

國立陽明交通大學辦理招生作業共同準則

National Yang Ming Chiao Tung University Admission Guidelines

112 學年度招生委員會第 3 次會議通過(112.11.23)

Approved at the 3rd meeting of the Students Admission Committee for Academic Year 2023
(November 23rd, 2023)

第一條 Article 1 本校為辦理各項招生，特依據教育部「大學辦理招生規定審核作業要點」、本校「招生委員會設置辦法」及本校辦理各項入學招生規定及有關法令規章，訂定本準則。

In order to process various admissions, National Yang Ming Chiao Tung University (hereinafter referred to as “NYCU”) establishes the Guidelines in accordance with the “Directions for Review of Regulations for Admission to Universities” of the Ministry of Education, “Regulations Governing Establishment of Students Admission Committee” of NYCU, NYCU’s admission regulations, and related laws and requirements.

第二條 Article 2 本校各招生單位為協辦各項招生工作，應依據本校招生委員會設置辦法，在系(所、專班、學位學程)務會議設立招生試務工作小組，並訂定該招生單位之試務工作小組組織規則。

In order to assist various admission tasks, each recruiting units of NYCU shall establish an admission affairs taskforce at the department (institute, in-service program, and degree program) meetings in accordance with the Regulations Governing Establishment of Students Admission Committee of NYCU, and set forth the rules of the organization of the admission affairs taskforce .

第三條 Article 3 本校各招生試務工作小組訂定之招生名額、報考資格、報名手續、考試日期、考試方式、考試科目及所佔比例等事項，應載明於招生簡章中，經校招生委員會通過，始得公佈實施。招生名額並須報經教育部核定。

The admission quota, application qualifications, registration procedure, exam dates, exam rules, exam subjects, and rating scale set forth by various admission affairs taskforces of NYCU shall be specified in the admissions information brochure, which may be made public and implemented only upon approval of the Admission Committee of NYCU. The admission quota shall be reported to the Ministry of Education for approval.

第四條 Article 4 辦理招生考試時，考試委員之資格與人數，應列明於各招生試務工作小組組織規則中。學士班、碩士班、碩士在職專班及博士班招生考試之審查或口試，各須有考試委員三人以上；筆試各科之命題委員人數以二人以上為原則。

When conducting admission exams, the number and qualifications of exam members shall be expressly stated in the admission affairs taskforce organizational rules. The data review and oral tests on the admission exams for the bachelor’s degree programs, master’s degree programs, in-service master’s degree programs and doctoral programs, shall be conducted by more than three exam members, respectively, while each subject’s written exam shall be created by more than two question drafters in principle.

筆試命題委員、口試及審查之考試委員，由各招生單位視教師專長以及研究方向聘請助理教授以上之專、兼任教師擔任為原則，相關教師於考試期間均具參與試務之義務。必要時得聘請單位外人士擔任。

Each recruiting unit shall appoint full-time/part-time teachers at the assistant professor-level or above, based on their teaching expertise and research focus, to act as question drafters, and oral test & review members. Related teachers shall be obligated to

participate in exam affairs during the exam. If necessary, any persons outside the unit may be appointed for the same position. 筆試時每一試場須有兩位監試人員，必要時校內考試得由系(所)推薦博士班學生經講習後擔任。

During the written exam, each exam room shall be administered by two exam proctors. If necessary, the department (institute) may recommend doctoral program students to serve as the exam proctors for on-campus exams after the students complete relevant training.

第五條 Article 5 各招生單位辦理招生考試時，對於命題、印製試卷、彌封、監試、閱卷、核計成績、拆彌封、放榜、報到及遞補等事項，均應妥慎處理，參與人員並應注意保密事宜。

When holding admission exams, each recruiting unit shall handle the question drafting, printing of test papers, seal of papers, supervision, exam grading, scores calculation, opening of the seal, announcement of the list of admitted students, registration and filling of vacancies with care. The participating personnel should also pay attention to confidentiality matters.

筆試試卷、彌封籤及彌封袋，得由各招生單位提出需求，並由校招生委員會統一購置。

The test papers, sealing labels and sealing envelopes shall be purchased by the Admission Committee of NYCU collectively upon request by various recruiting units.

