

# **Chung Yuan Christian University's regulations on separate enrollment for active military camp special classes**

Approved by the 18th Admissions Committee Meeting of Academic Year 105 on June 1, 2017

Ratified by the Ministry of Education under Document No. 1060080759, dated June 12, 2017

## **Article 1**

In order to provide a diversified learning channel for volunteer active-duty military personnel, Chung Yuan Christian University (hereinafter referred to as the University) has established these regulations in accordance with Article 24 of the University Act, Article 19 of the University Act Enforcement Rules, and the Enrollment Regulations for the In-service Special Classes for Active-duty Military Personnel Camps.

## **Article 2**

Our school has established an admissions committee in accordance with the "Criteria for the Establishment of Admissions Committees of Chung Yuan Christian University", drafted admissions guidelines, and handled admissions matters in accordance with the principles of fairness, justice, and openness.

The Enrollment Committee referred to in the preceding paragraph shall recruit the personnel director of the camp establishment unit as a member to review the enrollment matters of the camp's in-service special class (hereinafter referred to as this special class).

## **Article 3**

This special class is to provide volunteer active-duty military personnel with an on-the-job master's degree program in the barracks, and its enrollment method is a separate enrollment examination.

## **Article 4**

The number of students enrolled in this special class will be determined by the Ministry of National Defense after a review meeting is held in consultation with the Ministry of Education, and additional quotas will be determined on a case-by-case basis by the Ministry of National Defense.

Vacancies in the same department, institute, or degree program group (excluding student status groups) may be directly used during admission or replacement.

## **Article 5**

Any volunteer active-duty military personnel who meets one of the following qualifications may apply for the entrance examination for this special class:

1. Applicants who have graduated from a domestic or foreign public or registered private university recognized by the Ministry of Education and obtained a bachelor's degree (including current graduates).
2. Those who meet the requirements of Articles 5, 6, and 7 of the "Standards for Recognition of Equivalent Academic Qualifications for Admission to Universities" of the Ministry of Education and are approved as having the equivalent academic qualifications to apply for the master's program after review.

In addition to the eligibility requirements in the preceding paragraph, the enrolling departments, institutes, and degree programs may set the relevant graduate majors, relevant years of work experience, achievements, experience, and other relevant qualifications as the admission requirements and clearly list them in the admission brochure.

Applicants with overseas academic qualifications must comply with the regulations of the University's Regulations on the Recognition of Foreign Academic Qualifications, the Hong Kong and Macao Academic Qualifications Examination and Recognition Regulations, the Mainland Academic Qualifications Recognition Regulations, or Article 9 of the University's Regulations on the Recognition of Equivalent Academic Qualifications for Admission.

The qualifications of candidates should be reviewed by the human resources department of the institution offering the exam with the assistance of the school.

## **Article 6**

This special class will enroll students in the second semester or summer vacation of each academic year.

The examination items may be conducted in the form of written examination, interview, written review, practical or hands-on examination.

## **Article 7**

Examination admission principles:

1. The Admissions Committee shall determine the minimum admission standard before the announcement of the admission results. Candidates whose scores are above this standard and within the admission quota shall be listed as regular admitted students. The remaining non-regular admitted students may be listed as reserve admitted students.
2. If the number of candidates who have achieved the minimum admission standard is less than the enrollment quota, the reasons may be submitted to the Admissions Committee for approval and the admission quota may not be exceeded, and the candidates may not be listed as reserve candidates.
3. If there are vacancies after the admitted students register, the number of vacancies may be filled by reserve students before the deadline specified in the school's admission brochure; the deadline for filling the vacancies shall not exceed the start date of classes specified in the school's calendar for the semester of the year of admission.

4. If there are two or more candidates with the same total score as the last candidate admitted, and if there are two candidates with the same total score as the reserve candidates, the order of admission will be determined according to the method of handling the same scores as specified in the brochure. If the scores are still the same, the number of candidates will be increased. All admitted.

