

NATIONAL TAIWAN UNIVERSITY

Directives for the Formation of the Student Admissions Committee

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- Article 1 National Taiwan University (NTU or “the University”) forms the Student Admissions Committee (“the Committee”) in accordance with Article 24 of the *University Act* to handle matters related to student admissions.
- Article 2 The Committee shall consist of the following *ex officio* members: the Vice President for Academic Affairs, who shall serve as the chairperson; the Vice President for International Affairs; the Vice President for Student Affairs; the dean of each college the dean of the School of Professional Education and Continuing Studies; the Director of Center for General Education; the Director of Branch Office of Academic Affairs at the College of Medicine; the Director of Computer and Information Networking Center; a legal consultant appointed on the recommendation of the NTU Department of Law; the head of examination preparation area. In addition, two faculty members (assistant professor or above) from each college shall be recommended by their college dean and appointed to the Committee by the chairperson prior to the first round of admissions each academic year.
- Article 3 The Committee shall carry out the following duties:
- 1) Review and finalization of enrollment guidelines
 - 2) Discussion and determination of admissions standards and number of students to be admitted
 - 3) Review and finalization of the list of admitted students
 - 4) Resolution of test-taker violations and disputes
 - 5) Other admissions-related matters
- Article 4 A meeting by the Committee may only be convened when more than half of the members are in attendance, and a resolution shall only be valid with more than half of the attending members in concurrence. In the event that an urgent matter must be resolved in the face of a natural disaster, pandemic, or other force majeure event, a mail-in voting process may be administered with the approval of the chairperson.
- In such an event, members of the Committee shall in principle send in their ballot via email within three days upon receiving notice of a mail-in vote. Members who respond by the aforementioned deadline shall be deemed as having attended the meeting in person.

Article 5 Each college (including the Center for General Education) and department, graduate institute, and degree program (collectively, “academic program”) shall, in order to handle admissions affairs, form a college- or academic program-level Student Admissions Committee to discuss and formulate regulations for admissions operations.

The regulations for organizing a college- or academic program-level Student Admissions Committee, as defined in the preceding paragraph, shall include the title of and rationale for the regulations; the organizational structure of the Committee; the number of members and their duties and term lengths; and other admissions-related matters, and the regulations shall be submitted to the Committee for approval and reference.

A college- or academic program-level Student Admissions Committee, as defined in paragraph 1 herein, shall consist of at least 5 members, who shall elect 1 member from among themselves as the convener. The dean of the competent college shall assign additional members to the Student Admissions Committee with fewer than five faculty members of academic programs.

Article 6 The Directives shall be implemented upon passage by the Academic Affairs Meeting and then submitted to the Ministry of Education for reference.