

Providence University Regulations Governing Student Rewards and Disciplinary Measures

Approved by the University Council on June 17, 2024

Filed with the Ministry of Education on July 8, 2024

Chapter I General Provisions

Article 1 These Regulations are enacted to encourage students to cultivate moral integrity and academic diligence, foster noble character and sound living habits, and establish a positive academic atmosphere.

Article 2 Students' meritorious conduct and misconduct shall be handled in accordance with these Regulations. Awards such as prizes, certificates, or monetary rewards conferred by external institutions or competent units within the University that are not recorded as formal rewards or disciplinary measures shall be exempt from inclusion in disciplinary records.

Article 3 These Regulations consist of two parts: rewards and disciplinary measures:

1. Rewards: Commendation, Minor Merit, and Major Merit, depending on the level of meritorious conduct.
2. Disciplinary Measures: Educational Disciplinary Measure, Reprimand, Minor Demerit, Major Demerit, Fixed-Term Probation, Fixed-Term Suspension, Dismissal, and Expulsion, depending on the severity of misconduct.

Article 4 Definitions of terms used herein are as follows:

1. Student: Any person holding student status at the University or entering the University through administrative or academic channels.
2. Educational Disciplinary Measure: A type of disciplinary action imposed when misconduct does not meet the threshold for a reprimand. The competent authority or relevant faculty member may issue verbal or written warnings, require attendance at educational sessions, impose restitution obligations, or temporarily suspend related rights. This measure may be imposed concurrently with other disciplinary measures.
3. Fixed-Term Probation: A disciplinary measure applicable when misconduct exceeds the level of a Major Demerit and meets the standards herein. The Student Affairs Office shall meet the student at least twice per semester and implement corrective measures. The probation period shall not exceed one academic year.

4. **Fixed-Term Suspension:** A disciplinary measure applicable when misconduct exceeds probation standards and meets the criteria herein. The Student Affairs Office shall oversee and assess the student each semester. The suspension period shall be no less than one semester and no more than two academic years.

Article 5 Conversion standards are as follows:

1. Three Reprimands equal one Minor Demerit.
2. Accumulated Minor Demerits equal one Major Demerit.
3. Eight Minor Demerits equal Fixed-Term Probation.
4. Eight Minor Demerits plus one Reprimand, or an additional Reprimand incurred during probation, shall both equal Fixed-Term Suspension.
5. Three Major Demerits equal Dismissal.
6. During probation, additional rewards or disciplinary records shall result in adjusted disposition as follows: receiving a Minor Merit or above terminates probation; receiving a Reprimand or above results in Suspension; receiving a Minor Demerit or above results in Dismissal.
7. Upon completion of Suspension, students may apply for reinstatement. Existing records shall not be expunged. Failure to complete reinstatement within the prescribed period shall result in Dismissal.

Chapter II Rewards

Article 6 A student shall be subject to one or two Commendations under any of the following circumstances:

1. Demonstrating civic virtue or enthusiastic public service with concrete evidence.
2. Returning lost money or valuables of considerable value without misappropriation.
3. Serving as a class representative or officer in student self-government organizations, dormitory councils, or student clubs with commendable performance.
4. Representing the University in regional competitions, activities, or internships with outstanding performance.
5. Other conduct equivalent to the above.

Article 7 A student shall be subject to one or two Minor Merits under any of the following circumstances:

1. Acting courageously to assist others and enhancing the University's reputation.
2. Returning lost valuables meeting the standard for Minor Merit.
3. Serving as a class representative or officer in student self-government organizations, dormitory councils, or student clubs with distinguished performance and verifiable achievements.
4. Representing the University in national competitions or activities with exceptional performance.

5. Properly handling major special incidents.
6. Other conduct equivalent to the above.

Article 8 A student shall be subject to one or two Major Merits under any of the following circumstances:

1. Demonstrating extraordinary courage with significant social contribution.
2. Returning highly valuable property meeting the Major Merit standard.
3. Representing the University internationally with outstanding achievements.
4. Exposing major illegal activities safeguarding campus or social safety.
5. Producing inventions benefiting the University, society, or nation.
6. Proposing exceptional recommendations adopted by the University.
7. Other conduct equivalent to the above.

Chapter III Disciplinary Measures

Article 9 A student shall be subject to one or two Reprimands under any of the following circumstances:

1. Smoking or using tobacco-related products on campus
2. Entering the campus without applying for a vehicle pass or using an expired pass, in violation of regulations.
3. Riding a motorcycle on campus without wearing a helmet, exceeding the speed limit, overloading, or driving at excessive speed or otherwise violating traffic safety regulations.
4. Vehicles parked in violation of regulations on campus and subject to enforcement actions.
5. Shouting, making loud noises, or creating messes that disturb campus peace or hygiene, and failing to comply when warned, in cases of minor severity.
6. Unauthorized access to building rooftops or emergency exits, or climbing balconies, railings, or windows at will, in cases of minor severity. Minor violation of university regulations
7. Engaging in intentional deception, using abusive language, or insulting others, in cases of minor severity. Other equivalent misconduct.
8. Disrupting public order and failing to comply when warned, in cases of minor severity.
9. Violating regulations established by administrative or academic units regarding classrooms, laboratories, student dormitories, club offices, libraries, gymnasiums, spaces, facilities, environments, or promotional materials, in cases of minor severity.
10. Violating rules on internet usage, intellectual property rights, or personal data protection laws, in cases of minor severity.
11. Violating laws related to gender equality education; if confirmed by the university's Gender Equality Education Committee, in cases of minor severity.

