

Appendix 3

National Taiwan Normal University Regulations for Investigating Admission Examination Results

Stipulated at the Admissions Committee Meeting for the 90th Academic Year Admissions on October 11, 2000

Amended at the NTNU Admissions Committee Meeting for the 97th Academic Year Admissions on October 1, 2007

Amended at the NTNU Admissions Committee Meeting for the 104th Academic Year Admissions on September 10, 2014

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| Article 1 | National Taiwan Normal University (hereinafter referred to as NTNU) Regulations for Investigating Admission Examination Results (hereinafter referred to as the Regulations) are stipulated to deal with the investigation of admission examination results. |
| Article 2 | Applicants should follow the rules regulated in the admission prospectus to request investigating admission examination results from the Admissions Committee of NTNU before the stipulated deadline. Late requests will not be processed. The application for investigating the admission examination result is limited to once only per applicant. |
| Article 3 | The application deadline, application methods, application forms, and fees for investigating admission examination results should be listed in the admission prospectus for various admissions. |
| Article 4 | After the Admissions Committee receives an application for investigating the admission examination result, the committee should proceed with the checking process and reply to the applicants within seven workdays after the deadline for applying for investigating admission examination results. Shall there be any case for which the checking process cannot be completed by the deadline for any reason, the process and workdays may be extended. |
| Article 5 | <p>When checking the score of written exams, members of the Admissions Committee should sort out the examinee's test paper, carefully check the seal number, and review the test paper of the subject that the examinee applied for checking. Shall there be any doubt, the committee should undertake an investigation immediately.</p> <p>When checking the score of the overall evaluation, oral examination, or technical tests or practice, members of the Admissions Committee should sort out the record sheet for the overall evaluation, the record sheet for the oral examination, or the record sheet for technical tests or practice filled out and submitted by the departments or institutes, carefully check the examinee's admission ticket number or seal number, and review the scores recorded on the sheet. Shall there be any doubt, the committee should undertake an investigation immediately.</p> |
| Article 6 | <p>During the checking process, if any mistyped or miscalculated score is found, the examinee's total score should be re-marked, and he or she should be coped with per the following regulations:</p> <ol style="list-style-type: none"> 1.If the examinee's original score was below the admission criteria yet reached the criteria after the check, the case should be reported to the chair of the Admissions Committee for review. After the review and upon approval of the chair, the admission quota should add one more vacancy to include the examinee. The Admissions Committee should notify the examinee of the updated admission examination result and propose the case for ratification in the upcoming meeting of the Admissions Committee. 2.If the examinee's original score remains either below or above the admission criteria after the check, the Admissions Committee should notify the examinee of the updated result. 3.If an admitted student requested the investigation of his or her admission examination result, and his or her admission score did not meet admission criteria after the check, the revocation of his or her admission should be proposed to the chair of the Admissions Committee for review and approval. The Admissions Committee should notify the examinee of the revocation, and no objection should be raised. |

- Article 7 During the checking process, if any part of a test paper is found to be unmarked, or if discrepancy between the total score marked on the test paper cover and the sum of each score marked for every question in the test paper is found, the Admissions Committee should contact the original examiner to make up the reviewing. If the examinee's total score should be changed after re-marking, his or her admission examination result should be subject to the previous article of the Regulations.
- Article 8 As an examinee inquires about his admission examination result, he or she is not allowed to make requests for re-evaluation, giving suggested answers, viewing or copying his or her test paper, revealing the examiners' names, or other relevant information.
- Article 9 During the checking process, if the question-answering methods or tools used by the examinee are found against the rules, and those violations may affect his or her examination score, the Admissions Committee should notify the examinee of the reasons why his or score is affected.
- Article 10 The Regulations have been approved at the NTNU Admissions Committee Meeting prior to their implementation. Any future amendments should follow the same administrative procedures.