

# **Yuan Ze University Regulations for Admission of Undergraduate Students through Personal Application**

Passed by the 1<sup>st</sup> Student Recruitment Committee of the 2002 School Year, October 8, 2001

Approved for future reference by Ministry of Education in Tai-Kao-1-Tzu No.90151872, October 24, 2001

## **Article 1 Establishment:**

These regulations are provided pursuant to Article 22 of “University Act” and Article 18 of “Enforcement Rules of the University Act”.

## **Article 2 Student Recruitment Committee:**

Student Recruitment Committee shall be established according to “Organizational Rules of Student Recruitment Committee”; matters relating to the recruitment of students shall be specified in student recruitment regulations and processed based on the principles of equity, justice and openness.

## **Article 3 Quota of admission:**

Quota of admission for each department shall be based on the University’s yearly quota that has been verified and approved by the Ministry of Education.

## **Article 4 Qualifications of admission:**

Students having studied in public high schools or accredited private high schools or vocational schools, or meeting the qualifications as prescribed in Article 2 of “Standards for Recognition of Equivalent Qualifications for University Entrance Examination”.

## **Article 5 Methods of admission:**

Admission through personal application will be processed in two stages. In addition to the grades of General Scholastic Ability Test (GSAT), admission through personal application may also adopt one or more screening methods among written test, oral test, field test, practical work, or written review. Screening methods and the percentage that each method counts for shall be established by each department and specified in student recruitment regulations.

The number of applicants passing the GSAT requirement for the first stage shall be three times the quota of admission. Each department may adjust the number of applicants accepted for the first stage depending on their particular needs.

## **Article 6 Registration procedure:**

1. Registrations shall be processed via mails.

2. Admission results shall be announced by the end of each April.
3. For the application fee, a two-stage payment shall be adopted according to the admission procedure and the fee shall be charged according to applicable regulations for accounting.

Article 7 Grading criteria:

Grading criteria shall be specified in student recruitment regulations. In the case that some applicants may be marked with unusually high or low grades, detailed explanations shall be given on the grading documents. The process of giving an oral test, a field test, or the practical work shall be fully recorded.

All documents relating to the grading of test results shall be retained for at least one year; all documents shall be retained till the termination of the appealing or of the administrative remedy procedure in the case that an appeal has been filed by an applicant.

Article 8 Admission criteria:

The priority of acceptance shall be determined by the grades of applicants. Student Recruitment Committee shall establish the minimum requirements for acceptance based on the admission quota. Those applicants who meet the minimum requirements for acceptance but are not accepted yet as new recruits shall be regarded as alternates on the waiting list. For the same total score, the order of admission shall be subject to the method stipulated in student recruitment regulations. Those applicants who don't meet the minimum requirements for acceptance shall not be accepted even there is quota vacancy. The admission list shall be confirmed by Student Recruitment Committee and officially announced by the University.

Article 9 In the special case of extra quota of admission, it shall be approved by Student Recruitment Committee; all the minutes from Student Recruitment Committee along with relevant proof or documents shall be reported to and verified as well by the Ministry of Education before the enrollment of new recruits.

In the case that extra quota of admission is permitted due to the administrative negligence, a review report for student recruitment affairs shall be submitted.

Article 10 Admitted students shall register to the University through regulated processes; students who fail to do so shall be considered to relinquish their qualifications and the quota vacancy may be filled up by alternates on the waiting list till June 20 of that school year. Students who have registered to the University must not apply for taking part in Admission by Examination and Placement. Those found to do so will be disqualified from their admissions into the University, except for those who have made written requests to the

University to decline the admission offer.

Admitted students shall not request for deferral admission except for certain cases prescribed in relevant regulations.

Article 11 Resolving procedures for disputes over recruitment affairs:

Resolving procedures for disputes over recruitment affairs shall be processed in accordance with “Yuan Ze University Regulations Governing Appeals of Examinees”.

Article 12 These regulations will be adopted by Student Recruitment Committee before being reported to the Ministry of Education for ratification and implementation, as shall amendments when they are made.

**The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.**