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| **實習合約檢核表** | | | | | | | | |
| **機構名稱:** | | | | | | | | |
| **序號** | **檢核項目** | **系科檢核** | | | | | | **實習組複檢** |
| **合約書內容** | | **檢附實習規範** | | | **以公文/函文送交** |
| 1 | 實習人數 | □ | | | □ | | □ | □ |
| 2 | 就讀學制 | □ | | | □ | | □ | □ |
| 3 | 系所科別 | □ | | | □ | | □ | □ |
| 4 | 課程名稱 | □ | | | □ | | □ | □ |
| 5 | 實習時數 | □ | | | □ | | □ | □ |
| 6 | 實習期間 | □ | | | □ | | □ | □ |
| 7 | 每日實習時間 | □ | | | □ | | □ | □ |
| 8 | 實習項目 | □ | | | □ | | □ | □ |
| 9 | 薪資/獎助金 | □ | | | □ | | □ | □ |
| 10 | 膳宿 | □ | | | □ | | □ | □ |
| 11 | 保險(勞保) | □ | | | □ | | □ | □ |
| 12 | 實習請假規定 | □ | | | □ | | □ | □ |
| 13 | 實習學生輔導 | □ | | | □ | | □ | □ |
| 14 | 實習前之安全講習 | □ | | | □ | | □ | □ |
| 15 | 實習考核 | □ | | | □ | | □ | □ |
| 16 | 實習前終止之條件 | □ | | | □ | | □ | □ |
| 17 | 爭議之處理 | □ | | | □ | | □ | □ |
| 18 | 個別實習計畫 | □ | | | □ | | □ | □ |
| 備註說明:(以上檢查項目皆為合約內容必要項目，若無請備註說明原因) | | | | | | | | |
| **承辦人簽核** | | | 簽章:  日期: | | | 簽章:  日期: | | |
| **單位主管簽核** | | | 簽章:  日期: | | | 簽章:  日期: | | |
| \*合約完成用印後，請將合約與相關附件掃描成PDF檔寄至實習發展組存查。  承辦人:賴婉真 分機:7223 E-mail:P0323@fy.edu.tw | | | | | | | | |