

# Guidelines and Important Notes for Self-Directed Learning Projects of the Center for General Education

Welcome to the Self-Directed Learning Projects offered by the Center for General Education. To help faculty and students better understand the relevant details for implementing a Self-Directed Learning project, please carefully review the following guidelines and important notes:

1. In accordance with the National Tsing Hua University Temporary Guidelines for Self-Directed Learning in General Education Courses (hereinafter referred to as "the Guidelines"), the Center will assign one co-advisor from the full-time faculty of the Center for each project to assist with proposal review and related consultation.
2. Once a Self-Directed Learning project is approved, it will be incorporated into the official course list of the University, and students may enroll through the course registration process.
3. As stipulated by the Guidelines, the faculty advisor and co-advisor must jointly develop a guidance plan detailing the weekly contact hours and methods, and maintain records to be submitted regularly to the Center for documentation.
  - (1) The faculty advisor and co-advisor must jointly discuss and draft the "Guidance Plan."
  - (2) The faculty advisor shall assist the group members in executing the learning process according to the plan. Relevant records should be submitted to the Center by the last Thursday of each month for review.
  - (3) There is no fixed format for the above documentation; however, the Center can provide a simple template if needed.
4. According to the Guidelines, students and the faculty advisor may jointly formulate the assessment criteria for learning outcomes based on the nature of the project.
  - (1) After discussion between the group members and the faculty advisor, the finalized assessment criteria should be submitted by the advisor no later than one month before the end of the semester.
5. If any group member intends to withdraw midway, they must follow the University's official two-phase course withdrawal procedures.
6. Students must complete the planned learning process and submit a final report along with a project presentation.
7. The faculty advisor and co-advisor shall grade the project based on the agreed assessment criteria (individual grades may differ depending on performance) and provide a recommendation for credit recognition. This recommendation will be submitted to the Center's Curriculum Committee for review. Credits will be granted only upon approval.
8. For any matters not covered herein, the relevant regulations and procedures shall apply. As this program is still in its experimental phase, please feel free to contact the Center with any questions or feedback to help us improve future implementations.

# Self-Directed Learning Q & A

**1. When and how should I apply?**

Applications must be submitted in the semester prior to the one in which the project is to be implemented. Please refer to the application guidelines. The project period can be self-defined but must align with the schedule of the final Curriculum Committee meeting of the semester.

**2. Who can serve as a faculty advisor? Are there any restrictions?**

Students may invite their own faculty advisor based on the field and topic of their project. There are no restrictions on advisor affiliation; advisors may come from within the university, outside institutions, or industry, but the student must clearly state the advisor's relevant qualifications. If necessary, the Center may assign a co-advisor from its full-time faculty.

**3. Can the credits be counted toward general education requirements?**

Yes. Approved projects may be counted as general education electives for 1–2 credits.

**4. Can a project be submitted as a group?**

Yes. Students may apply either individually or as a group. Only one project proposal should be submitted per course.

**5. How many times can a student apply?**

Each student may submit up to three Self-Directed Learning applications during their undergraduate studies.

**6. Can I withdraw from a project partway through?**

If you wish to withdraw, please follow the university's standard procedures for course withdrawal or second-phase course dropping.

**7. How is the project graded?**

An open final presentation is required. Additional assessment criteria will be determined by the faculty advisor.

**8. Are there any recommended themes for projects?**

One goal of Self-Directed Learning is to promote interdisciplinary exploration. During the pilot phase, proposals that focus on problem-solving or innovative practice are especially encouraged, including:

- (1) Campus improvement;
- (2) Local engagement;
- (3) Industrial innovation.

**9. Does the project have to be completely student-designed? Can I join a teacher's project?**

While students are encouraged to develop their own projects, faculty members may also propose ideas for students to participate in.

**10. What kinds of learning methods are acceptable?**

Diverse and flexible learning methods are encouraged. Examples include: hands-on practice, internships, interviews, field research, activities, study groups, lectures, workshops, online courses, etc.

For any additional questions or assistance, please feel free to get in touch with the Center for General Education. We appreciate your interest in the Self-Directed Learning program.