

德育學校財團法人德育護理健康學院考試規則
Deh Yu College of Nursing and Health Exam rules

民國 92 年 10 月 14 日 92 學年度第 1 學期第 4 次行政會議通過
民國 92 年 10 月 22 日 92 學年度第 1 學期第 1 次校務會議通過
民國 95 年 10 月 31 日 95 學年度第 1 學期第 5 次行政會議通過
民國 95 年 10 月 31 日 95 學年度第 1 學期第 3 次校務會議通過
民國 97 年 6 月 4 日 96 學年度第 2 學期第 2 次教務會議通過
民國 107 年 5 月 16 日 106 學年度第 2 學期第 2 次教務會議通過
民國 112 年 6 月 1 日 111 學年度第 2 學期第 1 次臨時教務會議修訂通過
民國 113 年 10 月 30 日 113 學年度第 1 學期第 1 次教務會議通過

一、本校學生各項科目之考試概依本規則行之。

1. Examinations for all subjects of the University shall be conducted in accordance with these Rules.

二、考試科目時間及場地如經教務處排考依公告行之。

2. The time and venue of the examination subjects shall be arranged according to the announcement by the Academic Affairs Office.

三、學生考試均須按時到場應考，當節遲到逾 20 分鐘者，不得入考場考試。

3. Students must be present on time for the examination, and those who are more than 20 minutes late will not be allowed to enter the examination room.

四、學生入場考試未達 30 分鐘者，不准出場。(除作弊停止考試之考生)

4. Students who have not reached 30 minutes of the entrance examination will not be allowed to appear. (Except for candidates who cheat, stop the exam)

五、學生因病(持區域以上級別醫院診斷證明書)、重大事故或家庭發生變故…等不可抗拒之因素確難到考時，需於考試當日向導師或任課教師請假，並依本校學生請假辦法完成請假程序，否則以曠考論。

5. If a student is unable to attend an exam due to unavoidable circumstances such as illness (with a medical certificate issued by a regional hospital or higher), a major accident, or significant family changes, they must request leave from the instructor or course teacher on the day of the exam and complete the leave procedure in accordance with the university's student leave regulations. Otherwise, the absence will be regarded as skipping the exam.

六、凡請假獲准者，由授課教師自行補考。

6. Any person who is allowed to take leave shall be re-examined by the teacher himself.

七、試場一般規定：

7. General rules of the testing ground:

- (一)學生考試一律攜帶學生證或有照片之證件應考。
(1) Students must bring their student ID card or photo ID to the test.
- (二)考試當節考生應立即入場不得逗留場外。
(2) Candidates should enter the test immediately and are not allowed to stay outside the venue.
- (三)學生入場時除應用文具及由命題老師註明【可參考書籍】或【攜帶計算機】者，不得攜帶任何書刊、講義、筆記，及非關考試物品(包括手機、計算機、電子通訊設備等)入場。
(3) Students are not allowed to bring any books, periodicals, handouts, notes, and non-related examination items (including mobile phones, computers, electronic communication equipment, etc.) when admission, except for those who apply stationery and are indicated by the proposition teacher as "books for reference" or "bring computers".
- (四)考試時學生應嚴守試場規則，保持肅靜、注意秩序，並服從老師之督導。
(4) During the examination, students should strictly abide by the rules of the examination room, maintain silence, pay attention to order, and obey the teacher's supervision.
- (五)考試座位如監考老師認有必要調動其座位時應即遵從。
(5) Seat in the test shall be honored if the invigilator deems it necessary to transfer his/her seat.
- (六)學生就座後應檢查桌椅下及周遭區域，不得留有紙張或書籍等物品。
(6) After taking their seats, students should check the area under and around tables, chairs, and do not leave items such as paper or books.
- (七)學生拿到試題，首先核對確為自己所考之科目後，再將試卷所列之系科別班級姓名等逐一用中文正楷填寫，如有漏填而無法查屬為何人試卷時，則不予計分。
(7) When students get the test questions, they first check the subjects they are taking, and then fill in the names of the departments and classes listed in the test paper one by one Chinese and if they are missing and cannot find out who the test paper belongs to, no marks will be awarded.
- (八)試題如印刷不清應在原位舉手靜候監考老師說明，但不可要求解釋題意或給予解答暗示等。
(8) If the test questions are not clearly printed, you should raise your hand in place and wait for the invigilator to explain, but do not ask for an explanation of the meaning of the question or give hints to the answer.
- (九)考試時要獨自作答，不得有舞弊行為其懲處如另條規定。
(9) During the examination, they must answer the test alone, and there shall be no fraud, and the punishment shall be as provided for separately.
- (十)繳卷後不得逗留講台翻閱他人考卷，更不得逗留試場作暗示他人行為，出場後如未下課應離開試場走廊。
(10) After handing in the papers, you are not allowed to stay on the podium to read

other people's examination papers, let alone stay in the examination room to imply others, and if you do not leave class after leaving the venue, you should leave the corridor of the examination room.

