

中州科技大學學生獎懲實施要點

Key Points for the Implementation of Rewards and Punishments for Students at Chung Chou University of Science and Technology

100.05.18 99學年度第2學期第1次獎懲委員會會議通過
2011.05.18 1st Meeting of the 2nd Semester Rewards and Punishment Committee in 99

100.06.15 99學年度第2學期學生事務會議通過
2011.06.15 Student Affairs Conference for 2nd Semester 99

104.12.09 104學年度第1學期學生事務會議通過
2015.12.09 104 Year 1 Student Affairs Conference Adopted

106.06.19 105學年度第2學期學生事務會議通過
2017.06.19 105 2nd Semester Student Affairs Conference Adopted

107.06.28 106學年度第2學期學生事務會議通過
2018.06.28 106 2nd Semester Student Affairs Conference Adopted

一、為確保學生學習效果，建立學生行為規範，培養學生敦品勵學，實踐「年輕、快樂、學習、希望」之優良校風，確收教育功能，特依大學法第三十二條訂定本要點。

In order to ensure the effectiveness of students' learning, establish a set of conduct codes for students, train students to encourage their studies, fulfill the mottos of the school "young, happy, learning and hope", and ensure the function of education, in accordance with Article 32 of the University Law, these Key Points for the Implementation of Rewards and Punishments for Students are made.

二、本校學生之獎勵或懲罰，除另有規定，悉依本要點辦理。

The reward or punishment of the students shall, be handled in accordance with these points; unless there are other regulations,.

三、本辦法分獎勵與懲罰兩部份：

These regulations are divided into two parts:

(一)獎勵：嘉獎、小功、大功及其他獎勵（獎品、獎章、獎牌、獎狀、獎金）。

Awards: Commendation, Minor Merit, Major Merit and other awards (prizes, medals, trophies, certificates, prizes).

(二)懲罰：申誡、小過、大過、留校察看、退學及開除學籍等共六種。

Penalties: a total of six kinds; Admonition, Minor Mistake, Major Mistake, Stay in School for Inspection, Drop out from School, and Expulsion from School.

四、學生有下列情形之一者，得以記嘉獎之獎勵：

Students who have one of the following behaviors may be rewarded with a **Commendation**:

(一)經常熱心參加課外活動確有良好表現者。

Those who are enthusiastic about participating in extracurricular activities, and perform well.

(二)節儉樸實足為同學模範者。

Those who live in a frugal and simple life as a model for classmates.

(三)拾物（金）不昧者。

Those who find something (money) and turn it to "Lost and Found."

(四)住校生經常內務整潔者。

Those who live in dormitory always keep their room clean and tidy.

(五)同學間能互助合作足為模範者。

The students who can help and cooperate with each other as a good model

(六)值星值日特別盡職者。

Those who are on daily or weekly special duty can fully complete the duty..

(七)經常自動為公眾服務或為團體服務表現優良者。

Those who perform well in public service or for the community as volunteers.

(八)勸告同學向上有具體事實者。

Advising students to improve with specific facts.

(九)運動比賽時能表現體育道德者。

Those who can show sports ethics in sports competitions.

(十)愛護保管公物有具體事實者。

Those who care for and keep public property with facts.

(十一)生活言行較前進步有事實表現者。 I

Life style, behavior, and deeds have become better than previous performance.

(十二)扶助老弱婦孺殘障者且有具體事實表現者。

To assist the elderly and the disabled and with specific performance facts.

(十三)擔任各級學生班級(社團)幹部盡職者。

A person who performs his duties as a cadre in a class or student club.

(十四)推動環境保護，杜絕資源浪費，有具體優良事蹟者。

To promote environmental protection, to put an end to waste resources, with specific good deeds.

(十五)經常提供優良建議，能增進校園環境整潔及良好風氣提昇。

To provide excellent advice on enhancing the cleanness and well-mannered campus environment.

(十六)其他合於以上各款情事者。

Other facts that fit the above circumstances.

五、學生有下列情形之一者，得以記小功獎勵：

Students who have one of the following behaviors deserve to reward for a **Minor Merit**.

(一)代表學校參加校外活動，因而增進校譽者。

To represent the school in out-of-school activities, thereby enhancing the reputation of the school.

(二)校外生活言行表現優異，有具體事實者。

Out-of-school life is excellent in words and deeds, and there are real facts.

(三)擔任各級幹部負責、盡職，成績優異者。

Those who are responsible and conscientious as class cadres, and who have achieved outstanding academic performance.

(四)愛護公物，使團體利益不受損害者。

To care for public property so that the advantages of the group are not harmed.