第六條 Article 6 考試方式有審查者，應於簡章中明示考生須送繳審查之必繳與可附繳資料；有口試者，考試委員應於事前商定出題範圍，及評分原則且應制定審查及口試評分單，口試委員評分後應當場繳送。

Where there are data reviews, the documentation which the applicants are required and allowed to submit for review shall be expressly stated in the admissions information brochure. Where there are oral tests, the exam members shall agree on the question scope and scoring criteria in advance, and shall prepare the review and oral test evaluation forms. Oral test members shall submit the evaluation form on the site after grading the test.

參與試務人員之本人、配偶及三親等內之血親參加當年度考試者，應迴避參與試務工作。擔任補習班工作、編輯升學參考書者，應主動迴避命題、閱卷審查及口試工作。

Where any exam staff per se, his/her spouse or relative within the third degree of kinship takes part in the exam for the current year, they shall voluntarily recuse themselves from exam affairs. Those who teach concurrently in cram schools or edit reference books for further studies shall voluntarily recuse themselves from question drafting, exam grading, review and oral tests.

第七條 Article 7 碩士班招生考試筆試科目由各班自訂，惟以一天考完為原則。

The subjects of the admission exam in writing for the master's degree programs shall be decided by the programs, provided that the exam shall be finished in one day.

第八條 Article 8 各考(甄)試項目及筆試各科均以一百分為滿分，但各招生單位除可訂定佔分比例外，亦得採加重計分，各招生考試項目分數計算至小數點後二位(第三位四捨五入)。

The full marks for each exam (screening) and each written exam subject is 100. Each recruiting unit may set forth a rating scale independently or adopt score weighting. The scores for each admission exam item may be calculated to two decimal place (rounded to the nearest hundredth).

第九條 Article 9 各考(甄)試科目，除了要求考生表現該科目之能力以做為遴選之依據，並訂明適當考試規則，以維護招生考試之公開、公正與公平外，不宜為考試(或閱卷)委員

個人之方便多訂規則。

Each exam (screening) subject demands that the applicants should demonstrate their abilities in the subject as the basis for selection. Adequate exam rules shall be established to maintain the openness, fairness and impartiality of the admission exams. It is not advisable to set forth additional rules for the personal convenience of the exam members (or graders).

- 第十條 Article 10 學士班招生考試有複試者，不得要求考生在口試時提示學測成績。
For undergraduate admissions with a interview, candidates should not be requested to mention their GSAT scores during the interview.
- 第十一條 Article 11 各項招生放榜前均由各招生單位訂定最低錄取標準，並經招生委員會議通過。其錄取原則(含流用原則)亦應明確訂定，並列明於招生簡章中。
Each recruiting unit shall set forth the admission threshold before the announcement of the list of admitted students, and the admission threshold shall be approved by the Admission Committee. The acceptance criteria (including quota transfer criteria) shall be specified and expressly stated in the admissions information brochure.
- 第十二條 Article 12 非經本校招生委員會同意，各招生單位及參與試務人員不得自行對外公告錄取名單。
Without the consent of the Admission Committee of NYCU, the recruiting units and personnel involved in the examination are allowed to announce independently the list of admitted students to the public.
- 第十三條 Article 13 各考(甄)試項目均應接受考生申請成績複查、申請辦法由校招生委員會訂定，並列明於各項招生簡章中。若有招生爭端，則由校招生委員會裁決之。
The applications for double-checking scores for various exam (screening) items shall be accepted. The application rules shall be set forth by the Admission Committee of NYCU, and expressly stated in the admissions information brochure. A dispute arising from admissions, if any, shall be settled by the Admission Committee of NYCU.
- 第十四條 Article 14 各項招生考試有關考生成績資料、文件或電子檔案應保存一年，但依規定提起申訴者，應保存至申訴程序結束或行政救濟程序終結時為止，考生成績資料應送本校綜合組存查。
Applicants' grading, documents or e-files about various admission exams shall be kept for one year. When an applicant files a complaint against the evaluation results in accordance with relevant regulations, the corresponding documentation shall be retained until the end of the complaining procedure or administrative remedy procedure. Information about the applicants' grading shall be submitted to the Division of Admissions of NYCU for recordation.
- 第十五條 Article 15 其他未盡事宜，悉依招生簡章及相關法令規定辦理。
Any matters not covered herein shall be governed by the admissions information brochure and related laws and regulations.
- 第十六條 Article 16 本準則經本校招生委員會訂定後實施，修正時亦同。
The Guidelines shall be implemented after being formulated by the Admission Committee of NYCU. The same shall apply where the Guidelines are amended.