

中國醫藥大學學生獎懲辦法

China Medical University Regulations for Student Awards and Punishments

第一章 總則 General Provisions

第一條 為建立學生行為規範，鼓勵學生敦品勵學，樹立優良校風，以達全人教育之目標，特依據大學法第三十二條規定訂定本辦法。

These Regulations are stipulated in accordance with Article 32 of the University Act to establish standards of student conduct, encourage students to cultivate virtue and pursue academic excellence, foster a positive campus atmosphere, and achieve the goal of holistic education.

第二條 學生獎懲區分如下：

- 一、獎勵：分記嘉獎、小功、大功。
- 二、懲罰：分記申誡、小過、大過、定期察看、退學、開除學籍。

Student awards and punishments are categorized as follows:

1. Awards: Commendation, Minor Merit, Major Merit.
2. Punishments: Warning, Minor Demerit, Major Demerit, Probation, Expulsion, Dismissal.

第二章 獎勵 Awards

第三條 學生有下列情形之一者，予以記嘉獎 1 次或 2 次之獎勵：

- 一、拾金(物)不昧，殊堪嘉獎者。
- 二、服務公勤工作努力，有良好成績者。
- 三、參加校內外各項競賽或課外活動，有優良成績表現者。
- 四、品行端正、足資示範者。
- 五、愛護公物、注意公德有具體事蹟者。
- 六、其他優喜事蹟經師長認為應予嘉獎者。

A student exhibiting any of the following behaviors may be awarded one or two commendations:

1. Returning lost valuables or money with outstanding integrity.
2. Diligent and excellent performance in campus service duties.
3. Outstanding performance in on- or off-campus competitions or extracurricular activities.
4. Exemplary conduct and character.
5. Demonstrating care for public property and civic-mindedness through specific actions.
6. Other praiseworthy behaviors as recognized by faculty or staff.

第四條 學生有下列情形之一者，予以記小功 1 次或 2 次之獎勵：

- 一、代表學校參加校外各項競賽或課外活動獲致亞軍(含)以上之榮譽者。
- 二、擔任班、系、院代表或社團、學生自治組織、體育校代表隊之主要幹部(含總幹事或相當職務以上者)，全學期熱心負責，且有績效者。
- 三、在校內外有裨益國家、社會或增進校譽之表現者。
- 四、具有見義勇為或敬老扶幼卹殘之具體事蹟，有助於社會優良風氣之發展者。
- 五、其他優良品蹟經師長認為應予記功者。

A student exhibiting any of the following behaviors may be awarded one or two minor merits:

1. Representing the university and winning second place or higher in off-campus competitions or activities.
2. Serving as a key officer (including chief officer or equivalent) of a class, department, college, student organization, or athletic team with dedication and tangible achievements throughout the semester.
3. Demonstrating actions that benefit the country or society or enhance the university's reputation.
4. Showing bravery, assisting the elderly or disabled, or contributing to the development of a positive social atmosphere.
5. Other praiseworthy behaviors as recognized by faculty or staff.

第五條

學生有下列情形之一者，予以記大功 1 次或 2 次之獎勵：

- 一、代表學校參加『全國性』、『國際性』比賽獲得冠軍者。
- 二、提供優良建議，能率先力行促進校譽者。
- 三、愛護學校或同學，確有特殊事實表現，因而提高校譽者。
- 四、有特殊優良之行為，堪為全校學生楷模者。
- 五、揭發重大不法活動，經查明屬實者。
- 六、個人或團體代表學校參加各項競賽，表現優異為校爭光者。
- 七、擔任社團、學生自治組織工作，對於樹立校譽有特殊貢獻事蹟者。
- 八、其他特別優良行為經學生獎懲委員會審議者。

A student exhibiting any of the following behaviors may be awarded one or two major merits:

1. Representing the university and winning first place in national or international competitions.
2. Offering exceptional proposals and leading by example in enhancing the university's reputation.
3. Demonstrating remarkable behavior in protecting the university or fellow students and thereby enhancing the university's reputation.
4. Exemplary conduct worthy of being a model for all students.
5. Reporting significant misconduct that is verified to be true.

6. Representing the university as an individual or group in competitions and achieving outstanding results that bring honor to the university.
7. Making significant contributions to the university's reputation through leadership in student organizations or student government.
8. Other exceptional behaviors as reviewed and recognized by the Student Award and Punishment Committee.

