

Taipei National University of the Arts

Students Appeal Handling Regulation

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- Article 1 In order to safeguard the students' rights and interests in learning, living and receiving education and enhance school harmony, and pursuant to Paragraph 4, Article 33 of University Act and Article 35 of the Articles of Association of the School, Taipei National University of the Arts (hereinbefore and hereinafter referred to as the School) hereby set the Students Appeal Review Committee (hereinafter referred to as the Committee) and establish students appeal system.
- Article 2 The Committee has seven to nine members, based on the nature of appeal case, relevant experts may be appointed temporarily as consultant.
As for the preceding members, the President will appoint six to eight teachers from each faculty who are professional in medical science, law, sociology, psychology and counseling, and one student representative will be recommended by the Student Activity Center. The number of teacher members not concurrently holding administrative post shall not be less than one second of the total members. Members of any gender shall be accounting for more than one third of the total members.
The Committee has one executive secretary to accept and hear students appeal case; the School personnel assigned by the President will concurrently hold the post as executive secretary.
The member of the Committee shall not be the same as the representative of Student Affairs Meeting.
The member of the Student Rewards and Punishments Committee, or the student who is responsible for the decision and investigation of rewards and punishment shall not be the committee member of the Committee.
- Article 3 The Committee meeting is convened by the President or the Committee member designated by the President.
When the convener cannot convene the meeting for reasons, the chairman selected by the member shall convene.
- Article 4 The Committee member's term of office is two years and may be appointed consecutively, however, the term of office of the consultant temporarily appointed is limited to the term for handling the concerned appeal case.

- Article 5 The Committee member is the post without remuneration; however, external personnel may receive travelling expenses and attendance fee.
- Article 6 The Committee meeting shall be attended by two third of the member, apart from the resolution on review decision shall be consented by two third of the attending members, resolution on other matters shall be consented by more than one third of the attending members.
The member shall attend the meeting by itself and shall not assign or appoint others to attend the meeting on its behalf.
- Article 7 The member shall evade voluntarily when it has interest relationship with the appeal case, before the review of appeal case, the appellant may also apply for such member to evade.
The application mentioned in the preceding paragraph will be resolved by the Committee meeting.
- Article 8 The notice of rewards and punishments issued by the School to the student, Student Union and other relevant student voluntary associations, or the measures related to student's rights and interests shall be attached with appeal period and procedures thereof.
- Article 9 Where the student, Student Union and other relevant student voluntary associations (hereinafter collectively referred to as the appellant) deem the School's punishments, other measures or resolutions are illegal or inappropriate and cause damages to their rights or interests, the appellant may propose an appeal pursuant to this regulation.
The student mentioned in the preceding paragraph refers to the student with name on the school roll when the School is issuing punishment, other measures or resolutions to it.
The appellant's appeal on the same case is limited to one time.
- Article 10 The appellant shall propose an appeal to the Committee in writing within fifteen days from the second day after receiving or accepting relevant punishments, measures or resolutions.
The appeal for revision shall list specific facts and be attached with relevant information, when in special event, the appellant may state the report to the accepting personnel face to face and sign on the report when it is made into written form.
When the appellant delays proposing an appeal within the appeal period as stated in the preceding paragraph due to natural disasters or other causes not attributable to the appellant, the appellant shall specify the reasons thereof in writing within ten days after the elimination of such causes and apply to the Committee for acceptance and review. However, if the appeal period has become overdue for more than one year, the appellant shall not propose an appeal.
- Article 11 When the appeal case is beyond the appeal scope, it shall be dismissed by attaching reasons in writing, besides, the handling method shall be recommended and the director and tutor of the concerned department or institute shall be notified.
- Article 12 When it is necessary to conduct investigation or onsite inspection for the appeal case, after the resolution of the Committee, three to five personnel shall be assigned to establish "Investigation group" to conduct such investigation or inspection.
When the student proposes an appeal due to sexual assault, sexual harassment or sexual bullying event, if the nature thereof requires applying for investigation as provided in Paragraph 2, Article 28 of Gender Equity Education Act, relevant provision in Gender Equity Education Act shall apply.
- Article 13 After proposing an appeal and before the service of review decision, the appellant may

withdraw the appeal.