12. Violating laws related to academic ethical conduct; if confirmed by the university's Academic Ethics Review Committee, in cases of minor severity.

Article 10 A student shall be subject to one or two Minor Demerits for serious violations under any of the following circumstances:

1. Engaging in shouting, loud clamor, creating noise or disorder, thereby disturbing campus tranquility or environmental sanitation, and refusing to comply with advice or warnings, where the circumstances are serious.
2. Unauthorized access to rooftops or emergency exits of buildings, or arbitrarily climbing balconies, railings, or windows, where the circumstances are serious.
3. Intentionally deceiving others, using abusive language, insulting others, or engaging in other improper conduct of a similar nature, where the circumstances are serious.
4. Disrupting public order and refusing to heed advice or warnings, where the circumstances are serious.
5. Asking another person to attend classes on one's behalf or attending classes under another person's name.
6. Arbitrarily opening, reading, or destroying another person's correspondence or personal property.
7. Maliciously attacking, defaming, bullying others, or inciting or aggravating disputes.
8. Arbitrarily burning paper or other objects in a manner that endangers public safety.
9. Forging or altering various documents or certificates, thereby infringing upon the rights and interests of the public or others.
10. Using or misappropriating another person's vehicle access permit to enter the campus.
11. Consuming alcohol or engaging in gambling on campus, where the circumstances are minor.
12. Arbitrarily defacing or damaging walls, notices, or public facilities, or intentionally removing or destroying public property, where the circumstances are minor.
13. Obstructing another person in the execution of official duties, where the circumstances are minor.
14. Violating Providence University Regulations on Examination, where the circumstances are minor.
15. Violating regulations established by administrative or academic units concerning classrooms, laboratories, student dormitories, student organization offices, libraries, gymnasiums, spaces, facilities, environments, or promotional materials, where the circumstances are serious.
16. Violating regulations governing network usage, intellectual property rights, or personal data protection laws, where the circumstances are serious.
17. Violating gender equity education-related laws and regulations, as confirmed upon investigation by the University's Gender Equity Education Committee, where the circumstances are serious.
18. Violating academic ethics-related laws and regulations, as confirmed upon investigation by the University's Academic Ethics Review Committee, where the circumstances are serious.
19. Other misconduct equivalent in nature to the foregoing provisions.

Article 11 A student shall be subject to one or two Major Demerits for major violations including:

1. Consuming alcohol or engaging in gambling on campus, where the circumstances are serious.
2. Arbitrarily defacing or damaging walls, notices, or public facilities, or intentionally removing or destroying public property, where the circumstances are serious.
3. Obstructing another person in the execution of official duties, where the circumstances are serious.
4. Engaging in cheating during examinations, including plagiarism, passing answers, bringing unauthorized materials, removing answer sheets from the examination venue, or any other fraudulent conduct.
5. Organizing activities that present safety concerns and refusing to heed advice or warnings, thereby resulting in an accident.
6. Violating regulations established by administrative or academic units concerning classrooms, laboratories, student dormitories, student organization offices, libraries, gymnasiums, spaces, facilities, environments, or promotional materials, where the circumstances are major in nature.
7. Violating regulations governing network usage, intellectual property rights, or personal data protection laws, where the circumstances are major in nature.
8. Violating gender equity education–related laws and regulations, as confirmed upon investigation by the Gender Equity Education Committee, where the circumstances are major in nature.
9. Committing any act in violation of law, including but not limited to offenses under the Firearms, Ammunition and Knives Control Act, the Narcotics Hazard Prevention Act, theft, fighting, disorderly conduct, forgery of documents, or other unlawful acts.
10. Violating academic ethics–related laws and regulations, as confirmed upon investigation by the University’s Academic Ethics Review Committee, where the circumstances are major in nature.
11. Other misconduct equivalent in nature to the foregoing provisions.

Article 12 A student shall be subject to Fixed-Term Probation under any of the following circumstances:

1. Verbally or in writing insulting or threatening faculty members or staff.
2. Asking another person to take an examination on one’s behalf or impersonating another person in an examination.
3. Engaging in fraud or misconduct in the handling of organizational or group property.
4. Instigating, directing, or inciting others to engage in collective bullying.
5. Establishing pornographic or violent websites, or using websites to engage in other unlawful activities, thereby seriously damaging the reputation of the University.
6. Committing a criminal offense under the Criminal Code and receiving a final court judgment granting a suspended sentence.
7. Where, upon investigation by the University’s Gender Equity Education Committee, it is determined that the student has clearly violated relevant laws or regulations.

