

自111-1學期起 期中考、畢業考及學期考試之重要事項說明

- 1.** 期中考、畢業考及學期考試時間依行事曆表訂週次辦理，考試方式以隨堂考試為原則，如未於考試週考試，授課教師應修正課程綱要及進度，且考試週須照常上課。
- 2.** 授課教師不採隨堂考試者須事先與學生協調合適時間及借用教室，並公告修課學生知悉。
- 3.** 學生考試違規，由授課教師依考試規則辦理，通報學生事務處視情節輕重處分。
- 4.** 學生依規定請假核准後，授課老師自行與學生協調補考方式及時間。學期考試補考截止日依行事曆表訂週次辦理。

From 111-1 semester the important matters about Midterm Exam, Graduation Exam and Final Exam

- 1.** Midterm Exam, Graduation Exam and Final Exam time are scheduled on a basis according to the school calendar. The examination method is based on the principle of quizzes in the classroom. If the test does not be held during the exam week, the instructor should revise the course schedule, and then the course must still be held as usual during exam week.
- 2.** Instructors who do not hold quizzes (in-class test) must coordinate with students in advance at a suitable time and borrow a classroom. Instructors need to announce relevant information to students taking the course.
- 3.** If the student violates the test regulations, the instructor will handle it and inform the Student Affairs Office according to the examination rules. Or due punishment will be executed depending on the level of infraction.
- 4.** After the student's leave is permitted according to the leave regulations, the Make-up exam time and method will be coordinated by the instructor and students. The deadline of the Make-up test for final exam will be set based on the school calendar.