

# National Taiwan Normal University

## Application Reappointment of Teaching Assistant

Course Title			Date of Application	[Year] / [Month] / [Day]
Course Code			Course Serial No.	
Course Category	<input type="checkbox"/> General Education <input type="checkbox"/> Common Core <input type="checkbox"/> Physical Education <input type="checkbox"/> Teacher Education Program <input type="checkbox"/> College-Level <input type="checkbox"/> Departmental-Level <input type="checkbox"/> Other _____			
Instructor's Name		Department/Unit		
Student's Name		Student's Department		
Student ID		Contact Info	Mobile :	
			E-mail :	
<b>Statement of Termination Reason and Reflection</b> (Please briefly describe the reasons for the termination of your TA eligibility, your personal reflection, and specific measures for improvement.)				

**Note:** This application form is only applicable to Teaching Assistants who failed to complete the training in the 114-1 semester; it does not apply to Teaching Assistants from other semesters.

### Submission Process:

- **Step 1:** The TA applicant and the supervising instructor must **jointly sign** this form → Submit the original copy to the **unit responsible for processing TA appointments** → **Final approval by the unit providing the funding source**.
- **Step 2:** Upon completion, the administrative unit shall forward the **original copy** to the funding source unit (such as the Office of Academic Affairs, Office of Student Affairs, Project of Office of Bilingual Education, or Project of School of Teacher Education, etc.) and provide a **photocopy** to the Center for Teaching and Learning Development(**CTLD**) for filing.

Student Signature	Instructor Signature	Unit Responsible for Processing TA Appointments	Funding Source Unit (Final Approval)
<input type="checkbox"/> I have read the university's "Teaching Assistant Directives" and "Teaching Assistant Training and Assessment Principles" and agree to abide by all relevant TA regulations.			