Article 13 Fixed-Term Suspension shall be imposed for serious cases under the preceding Article or when criminal proceedings are underway.

Article 14 A student shall be subject to Dismissal under any of the following circumstances:

Where the student falls under any of the provisions of the preceding two Articles and the circumstances are major in nature, or under any of the following circumstances:

1. Where the student meets any of the conditions set forth in Paragraph 1 of Article 19 of the University's Academic Regulations.
2. Assaulting a faculty member or staff member, or injuring another person with a weapon.
3. Participating in illegal organizations or engaging in group fighting, thereby seriously damaging the reputation of the University.
4. Engaging in the sale or manufacture of firearms, ammunition, knives, or narcotics as defined under the Firearms, Ammunition and Knives Control Act or the Narcotics Hazard Prevention Act.
5. Committing further misconduct meeting the standard of a Minor Demerit or above during the period of Fixed-Term Probation.

Article 15 A student shall be subject to Expulsion under any of the following circumstances:

1. Where the student falls under any of the provisions of the preceding three Articles and the circumstances are extremely serious in nature.
2. Where the student commits a criminal offense and receives a final court judgment imposing a sentence of imprisonment.

Chapter IV Supplementary Provisions

Article 16 Authority and Procedures:

1. **Authority to Propose:**

All faculty and staff members of the University who become aware of a student's meritorious conduct or misconduct shall have the authority to initiate a proposal at any time.

2. **Authority to Initiate Proceedings:**

Proceedings shall be initiated by academic units (including faculty advisors), competent administrative units, or task-oriented bodies established pursuant to specific mandates, such as the Gender Equity Education Committee, and shall be handled in accordance with established operational procedures.

3. **Authority to Review:**

The initiating unit shall state the specific facts of the case. Based on the statement of facts provided

by the student in the “Student Misconduct Review Form,” the case shall be reviewed sequentially by the supervising authority within the unit and the Student Affairs Office.

Where the Student Affairs Office determines that the case meets the criteria for a Major Merit, Major Demerit, or above as prescribed in these Regulations, the case shall be submitted to the Student Affairs Meeting for resolution.

4. Authority to Approve:

Rewards or disciplinary measures of Major Merit, Major Demerit, or above shall be approved by the President. All other cases shall be approved by the Dean of Student Affairs.

In the event of a dispute regarding the review authority specified in Subparagraph 3 of the preceding paragraph, the Student Affairs Office shall conduct an investigation on its own initiative and shall consider both favorable and unfavorable circumstances to the student during the investigation process.

After a resolution has been made by the Student Affairs Meeting pursuant to Subparagraph 3 of Paragraph 1, the Student Affairs Office shall submit the decision to the President for approval within one week and shall announce the result in designated venues.

For cases requiring urgent or time-sensitive handling that cannot be reviewed in coordination with the schedule of the Student Affairs Meeting, the Student Affairs Office may convene an extraordinary meeting immediately or submit the case directly to the President for approval and promulgation. Cases handled through direct submission to the President shall be presented at the next Student Affairs Meeting for ratification.

Article 17 Rights and Obligations

1. If a student disagrees with the results of a reward or disciplinary action, he or she may file an appeal in accordance with the University's “Student Petition Appraisal Regulation”
2. For cases pending disciplinary action that, upon evaluation, meet the standards for dismissal or expulsion, the University shall suspend the dismissal procedures and proceed in accordance with the final disciplinary decision after the relevant procedures have been completed.
3. The University reserves the right to retain records of disciplinary actions that have been officially approved and promulgated.
4. When initiating procedures in accordance with these Regulations, the initiating units referred to in Paragraph 1, Subparagraph 2 of the preceding Article shall proactively inform the party concerned in advance and provide the opportunity to present statements either in writing or in person.

Article 18 Administrative Control:

1. In handling disciplinary cases at the end of a semester that involve the assessment of conduct grades, if the case is evaluated as meeting the standard of a major demerit or above, the Office of Student

Affairs shall immediately coordinate with the relevant units and adopt measures such as temporarily withholding the submission of conduct grades and any other necessary subsequent control actions.

2. For disciplinary cases meeting the criteria described in the preceding subparagraph, the Office of Student Affairs shall complete the processing within two months after becoming aware of the case. In the event of winter or summer vacation, the period may be extended by one to two months, and the case shall be handled in accordance with Article 16.
3. Rewards and disciplinary actions approved and promulgated in accordance with these Regulations shall be recorded by the Office of Student Affairs within one month. For cases involving a major merit or a minor demerit or above, the student's guardian shall be notified within one week.
4. Before the end of each semester, the Office of Student Affairs shall compile statistics on all student rewards and disciplinary actions, which shall serve as items for the assessment of conduct grades, and shall process them in accordance with the University's "Regulations Governing the Assessment of Student Conduct Grades."

Article 19 Cases investigated by the Gender Equity Education Committee shall be forwarded to the Student Affairs Office for processing.

Article 20 These Regulations shall be implemented upon approval by the University Council and promulgation by the President, and filed with the Ministry of Education. Amendments shall follow the same procedure.