(五)推展正當課餘活動，成績優異者。

To promote legitimate extra-curricular activities with outstanding results.

(六)擔任社團幹部或公眾服務工作表現優異。

Excellent performance as a cadre in serving society or in public service.

(七)熱心公益，能增進團體利益者。

Enthusiastic in public welfare, to promote the advantages of the community.

(八)見義勇為，增進團體或同學權益者。

Performing righteous brave behavior, promoting the rights of groups or classmates.

(九)敬老扶幼，表現優異者。

To respect for the old and the young, with outstanding performances.

(十)舉發弊害或不良情事，經查明屬實者。

To report bad things or bad events which are proved to be true.

(十一)拾物(金)不昧，其行為堪為表率者。

Those who find something (money) and turn it to "Lost and Found.", and its behavior is a good model.

(十二)經常提供優良建議，能增進公共利益有具體事實。

Providing good advice regularly to promote public advantages with facts.

(十三)其他合於以上各款情事者。

Other facts that fit the above circumstances.

六、學生有下列情形之一者，得以記大功獎勵：

Students who have one of the following behaviors deserve to reward for a **Major Merit**.

(一)孝順父母、尊敬師長、友愛兄弟姊妹足為同學楷模者。

Being filial to parents, respectful to teachers, brothers and sisters, those who can be a model of students.

(二) 響應推行學校重要政策，有特殊優異表現者。

Responding to the implementation of important school policies with special and outstanding performance.

(三) 冒險犯難、捨己救人，足堪典範者。

Risk-taking to rescue someone, giving up their lives to save people, and deserving as a model.

(四) 揭發重大不法活動，維護社會安寧表現優異者。

To expose severe illegal activities and to maintain social tranquility with excellent performance.

(五) 代表學校參加全國性或國際性比賽，優異表現，光大校譽者。

Representing the school in national or international competitions with outstanding performance to elevate the reputation of the University.

(六) 創造發明，有益於國家、社會、學校者。

The student whose creation or inventions are beneficial to the country, society and school.

(七) 其他合於以上各款情事者。

Other facts that fit the above circumstances.

七、學生參加校內、外比賽獎勵種類標準表：

Standard table of types of awards for students participating in internal and external competitions:

種類區分 名次	全國比賽 National competitions	地區比賽 Regional competitions	全縣比賽 County-wide competitions	鄉鎮(市) 比賽 Township (City)Games	校內比賽 On-campus competitions
第一名(特優) 1st place (premium)	大功一次 Major Merit once	小功二次 Minor Merit twice 嘉獎一次 Commendation Once	小功二次 Minor Merit twice	小功一次 Minor Merit once 嘉獎二次 Commendation twice	由主辦單位 於競賽辦法 內規範 Regulated by the organizer in the competition norms
第二名 2nd place	小功二次 Minor Merit twice 嘉獎二次 Commendation twice	小功二次 Minor Merit twice	小功一次 Minor Merit once 嘉獎二次 Commendation twice	小功一次 Minor Merit once 嘉獎一次 Commendation once	
第三名 3rd place	小功二次 Minor Merit twice 嘉獎一次 Commendation Once	小功一次 Minor Merit once 嘉獎二次 Commendation twice	小功一次 Minor Merit once 嘉獎一次 Commendation Once	小功一次 Minor Merit once	
佳 作 Best	小功二次 Minor Merit twice	小功一次 Minor Merit once 嘉獎一次 Commendation Once	小功一次 Minor Merit once	嘉獎二次 Commendation twice	

附註 P.S.	<p>(一) 實際獎勵依參加團體（人數）酌予調降。 The actual award shall be reduced at the discretion of the participating group (number of persons).</p> <p>(二) 參加財團法人或私人團體之競賽比照「鄉鎮」級獎勵辦理。 Participation in a contest between a consortium of legal persons or private groups shall be handled in accordance with the "Township Games" level of the award.</p>
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八、學生有下列情形之一者，得以申誡處分：

Students who have one of the following behaviors should receive punishment like **Admonition**.

