

Ming Chuan University Guidelines for Salary Payment to Full-time Staff Members of Commissioned Projects

Appendix to Article 3 Revised and Passed at the Administrative Council Meeting on March 7, 2022,
and effective from January 1, 2022

- Article 1. Ming Chuan University Guidelines for Salary Payment to Full-time Staff Members of Commissioned Projects have been established to standardize salary payments to Full-time Staff Members of Commissioned Projects in accordance with Notices Regarding Ministry of Science and Technology Subsidized Special Research Projects and Terms for Hiring Contract Assistants under MOST Research Project Grants.
- Article 2. The Full-time Staff Members of Commissioned Projects in these guidelines refers to full-time assistants of such projects and postdoctoral fellows hired with project budget (herein referred to as project staff members).
The personnel fee of the project staff members (including salary, Labor Insurance Fee, National Health Insurance Fee, labor pension, NHI supplementary, diverse allowance or additional subsidies) must be arranged in the budget of each commissioned project and paid from the project budget.
- Article 3. The month salary for a full-time project assistant and the teaching research fee for a postdoctoral fellow will be dealt with according to the attachment: "Ming Chuan University Salary Standards for Full-time Project Assistants and Postdoctoral Fellows".
- Article 4. The salary of the project staff members will be dealt with as follows, with the exception of those contract standards set separately by the commissioning unit.
1. Full-time project assistant:
 - (1) The starting salary will be based on the 1st rank for new Bachelor's or Master's program graduates; those who have documented relevant experience prior to participating the project may be promoted to a higher rank. Those who have served in the position for one year are eligible to be promoted one rank per year, but are limited to the 9th rank.
 - (2) Principal Investigator may adjust the salary rank for an appointed full-time assistant within the range of starting salary based on the work content, professional skill and performance.
 2. Postdoctoral fellow:
 - (1) The starting salary will be based on the 1st rank; those who have documented relevant experience prior to participating the project may be promoted to a higher rank. Those who have served the position for one year are eligible to be promoted one rank per year, but are limited to the 9th rank.
 - (2) Principal Investigator may adjust the salary rank for an appointed full-time assistant within the range of starting salary based on their relevant working period, education, academic position, special technology and the work content, professional skill and working experience, value of recent papers, or that research or teaching benefit or have contributed to domestic academic technology.
- Article 5. When the Principal Investigator appoints project staff members, and wishes to raise the monthly salary within the range of starting salary in accordance with the above article, the Ming Chuan University Commissioned Project Staff Member Starting Salary Adjustment Explanation Form must be submitted, and the additional expense of the adjusted salary must be paid from the project budget.
- Article 6. When the Principal Investigator would like to adjust the salary of project staff members during the project implementation period, the salary rank should not be lower than the starting salary rank. However, those who are paid according to clear directives from the project commissioning unit are not restricted in this regard.
- Article 7. Principal Investigator must arrange the salary in the budget when submitting the project application in accordance with the salary standard of these guidelines and flexibly adjust the contract in accordance with the approved project budget.

If the contracted salary is higher than the salary standard, the insurance fee is adjusted by the government unit, or additional severance pay or other labor payments occur, all the payments must be adjusted based on the original project budget.

Article 8. Matters not covered in these guidelines will be dealt with in accordance with Ming Chuan University Procedures for Management of Full-time Assistants or other relevant regulations.

Article 9. Upon being passed at the Administrative Council Meeting and approved by the president, these procedures were implemented. Any revision must follow the same procedure.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****

Appendix: Ming Chuan University Salary Standards for Full-time Project Assistants and Postdoctoral Fellows
Unit: NT Dollars

Category Rank	Bachelor	Master's Program	Postdoctoral Fellow
9 th Rank	39,955 ~ 43,960	45,315 ~ 49,845	80,340 ~ 96,410
8 th Rank	39,000 ~ 42,900	44,355 ~ 48,795	77,665 ~ 93,195
7 th Rank	38,035 ~ 41,840	43,285 ~ 47,620	74,985 ~ 89,980
6 th Rank	37,065 ~ 40,780	42,320 ~ 46,550	72,310 ~ 86,765
5 th Rank	36,110 ~ 39,730	41,350 ~ 45,490	69,630 ~ 83,555
4 th Rank	35,245 ~ 38,770	40,395 ~ 44,440	66,955 ~ 80,340
3 th Rank	34,395 ~ 37,835	39,320 ~ 43,265	64,270 ~ 77,125
2 th Rank	33,800 ~ 36,890	38,600 ~ 42,195	61,600 ~ 73,915
1 th Rank	33,800 ~ 36,065	38,600 ~ 41,245	58,915 ~ 70,700