第三章 懲罰 Punishments

第六條 學生有下列情形之一者，依情節輕重，分別記申誡 1 次或 2 次之處分：

- 一、妨害公共秩序者。
- 二、在公共場所不保持肅靜影響教學或影響他人安寧不聽勸止者。
- 三、不按時繳交，影響他人權益之必要資料者。
- 四、執行公務服務不盡職責者。
- 五、對於學校及班級以上之單位規定參加之集會或活動，無故曠席或故意規避不肯參加者。
- 六、拾物隱匿不報情節較輕者。
- 七、在校內吸菸或違反社會善良風俗等不聽勸止者。
- 八、在校內圖書館或於上課中、會議中使用手機不聽勸止者。
- 九、違反網路使用規範，情節較輕者。
- 十、擔任學生社團幹部或自治幹部，怠忽職守致生損害。
- 十一、以跟蹤、電子郵件或其他違反他人意願之方法干擾他人日常生活，意圖性騷擾，情節輕微。
- 十二、有其他相當於上列各款之情事者。

A student exhibiting any of the following behaviors may receive one or two warnings, depending on the severity:

1. Disrupting public order.
2. Failing to remain quiet in public spaces, thus disturbing teaching or others' peace, and refusing to heed warnings.
3. Failing to submit required documents on time, thereby affecting others' rights.
4. Neglecting responsibilities in assigned public service duties.
5. Being absent without reason or deliberately avoiding required assemblies or events held by the university or above-class units.
6. Failing to report found property, with relatively minor circumstances.
7. Smoking on campus or violating public decency despite warnings.
8. Using mobile phones in the library, class, or meetings despite warnings.
9. Minor violations of internet usage regulations.
10. Dereliction of duty by student club or student government officers that results in harm or disruption.

11. Engaging in stalking, email harassment, or other forms of unwanted behavior with mild intent to harass.
12. Other similar conduct corresponding to the above.

第七條

學生有下列情形之一者，依情節輕重，分別記小過 1 次或 2 次之處分：

一、具有第六條各款情形之一者，其情節較重；或經記申誡處分後仍不知悔改者。

二、態度傲慢，對教職員無禮貌者。

三、互相鬥毆者。

四、傷害他人之身體健康或惡意破壞其名譽者。

五、破壞公物或擅自移動公物意圖抵賴者，。

六、在校外行為不檢，有損校譽者或有侵犯他人權益事實者。

七、代表學校參加校外活動，無故曠席或不服領隊人員約束者。

八、將已有證件轉借他人使用或冒用他人證件者。

九、侵害他人智慧財產權，情節輕微者。

十、考試作弊，情節輕微。

十一、有公然賭博之行為。

十二、管理公物未盡善良管理人之注意義務，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。

十三、製造噪音，情節嚴重。

十四、有性騷擾、性霸凌之行為者，經性別平等教育委員會調查屬實者。

十五、涉足不當賭場、酒店及其他相類似場所者。

十六、違反學生校內、外活動安全規範辦法者。

十七、酗酒滋事、濫用管制藥物、非法持有或使用違禁物品者。

十八、於校園內非指定專區從事運動，而有危害人身、財物安全，或妨害人車通行、校園安寧之虞，經勸阻不聽者。

十九、盜竊行為初犯且情節較輕者。

二十、請人代替上課(點名)或代替他人上課(點名者)。

二十一、有其他相當於上列各款之情事者。

A student exhibiting any of the following behaviors may receive one or two minor demerits, depending on the severity:

1. Behaviors listed in Article 6 that are more severe, or repeated offenses after receiving a warning.
2. Arrogant attitude or disrespectful behavior toward faculty or staff.
3. Involvement in fights.
4. Physically harming others or maliciously damaging their reputation.
5. Damaging or tampering with public property and attempt to deny responsibility.

6. Misconduct off-campus that damages the university's reputation or infringes upon others' rights.
7. Absence without reason or disobedience during off-campus activities as a university representative.
8. Lending personal ID to others or using someone else's ID.
9. Minor infringement of intellectual property rights.
10. Minor cheating during examinations.
11. Public gambling.
12. Mismanagement of public property resulting in damage, loss, or financial discrepancies.
13. Creating excessive noise, with serious impact.
14. Sexual harassment or bullying, verified by the Gender Equity Education Committee.
15. Frequenting inappropriate gambling venues, clubs, or similar places.
16. Violating safety guidelines for on- and off-campus activities.
17. Causing disturbances due to intoxication, drug misuse, or possession of illegal substances.
18. Engaging in physical activities outside designated areas on campus that endanger safety or disrupt campus order, and refusing to comply with warnings.
19. First-time theft with minor circumstances.
20. Attending or arranging class attendance on behalf of others (e.g., for roll call).
21. Other conduct comparable to the aforementioned.