- (一) 不服幹部勸導，影響公共秩序情節較輕者。
Those who do not obey the advice of cadres and have less serious circumstances affecting public order.
- (二) 與同學發生口角、吵鬧，情節輕微者。
Quarreling with classmates noisily in minor circumstances.
- (三) 上課時不專心聽講、睡覺(如攜帶寵物、飲食、看課外讀物)，精神萎靡者。
Do not listen attentively in class, sleeping (e.g. carrying pets, eating, reading extracurricular books) with low motivation and inattentive attitude.
- (四) 各項慶典或集會，態度不嚴肅者，恣意喧嘩者。
Those who are not serious and who are very noisy during celebrations ceremonies.
- (五) 參加各種集會及活動，不遵守秩序或擅自離隊者。
Participants in various assemblies and activities, those who do not follow orders or leave without authorization.
- (六) 擔任各級學生班級、社團幹部或值日、值勤未盡責者。
To serve as a class cadre, cadres of student club, or those who are on duty yet do not fulfil their duty.
- (七) 參加公眾服務或團體活動未盡責者。
Those who have not taken part in public service or group activities.
- (八) 上課、集會時間使用行動電話等通訊器材，影響秩序屢勸不聽者。
Using mobile phones and other communication equipment during classes and assembly hours, affecting the order repeatedly without taking any advice.
- (九) 拾物不送招領、欲據為己有，而其價值輕微者。
Those who find something (money) yet do not turn it to "Lost and Found," and its value is minor.
- (十) 遲到、早退或不按時作息，經勸導仍不改正者。
Late for classes, early leave the classes, or non-timely rest, after persuasion still do not correct.
- (十一) 隨地丟棄垃圾、吐痰，破壞校園環境清潔者。
Discard garbage and spit everywhere, and destroy the school environment cleanness.
- (十二) 未遵守交通規則、指揮或未按規定乘坐公（接駁）車，情節較輕者。
Failure to comply with traffic rules, command or failure to travel in public (commuter) vehicles as prescribed, in less serious circumstances.
- (十三) 汽、機車違規停放者（或影響公共利益）。
Automobile or motorcycle illegal parking (or affecting the public traffic).
- (十四) 未遵守請假規則情節輕微者（併請假單辦理）。
Those who do not follow the leave rules and the circumstances are minor. (with the leave slip processing).
- (十五) 未按時繳回班級或學校要求各項書面或電子回條（信），影響事務推動者。
Failure to return classes or schools on time with requires written or electronic return mail (letters) to affect the office matter.
- (十六) 不履行班會決議事項或違反生活公約情節輕微者。

Failure to comply with the resolutions of the class meeting or violation of the life convention in minor circumstance.

(十七)住校生違反住宿規定、公約、會議決議等事項，情節輕微者。

Students living in dormitory violate the provisions of accommodation, conventions, conference resolutions and other matters, the circumstances are minor.

(十八)使用網路有違反教育部及校園網路使用規範之行為、侵犯他人資訊系統或設備，情節輕微者。

The use of the Network is contrary to the Ministry of Education and the campus network using norms, those who infringe of other people's information systems or equipment in minor circumstance.

(十九)不愛惜公物、污染校產、環境，情節較輕者。

Do not cherish public property, pollute school production and the environment, yet the circumstances are minor

(二十)違反社團上課規定，情節輕微者。

In violation of the rules of student club, the circumstances are minor

(二一)違反保護智慧財產權相關法令，情節輕微者。

Violation of the relevant laws and regulations on the protection of intellectual property rights, the circumstances are minor.

(二二)攜帶違禁品情節輕微者。

A person who is carrying a contraband with minor circumstances.

(二三)其他合於以上各款情事者。

Other facts that fit the above circumstances.

九、學生有下列情形之一者，得以記小過處分：

Students who have one of the following behaviors should receive punishment like **Minor Mistake**.

(一)欺騙尊長、同學或朋友，情節輕微者。

To deceive teachers, classmates or friends, if the circumstance is minor

(二)擾亂團體秩序或公序良俗，情節輕微者。

Disturbing the order of the group or the public order, the circumstance is minor

(三)違反考場規則，情節輕微者。

Violation of the rules of the examination room, the circumstance is minor.

(四)違反保護智慧財產權相關法令者。

Violations of the relevant laws and regulations on the protection of intellectual property rights.

(五)上課使用行動電話或干擾物品影響教學及同學學習者。

The use of mobile phones or interfering items in class affects teaching and other students.

(六)違反公序良俗，經勸導不改者。

In violation of public order and good customs, those who do not change their behavior after repeat persuasion.

(七)私拆他人函件者。

The person who has privately opened another person's letters.

(八)校外寄宿未依規定登記或未提供正確資料者。

Out-of-school boarding does not register or provide correct information in accordance with the requirement.

(九)擔任各級幹部，不負責盡職，影響工作推展者。

To serve as cadres, carrying out the duties irresponsibly that influences the performance of their work.

(十)違反交通規則有具體事實，經勸導仍未改進者（如亂停車、乘坐機車未戴安全帽）。

Violation of traffic rules with real facts, those who do not improve their behavior after repeat persuasion. (e.g. parking randomly, riding a motorcycle without a helmet)

(十一)無故缺席校內外重要集會者（如週、班、系、院、月會、校內外慶典活動）。

Those who are absent from important gatherings inside and outside the school for noreason (e.g.

weekly assembly, classes meeting, departments meeting, college meeting, monthly meetings, and celebration activities inside or outside the school).

