

Asia University Students' Conduct Scoring System

Promulgated on Oct. 10, 2001 by the 1st Students Affair Meeting

Approved on Mar. 10, 2003 by the 1st Students Affair Meeting for the 2nd Semester of fiscal 2003

Title changed to Asia University on Jun. 22, 2005 in the 5th Administration Meeting of fiscal 2004

Amended Articles 1, 2, 3, 4, 5, 6, 7, 8, 10, 12, and 13 on Jan. 16, 2009 by the Students Affair Meeting of fiscal 2008

Amended Articles 5 and 6 and deleted Articles 2 and 11 on Oct. 2, 2009 in the Students Affair Meeting of fiscal 2009

Announced on May 27, 2011 according to Letter No. Ya-Zhou-Mi 1000005875

Article 1 Conduct scoring of our University's students shall be governed by this System.

Article 2 A student's conduct score will fall into one of five grades:

1. Above 90 points is Excellence
2. Above 80 and less than 90 points is Grade A
3. Above 70 and less than 80 points is Grade B
4. Above 60 and less than 70 points is Grade C
5. Less than 60 points is Grade D and regarded as fail

Article 3 Source of information for students' conduct scoring:

1. Notes of life guidance: including performance in life, manner, order, public duty, and services.
2. Record of individual interview.
3. Various extracurricular activities.
4. Record of award and disciplinary.

Article 4 Undergraduate students' conduct scoring will be generally reviewed by the class teachers; graduate students' conduct scoring will be generally reviewed by the advisors (or dean if an advisor is not yet available). The review for each semester will be filed to the Students Affair Office for scoring.

Article 5 A class teacher may give or deduct up to 10 extra points to each student per semester at his/her discretion. Depending on a student's performance, faculty members in concern may give the student administrative award convertible to conduct score.

Article 6 The par for a student's conduct score will be 82 points; with points added or deducted and given awards and disciplinary measures by the graduate school chair, department dean, guidance officer, and class teacher, the total conduct score is determined, only that the maximum points will be limited to 98 and a score above 98 will be still recognized as 98.

Points addition and deduction based on awards/disciplinary measures:

- (1) One major merit adds 7.5 points, one merit adds 2.5 points, and one citation adds 1 points.
- (2) One major demerit deducts 7.5 points, one demerit deducts 2.5 points, and one warning deducts one point.

Article 7 To prudently determine a student's conduct score and grade, the secondary review should adopt the following standard to give a fair review according to the student's record of daily review:

1. An excellence grade may not be given in the total score if any record of fact of the following exists:
 - (1) One or more demerit has been administered.
2. An A grade may not be given in the total score if any record of fact of the following exists:
 - (1) One or more major demerits have been administered.
3. A B grade may not be given in the total score if any record of fact of the following exists:
 - (1) Two or more major demerits have been administered.
4. A student receiving termed review will have a total conduct score of 60. If termed review is withdrawn by the Students Affair Meeting, two major demerits will remain in record for the respective semester.

Article 8 Awards and disciplinary measures given to a student during the same semester may be reconciled. The conduct score for a graduating student will be the average score of the conduct scores of all semesters.

Article 9 Faculty members may provide written of facts on a student's daily conduct directly to the reviewing personnel or via Life Guidance Section as reference.

Article 10 By the end of each semester, the graduate school chair, department dean, and class teacher shall nominate students of extraordinary performance of excellence and inferior in the Students Award/Disciplinary Recommendation Sheet and submit the sheet to the Life Guidance Section of the Students Affair Office.

Article 11 The review of a student's conduct score shall adopt the following standard:

1. Graduate chair, department dean, and class teacher shall communicate and exchange opinions more frequently before review based on their daily observation on the student according to this Scoring System.
2. The Life Guidance Section shall advise the graduate chair, department dean, and class teacher about a student's attendance and award/disciplinary records as review reference at

adequate time. Two weeks before the end of a semester, the semester-wise attendance and records shall be provided to the graduate chair, department dean, and class teacher as conduct score review reference. If the said information changes during the final two weeks of a semester, the Life Guidance Section may amend the information accordingly based on facts.

3. The Life Guidance Section should submit consolidated students' conduct scores to the president of our University for approval at least one week before the end of the respective semester.

Article 12 This Scoring System is passed in the Students Affair Meeting and approved by the president of our University for promulgation. Amendment of such shall follow the same.