5. For additional admissions, the Admissions Committee shall hold a meeting to decide, and submit the meeting minutes together with relevant supporting documents in accordance with the following regulations:

(1) Applicants who are admitted as additional students with the same scores should report to the Ministry of Education within two weeks after the start date of classes in the school calendar for the current semester of the year of admission.

(2) If the additional admissions are due to administrative negligence within the school, an admissions review report should be attached and the application can only be processed after being approved by the Ministry of Education within one month after the facts are confirmed. The admission list will be officially announced after confirmation by the Admissions Committee.

## **Article 8**

If candidates have doubts about their scores, they may apply for a score review within the time limit specified in the brochure. The score review is limited to recalculating the test paper scores and cumulative scores. Candidates are not allowed to apply for reading, photocopying, copying, photographing, re-marking, re-grading, Grading criteria, test answers, or information on the names of test setters, examiners, reviewers, and interviewers.

Candidates' scores may be reviewed only once.

## **Article 9**

Candidates who take the entrance examination for this program and believe that the decision of the Admissions Committee of this school regarding them is inappropriate and has damaged their rights and interests may file a complaint within seven days of becoming aware of the decision in accordance with the "Admissions Examination Dispute Resolution Procedure" of this school. Submit a written appeal to the school's Admissions Committee. Starting from the day after the appeal is accepted, the Admissions Committee shall make a formal reply to the candidate after making a resolution within one month. If necessary, a special task force shall be formed to conduct an impartial investigation and handle the case, and the candidate shall be informed of the administrative relief procedures.

## **Article 10**

When handling examination affairs, the school shall be careful in setting questions, printing examination papers, making examination papers, marking examination papers, sealing

examination papers, supervising examinations, calculating examination results, announcing examination results, and registering students. Blood relatives or in-laws should take the initiative to avoid registering for the exam.

Participants have the obligation to keep the trial work confidential.

### **Article 11**

If the examination is conducted in the form of an interview, practical test or hands-on test, it should be recorded in audio, video or detailed written form. The written record should be completed before the Admissions Committee decides on the admission list. If the score is exceptionally high or low, it should be noted in the score sheet. State the reason.

All examination and scoring data should be kept properly for one year. However, if an appeal is filed in accordance with the regulations, it shall be kept until the appeal procedure is completed or the administrative relief is terminated.

### **Article 12**

When enrolling or registering, admitted students must submit certificates and supporting documents in accordance with the school's regulations.

If a student cheats in the entrance examination or the certificates and supporting documents submitted are forged, altered, forged, used by others, false, or do not meet the requirements of the application, the admission qualification of the student will be revoked if it is verified to be true. , those who have already enrolled will be expelled and no academic certificate will be issued. If the violation is discovered after graduation, in addition to ordering the cancellation of their degree certificates, their graduation qualifications will be revoked by public announcement.

### **Article 13**

The admissions brochure should list in detail the department (degree program), duration of study, number of admissions, eligibility criteria, examination items, examination dates, registration procedures, grading criteria, admission method, transfer principle, ranking of candidates with the same scores, registration procedures, The regulations on replacement, score review, admission dispute resolution procedures and other relevant regulations shall be announced at least twenty days before the application period.

### **Article 14**

After the application deadline for this special class, if the number of applicants does not reach the number specified in the admission brochure, the department will stop recruiting for that academic year with the approval of the Admissions Committee, and the application fee will be refunded in full without interest. Candidates may not raise any objection.

**Article 15**

All revenue and expenditure related to enrollment operations shall be handled in accordance with accounting regulations.

**Article 16**

Other matters not covered here shall be handled in accordance with relevant laws, regulations and admission brochures.

**Article 17**

This regulation shall be adopted by the Admissions Committee and reported to the Ministry of Education for approval before being promulgated and implemented, and the same shall apply to amendments.