第八條

學生有下列情形之一者，依情節輕重，分別記大過 1 次或 2 次之處分：

- 一、具有第七條第二款以下各款情形之一者，其情節較重；或經記過處分後仍不知悔改者。
- 二、有妨害秘密之行為。
- 三、學生所發行之報刊、雜誌、網路及文宣等涉有影響他人權益、危害校園學習環境、社會秩序或公共利益者。
- 四、撕毀學校重要公告者。
- 五、在校外公共場所擾亂公共秩序，情節嚴重。
- 六、為他人作不實之證明者。
- 七、參加不法或違反公序良俗之團體者。
- 八、投機取巧朦混欺騙情節嚴重者。
- 九、涉及金錢財物性質之賭博者。
- 十、破壞校園秩序危害學校安全或有鼓勵滋事行為者。
- 十一、在校內凌辱他人、毆人或聚眾鬥毆者。
- 十二、侮辱、誹謗他人，情節嚴重。
- 十三、於校園內不法儲存危險物或違禁物。

十四、不法持有毒品、安非他命或其他麻醉藥品。

十五、不法侵入學校廳舍、他人研究室、或寢室，情節嚴重。

十六、惡意侵入電腦網站破壞系統、資料或發送郵件炸彈危及電腦主機安全、干擾他人電磁紀錄之處理。

十七、利用電腦網路或以其他方式販售、提供、或教唆製造不法商品。

十八、有其他相當於上列各款之情事者。

A student exhibiting any of the following behaviors may receive one or two major demerits, depending on the severity:

1. Behaviors listed in Article 7 (Item 2 onward) with greater severity, or repeated offenses after receiving a minor demerit.
2. Invasion of privacy or breach of confidentiality.
3. Publishing or distributing content via newspapers, magazines, the internet, or other media that harms others' rights or disrupts campus learning environment or public order.
4. Destroying official university announcements.
5. Causing serious disturbances to public order in off-campus locations.
6. Providing false certification for others.
7. Participating in illegal or morally inappropriate organizations.
8. Serious cheating or deception.
9. Gambling involving large sums or valuable assets.
10. Disrupting campus order or safety, or inciting others to cause trouble.
11. Humiliating, beating, or participating in group violence on campus.
12. Severe cases of insult or defamation.
13. Illegally storing dangerous or prohibited items on campus.
14. Illegal possession of drugs, amphetamines, or other controlled substances.
15. Illegally entering university buildings, laboratories, or dormitories, with serious circumstances.
16. Malicious hacking, email bombing, or other computer crimes that endanger cybersecurity.
17. Selling, offering, or inciting the production of illegal goods via computer networks or other means.
18. Other conduct equivalent in seriousness to the above.

第九條 學生有下列情形之一者，予以定期察看之處分：

一、具有第八條第二款以下各款情形之一者，其情節較重；或經記大過處分後仍不知悔改者。

二、威脅或侮辱師長或破壞其名譽者。

三、毀損校譽，情節嚴重者。

四、功過相抵後滿兩大過兩小過者。

A student exhibiting any of the following behaviors may be placed on probation for a fixed period:

1. Behaviors listed in Article 8 (Item 2 onward) with greater severity, or repeated offenses after receiving a major demerit.
2. Threatening, insulting, or damaging the reputation of faculty or staff.
3. Seriously damaging the university's reputation.
4. Accumulating two major demerits and two minor demerits (after merit-demerit offset).

第十條 學生有下列情形之一者，予以退學之處分：

一、具有第九條第二款以下各款情形之一者，其情節較重；或經定期察看處分後不知悔改者。

二、對教職員橫暴無禮或毆辱師長情節嚴重者。

三、觸犯重大刑事案件或違反國家法令經法院有罪判決且不可緩刑確定者。

四、有性侵害之行為者，經性別平等教育委員會調查屬實者。

五、有勒索或欺詐行為情節嚴重者。

六、處理團體財務有舞弊行為，情節嚴重者。

七、邀人尋仇，將對方毆辱或施以恐嚇者。

八、公然在校內散播不實言論致損害他人或公眾，或蓄意違犯校規屢誡不悛者。

九、公然侮辱人，情節嚴重者。

十、在定期察看期間，再受記小過以上處分者。

十一、學期操行成績不及格（未滿 60 分）者。

十二、在校肄業期間所受懲罰除功過相抵外，已積滿三大過者。

十三、參與全國性升學或國家考試集體舞弊者。

A student exhibiting any of the following behaviors shall be dismissed:

1. Behaviors listed in Article 9 (Item 2 onward) with greater severity, or repeated offenses after being placed on probation.
2. Serious verbal or physical abuse against faculty or staff.
3. Conviction of a major criminal offense or legal violation, without eligibility for probation.
4. Verified sexual assault, as determined by the Gender Equity Education Committee.
5. Serious cases of extortion or fraud.
6. Serious misconduct in managing financial affairs of student organizations.
7. Initiating violence or intimidation against others.
8. Spreading false statements on campus that harm others or the public, or persistently violating university rules.
9. Publicly insulting others with severe consequences.

