

Provisions Regarding Noting Disciplinary Action on Student Records

Passed at the Student Affairs Committee Meeting on May 30, 2005

1. Work Service and Corrective Education have been employed as an alternative to punishments, which both encourages students' self-reflection and self-control, and takes into account the demands on students as their mental faculties develop. These Provisions are set in accordance with Ministry of Education Document Tai (88) Xun (1) Number 88154566.
2. Disciplinary actions which include 2nd Level Demerits or below will be dealt with in the following way:
 - (1) Seminar: Relevant units will conduct seminars to help students whose behavior needs to be corrected. The Military Training Office will conduct the seminars for students who break traffic rules.
 - (2) Warnings: A superior may go through a relevant unit and cite students a Warning if students' behavior is improper, but not very serious. After receiving approval, students may do eight hours of Work Service to have the Warning stricken from their records.
 - (3) 2nd Level Demerit: Students whose behavior is improper and who have been cited with a 2nd Level Demerit may do 24 hours of Work Service to have the punishment stricken from their records.
3. Recording Disciplinary Action: Students cited with a Warning or 2nd Level Demerit who undertake the Work Service and Corrective Education Program, and who receive approval may apply to their respective departments through their advisor to have the demerits expunged. The documents are then sent to the Student Affairs Division, where if students are found to have shown improvement, the Student Affairs Unit may sign the case off for approval by the president. Once final approval is granted the disciplinary action is expunged from the record the following semester. If students break the same rule a second time, the above clause does not apply.
4. The Dean of Student Affairs will supervise and the Student Affairs Division will handle disciplinary cases.
5. Upon being passed at the Administrative Council Meeting and approved by the president, these provisions were announced and implemented.

Code	A	B	C	D	E
Observation Period	3months	6 months	1 year	2 years	3 years

Code	1	2	3	4	5	6	7	8
Type of	1st	2nd	Recognition	Warning	1st	2nd	1st Level	2nd Level

Disciplinary	Level Merit	Level Merit			Level Demerit	Level Demerit	Expulsion	Expulsion
--------------	----------------	----------------	--	--	------------------	------------------	-----------	-----------