(十二)攜帶違禁品進入校園情節較輕者。

The person who brings contraband into the campus with a minor circumstance.

(十三)經常不遵守請假規則者。

Those who often do not comply with the leave rules.

(十四)有偷竊行為，情節較輕者。

Committing theft in less serious case.

(十五)發現鬥毆圍觀未能報告並在旁圍觀助勢者。

Found fighting as onlookers, failed to report and watched as helpers at the site.

(十六)攜帶、閱讀不良書刊、光碟者（如色情漫畫、言情小說等）。

Carrying and reading bad books and magazines, CD-ROMs (e.g. erotic comics, romance novels, etc).

(十七)故意傳話不當造成糾紛，或通風報信致使違規同學逃避者。

Deliberately mis-transmitting message to cause dispute, or informing a message to the classmates to evade from violation.

(十八)學生幹部或自治幹部或代理人點名不實者。

Student cadres, self-governing cadres, or their representatives perform a fake name call.

(十九)對教職員工態度傲慢情節輕微者。

Those who have an arrogant attitude towards faculty and staff in a minor circumstance.

(二十)嚼食檳榔、酗酒或在非吸菸區吸菸者。

Chewing betel nut, drinking alcohol, or smoking in non-smoking areas.

(二一)上課睡覺，不服老師糾正者。

Sleeping in class, and do not obey the teacher correction.

(二二)未經師長或班級同意私自進入他人教室或專業教室者，影響教學進行者。

Those who enter other people's classrooms or professional classrooms without the consent of the teacher or class to affect the instructor.

(二三)未經允許將飲料（食物）帶進教室食用者，影響教學進行者。

Bringing drinks (food) into the classroom without permission to eat to affect the instructor.

(二四)欺侮同學情節輕微者。

Bullying other students with minor circumstances.

(二五)破壞學校公物（設備）、花木、污染校產、環境，情節較重者。

To destroy school public property (equipment), flowers and trees, pollute school production and the environment, the circumstances are severer.

(二六)校內外有賭博行為，情節較輕，有具體事實者。

Gambling acts both inside and outside the school, the circumstances are minor, and there are real facts.

(二七)逃避公共安全檢查者。

Those who evade public safety checks.

(二八)未按規定使用公物，如私自進入專業教室、使用異性廁所者。

Public property is not used as required, such as those who enter professional classrooms without permission and use the toilets of the opposite sex.

(二九)在校圍牆壁、桌椅、玻璃、校車、地面等用塗料、墨汁塗污或繪畫者。

Those who paint or draw on the school walls, tables and chairs, glass, school buses, floors, etc.

(三十)凡遇政府發佈重大傳染疾病，須全民配合防疫措施時，未遵守規範情節輕微者(依情節輕重處分)。

In the event of a major infectious disease issued by the Government, the whole population is required to cooperate with the epidemic prevention measures, and those who fail to comply with the norms, the circumstances are minor (punishment is subject to the seriousness of the circumstances).

(三一)違反保護智慧財產權條款及資訊(電腦)教室使用規定者。

Violation of the protection of intellectual property rights and the using regulations of information (computer) classroom.

(三二)偽造文書(如塗改書面或電子文件)或偽造家長簽名或印章者。

Counterfeiting of documents (e.g. altering written or electronic documents) or forging parental signatures or seals.

(三三)使用偽證或冒用他之證件者。

The person who uses perjury or fraudulent identification.

(三四)圖書館借書屢催未還者,影響其他借閱人權益者。

Repeatedly urged the unreturned book by the library, affecting the rights of other borrowers.

(三五)登記校外地址不實或遷移不報者。

Registering off-campus with untruthful address or not reporting for the moving.

(三六)住校生未依規定作息、規定集會期間未報告外出與點名無故未到者。

The students who live in the dormitory do not take the rest after curfew, is absent from the assembly meeting, or do not report the outing at the name-calling without proper reason.

(三七)住校生不假外宿或離校,或非住校生未經許可進入學生宿舍或逗留寢室係初犯者。

Dormitory resident students do not live in the dormitory or leave school without reporting, or non-resident students enter the dormitory to stay overnight without permission for the first time.

(三八)住校生引介商人進宿舍買賣物品、擅自接裝未經學校同意之電器、擅自在宿舍寢室內炊膳,在宿舍內飼養動物,寢室內之公物移動或毀棄等行為,經勸導未依限改進者。

Dormitory resident students introduced businessmen into the dormitory to buy and sell goods, unauthorized installation without the consent of the school electrical appliances, unauthorized cooking in the dormitory room, raising animals in the dormitory, moving or destroying public property in the dormitory, etc., after being advised still not follow the regulation to improve.

