

# **Yuan Ze University Independent Enrollment Regulations for Admission of Students with Excellent Athletic Performance**

Passed by the 4th Student Recruitment Committee of the 2023 School Year, November 30, 2022

Approved for future reference by Ministry of Education in Letter Tai-Chiao-Shou-Ti-Bu-Tzu No1120001828, January 16, 2023

Article 1 “Yuan Ze University Independent Enrollment Regulations for Admission of Students with Excellent Athletic Performance” (hereafter, ‘these regulations’) are provided by Yuan Ze University (hereafter, ‘the University’) pursuant to Article 24 of “University Act”, Article 19 of “Enforcement Rules of the University Act”, Article 19 of “Regulations on Facilitating Admission to Higher Education for Students with Excellent Athletic Performance at High School Level and Above”, and “Guidelines for Universities to Process the Tasks to Review Admission Regulations” to process matters relevant to the admission of students with excellent athletic performance.

Article 2 While processing matters relating to the independent admission of students with excellent athletic performance, the University shall establish the Student Recruitment Committee (hereinafter referred to as ‘the Committee’) based on “Yuan Ze University Organizational Rules of Student Recruitment Committee”. The Committee shall handle the affairs based on the principles of equity, justice, and openness and deals with urgent matters related to the admission.

The Committee shall process all matters such as admission quota, eligibility requirements for applicants, categories of sports, recruitment methods, exam subjects and the proportion of each subject's score in the total score, scoring criteria, the minimum requirement for admission, nomination of referee committee for evaluating the field test, and other matters regarding the admission affairs.

Article 3 The quota for independent admission is made according to the quota granted by the MOE and should be included in the total number of the admission quota verified by the MOE. The admission quota of each college, institute, department, division, and degree program shall not be re-allocated. If vacancies are left by independent admission of students with excellent athletic performance, they may be added to the quota for admission through the College Entrance Examination. Students who have been granted into the

University via this admission method shall not apply for the registration and placement admission of college entrance in the current school year; those who violate this regulation, their qualifications for admission to the University will be canceled.

#### Article 4 Eligibility requirements for applicants:

Applicants must be graduates of or have graduated from a public (general or vocational) senior high school or a government-accredited private (general or vocational) one, or meet the requirements listed in “Standards for Recognition of Equivalent Educational Levels for University Admission”, and meet any of the following qualifications of excellent athletic performance:

- (1) having the qualifications to be screened and selected through the admission exam, which are listed in the Regulations on Facilitating Admission to Higher Education for Students with Excellent Athletic Performance at High School Level and Above;
- (2) having competed in any sports competitions at an international level as an athlete representing a country and obtained any certificates;
- (3) having competed in any national sports games, citizens sports games, National High School Games, National Indigenous Games, and National Disabled Games and obtained any certificates;
- (4) having competed in any league matches recognized by the Sports Administration of the MOE and any national tournaments held by any national sports associations and obtained any certificates;
- (5) having been a member of a school team at a general or vocational senior high school for more than one year, competed in any games at a county/city level or above, and obtained any certificates or records of participation in the games;
- (6) having been a graduate in a class of sports talent at a senior high school and obtained a certificate.

Article 5 The admission of students with excellent athletic performance may be processed through various assessment methods for each individual department of the University .The admission guidelines shall detail the departments offering admission, categories of sports, prescribed duration of study, admission quota, registration deadline, qualification requirements, exam subjects, assessment methods, proportion of each subject's score in the total score, exam dates, registration procedures, registration materials, scoring criteria, the ranking order of admission for examinees with the same

final entry score, standards of acceptance for admission, review of grades, check-in procedures, rules about filling vacancies by wait-listed candidates, the procedure for handling exam-related disputes, and other related rules. The admission guidelines shall be submitted to the Committee for review and be announced 20 days before the admission is open for application. The admission guidelines shall expressly state any matters related to examinees' interest and right. If necessary, such matters shall be marked in bold letters and enumerated by example to remind examinees and avoid any misunderstanding.

Article 6 Assessment methods may include written test, oral test, written review, field test, or practical work. If the exam is held through oral test, field test or practical work, the process shall be tape-recorded, videotaped or recorded in writing; written records shall be completed before the Committee decides a roll of successful candidates. If any candidate receives an extremely high or low grade, concrete reasons shall be clearly stated in the scoring sheet.

