

長庚大學教職員工敘薪辦法

Remuneration Regulations for Faculty and Staff of Chang Gung University

第一條 長庚大學（以下簡稱本校）編制內教職員工薪級之核敘，依「教職員工敘薪辦法」（以下簡稱本辦法）之規定辦理。

Article 1: The determination of salary scales for faculty and staff within the establishment of Chang Gung University (hereinafter referred to as "the University") shall be conducted in accordance with the provisions of the "Remuneration Regulations for Faculty and Staff of Chang Gung University" (hereinafter referred to as "these Regulations").

第二條 本校教職員薪級分為三十六級（含年功薪共三十九個薪額），其薪級表如附表一「長庚大學校長、教師暨助教薪級表」及附表二「長庚大學職員薪級表」。

Article 2: The salary scales for faculty and staff at the University are divided into thirty-six levels (including annual increments, totaling thirty-nine salary levels). The salary scale tables are provided in Appendix 1 "Salary Scale Table for President, Faculty, and Teaching Assistants of Chang Gung University" and Appendix 2 "Salary Scale Table for Staff of Chang Gung University."

第三條 本校初任教師，以最低級起敘為原則；曾任大學校院或中研院等研究機構與現職職務等級相當且服務成績優良之教師年資，得每滿一年提敘一級；專科學校、國內外公私機構與現職職務等級相當且服務成績優良之服務年資採計依教師職前年資採計提敘辦法之規定辦理，得每滿二年提敘一級；但受本職最高年功薪之限制。

Article 3: New faculty members at the University shall generally be assigned the lowest salary grade. However, those who have previously served in academic institutions, such as universities or research institutions like Academia Sinica, and those whose current positions are equivalent to their previous positions, may be promoted by one grade level for each year of service with outstanding performance. For those with service experience in vocational schools, domestic or international public or private organizations, and those whose current positions are equivalent to their previous positions and who had outstanding performance in their previous positions, the promotion shall be

determined according to the regulations for calculating pre-employment years of service for teachers, with promotion by one grade level for every two years of service, subject to the maximum annual increment limit for the respective positions.

第四條 本校職員，以依學歷為核敘依據，其敘薪標準如附表三；於機關及公私立學校與現職職務等級相當且服務成績優良之年資，得每滿一年提敘一級，但受本職最高薪之限制。

Article 4: The salary determination for staff members at the University is based on their educational qualifications. The salary scale is provided in Appendix 3. Staff members who have outstanding performance and service experience in government agencies or public and private schools equivalent to their current positions may be promoted by one grade level for each year of service, subject to the maximum salary limit for their respective positions.

第五條 本校工友薪級核支標準如附表四，均自最低級起敘為原則。在本校服務年資得按年採計提敘至本職最高年功餉。

Article 5: The salary scales for maintenance workers at the University are provided in Appendix 4, with the principle of starting from the lowest grade. Service years at the University will be counted annually for promotion until reaching the maximum annual salary for the respective positions.

第六條 新進教職員工應於到職當日，填具履歷表，檢齊學經歷證件，送由學校辦理敘薪事宜。

Article 6: New faculty and staff members shall, on their first day of employment, complete their curriculum vitae, submit all relevant educational and work experience documents, and submit them to the university for salary determination.

第七條 教職員工起薪改支，依照下列規定辦理：

- 一、起薪：教師、職員及工友均自實際到職之日起薪。
- 二、改支：因取得較高學歷或取得新資格申請改敘者，均自審定改敘之日起

Article 7: The initiation and adjustment of salaries for faculty and staff shall be

handled according to the following provisions:

1. Initiation: Salaries for faculty, staff, and maintenance workers shall commence from their actual date of employment.
2. Adjustment: For those who apply for a salary adjustment due to obtaining a higher academic degree or acquiring new qualifications, the adjustment shall be effective from the date determined by the review.

第八條 本辦法未盡事宜，悉參照公立學校敘薪有關法令及「私立專科以上學校教職員工敘薪原則」規定辦理。

Article 8: Matters not covered in these regulations shall be handled in accordance with relevant laws and regulations regarding salary determination in public schools and the "Principles for Salary Determination for Faculty and Staff in Private Junior Colleges or Above."

第九條 本辦法經行政會議通過，報奉財團法人中華民國私立學校教職員退休撫卹離職資遣儲金管理委員會核備通過，陳校長核定公告後施行，修正時亦同。

Article 9: These regulations shall be approved in the Administrative Meeting, verified and approved by the Management Committee of Retirement, Relief, Resignation, Severance, and Dismissal Funds for Faculty and Staff of Private Schools in the Republic of China, and implemented upon the announcement by the President. Any amendments shall follow the same procedure.