

臺北醫學大學學生獎懲辦法

TMU Student Merit and Penalty Regulations

83年8月30日學生事務委員會會議新訂通過，校長核定施行
Drafted and approved by the Student Affairs Committee; enacted and approved by the president on Aug. 30, 1994

90年12月19日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on Dec. 19, 2001

90年12月31日校長核定施行
Approved and enacted by the president on Dec. 31, 2001

93年1月16日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on Jan. 16, 2004

93年2月12日依教部審查意見修正
Amended according to Ministry of Education guidance on Feb. 12, 2004

93年2月26日校長核定施行
Approved and enacted by the president on Feb. 26, 2004

95年7月6日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on July 6, 2006

98年7月8日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on July 8, 2006

依98年7月15日教育部台高(二)字第0980122690號來函修正
Amended in accordance with Ministry of Education regulation #0980122690 on July 15, 2009

100年1月19日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on Jan. 19, 2011

100年2月18日臺訓(一)字第1000023479號函備查
Revised in accordance with regulation #1000023479 on Feb. 18, 2011

100年2月25日北醫校學字第100000622號令修正，全文26條
Amended in accordance with TMU school regulation #100000622 on Feb. 25, 2011

101年1月17日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on Jan. 17, 2012

101年02月10日臺訓(一)字第1010020434號函備查
Revised in accordance with Taiwan evaluation regulation #1010020434 on Feb. 10, 2012

101年2月21日北醫校學字第1010000527號令修正，全文26條
Amended in accordance with TMU regulation #1010000527 on Feb. 21, 2012

102年1月14日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on Jan. 14, 2013

102年02月26日臺教學(二)字第1020025758號函備查
Revised in accordance with Taiwan teaching regulation #1020025758 on Feb. 26, 2013

102年3月4日北醫校學字第1020000594號令修正，全文26條
Amended in accordance with TMU regulation #1020000594 on March 4, 2013

102年7月19日學生事務委員會會議修正通過
Amended and approved by the Student Affairs Committee on July 19, 2013

102年8月14日臺教學(二)字第1020123213號函備查
Revised in accordance with Taiwan evaluation regulation #102123213 on Aug. 14, 2013

102年8月29日北醫校學字第1020002535號令修正，全文26條
Amended in accordance with TMU regulation #1020002535 on Aug. 29, 2013

103年3月31日學生事務會議修正通過
103年4月15日北醫校學字第1030001122號令，全文26條
Amended and approved by the Student Affairs Committee on March 31, 2015

Amended in accordance with TMU regulation #1030001122 on April 25, 2015

103年04月25日臺教學(二)字第1030057590號函備查

Revised in accordance with Taiwan evaluation regulation #1030057590 on April 25, 2015
106年3月8日學生事務會議修正通過
Amended and approved by the Student Affairs Committee on March 8, 2017
106年4月5日北醫校學字第1060001076號令修正，全文26條
Amended in accordance with TMU regulation #1060001076 on April 5, 2017
106年04月25日臺教學(二)字第1060056102號函備查
Revised in accordance with Taiwan evaluation regulation #1060056102 on April 25, 2017
106年7月27日學生事務會議修正通過
106年8月17日北醫校學字第1060002748號令修正，全文26條

第一章 總則

Chapter 1. General Provisions

第一條 本校依大學法第三十二條之規定，訂定學生獎懲辦法（以下簡稱本辦法）。

Article 1. Taipei Medical University establishes these Student Award and Penalty Regulations in accordance with the University Law's Article 32.

第二條 本校學生獎懲事宜，除另有規定外，悉依本辦法處理。

Article 2. All issues pertaining to student awards or penalties will be duly processed in accordance with these regulations unless dictated by other regulations.

第三條 本辦法規定之獎勵分為下列四種：

Article 3. These regulations stipulate four categories of awards:

- 一、嘉獎。 1. Honorary mention
- 二、記小功。 2. Minor merit
- 三、記大功。 3. Major merit
- 四、特別獎勵（獎品、獎金、獎狀、獎牌、留影、公開表揚）。
4. Merit of distinction (trophy, prize money, certificate, medal, featured on camera, public performance)

第四條 本辦法規定之懲罰分為下列六種：

Article 4. The six categories of penalties are:

- 一、申誡。 1. Warning
- 二、記小過。 2. Minor demerit
- 三、記大過。 3. Major demerit
- 四、定期察看。 4. Probation
- 五、退學。 5. Expulsion
- 六、開除學籍。 6. Negation of academic standing

第五條 獎懲累計，依下列原則辦理；嘉獎三次等同小功乙次，小功三次等同大功乙次；申誡三次等同小過乙次，小過三次等同大過乙次。累計大過兩次又小過兩次者予以定期察看，大過滿三次予以退學。

Article 5. Awards and penalties add up according to the following formula: three honorable mentions equal one minor merit, three minor merits equal one major merit, three warnings equal one minor demerit, and three minor demerits equal one major demerit. Those who accumulate two major demerits and two minor demerits will be put on parole, and those who accumulate three major demerits will be expelled.

