financially disadvantaged families who suffer losses as a result of an incident may receive assistance ranging from NT\$5,000 to NT\$30,000.
 - (3) Funeral Assistance: In the event that a student passes away due to illness or an accident, assistance ranging from NT\$10,000 to NT\$50,000 may be provided.
6. In the event of an urgent or special case, or when a student is a victim of a major sudden disaster recognized by the Ministry of Education, the amount of assistance may be adjusted flexibly according to the circumstances, subject to approval.
7. Students who meet the eligibility requirements under these Guidelines may, depending on their actual circumstances, be given priority assistance in applying for on-campus part-time employment.
8. These Guidelines shall take effect after being approved by the Student Scholarship and Financial Aid Committee and submitted to the President for approval and issuance. The same procedure shall apply to any amendments.