

National Taipei University of Education

International Master's Program of Learning and Instruction

Guidelines for the Establishment of the Off-Campus Professional Internship Committee

Approved on Feb. 27, 2025, by the 1st Program Affairs Meeting of IMPLAI, Academic Year 113 (2nd Semester).
Approved on Apr. 8, 2025, by the 1st Meeting of the Career Counseling and Industry Internship Committee, Academic Year 113 (2nd Semester).
Approved on Jun. 3, 2025, by the 54th University Affairs Meeting, Academic Year 113 (2nd Semester).

Article 1

To promote the administration of off-campus professional internships for students, the International Master's Program of Learning and Instruction (hereinafter referred to as "the Program") establishes the Off-Campus Professional Internship Committee of IMPLAI (hereinafter referred to as "the Committee") in accordance with Article 6 of the NTUE Regulations for Off-Campus Professional Internships.

Article 2

1. The duties and responsibilities of the Committee are as follows:
2. Overall planning and promotion of off-campus professional internship courses.
3. Reviewing evaluation results and confirming the selection of internship institutions.
4. Drafting cooperative agreements for off-campus internships and internship plans for student interns.
5. Coordinating and handling complaints, disputes, and accidents involving interns.
6. Handling the termination of internships prior to completion.
7. Following up, processing, and reviewing the outcomes of internship counseling and visits.
8. Other matters related to safeguarding the rights and interests of interns.

Article 3

The Committee shall consist of five members, including the Program Director, full-time faculty members, a student representative, a representative of the internship institution, and an external legal scholar or expert.

The Program Director shall serve as the convener, and may invite relevant personnel to attend meetings to provide explanations or consultation as needed.

Article 4

The Committee shall, in principle, convene once per semester. Extraordinary meetings may be convened when necessary.

Meetings shall require the attendance of more than one-half of the members to commence. Resolutions shall require the approval of more than one-half of the attending members.

When agenda items involve amendments to internship agreements, the external legal scholar or expert must be present.

Article 5

These Guidelines shall be implemented following approval by the Program Affairs Meeting of IMPLAI, the University-level Off-Campus Professional Internship Committee, and the University Affairs Meeting.

Disclaimer: *In case of any inconsistency between the English and Chinese versions of this document, the Chinese version shall prevail.*