第二章 獎勵

Chapter 2. Rewards

第六條 學生有下列情形之一者，得核予嘉獎之鼓勵：

Article 6. Under the following circumstances, students are awarded an honorable mention:

一、熱心公益，有具體事實足資證明者。

1. Students who have ample evidence to show their compassion and enthusiastic volunteer spirit.

二、檢舉弊害，經查明屬實者。

2. Students who report injustices and expose wrongdoers.

三、參加校內各種競賽，成績優異名列前三名者。（第一名記功）

3. Students who place in the top three in any school competition (first-place winners are awarded a merit).

四、拾金不昧者。（價值重大者，從優敘獎）

4. Students who give up their winnings (students who give up large amounts will be favorably awarded).

五、其他優良事蹟合於嘉獎者。

5. Students who perform other honorable deeds worthy of an award.

第七條 學生有下列情形之一者，得核予記小功之獎勵：

Article 7. Under the following circumstances, students are awarded a minor merit:

一、在校內外有裨益於國家、社會之表現足以增進校譽者。

1. Students who benefit the country either in or beyond school, and who improve the school's reputation in society.

二、代表學校參加校外活動，表現優異因而提高校譽者。

2. Students who represent the school in extracurricular activities and improve the school's reputation by doing well.

三、代表學校參加校際比賽，成績優異獲前三名者。（第一名記大功）

3. Students who represent the school during intercollegiate competitions and place in the top three places (first place will be recorded as a major merit).

四、擔任班級（社團）負責幹部、學生代表，全學期認真負責、熱心服務，著有績效者。

4. Students who lead their class or a student club, or are student representatives who serve for an entire school year.

五、對特殊事故或偶發事件處理得當，減輕不良後果者。

5. Students who have handled exceptional circumstances or rare events very well and mitigated any adverse consequences.

六、在校外實習，表現優異，獲實習單位師長好評，來公函嘉許者。

6. Students who perform outstandingly in off-campus internships and receive praise from their internship supervisors, as well as a letter of recognition sent to the school.

七、其他優良事蹟合於記功者。

7. Students with other achievements or contributions that merit recognition.

第八條 學生有下列情形之一者，得核予記大功之獎勵：

Article 8. Under the following circumstances, students are awarded a major merit:

一、對校務之推展，提供卓越可行之建議，經學校採行者。

1. Students who provide the school with excellent and feasible suggestions adopted by the school.

二、揭發重大不法活動，經查明屬實者。

2. Students who expose significant illegal activity and have substantial evidence to back up their claim.

三、有特殊優良事蹟，足堪為全校學生之楷模者。

3. Students who do exceptionally good deeds and are worthy of being a role model for the rest of the school.

四、代表學校參加校際比賽，成績優異獲第一名者。

4. Students who represent the school in international competitions or are at the very top of the academic ranking in their class.

五、其他優良事蹟合於記大功者。

5. Students with other achievements that deserve a major merit.

第九條 學生有下列情形之一者，除按第六、七、八條敘獎外，並核予特別獎勵（獎品、獎金、獎狀、獎牌、留影等）及表揚：

Article 9. Under the following circumstances, students are given an award with distinction in addition to the recognition described under articles 6, 7, or 8, as well as any special awards such as trophies, prize money, certificates, medals, photographs and commendations:

一、冒險犯難，見義勇為堪為他人表率者。

1. Students who are adventurous, courageous and worthy examples for other people.

二、熱心公益，對學校、社會有特殊貢獻者。

2. Students who are compassionate and have made special contributions to the school and society.

三、參加校內外各種競賽，名列前茅者。

3. Students who participate with distinction in school competitions or competitions outside of school.

四、創造、發明、論著、譯述有益國家、社會、學校者。

4. Students who create, invent, debate or help translate in ways that are beneficial to the country, society and school.

五、畢業成績各學系前三名者。

5. Students who graduate in the top three of their class.

六、其他合於特別獎勵及表揚者。

6. Other students who deserve awards with distinction and commendations.

第三章 懲罰

Chapter 3. Penalties

第十條 學生有下列行為之一者，得核予申誡之處分：

Article 10. Students who commit one of the following acts will be reprimanded and given a warning:

一、不愛惜公物、未經核准擅自移動公物或借用公共場所活動完畢未立即整理清潔，恢復原狀者。

1. Students who do not take care of public property, who relocate public property without permission, or who fail to restore public places to usable condition immediately after events.

