國立勤益科技大學辦理教師升等作業檢附資料彙總表
National Chin-Yi University of Technology Checklist of Documents Required for Teachers' Promotions

送審人 Applicant: _____

系所 Department (Institute): _____

	檢附文件資料名稱 Attached Document Names
1	專任教師升等申請表 Application Form for Full-time Teachers' Promotions
2	教師資格審查履歷表(甲式)：1 份(含履歷表內法令依據所繳驗之證件影本) Resume Form for Teachers' Qualification Review (Form A): One copy (including copies of legal documents submitted for verification with the resume)
3	教師資格審查履歷表(乙式)： 5 份 Resume Form for Teachers' Qualification Review (Form B): Five copies
4	送審人之專任教師定期成效評估標準資料庫－總表 ull-time Teachers' Periodic Performance Evaluation Standards Table
5	本校教師著作基本篇數審查意見表 National Chin-Yi University of Technology Form for Review of the Minimum Number of Publications by Faculty Members
6	教師升等作業檢核表：非期刊論文審查者免附 Checklist of Documents Required for Teachers' Promotions: Not Required for Applicants Not Subject to Journal Article Review
7	合著人證明(正本)：代表作非合著者免附。Co-authorship certificate (original): Representative work without co-authors are not required to provide this document.
8	著作、作品審查迴避參考名單：無迴避建議者，免附 Reference list for avoiding conflicts of interest in reviewing work: Not required if there are no reviewers with a conflict of interest.
9	國外學歷送審教師資格修業情形一覽表(非文憑送審且非國外學歷者免附) List of foreign academic qualifications and entry-exit certificates for teachers' qualification review: Not

註：送審人填具本彙總表，並依序檢齊應附文件、資料後向系(所、中心、室)提出升等申請。
Note: The applicant should fill out this checklist and prepare the required documents in the order indicated before submitting the promotion application to their department (or center/office).

	required for those who did not obtain a foreign diploma and have no foreign academic qualifications.
10	入出境證明(向移民署申請，非文憑送審且非國外學歷者免附) Certificate of Entry and Exit Dates (from the National Immigration Agency; not required for those who did not obtain a foreign diploma and have no foreign academic qualifications).
11	實際送審成果~~之實體內容~~：一式 5 份。 Physical copies of the actual materials submitted for review: Five copies.

所附文件、資料皆「送審人辦理教師升等應檢附文件、資料及注意事項」完成檢核，並依上開表列順序排列，請惠予審議。

All the attached documents and materials have been checked by the applicant for teachers' promotions according to the *Documents and Materials to be Attached and Notes for Teachers' Promotions*, and ordered as listed in the table above. Please kindly review prior to approving.

送審人簽名：_____ 日期：____年____月____日
Applicant's Signature:
Date: YY/MM/DD

註：送審人填具本彙總表，並依序檢齊應附文件、資料後向系(所、中心、室)提出升等申請。
Note: The applicant should fill out this checklist and prepare the required documents in the order indicated before submitting the promotion application to their department (or center/office).