八、攜帶電子計算機之規定：

8. Carrying an electronic calculator regulations:

(一)凡專業科目經任課老師考試卷上標明可攜帶計算機參加考試者，始准攜帶。(唯可輸入程式之計算機一概不准使用)

(1) Those who have indicated on the examination paper of the teacher in the course that they can bring a computer to take the examination are allowed to bring them. (Only calculators that can enter programs are not allowed)

(二)計算機限自帶自用，不得轉借他人使用。

(2) The computer is limited to personal use and may not be lent to others for use.

(三)計算機套夾不得帶入場，更不得在計算機上書寫任何文字。

(3) Laptop sleeves are not allowed to be brought in, and no writing is allowed on the computer.

(四)攜帶計算機者在考試時應接受監考老師之檢查。

(4) Those who bring computers should be checked by the invigilator during the test.

九、(一)有下列情形之一者，以記申誡處分。

9. (1) In any of the following circumstances, a disciplinary sanction shall be recorded.

1、考試期間意圖使用手機，記申誡乙支。

① During the exam, intend to use a mobile phone and remember the admonition.

2、考試當天未帶學生證或有照片之證件者，記申誡乙支。

② Those who do not bring a student ID or photo ID on the day of the test will be credited with a warning.

(二)有下列情形之一者，試卷以零分計算或由監考老師記錄實情，由教務處會同任課老師視實情酌量扣分或予記過之處。

(2) In any of the following circumstances, the examination paper will be calculated with zero points or the invigilator will record the facts, and the Academic Affairs Office in conjunction with the classroom teacher shall deduct points or record the demerits according to the actual situation.

1、企圖偷看他人試卷者。

① Those who attempt to peek at other people's test papers.

2、故意暴露試卷企圖便利他人窺視者。

② Those who deliberately expose the test paper in an attempt to facilitate the

prying eyes of others.

3、相互傳遞答案者。

③ Those who pass on answers to each other.

4、左顧右盼遲不交卷，圖獲作弊機會者。

④ Those who do not hand in the file and try to get the opportunity to cheat.

5、有作弊嫌疑經老師查詢時，態度欠佳者。

⑤ Those who are suspected of cheating and have a poor attitude when inquired by the teacher.

6、繳卷後逗留試場門窗口處，久而不去者。

⑥ Those who stay at the door and window of the examination room after handing in the papers, and do not go for a long time.

7、大聲讀卷有意圖傳遞訊息舞弊者。

⑦ Reading aloud scrolls with the intention of conveying information fraudsters.

8、其他舞弊之行為較輕者。

⑧ Other acts of fraud are minor.

9、無故曠考。

⑨ Absenteeism for no reason.

10、影響考場秩序者。

⑩ Those who influence the order of the examination room.

11、在考場裡吃東西者。

⑪ Those who eat in the examination room.

12、凡扣分者請監考教師在該生試卷上註明事實並簽名，其記過等處分則送教務處處理。

⑫ If points are deducted, please ask the invigilator to indicate the facts on the student's examination paper and sign it, and the punishment such as demerit will be sent to the Academic Affairs Office for handling.

(三)有下列情形之一者，試卷以零分計算，並予記過之處。

(3) In any of the following circumstances, the test paper shall be calculated as zero points and the points will be recorded.

1、夾帶舞弊者(含桌面、牆上、講台、穿著衣褲鞋等、身體部位、攜帶應試器具、紙條以及其他可寫字之處所等)，一經當場察覺即以舞弊處理。

① Those who carry cheaters (including desktops, walls, lecterns, wearing clothes, pants, shoes, etc., body parts, carrying test equipment, paper slips and other places where writing can be written, etc.), will be dealt with as fraud once detected on the spot.