10. Receiving a minor demerit or higher while already on probation.
11. Failing to pass conduct evaluation for the semester (score below 60).
12. Accumulating three major demerits during enrollment, after merit-demerit offset.
13. Participating in organized cheating during national entrance exams or licensing tests.

第十一條 學生有下列情形之一者，予以開除學籍之處分：

- 一、具有第十條第二款以下各款情形，其情節較重者。
- 二、假借、冒用、偽造或變造學經歷證明文件；或偽、變造公文書者。
- 三、入學後經發現入學考試舞弊，經學校查證屬實或判刑確定者。
- 四、觸犯刑事法律，經法院有罪判決確定，情節較重者。

A student exhibiting any of the following behaviors shall be expelled:

1. Behaviors listed in Article 10 (Item 2 onward) with greater severity.
2. Falsifying or forging academic credentials or official documents.
3. Proven cheating during entrance exams, confirmed by the university or a final court ruling.
4. Conviction of a criminal offense, with the judgment finalized and deemed serious.

第四章 獎懲程序 Procedures for Awards and Punishments

第十二條 學生獎勵或懲處依下列程序辦理：

- 一、凡嘉獎、申誡之獎懲，由導師或教職員建議，知會系、所主管或二級行政主管同意，送軍訓暨生活輔導組長核定公布。
- 二、記小功、小過之獎懲，由導師或教職員建議，知會系、所主管或二級行政主管同意，送軍訓暨生活輔導組簽請學務長核定後公布。
- 三、記大功、大過以上之獎懲，經校內程序送學生獎懲委員會審議，陳請校長核定公布。
- 四、經「性別平等教育委員會」調查屬實建議懲處之案件，經學生獎懲委員會審議，再陳請校長核定公布。
- 五、學生在校期間涉及校園性侵害、性騷擾、性霸凌事件之行為或重大刑事案件，於其屆畢業時間，如上開事項仍在調查處理程序中者，縱已修滿畢業學分且學業成績考核合格，因涉及畢業操行成績之核算，獎懲委員會得請教務處暫緩核發學位證書。

Student awards and punishments shall be handled in accordance with the following procedures:

1. Commendations and reprimands shall be recommended by the advisor or faculty/staff member, approved by the Director of the Department/Institute or secondary administrative supervisor, and submitted to the Director of the Military Education, Guidance and Counseling Division for final approval and announcement.
2. Minor merits and minor demerits shall be recommended by the advisor or faculty/staff member, approved by the Director of the Department/Institute or

secondary administrative supervisor, and submitted to the Military Education, Guidance and Counseling Division to be reviewed and approved by the Dean of Student Affairs, followed by an official announcement.

3. Major merits and major demerits or above shall be submitted through internal procedures to the Student Award and Punishment Committee for deliberation and then submitted to the President for approval and announcement.
4. Cases recommended for punishment based on confirmed findings by the Gender Equity Education Committee shall be reviewed by the Student Award and Punishment Committee and then submitted to the President for approval and announcement.
5. If a student is involved in gender-related incidents on campus, or a major criminal case during their studies, and the case is still under investigation or processing at the time of their expected graduation, the Student Award and Punishment Committee may request the Office of Academic Affairs to temporarily withhold the issuance of the diploma, even if the student has fulfilled all graduation credit requirements and passed academic evaluations, due to the impact on the assessment of conduct.

第十三條 學生有本辦法第八、九、十、十一條之各款規定之行為者，於徵求其導師及系、所主管意見後，經校內程序送學生獎懲委員會審議。
學生獎懲委員會受理懲處案件時，應通知當事學生到會陳述，並得邀請相關人員列席。

For students who commit any of the acts specified in Articles 8, 9, 10, and 11 of these regulations, their advisor and department/institute chair shall be consulted. The case shall then be submitted through internal procedures to the Student Award and Punishment Committee for deliberation.

When the Student Award and Punishment Committee handles a punishment, the student involved shall be notified to attend the meeting to present their statement. Relevant personnel may also be invited to attend the meeting.