(三九)以語言、文字或圖畫及電子郵件、留言板、網際網路(Internet)或類線上談話功能之方法,散佈詐欺、毀謗、侮辱、猥褻、騷擾、違法訊息,至毀損他人名譽,情節較輕者。

To disseminate fraudulent, defamatory, insulting, obscene, harassing, illegal messages, to damage the reputation of others, in a minor circumstance, by means of language, text or drawings and e-mail, message boards, internet (Internet) or online conversation. The circumstances are minor.

(四十)使用網路違反教育部及校園網路使用規範之行為、侵入他人資訊系統或設備,情節較重者。

The use of the Network in violation of the Ministry of Education and the campus network using regulations, to intrude into other people's information systems or equipment in more serious circumstances.

(四一)其他合於以上各款情事者。

Other facts that fit the above circumstances.

十、學生有下列情形之一者,得以記大過(含)以上之處分:

Students who have one of the following behaviors should receive punishment like **Major Mistake**.

(一)樹立幫派或參加不良組織者。

Establish a gang or join a bad organization.

(二)態度傲慢、頂撞、蒙蔽、欺騙、誣蔑師長者。

Arrogant, controversial, deceiving, cheating, slandering teachers.

(三)考試舞弊者。

Exam fraudster.

(四)竊盜行為,不知悔悟者。

Acts of theft, those who do not know how to repent.

(五)蓄意規避公共服務,並有意影響他人者。

Deliberately circumventing public services and deliberately influencing others.

- (六) 無照駕駛汽、機車、且肇事者。
Driving or riding without a license as a perpetrator.
- (七) 拾物不送招領，據為己有，價值較貴重者。
Those who find something (money) yet do not turn it to “Lost and Found,” and occupy it; the lost item is of more valuable.
- (八) 故意撕毀學校公告資料，情節重大者。
Deliberately tearing up the school announcement posted materials, the circumstances are significant.
- (九) 偽造文書情節嚴重者。
Forgery of document, the circumstances are serious.
- (十) 校內外打架鬥毆者。
Fighting inside or outside school.
- (十一) 暴力脅迫同學者，有具體事實。
Violence coercion to classmates with real facts.
- (十二) 私自複製教室或專業教室（辦公室）鑰匙者。
Coping the keys to a classroom or professional classroom (office) in his own will.
- (十三) 侵害製作權或製版權情節嚴重者。
Those who infringe on production rights or copyrights in serious circumstances.
- (十四) 校內外不法行為（如賭博），經警政（或教育）單位通報有具體事實者。
Unlawful acts (e.g. gambling), both inside and outside the school, and the act is informed by the police (or education) unit with facts.
- (十五) 校內外酗酒、吃檳榔（含攜帶者），影響公共秩序，經警政（或教育）單位通報有具體事實者。
Alcoholism and eating betel nut (including carriers), both inside and outside the school, to affect public order, and the act is informed by the police (or education) unit with facts.
- (十六) 出入不正當場所者，經警政（或教育）單位通報有具體事實者。
Those who enter or leave improper places are informed by the police (or education) unit with facts.
- (十七) 攜帶違禁物品（槍、刀械、棍棒、毒品...），足以妨害公共安全者。
Carrying prohibited items (guns, knives, sticks, drugs...) enough to endanger public safety.
- (十八) 侵入學校廳舍、他人研究室或寢室者，經查非良善動機及行為屬實者。
Those who invade school buildings, other people's research rooms, or dormitories are found to be in unkind motivation with real fact.
- (十九) 對他人進行性侵害或性騷擾，情節較重者（經學生獎懲審議委員會議追認決議或決議）。
Sexual assault or sexual harassment to others, in more serious circumstances (recognized by the Meeting of The Student Rewards and Punishment Review Committee or its resolution).
- (二十) 有猥褻、公然暴露或其他妨害風化行為者，經確認行為屬實者。
There are those who have committed an act of indecency, public exposure or other obstruction of the custom, and whose behavior have been confirmed to be a real act
- (二一) 管理公物未盡善良管理人應注意義務，致生毀損、滅失、短少，或管理公款有浮報、挪用、帳目不清之情事，情節較重者。
If the manager of public property does not fulfil the management obligation, resulting in damage, loss, shortage, or faking management of public funds, such as overstatement, misappropriation, and unclear accounts. The circumstances are severer.
- (二二) 以語言、文字或圖畫及電子郵件、留言板、網際網路（Internet）或類似線上談話功能之方法，散佈詐欺、毀謗、侮辱、猥褻、騷擾、違法訊息，至毀損他人名譽，情節較重者。
To disseminate fraudulent, defamatory, insulting, obscene, harassing, illegal messages, to damage the reputation of others, in a minor circumstance, by means of language, text or drawings and e-mail, message boards, internet (Internet) or online conversation. The circumstances are severer.

