

## The NCHU Rules for Examinations

Enacted in the 10<sup>th</sup> School Affairs Meeting on Feb. 2<sup>nd</sup>, 1981  
No.21628 official letter approved by Ministry of Education on Jul. 6<sup>th</sup>, 1981  
Amended (Articles 18 & 19) in the 30<sup>th</sup> Academic Affairs Meeting on Apr. 17<sup>th</sup>, 1995  
Amended (Articles 18 & 19) in the 28<sup>th</sup> University Affairs Meeting on May 6<sup>th</sup>, 1995  
Amended (Articles 1, 5, 6, 9, 10, 12, &13, Deleted Article 17) in the 44<sup>th</sup> Academic Affairs Meeting on Oct. 31<sup>st</sup>, 2002

- Article 1 The following rules are made in accordance with the regulations of NCHU.
- Article 2 Students must obey all of the instructions given by the proctors.
- Article 3 Students are not allowed to enter the examination room in advance. Students are not allowed to leave the classroom for 30 minutes after the commencement of the examination. Students must leave the examination room immediately after handing in their papers.
- Article 4 Students will not be allowed to enter the examination room for the examination after being late for 20 minutes and the mark shall be counted as zero.
- Article 5 Students cannot bring anything into the examination room other than the needed stationery.
- Article 6 Students must bring their student ID cards for verification. Students who forget to bring their student ID cards shall not be allowed to participate in the examination.
- Article 7 Students must sit in their assigned seats, enter from the front door of the examination room, and to sign-in on the attendance list. Violation of these rules shall automatically lead to a test score of zero.
- Article 8 Students must write their name, student identification number, degree department, college, class level, subject name, group or track, and the name of the instructor on the exam paper. Any violation of these rules will automatically lead to a test score of zero.
- Article 9 Students may not ask for additional answer sheets nor rip the pages from the exam paper given during the examination.
- Article 10 Students may raise their hands to ask questions if the type or print of the examination paper is not clear or legible.
- Article 11 Students shall not talk to other students, look at others exam papers, or share their answers with other students. Violation of rules shall automatically lead to a test score of zero.
- Article 12 The exam proctor shall order students to leave the classroom immediately after the following cases are found to have occurred; passing notes, plagiarizing, hiding a cheat sheet, or turning anything other than the examination paper given to you.

(Cheating of any kind). Students who are found to have violated these rules shall automatically receive a test score of zero, followed by other disciplinary action.

Article 13 Students who are involved in using false identities or taking the exam for others shall be expelled.

Article 14 For students who must attend the examination, if they applied for a leave of absence and their excuse was denied, or they did not apply for a leave of absence, their absence from the exam will result in a test score of zero.

Article 15 Students must place the examination papers at the designated areas in order to avoid disorder.

Article 16 Students, who leave the examination room, without handing in their examination papers, shall receive a test score of zero and face other disciplinary actions.

Article 17 Students who commit a misdemeanor, which has not already been specified in these rules, shall be disciplined based upon the circumstances.

Article 18 These regulations shall be implemented after being passed at the Academic Affairs Meeting. The same applies in the case of any other amendments.

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