二、不遵守試場秩序，違反本校考試規則者。

2. Students who violate examination rules.

三、擔任各級幹部或服行公務怠忽職守，致損及他人權益者。

3. Student leaders who do not fulfill the responsibilities or services required by their posts or who harm others' interests.

四、違犯本校車輛騎乘停放規定，或擅入校內非停放區者。

4. Students who break school parking rules or park on campus without permission.

五、未辦理宿舍訪客登記，擅入住宿區，違反本校住宿管理辦法及宿舍生活公約者。

5. Students who trespass into dormitory areas without visitor permits or who violate the Dormitory Management Regulations and Public Conduct Contract.

六、違反本校菸害防制辦法，於校園內吸菸者。

6. Students who smoke on campus.

七、違反環安衛相關法令規定，未釀成事件發生者。

7. Students who break environmental security laws but do not cause any adverse events.

八、其他相當於以上各款情事者。

8. Students who commit other misdeeds similar to the above-mentioned transgressions.

第十一條 學生有下列情形之一者，得核予記小過之處分：

Article 11. Students who commit one of the following acts will be reprimanded and given a minor demerit:

一、破壞公共秩序、公共衛生或擅撕佈告、公文、毀損公物者。

1. Students who disrupt public order, who are a danger to public sanitation and the environment, or who commit vandalism such as tearing down notices and announcements without permission.

二、以口頭、書面、網路或其他方式破壞他人名譽，或損壞校譽者。

2. Students who commit libel or use the internet or other means to slander and hurt other people's reputation or the reputation of the school.

三、行為不當或影響校園安全，造成災害傷及自身或他人者。

3. Students who behave inappropriately or cause campus safety risks or harm their own or others' interests.

四、駕駛汽車、機車或騎乘腳踏車進入校區，不服管制者。

4. Students who drive cars, motorcycles or bicycles on campus and do not follow the school rules regarding vehicles.

五、違反本校考試規則，未涉及作弊情事者。

5. Students who violate examination rules but do not cheat.

六、盜用他人資訊系統（含網路）帳號者。

6. Students who hack other people's internet or school information accounts.

七、侵犯他人智慧財產權者。

7. Students who misuse intellectual property.

八、冒用他人證件或將已有證件借予他人使用者。

8. Students who make fraudulent use of others' documents or lend their own documents to others.

九、頂讓宿舍床位、霸佔床位、調換床位、借予他人暫宿或排斥他人進住者。

9. Students who rent out their dorm room, forcibly occupy a dorm room, exchange beds, offer temporary accommodation to nonresidents, or exclude other dorm residents.

十、不遵守宿舍生活公約，於寢室內使用電視、冰箱、電磁爐、烤箱、電湯匙、電鍋、微波爐、電暖器等電器用品或炊膳者。

10. Students who do not comply with dormitory regulations concerning use of televisions, refrigerators, induction cookers, ovens, blenders, electric kettles, microwave ovens, electric heaters and other appliances, or who cook in their rooms.

十一、違反本校菸害防制辦法，經規勸不服勸導者。

11. Serial violators of TMU tobacco control rules.

十二、違反環安衛相關法令規定，造成災害，無人員傷亡者。

12. Students who violate environmental security laws and regulations and cause accidents without casualties.

十三、其他相當於以上各款情事者。

13. Students whose misdeeds are similar in seriousness to the violations above.

第十二條 學生有下列情形之一者，得核予記大過之處分：

Article 12. Students who commit one of the following acts will be reprimanded and given a major demerit:

一、擅入教職員辦公室、研究室，任意翻動作業或各項文件、記錄者。

1. Students who break into faculty offices or laboratories and tamper with papers, documents or records.

二、誣告他人，或故作偽證者。

2. Students who make false accusations or act as a witness for false accusations.

三、妨礙教職員或同學執行公務，致損及他人權益者。

3. Students who impede faculty, staff or other students in carrying out official business in ways that harm others' interests.

四、偽造文書者。

4. Students who forge documents.

五、有竊盜、侵占、詐欺、傷害、恐嚇、誹謗、勒索、鬥毆、賭博或酗酒滋事行為或涉及刑事犯罪者。

5. Students who have committed theft, embezzlement, fraud, injury, intimidation, defamation, extortion, assault, gambling, alcohol abuse or other criminal offenses.