第十四條 學生獎懲應衡酌其情節之輕重，並考慮行為之動機、事後態度及具體之影響。獎懲案如情節特殊者，得經獎懲委員會全體出席委員三分之二以上決議加重或減輕，陳請校長核定後公佈。

Student award and punishment shall take into consideration the severity of the incident, the motivation behind the behavior, the student's attitude afterward, and the actual impact of the conduct. If the case involves special circumstances, the Student Award and Punishment Committee may, with a resolution by at least two-thirds of the attending members, increase or reduce the penalty, subject to approval and announcement by the President.

第十五條 懲處之核定必須書面載明主文、事實、理由，並附記救濟方法、期間及受理機關，記大功或大過以上者，須通知其家長或監護人。

Approved disciplinary decisions must be documented in writing, clearly stating the main text, facts, reasons, methods of appeal, time limit, and the responsible authority. In cases involving major merits or major demerits or above, the student's parent or guardian shall also be notified.

第五章 救濟 Appeals

第十六條 學生對獎懲結果有異議者，得於接到通知次日起十日內，依「學生申訴辦法」之規定提出申訴。

Students who disagree with the result of an award and punishment may file an appeal within ten days from the day following receipt of the notification, in accordance with the "Student Appeal Regulations."

第十七條 凡受記小過(含)以下之處分且深具悔意者，得依據「學生懲罰存記及改過銷過實施要點」申請銷過存記。

Students who have received a minor demerit or lesser penalty and demonstrate genuine remorse may apply for expungement or record retention in accordance with the "Guidelines for the Retention and Expungement of Student Punishments."

第六章 附則 Supplementary Provisions

第十八條 凡受定期察看處分之學生，不論過去有無功過之紀錄，均以兩大過兩小過論之，同一學期內不得以功過相抵變更定期察看處分。

次一學期積滿一小功或以上，准按功過相抵，提報學生獎懲委員會，於認定功過相抵之處分結果後，中止定期察看處分。爾後之學期操行成績仍依「學生操行成績評定辦法」評定之。

定期察看處分期間再受記小過或以上之處分者，依第十條規定予以退學之處分。

Students who are subject to a fixed-term observation penalty, regardless of previous records of merits or demerits, shall be deemed to have received two major demerits and two minor demerits. During the same semester, merits and demerits may not be offset to alter the fixed-term observation penalty.

If a student receives one minor merit or more in the following semester, they may apply to offset demerits with merits. The case shall be submitted to the Student Award and Punishment Committee, and upon approval of the offset, the fixed-term observation penalty shall be terminated. The student's conduct grade in subsequent semesters shall still be evaluated in accordance with the "Regulations for the Evaluation of Student Conduct Grades."

If a student receives an additional minor demerit or above during the period of fixed-term observation, they shall be dismissed in accordance with Article 10.

- 第十九條 學生每學期操行成績按獎懲等級，分別給予加分減分、其標準依照「本校學生操行成績評定辦法要點」核定之。
Students' conduct grades each semester shall be adjusted based on the levels of awards and punishments. The standards shall be in accordance with the "Regulations for the Evaluation of Student Conduct Grades."
- 第二十條 學生違反「中國醫藥大學考試規則」之有關規定者，依本校「中國醫藥大學考試規則」辦理之。
Student who violate the relevant provisions of the "China Medical University Examination Regulations" shall be handled in accordance with the same regulations.
- 第二十一條 住宿生之住宿輔導管理，依本校「學生宿舍輔導辦法」之獎懲規定辦理之。
The counseling and management of dormitory students shall be handled in accordance with the award and punishment regulations stipulated in the "Dormitory Guidelines for China Medical University."
- 第二十二條 本校實（見）習生在各醫院實（見）習期間，除應遵守各醫院規定外，其獎懲事項，並適用本辦法之規定，在校學生寒暑假期間有關獎懲事宜，均依本辦法規定實施之。
Interns of the University must comply with the regulations of the respective hospitals during their internships. Their awards and punishments shall also be subject to the provisions of these Regulations. Matters related to awards and punishments during winter and summer breaks shall also be handled in accordance with these Regulations.
- 第二十三條 本辦法由學生獎懲委員會審議，經校務會議通過後，陳請校長核定後公布實施，並報教育部備查，修正時亦同。
These Regulations shall be deliberated by the Student Awards and Punishments Committee, approved by the University Affairs Meeting, submitted to the President for final approval and promulgation, and submitted to the Ministry of Education for record. Amendments follow the same procedure.