

## **The 2021 National Tsing Hua University “Final Course Evaluation Survey Incentive Plan” for Spring Semester (February to July, 2021)**

### **I. Objectives**

By the end of each semester, the Office of Academic Affairs of National Tsing Hua University (NTHU) conducts the online survey of “Final Course Evaluation,” which is intended to provide feedback, allowing the faculty and university to assess their quality of instruction. It also allows students to reflect on their progress throughout the course. This “Final Course Evaluation Survey Incentive Plan” is specially organized to encourage students to complete the survey.

### **II. Organizer**

Office of Academic Affairs

### **III. Intended Participants**

The intended participants are full-time students (including full-semester exchange students) who registered for the 2021 spring courses.

### **IV. Survey-Taken Period**

The online survey will be open from Friday, May 28, 2021 at noon to Monday, June 21, 2021 at 9 a.m.

### **V. Online Survey Website**

<http://www.ccxp.nthu.edu.tw/ccxp/INQUIRE/>

### **VI. Awards**

This incentive plan includes two types of awards: class awards and individual student awards.

#### **1. Class Awards**

All undergraduate classes are encouraged to fill out the online survey. The award will be given to the classes which have reached the highest completion rates. The completion rate is calculated by dividing the number of students who completed the online survey by the number of students enrolled in the class. The winning rate is approximately 10%. The top completion rate classes will be awarded monetary prizes, as described below.

One First Prize: The prize is 8,000 NTD.

One Second Prize: The prize is 6,000 NTD.

One Third Prize: The prize is 4,000 NTD.

Fifteen Special Prizes: The prize is 3,000 NTD for each class.

(1) First, Second and Third Prizes

- A. The First Prize is limited to one class per college, and same rule applies to the Second and Third Prizes. If more than two classes in one college have the same completion rates, the one with a larger class size will win the prize; if the class sizes are the same, the award will be determined by lottery. If a higher-ranked prize is increased by the classes' equal completion rates and class size, it may affect the number of subsequent prize places. For example, if two classes win a First Prize and a third class will receive a Third Prize (not a Second Prize). The result of the increased number of places may lead to a shortage of subsequent prizes.
- B. To encourage higher completion rates, there will be an additional 5,000 NTD bonus for a class size larger than 60 students and an extra 3,000 NTD bonus for a class size of 40 to 59 students.

(2) Special Prizes

After the above three prizes, Special Prizes will be awarded based on the following rules, up to fifteen classes:

- A. General Special Prize (Twelve classes): The General Special Prize will be awarded to the twelve classes that have reached the highest completion rates. If two or more classes share the same completion rates for the lowest-ranked places, the class with the most significant number of students will win the prize. If the class size is also the same, it will be determined by lottery, a total of twelve classes.
- B. Speed Prize (Three classes): The Speed Prize will be awarded to the three classes that have reached the 100% completion rate in the shortest time. During the survey-taken period, the Office of Academic Affairs will record the completion rates at a fixed time every morning. The Speed Prize will not be granted to classes that have won other awards.
- C. Classes with a 100% completion rate will be an additional 2,000 NTD bonus for a class size larger than 60 students and an extra 1,500 NTD bonus for a class size of 40 to 59 students.

D. Classes with fewer than ten students will not be ranked. When a 100% completion rate is reached, each student in this class will receive a gift.

E. More detailed information can be found in the appendix. More detailed information can be found in the appendix.

2. Individual Student Awards

The intended participants who have completed all their courses' online surveys within the time limit will receive a special school souvenir.

## **VII. Notes**

1. The list of winners will be announced on the website of the Division of Curriculum, Office of Academic Affairs. The Division of Curriculum will promptly notify the class representatives of each department (including interdisciplinary programs) to receive the prize and return the signed winner list in time. The prizes are split equally among the class.
2. Recipients of the prizes shall pay relevant income tax in accordance with the tax laws of the Republic of China.
3. If the incentive plan cannot be implemented due to specific reasons, the organizer reserves the right to cancel, terminate, modify or suspend the plan.
4. The organizer can modify, supplement and announce the incentive plan at any time when matters are not covered.

## Appendix

The table below shows the calculation methods of the Class Encouragement Prizes.

Class (College/ Department)	Completion rate	Class size	Description	Prize	Award (NTD)
Class A, Department A, College A	100%	76	1. The First Prize is limited to one class per college. If more than two classes in one college have the same completion rates, the one with a larger class size will win the prize; if the class sizes are the same, the award will be determined by lottery. 2. There will be an additional 5,000 NTD bonus for a class size larger than 60 students. 3. Classes winning the General Special prize and with a 100% completion rate will be an additional 2,000 NTD bonus for a class size larger than 60 students, and an extra 1,500 NTD bonus for a class size of 40 to 59 students.	First Prize plus bonus	8,000 +5,000 =13,000
Class B, Department A, College A	100%	66		General Special prize ①	3,000 +2,000 =5,000
Department B, College A	100%	40		General Special prize ②	3,000 +1,500 =4,500
Department C, College B	100%	30	The First Prize is limited to one class per college, and the number of recipients may increase if necessary.	First Prize	8,000
Class B, Department D, College C	100%	49	1. The First Prize is limited to one class per college, and the number of recipients may increase if necessary. 2. There will be an additional 3,000 NTD bonus for a class size of 40 to 59 students.	First Prize plus bonus	8,000 +3,000 =11,000
Department E, College D	100%	25	The First Prize is limited to one class per college, and the number of recipients may increase if necessary.	First Prize	8,000
so on and so forth				General Special prize ③~⑪	3,000
Class B, Department F, College B	100%	25	Two classes in College B have the same completion rate and class size, the prize will be determined by lottery.	General Special prize ⑫	3,000
Department G, College B	100%	25		---	0
Class B, Department H, College A	100%	15	The first class reached the 100% completion rate wins the first Speed Prize.	Speed prize ⑬	3,000

Class A, Department I, College B	100%	18	The second class reached the 100% completion rate wins the second Speed Prize.	Speed prize ②	3,000
Department J, College B	100%	19	The third class reached the 100% completion rate wins the third Speed Prize.	Speed prize ③	3,000