六、考試作弊，有具體事實者。

6. Students who are proven with clear evidence to have cheated on exams.

七、侵入學校資訊系統(含網路)造成損害者。

7. Students who successfully or unsuccessfully attempt to hack into the school's administrative system, including those who cause minor damage.

八、利用電腦網路或以其他方式販售、提供或教唆製造不法商品者。

8. Students who use the internet or other means to sell, provide or teach about the manufacturing of illicit goods.

九、對他人有性騷擾、性霸凌之行為，經本校性別平等教育委員會調查屬實者。

9. Students who commit sexual harassment or sexual bullying against others and are found guilty after investigation by the Gender Equality Education Committee.

十、侵犯他人智慧財產權並獲利者。

10. Students who infringe on intellectual property rights of others for profit.

十一、發表論文，盜用或抄襲他人研究成果，經查證屬實者。

11. Students found guilty of plagiarizing others' research results.

十二、違反環安衛相關法令規定，造成災害，傷及自身或他人者。

12. Students who violate environmental safety rules and cause accidents that injure themselves or others.

十三、其他相當於以上各款情事者。

13. Students whose misdeeds are similar in seriousness to the violations above.

第十三條 學生有下列情形之一者，予以定期察看之處分：

Article 13. Students who commit the following acts will be put on probation.

一、攜帶或使用違禁藥品或危險物品者。

1. Students who carry or use illegal drugs or dangerous objects.

二、校外見實習，引起醫療糾紛或違反見實習紀律而遭退訓，嚴重影響校譽者。

2. Students who are dismissed from off-campus internship or clerkship posts due to medical malpractice, or who violate internship rules in ways resulting in serious harm to the school's reputation.

三、參加不良幫派組織，或不正當團體，經警方查獲者。

3. Students who are found by the police to have joined criminal gangs or illicit organizations.

四、考試作弊且為累犯者。

4. Students who repeatedly cheat on exams.

五、對他人有性騷擾、性霸凌之行為，且再犯或情節嚴重，經本校性別平等教育委員會調查屬實者。

5. Students found to have repeatedly committed sexual harassment or sexual bullying after investigation by the Gender Equality Committee.

六、其他相當於以上各款情事者。

6. Students whose misdeeds are similar in seriousness to the violations above.

第十四條 學生有下列情形之一者，予以退學之處分：

Article 14. Students who commit the following acts will be expelled.

一、有竊盜、侵占、詐欺、傷害、恐嚇、誹謗、勒索、鬥毆、賭博或酗酒滋事行為或涉及刑事犯罪，且為再犯者。

1. Students who repeatedly commit theft, embezzlement, fraud, injury, intimidation, defamation, extortion, assault, gambling, alcohol abuse or other criminal offenses.

二、處理團體財務有舞弊行為，經查證屬實者。

2. Students proven to have been involved in fraudulent behavior in regard to group finances.

三、在校肄業期間所受懲罰經本校改過銷過辦法執行銷過程序後，已積滿三大過者。

3. Students who have accumulated three major demerits that have not been nullified.

四、冒替考試，其作弊雙方經查明屬實者。

4. Students proven to have been involved in taking an exam for another student under a false identity.

五、對他人有性侵害之行為，經本校性別平等教育委員會調查屬實者。

5. Students found guilty of sexual harassment after investigation by the Gender Equality Committee.

六、不法販賣或製造違禁藥品或危險物品者。

6. Students found guilty of trafficking in or manufacturing illicit drugs or dangerous goods.

七、毆辱教職員工，經查證屬實者。

7. Students found guilty of physically or verbally assaulting school staff.

八、其他相當於以上各款情事者。

8. Students whose misdeeds are similar in seriousness to the violations above.

第十五條 學生有下列情形之一者，應予以開除學籍：

Article 15. Academic standing and honours will be negated for students who commit one of the following offenses.

一、觸犯刑法，經法院判刑確定，情節嚴重者。

1. Students who commit serious transgressions involving criminal law, and who have been sentenced by a court.

二、假借、冒用、偽造或變造學歷證明文件入學者。

2. Students who borrow official documents under false pretenses, commit fraud, or forge or alter academic credentials.

三、在校外見實習，藉工作之便，有貪污、勒索行為。

3. Students who commit embezzlement or extortion through off-campus internships or clerkships.

四、考試作弊，不服取締，進而威脅或侮辱監試人員者。

4. Students who not only cheat on exams and do not confess, but also threaten or verbally assault exam supervisors.

五、其他相當於以上各款情事者。

5. Offenses similar in seriousness to the above circumstances.

第四章 處理程序

Chapter 4. Procedures and due process

第十六條 學生之獎懲處理程序，依照下列規定辦理：

Article 16. Student merit and penalty procedures will be administered as outlined below.