(二三)使用網路有違反教育部或校園網路使用規範之行為、侵入他人資訊系統或設備，不知悔悟或造成嚴重情事者。

The use of the Network in violation of the Ministry of Education and the campus network using regulations, to intrude into other people's information systems or equipment in more serious circumstances.

(二四)影響資訊安全、干擾他人電子文件紀錄之處理者。

Processors that affect information security and interfere with others' electronic document records

(二五)住校生不假外宿，或非住校生未經許可，進入學生宿舍或逗留寢室經查明係再犯者。

Dormitory resident students leave school without reporting, or non-resident students enter the dormitory to stay overnight without permission, and the offender is a repeat offender.

(二六)住校生於宿舍門禁管制時間擅自離校者。

Those who live on campus and leave the dormitory after curfew without permission.

(二七)住校生擅自留宿外客或讓異性進住寢室者。

Students who live on campus without permission or let the opposite sex enter the dormitory bedrooms.

(二八)其他觸犯刑事法律之行為，經法院有罪判決定讞，情節輕微者。

Other acts that violate the criminal law are determined by the court's guilty verdict and the circumstances are minor.

(二九)其他合於以上各款情事者。

Other facts that fit the above circumstances.

十一、學生有下列情形之一者，得以留校察看處分：

Students who have one of the following behaviors should receive punishment like **Stay in School for Inspection**..

(一)在校外滋事經治安機關移送法辦者經法院提起公訴，負有刑責者。

Those who cause trouble outside school and have been transferred to law enforcement unit by public security organization. The court file a public prosecution with criminal responsibilities.

(二)持有任何器具參與毆鬥者。

Those who have any equipment to participate in the fight.

(三)記滿二大過二小過者。

Those who already have committed two Major Mistake and two Minor Mistake.

(四)違反公序良俗或校園及社會秩序事件或行為合於定期察看者，經學生獎懲審議委員會決議。

Violation of public order, customs, or campus and social order, the behavior is subject to Stay in School for Inspection; the resolution is released by the meeting of the Student Rewards and Punishment Review Committee.

(五)操行成績未達60分，經學生獎懲審議委員會決議。

The behavior performance score is not up to 60 points, the resolution is released by the meeting of the Student Rewards and Punishment Review Committee..

(六)不聽從規勸且累犯第十條各款事實達三次以上者。

Those who fail to follow the advice and recidivate the facts of article 10 more than three times.

(七)當面、書面或網路威脅、辱罵師長者。

Threatening and insulting teachers in person, in writing or online

(八)代人考試或請人代考者。

Substitute examination.

(九)勒索、詐欺行為者。

Blackmail and fraud.

(十)處理團體財物有舞弊行為者。

There are fraud-rigging fact in the handling of group property

(十一)違反性別平等教育相關法令規定，經性別平等教育委員會調查認定屬實，情節嚴重者。

Violation of laws and regulations related to gender equality education. The behavior found to be true after investigation by the Gender Equality Education Commission, and the circumstances are serious.

十二、學生有下列情形之一者，得以退學之處分：

Students who have one of the following behaviors should receive punishment like **Drop out from School**.

(一) 偽造學籍證明文件者。

The person who creates the student's certificate

(二) 學期操行成績不及格者。

Those who are failed in their behavior performance.

(三) 毆打師長或持械傷人者。

Beating teachers or wounded with a weapon.

(四) 販賣或非法製造違禁物品者。

Sell or illegally manufacture prohibited items

(五) 累積記大過滿三次者。

Those who accumulate more than three Major Mistakes

(六) 嚴重危害校園安全者。

Seriously cause harm to the safety of the campus.

(七) 嚴重損害校譽者。

Seriously cause damage to school reputation.

(八) 觸犯刑法，且經法院判決確定者。

Who has violated the criminal law and has been sentenced by a court decision.

(九) 性侵害案件經性別平等教育委員會調查認定屬實且經法院判決確定者。

In the sexual assault case, the behavior found to be true after investigation by the Gender Equality Education Commission, and has been sentenced by a court decision.

(十) 轉讓、製造、運輸、販賣或意圖販賣而持有毒品，或以強暴、脅迫、詐術或其他非法方式，使人施用毒品。

Transferring, manufacturing, transporting, trafficking or with intention to traffic in possession of drugs, or by coercion, extortion, or other illegal means to use drugs.