2、傳遞紙條答案者(傳受雙方同等處分，如傳出無人接受，則處分傳者一人)。

② Those who pass on the answer to the note (the transmission is equally sanctioned by both parties, if the transmission is not accepted, the person who transmits the message will be punished).

3、故意不交試卷而將試卷隱藏出場者。

③ Those who deliberately do not hand in the test paper and hide the test paper.

4、重修生同時考兩科或以上，其中一科試卷上註明准許使用參考書、課本或筆記，而在簿本內預先寫上其他科有關文字者。

④ Repeat students take two or more subjects at the same time, and the use of reference books, textbooks or notes is indicated on one of the examination papers, and the relevant words of other subjects are written in advance in the book.

5、以手機、呼叫器、多功能電子計算機及無線電訊等手段連絡作弊者。

⑤ Contact cheaters by means of mobile phones, pagers, multi-function electronic computers and wireless telecommunications.

6、其他舞弊行為情節近似者。

⑥ Other cases where the circumstances of the fraud are similar.

7、重犯者，加重處罰。

⑦ Other cases where the circumstances of the fraud are similar.

(四)有下列情形者，勒令退學或留校察看，試卷零分計算。

4. In the following circumstances, the person shall be ordered to withdraw from school or stay in school for probation, and the test paper will be calculated with zero points.

1、請人代替，冒充自己考試者(代考者如係本校學生則同等懲處，如係校外人士，依情節送警法辦或函其原單位處理)。

- ① Ask someone to substitute and pretend to be their own examiner (if the substitute is a student of the university, he will be punished equally, if he is a person outside the school, he will be sent to the police or sent to his original unit for handling according to the circumstances).
- 2、同考學生彼此換寫姓名，相互代答試卷者(二人同樣懲處)。
- ② Students who exchange names with each other and answer each other's test papers (both are equally punished).
- 3、故意多拿一份空白考卷代填他人姓名作答者(二人同樣懲處)。
- ③ Those who deliberately take an extra blank examination paper to fill in the names of others as answers (both are equally punished).
- 4、任課老師評閱試卷，發覺非其本人作答者。
- ④ The teacher reviews the examination paper and finds that it is not the answerer.
- 5、事先竊取空白試卷，預作答案者。
- ⑤ Those who steal blank test papers in advance and pre-make answers.
- 6、其他舞弊情節近似者。
- ⑥ Other cases with similar fraud circumstances.

(五)有下列情形之一者，開除學籍或勒令退學。

5. In any of the following circumstances, the student shall be expelled from the school or ordered to withdraw from the school.

1、考前盜竊教務處試題者。

- ① Those who steal questions from the Academic Affairs Office before the exam.

2、考後盜取其個人試卷，企圖更正答案者。

- ② Those who steal their personal examination papers after the exam in an attempt to correct their answers.

3、不服監考老師糾正或借題發揮或製造問題，譁眾生事破壞試場秩序者。

- ③ Those who do not accept the invigilator to correct or use the questions to play or create problems, and disrupt the order of the examination room.

4、其他考試舞弊情節重大者。

④ Other serious cases of examination fraud.

(六)監考老師如發現考生舞弊，應立即請該生停考並將其試題試卷舞弊證物收齊後，請巡場人員將舞弊證物、試卷及考生帶至教務處，再將其年級系科班姓名及舞弊事實登載在卷袋上。

(6) If the invigilator discovers that a candidate has committed fraud, he or she should immediately ask the student to suspend the examination and collect the evidence of fraud in the test papers, and ask the patrol staff to bring the fraud evidence, test papers and candidates to the Academic Affairs Office, and then publish the name of the grade department and the facts of fraud on the roll bag.

十、考試結束以後如任課老師發給試卷講解試題時，不得有擅改答案企求加分或撕毀考卷之情事，否則從嚴懲處。

10. After the end of the examination, if the teacher sends the test paper to explain the test questions, he shall not arbitrarily change the answers in an attempt to add points or tear up the examination paper, otherwise he will be severely punished.

十一、凡有違犯本規則各項之規定者，概依情節輕重分別議處。

11. Any person who violates the provisions of these Rules shall be punished separately according to the seriousness of the circumstances.

十二、本規則經教務會議通過後，陳請校長核定後公布施行，修正時亦同。

12. After these Rules have been adopted by the Academic Council, they shall be promulgated and implemented after approval by the President, and the same shall apply when amended.