一、嘉獎、記小功、記大功、申誡、記小過之獎懲，由學生事務處依本辦法之規定報請，經學務長核定公佈。

1. Merits or penalties such as honorable mentions, minor merits, major merits and warnings will be processed by the Office of Student Affairs and sent to the Dean of Student Affairs to be approved and announced.

二、記大過或大過以上之記過處分，由學生事務會議通過後，再簽請校長核定公佈之。

2. Major demerits and more serious penalties will be discussed and approved in a Student Affairs conference and sent to the president to be approved, signed and announced.

三、退學與開除學籍之懲罰，經校長核定後，由教務處發函退學或開除學籍。

3. A letter of expulsion or negation of academic standing will be sent by the Academic Affairs office after the president's approval.

四、學生所受各類懲處，由學生事務處以書面方式通知其家長或監護人知悉。

4. The Student Affairs office will notify in writing the parents or legal guardians of students who are penalized.

第十七條 定期察看之學生不論原有功過多寡，均以兩大過兩小過計算之，並按下列各款辦理：

Article 17. The performance of students on academic parole will be regularly inspected regardless of the original number of merits or demerits and will be recorded as having two major demerits and two minor demerits. Students on parole will face the following measures:

一、定期察看以一學年為原則，學校可視學生改過自新情形縮短或延長其時間。

1. Students will be observed for one year. The school has the right to lengthen or shorten the student's parole depending on their behavior.

二、定期察看當學期之操行成績概以六十分計算，次學期則按實際操行成績計算之。

2. Students on parole must have a conduct grade of at least 60 for those terms and similar marks to reflect the student's behavior in subsequent terms.

三、在定期察看期間，若再犯校規者不論情節輕重，即應勒令退學。

3. Students on parole will be expelled if they break any more school rules regardless of the seriousness of the offense.

四、在定期察看期間，凡經累積大功以上之獎勵，或表現確實優異者，經學生事務會議決議取消者，得撤銷定期察看之處分。

4. The Student Affairs office may take students off parole after an office conference if students accumulate a major merit or more, or exhibit truly excellent behavior.

第十八條 休學生復學後，其原有獎懲之資料仍屬有效。

Article 18. Merits and penalties will remain in effect for students who take a gap year before returning to school.

第十九條 休學生在休學期間因言行失檢，玷辱校譽者，於其復學後予以適切之懲處。

Article 19. Students whose behavior harms the school's reputation during a gap year will face appropriate consequences upon returning to school.

第二十條 學生因故觸犯本辦法而為懲處之處分者，得依本校學生改過銷過辦法提出改過銷過申請。

Article 20. Students who are penalized can follow the Student Records Cancellation and Alteration regulations to change or take demerits off their record.

第二十一條 學生每學期操行成績，按獎懲等級，分別予以加分或減分，其標準照本校「學生操行成績考核辦法」核定之。

Article 21. A student's conduct mark for each term will be increased or decreased depending on merits or demerits received under these regulations.

第二十二條 有關本校學生考試違規懲罰，依本校學生考試之相關規定交由學生事務處處理。

Article 22. Cases of students breaking exam rules will be handled by the Student Affairs office in accordance with the school examination regulations and other relevant rules.

第二十三條 學生之獎懲，除依照本辦法所列之標準訂定外，學生事務處得視學生之年齡長幼、年級高低、動機與目的、態度與手段、行為與後果等情形，酌予變更等級，簽請校長核定。

Article 23. The Student Affairs will take into account the student's age, grade, motivation, purpose, attitude, methods, behavior and consequences when deciding the magnitude of a merit or demerit. All decisions must be approved by the president.

第二十四條 學生因特殊犯過，而超出本辦法規定以外者，得召開學生事務會議，將決議簽請校長特別處理之。

Article 24. If the transgression committed was performed under extraordinary circumstances not covered by these regulations, the Student Affairs office must form a special committee to discuss the case and the president must sign related resolutions.

第二十五條 學生對於學校之獎懲處分，認有違法或不當並損及其個人權益者，得依學校申訴辦法之規定，向學生申訴評議委員會提出申訴。

Article 25. Students who believe any of these provisions are contrary to law or infringe upon their rights may follow appeals regulations and petition the Student Appeals Review Committee.

第二十六條 本辦法經學生事務會議通過後公告施行，並報請教育部備查，修訂時亦同。

Article 26. This regulation has been discussed and approved by a Student Affairs meeting, and will be reported to the Ministry of Education for review. Future amendments to this regulation will follow the same procedures.