(十一) 留校察看期間再受記過以上處分者。

Those who have been punished with other Mistake during their Stay in School for Inspection.

(十二) 曠課超過學則規範節數者（或比例）。

Those who are absent from school for more than the standard number (or proportion) of lessons.

(十三) 陸生在臺就學期間，改以就學目的以外之身分在臺停留或居留者。

For the students from Mainland China, during their period of study in Taiwan, change their residence status from studying to non-academic purposes.

十三、學生有下列情形之一者，得以開除學籍之處分：

Students who have one of the following behaviors should receive punishment like **Expulsion from School**

(一) 違反「退學」處分所列各項且情節重大者。

Violation of the items listed in the Drop out from School punishment, and the circumstances are significant.

(二) 言行嚴重危害社會、國家者。

People whose words and deeds seriously endanger society and the country.

(三) 其他合於以上各款情事者。

Other facts that fit the above circumstances.

十四、受「退學」或「開除學籍」處分，不得因曾獲獎勵，要求折抵減免。

Those who are subject to **Drop out from School** or **Expulsion from School**, may not ask for credits to exempt from punishment.

十五、因觸犯校規留校察看學生，不論原有功過多寡，均以兩大過兩小過計算，並按下列各款辦理：Because of the violation of school rules to **Stay in School for Inspection**, not to mention the original merits. They are calculated with two Major Mistakes and two minor Mistakes, and are subject to the following items.

(一)留校察看期間，該學期操行成績概以六十分計算。

During the **Stay in School for Inspection** semester, the grade of students' behavior performance for the semester will be calculated as 60 points.

(二)留校察看滿一年後，如表現良好，且獲記功獎勵者，經學生獎懲審議委員會議通過，得修正此項附帶處分。

After one year of **Stay in School for Inspection**, those who have performed well and have been rewarded for their credit shall be amended with disciplinary action after the meeting of the Student Rewards and Punishment Review Committee.

十六、學生在學校處理其個人處分之過程中，故意提供或唆使他人提供不實證據或資料，經查證屬實，得加重處分。

In the course of dealing with his personal punishment in the school, the student intentionally provides or incites others to provide false evidence or information, which is proved to be true, may be subject to aggravated punishment.

十七、應屆畢業生如涉及與性別平等教育相關法令有關之性平事件，且恐影響畢業之資格，事件調查應儘速完成，惟行政程序未結案前暫緩頒發畢業證書。

Graduating students such as those involved in sexual education-related laws and have incident. For fear of affecting the eligibility of graduation, the incident investigation should be completed as soon as possible. When the administrative procedures are not completed, the issuance of the diploma is suspended.

十八、學生有功過事實，經教、職員通知或有人舉發經業管單位查明屬實後簽辦。

Students have merit or mistake facts. After the notice from faculty, or someone to report to the authority unit. If the fact is real, the authority unit should deal with it.

(一)嘉獎、申誡之獎懲，得按行政系統簽請生活輔導組組長核定公布。

Rewards and punishments for **Commendations** or **Admonitions** shall be signed by the Administrative Department, and shall be made public by the head of the Life Counselling Group.

(二)小功、小過之獎懲，得按行政系統簽請學務長核定公布。

The rewards and punishments of **Minor Merit** and **Minor Mistake**, according to the administrative system, are signed by the Dean of Student Affair.

(三)大功、大過、留校察看、退學、開除學籍，經學生獎懲審議委員會議通過，並送請校長核定。

Major Merit and **Major Mistake**, **Stay in School for Inspection**, **Drop out from School**, and **Expulsion from School**, after the Student Reward and Punishment Review Committee Meeting passed. The document is sent to the principal for verification.

(四)學生獎懲應予記錄，其在記功(含)或記過(含)以上者，由該班學生導師通知其家長或監護人。

The student's reward and punishment shall be recorded, and if he or she has record of Merits (included) or Mistakes (included), the student's class tutor shall notify his parents or supervisor.

十九、學生行為之懲處，除依照本辦法所列標準訂定外，得酌量學生個人行為之動機、手段、態度及目的等情形，為加重或減輕之依據，另得建議學生接受心理輔導或精神治療。

The punishment of student's conduct shall follow the standards set out in these Measures. We should consider the circumstances, motives, methods, attitudes and purposes of students' personal behavior as basis for aggravating or reducing the punishment. Students should also be advised to receive psychological counseling or psychological therapy.

二十、學生申請銷過，依下列規定辦理：

Students apply for cancellation, follow the following regulations

- (一)凡曾受懲處學生，皆可向學生事務處申請銷過，經查考證實者，均可註銷懲處。

Any student who has been punished may apply to the Student Affairs Office for cancellation, and any one who has been confirmed by examination may be cancelled

- (二)學生自呈表後，開始接受考察，由導師、輔導教官負責，每週登記。

Students should be observed, once they submit their forms; they will be observed by their class tutors and military instructors to keep weekly record.

- (三)申誠需服務學習6小時，並於當學期完成銷過；小過需考察二個月服務學習18小時；大過服務學習54小時，僅得於次學期實施銷過。

The **Admonition** requires 6 hours of service learning and should be completed during the semester. **Minor Mistake** takes 2 months of observation and 18 hours of service learning. **Major Mistake** needs 54-hours of service learning, which only has to be implemented in the second semester.

- (四)考察期間仍有違規事實，則取消考察，重新列入觀察考核。

If there are still violations during the observation period, the observation shall be cancelled. They should start a new observation and assessment.

- (五)如銷過再犯相同事件或案由過失，則合併計算前過，列入獎懲處分紀錄

If the same incident is committed again, the new mistake is added to former mistake and is kept in the record of rewards and punishments.

- (六)申誠由生輔組長核定註銷，小過(含)以下由學務長(校務主任)核定註銷，大過經校長核定註銷。

Admonition shall be approved and cancelled by the head of the Student Life Counseling Division, and **Minor Mistake** shall be approved and cancelled by the Dean of Student Affair. **Major Mistake** is cancelled by the approval of the Principal.

- (七)同一處分事由只准申請銷過乙次。

The same disciplinary cause is allowed to apply for only one cancellation.

- (八)如無法如期完成銷過者，得以於下學期持續辦理銷過。

If you cannot complete the cancellation on schedule. You can continue to cancel in the next semester.

- (九)考試舞弊者，不得銷過。

No one who has cheated in an examination shall be cancelled.

- (十)態度傲慢、頂撞、蒙蔽、欺騙、誣蔑、漫罵師長者，不得銷過。

The arrogant attitude, the head-on, the answering back, the deception, the slander, the abuse to the teachers these mistakes shall not be cancelled

- (十一)嚴重影響校譽，經媒體批露，影響社會觀感者，不得銷過。

Seriously affect the reputation of the school, by the report of media, affecting the social perception of the school. This mistake may not be cancelled.

二一、合於下列情形為學生銷過申請之限制，學生並得於大學三年級下學期及大學四年級上學期向導師及生活輔導組申請，提經學生獎懲委員會辦理銷過申請審議。

In the following circumstances, students may apply from class tutors and Student Life Counseling Division in the third year second semester and the fourth first semester. They should submit the application for consideration to the Student Rewards and Punishment Committee.

- (一)樹立幫派或參加不良組織者。

Establish a gang or join a bad organization.

- (二)校內外打架鬥毆者。

Fighting inside or outside school.

- (三)暴力(霸凌)脅迫同學者，有具體事實。

Violence (bullying) coerces fellow classmates with real facts.

(四)對他人進行性侵害或性騷擾，情節較重者。

Sexual assault or sexual harassment to others, the circumstances are of more serious.

(五)校內外不法行為（如賭博），經警政（或教育）單位通報有具體事實者。

Unlawful acts (e.g. gambling), both inside and outside the school, and the act is informed by the police (or education) unit with facts.

(六)校內外酗酒、吃檳榔（含攜帶者），影響公共秩序，經警政（或教育）單位通報有具體事實者。

Alcoholism and eating betel nut (including carriers), both inside and outside the school, to affect public order, and the act is informed by the police (or education) unit with facts.

(七)其他經主管單位認定有申請銷過限制之必要情形。

Other circumstances deemed necessary by the authorization unit to apply for cancellation.

二二、本校附設進修專科學校學生之獎懲及境外（陸）生在臺就學期間，準用本獎懲要點規定及行政程序。

The rewards and punishments of students is also suitable to the night school and international students during the period of their study in Taiwan. They shall be allowed to use the same administrative procedures of this reward and punishment regulations.

二三、學生對學校之獎懲處分，認為有違法或不當並損及其個人權益者，得依學校申訴辦法之規定，向學生申訴評議委員會提出申訴。

If a student has question about the rewarding or punishing and considers that there is an illegal or improper act to impair his or her personal rights and advantages, he or her can present an appeal to the **Student Complaints Review Committee** in accordance with the school's appealing method.

二四、本要點經學生事務會議通過，陳請校長核定後公布實施，並報教育部備查，修正時亦同。

These key points have been approved by the Student Affairs Meeting, and are approved by the principal, and report it to the Ministry of Education for inspection. When there is an amendment, the procedure is the same.