

Guidelines Governing the Implementation of Adapted Physical Education Courses at Tzu Chi University of Science and Technology

Formulated at the Academic Affairs Meeting on September 10, 2012

Revised for the second time at the end-of-semester Academic Affairs Meeting on January 18, 2016

Article I. Basis:

The Guidelines Governing the Implementation of Adapted Physical Education Courses at Tzu Chi University of Science and Technology (hereinafter “the Guidelines”) have been enacted in accordance with Paragraph 2, Article 10 of the Ministry of Education’s Guidelines Governing the Implementation of Physical Education in schools at all levels.

Article II. Objective:

Adapted physical education courses under the Guidelines are mainly offered to students who cannot adapt to physical education courses that require intense physical activities. Course instructors shall design teaching materials and implement individualized instruction according to students’ ability and special needs. The objectives are to develop their basic physical ability, enhance their capability in physical activities, cultivate lifelong exercise habits, and maintain their physical health.

Article III. Eligible participants:

- (1) Permanent: Students with a disability card or those who can provide proof of a major illness issued by a hospital of regional level or higher to show they cannot take regular physical education courses. Students with a disability card who wish to stay in their original class are not required to apply.
- (2) Temporary: Students who are injured during a semester and provide proof issued by a hospital of regional level hospital to show that they should not engage in strenuous exercise; those who have been evaluated by their instructors as being unfit to engage in

strenuous exercise. Said students should be transferred to an adapted physical education class.

Article IV. Application procedure: Students should fill in the application form and submit it, along with supporting documents, to the Department of Physical Education for approval after being approved by the instructor from their original class.

Article V. Application method: Prepare the following documents and apply to the Department of Physical Education by the deadline.

(1) Required documents:

1. A copy of the disability card (original copy required for inspection) or proof issued by a hospital of regional level or higher.
2. Filled application form (download from the Department of Physical Education's website).

(2) Application deadline: Please apply at the Department of Physical Education within 2 weeks of the semester beginning.

II. Temporary:

(1) Required documents:

1. Proof issued by a hospital of regional level or higher, or an evaluation report by the original instructor (the form can be downloaded from the Department of Physical Education's website).
2. Filled application form (download from the Department of Physical Education's website).
3. Attendance records from the original class.

(2) Application deadline: A student who wishes to be transferred to an adapted physical education class must complete the application before the course-drop deadline announced by the Office of Academic Affairs.

Article VI. If a student is fit to take an adapted physical education course but is required to stay in his/her original physical education class, the course content and evaluation rules may be formulated in accordance with the Tzu Chi University of Science and Technology Guidelines Governing the Performance Evaluation of Students with Special Needs in Physical Education.

Article VII. Faculty: The faculty of adapted physical education shall comprise competent physical education teachers selected by the University's Department of Physical Education. Instructors must consider students' personal disabilities and stages when conducting special teaching activities.

Article VIII. Course implementation:

1. Conduct a pretest on students' sports ability to determine their level of physical ability.
2. Develop a course outline and teaching materials.
3. Write a report or reflection on sports appreciation.
4. Conduct a post-test on students' sports ability to determine their improvement in physical ability.

Article IX. Performance evaluation: The general score/performance score ratio regarding the physical education score for students who take an adapted course is the same as that for those who take a general physical education course. However, instructors shall set the grading standard for performance scores based on students' individual differences, learning, and improvement statuses.

Article X. A student who takes an adapted physical education course and passes upon approval of his/her instructor may apply for waiver of a general physical education course as per the regulations. Those who fail shall retake the course.

Article XI. The number of students who take an adapted physical education course is not subject to the limit of the minimum number of students required for a course to be offered by the University or a program. However, the number of students in each class should not exceed 10.

Article XII. The Guidelines shall become effective after being deliberated and approved by the Academic Affairs Meeting and ratified by the President. Amendments must follow the same procedure.

Tzu Chi University of Science and Technology

Application Form for Adapted Physical Education Courses

Applicant's basic information		
Name:	Class:	
Student number:	Gender:	
Address:		
Phone number:		
Email:		
Emergency contact /Tel.:		
Required documents:		
Permanent <input type="checkbox"/> Copy of disability card or proof issued by a hospital of regional level or higher		
Temporary <input type="checkbox"/>		
<ol style="list-style-type: none"> 1. Proof issued by a hospital of regional level or higher 2. Evaluation report by the original instructor (name of instructor: _____) 3. Attendance records from the original class 		
Reasons for applying		
Comments		
Homeroom teacher	Instructor	Department of Physical Education

Application date:

Processed by: _____ (signature)

Tzu Chi University of Science and Technology
Evaluation Report for Transferring to an Adapted Physical
Education Course

Basic information to be filled out by the student
Original class:
Name of student:
Student number:
Reason for the transfer: <input type="checkbox"/> Injured in an accident <input type="checkbox"/> Sudden illness or spontaneous disease <input type="checkbox"/>
Psychological factors <input type="checkbox"/> Other
Instructor's evaluation report
Please specify the student's performance in the original class

Date:

Instructor: (signature)