Article 7 Standards of acceptance for admission:

- (1) The Committee shall decide the minimum admission criteria for each sport category before releasing admission results. Candidates whose admission scores are above the entry score and who are within the admission quotas will be initially admitted students. Other candidates that are not listed as initially admitted students may be wait-listed. After initially admitted students report their willingness to enroll at YZU, the vacancies of admission quota can be filled by waitlisted candidates until the quota is full, and the deadline for filling up the vacancies shall not exceed the deadline stated in the admission guideline. The deadline shall not exceed the first school day (as stipulated on the school calendar) in the current semester of the academic year wherein the admitted students enroll..
- (2) If the number of candidates meeting the entry score requirement is less than the admission quota of each department, institute, and degree program (group/division), each of the teaching units may admit a number of students below its quota upon approval by the Committee after it submits relevant reasons to the Committee for review. In such cases, no candidates will be wait-listed.
- (3) This deadline shall not be later than the day when the school begins as identified in the University's calendar at the semester of the academic year of enrollment.
- (4) In the case that there are more than two examinees with the same final

entry score, the order of admission shall be subject to the method stipulated in the admission guidelines. If examinees have the same final entry score after having various criteria compared or being further evaluated in some other way, each of them shall be admitted without the University being subject to the additional admission quota of two percent of the approved quota, and the University shall report the circumstances to the MOE for future reference.

- (5) The list of admitted students shall be submitted to the Committee for confirmation and can be formally announced after the Committee confirms it.

#### Article 8 Quota expansion:

If it is necessary to expand an admission quota under unusual circumstances, the quota expansion shall be proposed to the Committee. The Committee shall convene a meeting to reach a decision and the minutes and relevant documentation shall be submitted to the Committee as well. The quota expansion shall be processed based on the following regulations:

- (1) If the expansion of an admission quota is due to the same score, it shall be reported to the MOE within two weeks after the first school day (as stipulated on the school calendar) in the current semester of the academic year wherein the admitted students enroll.
- (2) If the expansion of an admission quota is due to any administrative error made by university personnel, an inspection report shall be submitted to the MOE. The admission quota can be expanded upon approval by the MOE.

Article 9 After the application deadline of admission, a department (program, discipline, or division) may choose not to hold its admission examination if the number of applicants applying to the department (program, discipline, or division) is below the minimum number of applicants stipulated by the Committee. In this case, the application fee will be refunded interest-free to all applicants. Also, a department may assist its applicants in applying to another department at the same educational level in a similar field upon approval by the applicants.

Article 10 Examinees may apply for a review of grades or file an appeal within the deadline specified in the admission guidelines if they have any doubts about grading or recruiting affairs which violate their rights and interests. For any unsolvable problem after the processing of personnel in charge of admission

affairs, an appeal shall be filed to the Committee with statements and reasons along with documentary evidence within twenty days after the following day of the roll of successful candidates is announced or informed; overdue will not be accepted.

After receiving the appeal, the Committee shall make a reply within a month and advise the appellant of any related administrative remedies. The Committee may form a dedicated taskforce to process the appeal fairly when necessary. Should a conflict of interest arise in the review process among any relevant parties of the Committee meeting, including a Committee member and the appellant, the principle of interest avoidance shall be adopted in accordance with the provisions of Article 32 of “Administrative Procedure Act”.

An appeal shall be filed in writing by the appellant.

The taskforce may, ex officio or upon the appellant’s request, allow the appellant and relevant parties to attend the meeting to give explanations when necessary.

An appellant may file an appeal to the Committee a maximum of once for the same matter. The chairman of the Committee shall inform the appellant in writing of the decision made after a review of the appeal.

Article 11 The Committee shall cautiously handle examination affairs including formulating questions for exams, printing exam papers, producing exam papers, grading exam papers, sealing exam papers, monitoring examinees taking exams, calculating scores, releasing admission results, and registration. The Committee shall also stipulate principles on recusal due to conflicts of interest. Faculty and staff members participating in the examination affairs are obligated to keep the affairs confidential. Anyone who may have a conflict of interest shall avoid being involved in any examination-related tasks, this includes, when:

- (1) The examination taker is the examiner himself/herself, his/her spouse, his/her relatives within the third degree, or his/her family member;
- (2) Anyone who may have financial or non-financial mutual benefits with a particular examination taker and the relationship may affect the examination results;
- (3) Anyone who is employed as a teaching staff at tutorial schools.

All examination and evaluation records and documents shall be stored properly for one year. However, should any appeals be filed according to relevant regulations, the related records and documents shall be kept until the appeal process or the procedures for administrative remedies are

completed.

Article 12 In the case that the examinees are caught cheating on the exam or the documents presented by examinees found to be forged, counterfeited, borrowing, impersonated or untrue, examinees who haven't enrolled into the program shall be deprived of their admission qualifications; examinees who have enrolled into the program shall be ordered to withdraw from schooling and no academic records or documents 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.

Article 13 The revenue and expenditure of the admission operation for Independent Admission of Students with Excellent Athletic Performance shall be handled pursuant to the University's regulations governing accounting affairs.

Article 14 Matters not specified herein shall be governed by relevant provisions of the Ministry of Education and the University.

Article 15 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.