- Article 14 In the appeal procedure, if the appellant proposes a claim, civil litigation, criminal litigation or administrative litigation on the appeal event or the matters involved therein, the appellant shall inform the Committee in writing. After knowing the abovementioned situation, the Committee shall forthwith suspend the review and inform the appellant; after the elimination of suspension reason therefor, as per written request by the appellant, the Committee shall continue the review and inform the appellant in writing. Where the review decision on whole or part of the appeal case depends on whether or not the legal relationship of claim or litigation is established, the Committee shall stop the review before the termination of such claim or litigation procedures and inform the appellant in writing; after the elimination of stop reasons therefor, the Committee shall continue the review and inform the appellant in writing, except for the appeal in which the appellant has dropped out or has been expelled from school.
- Article 15 The principle of reviewing the appeal case is not public in private, in the review of appeal case, appellant, representative of the original punishment unit and related person shall be present for explanation or statement of opinion.
- Article 16 The Committee shall complete the review within thirty days from the second day after receiving the appeal for revision; when necessary, such review period may be extended and the appellant shall be informed. The extension thereof is limited to one time and shall not exceed two months at most. However, in the appeal case involving dropping out, expulsion from school or similar punishments, the review period shall not be extended. If the Committee thinks the appeal for revision is not conforming to the requirements and the situation thereof can be modified, the Committee shall inform the appellant for modification within seven days, and the modification period shall be deducted from the review period.
- Article 17 The Committee shall stick to the principle of fairness and justice and review pursuant to relevant provisions of the School. The Committee's review, vote and member's individual opinion shall be kept confidential, in the appeal case involving student privacy, the appellant's basic information shall also be kept confidential, and appropriate counseling shall be provided accordingly.
- Article 18 The review decision shall include the main body, facts, and reasons etc., in respect of unaccepted appeal case, review opinion shall also be prepared and the contents thereof may not state the facts.
The review decision shall state the remedies of not satisfying with the review decision of the appeal.
In respect of the administrative punishment issued by the School, if the appellant has proposed an appeal to the School and does not satisfy with the decision thereof, the appellant may prepare the petition and attach with review decision to propose a claim to the Ministry of Education through the School within thirty days from the second day when the appeal review decision is served.
In respect of punishments, other measures or resolutions other than administrative punishment of the School, if the appellant has proposed an appeal to the School and does not satisfy with the decision thereof, the appellant may institute a litigation pursuant to law in accordance with the nature thereof and request for remedy.
- Article 19 As for appeal case on dropping out, expulsion from school or similar punishments, before the confirmation of review decision, the School shall allow the student to continue studying in school in accordance with its function and power or the student's written application.
After receiving the application proposed by the student as stated in the preceding

paragraph, the School shall ask the Committee for opinions thereupon, and reply in writing within seven days in consideration of such student's living and studying conditions, and the rights and responsibilities related to the school roll shall be specified in such written reply.

As to the student who continues its studying in school pursuant to the provision in the preceding paragraph, apart from not awarding diploma, the School shall treat such student as other internal students in respect of other course study, performance evaluation, and awards and punishments.

Article 20 The review decision shall be in accordance with the organization and subordination as set by the Committee, and be served to the appellant and original punishment unit after approved by the President.

Article 21 When the review decision is submitted to the President for approval, the original unit issuing the punishment, taking measures or reaching to a solution shall be informed.

If the unit stated in the preceding paragraph thinks the review decision is contravening laws and regulations or impracticable in fact, such unit shall list specific reasons and submit them to the President in accordance with administrative procedure and inform the Committee. If the President thinks the reasons thereof are sufficient, the President shall return the review decision to the Committee for secondary review (limited to one time); otherwise, relevant units shall adopt and implement the review decision after going through administrative procedures.

In respect of appeal case on dropping out, expulsion from school or similar punishments, when the original punishment is sustained after review, it shall be handled pursuant to the following provisions:

1. The study expiration date stated in the proof of study is subject to the original punishment date.
2. As for the credit of subject studied during the appeal period, the credit certificate thereof shall be issued.
3. Draftee "School-leaver Military Draft Postponing Reason Elimination List" shall be reported within thirty days after the confirmation of appeal.
4. The tuition refund standard is subject to Article 8 of Measures on Junior Colleges and Above Collecting Tuition from Student and Article 15 of Measures on Tuition and Miscellaneous Fees Collection by Junior Colleges and Above.

Article 22 Counseling on remedy for claim and administrative litigation:

1. When the punishment is changed pursuant to the decision on the claim or judgment of administrative litigation and the concerned student is agreed on resumption of schooling, if such student can not resume schooling due to special reasons, the School shall counsel it to resume schooling; as to the draftee has joined the military and cannot resume schooling, the School shall keep its name on the school roll and counsel it to resume schooling in priority after it is discharged from military; suspension of schooling shall be supplemented for the period of leaving school before resumption of schooling.
2. When the punishment is changed pursuant to the decision on the claim or judgment of administrative litigation and the concerned student is agreed on resumption of schooling, the School shall complete the withdrawal of dropping out procedure pursuant to the decision or judgment.

Article 23 This Regulation will be implemented after passed in the school synod and approved by the Ministry of Education, so it is the same in case of amendment.

Taipei National University of the Arts Student Appeal for Revision

Application date:

Name:

Department:

Student ID:

Gender:

Mailing address:

Contact No.:

I. Facts and reasons for appeal

1. The facts column shall record the document number of the original punishment and the summary of facts.
2. The reasons column shall record the specific reasons and evidences on the original punishment's violation of the School's rules and regulations and the inappropriateness of punishment.

II. Remedy expected to be acquired.

III. Attached document and evidence.

Appellant:

Seal: