

Yuan-Ze University Regulations for Admission Video Interview

Passed by the 14th Student Recruitment Committee of the 2022 School Year, July 27th, 2022

1. At the time of the scheduled interview, candidates who are unable to return to the country or attend the interview in person at our school due to the following reasons may submit an application for a video interview with the provision of proof:
 - a. living outside the island or being overseas due to study or work
 - b. taking courses or internship abroad
 - c. major illness and injury
 - d. major impacts of the pandemic: the University shall, in compliance with the orders issued by the competent authority pursuant to the Central Epidemic Command Center or the Ministry of Education, implement and adjust measures for people who are assigned by Central Epidemics Command Center to home quarantine, self-care for the prevention of COVID-19, home isolation, being reported as a suspected case before receiving the test results during the self-health management, or being the confirmed case of COVID-19 and are assigned to be quarantined/isolated.
2. At the time scheduled for the interview, the University may announce that ‘a video interview’ will be adopted instead of ‘an oral interview on campus’, in compliance with the orders issued by the competent authority or the Ministry of Education in response to the alert levels of pandemic. Candidates do not need to apply for the video interview, but they must sign "YZU Video Interview Test Guarantee Letter" and send it to the Department/Institute by e-mail/fax before the interview.
3. Candidates who meet the various requirements to apply for the video interview pursuant to the first paragraph must go to the University’s website for recruitment regulations to download and sign "YZU Video Interview Test Guarantee Letter" along with "YZU Application Form for Admission Video Interview" and send them to the Department/Institute by e-mail or fax one week before the interview day. Applications that fail to comply with the regulations will not be accepted, except for those who are affected by the pandemic mentioned in the fourth subparagraph of Paragraph 1 shall file a late application before the interview day.
4. If the application for a video interview is approved, the scheduled time will be arranged by the Department/Institute and the candidate will be notified by e-mail.
5. The Department/Institute and the candidate must conduct a connection test on the day before the formal video interview.

6. The connection test is conducted again 30 minutes before the start of the formal video interview; after the test is completed, the candidate must wait for the interview online.
7. During the formal video interview, candidates must cooperate with the presentation of the admission ticket and identification for verification. Those who do not submit the supporting documents will not be able to participate in the video interview and will be considered as being absent from the interview.
8. If the candidate fails to take the test on time for the official video interview, the interviewer shall wait for 5 minutes (with the time recorded through the screen capture); if the candidate is still not online after 5 minutes, it will be considered as being absent, and the candidate shall not request a make-up test.
9. Candidates must choose an appropriate venue for the video interview to ensure that the interview process is not interrupted. During the video interview, no other person shall be present, and the candidate must accept the instructions of the interviewer to use the camera to scan around the venue to prove it.
10. The entire video interview process is recorded with both video and audio, and the relevant data shall be kept for at least one year.
11. The video interview criteria, the number of interviewers, and the interview time must be consistent with the on-site interview.
12. If the candidate complains and proves that the interview cannot be conducted because of the University's "intra-school network" failure, the interview may be conducted again.
13. In the case that the candidates are caught with using a false name or with other acts of cheating discovered during the interview with proof, candidates shall be deprived of their admission qualifications according to "YZU Regulations for Student Conduct in Recruiting Examinations". Candidates who have enrolled into the program shall be ordered to withdraw from schooling in addition to the legal responsibilities involved; no diplomas shall be issued. If the situation is discovered after the student has graduated from the University, the diploma shall be revoked; the qualification for graduation shall be invalidated and be publicly announced.
14. Matters not covered herein shall be conducted in accordance with relevant regulations of the Ministry of Education.