

NATIONAL TAIWAN UNIVERSITY

Regulations Governing Student Appeals

June 12, 2024	Passed by the Student Counseling Committee at its 56 th meeting
August 13, 2024	Passed by the 3,175 th Administrative Meeting
September 25, 2024	Approved by the Ministry of Education (MOE) via official letter Tai Chiao Hsueh (2) Tzu No. 1130094065
October 7, 2024	Promulgation of amended Articles 1, 2, 3, 7, 12, 14, 15, 19, 20; addition of Article 15-1

(Full amendment history at the end of this document)

Article 1 (Rationale)

National Taiwan University (NTU or “the University”) formulates the NTU *Regulations Governing Student Appeals* (“the Regulations”) in accordance with Article 33, Paragraph 4 of the *University Act* and Article 54 of the NTU *Organizational Charter* to establish a student appeal system that safeguards students’ rights and interests in learning, living, and education.

Article 2 (Competent authority)

Appeals by students, student associations, or other autonomous student organizations shall be handled by the Student Grievances Committee (SGC). The organization, duties, and functions of the SGC shall be separately established.

Article 3 (Qualifications, grounds, and identity verification for appeals)

NTU students who believe the University’s sanctions regarding their rights and interests in learning, living, or education to be unlawful or inappropriate, which have harmed their rights and interests, may file an appeal with the SGC in accordance with the Regulations.

The preceding paragraph applies *mutatis mutandis* to student associations and other autonomous student organizations that wish to dispute penalties/punishments or other measures and decisions made by NTU.

The appellant may file an appeal with the SGC if they dispute a decision made under the *Gender Equity Education Act* or the actions taken by the final responsible entity pursuant to the *Regulations Governing Prevention and Control of Bullying on Campuses*.

“Students” in Paragraph 1 refers to individuals who hold student status at the time penalties, punishments, or other measures and decisions are made by NTU.

Article 4 (Appeal period)

An appeal shall be submitted within 30 days from the day following the sanction the student wishes to dispute.

If the appellant fails to submit an appeal within the specified deadline due to force majeure, they may submit one in writing to the SGC within 10 days after the force majeure is over, along with the reason(s) for the delay. However, if the appeal is delayed for more than one year, it shall not be accepted.

If the deadline falls on an NTU holiday (excluding winter and summer breaks), it shall be extended to the next business day following the holiday.

Article 5 (Appeal form)

An appeal shall be submitted in writing to the SGC.

Article 6 (Content of the appeal letter)

An appeal letter shall list the following information and be signed by the appellant:

1. The appellant's name, age, gender, academic program, student ID number, address, and contact number
2. The unit that imposed the original sanction
3. The subject, facts and reasons for the appeal
4. The date and year of submission
5. Supporting evidence

If the SGC determines that the appeal letter does not comply with the Regulations, but corrections can be made, they may request the appellant to make the necessary corrections within seven days. The time taken for corrections shall be excluded from the deliberation period.

When multiple students file an appeal, the appellants may select up to three representatives and shall attach a representative appointment form.

Article 7 (Deliberation preparation procedures)

Upon receiving an appeal letter, the SGC chair shall initiate the preparation procedures. If necessary, they may invite at least three members, including those with legal or related expertise and student members, to form a preparatory team.

The following matters shall be examined during the preparation procedures:

1. Whether the appeal complies with the Regulations
2. The subject, facts, and reasons for the appeal dispute
3. Identification of parties involved who shall be present at the deliberation meeting
4. A copy of the appeal letter shall be sent to the original sanctioning unit and the involved parties, when necessary, for their response.
5. Arrangements for the deliberation and related matters

Both the appellant and the original sanctioning unit shall the involved parties to attend the meeting.

The matters to be addressed during the preparation procedures shall be documented in writing and submitted to the SGC secretary for processing. The appeal outcome shall be communicated to the appellant and the original sanctioning unit.

If the preparatory team decides to reject an appeal, the SGC shall conduct a vote by correspondence with at least two-thirds of its total membership, with concurrence from more than half of the voting members, to confirm

the rejection of the appeal.

Article 8 (Responsibilities of the original sanctioning unit)

The original sanctioning unit shall respond within 10 days from the day following receipt of the copy of the appeal, submitting the original sanction in writing, their response to the appeal, and relevant documents to both the SGC and the appellant.

The original sanctioning unit may revoke or modify the original sanction directly if they find the appeal reasonable, and shall notify the SGC of their decision.

If the original sanctioning unit fails to respond to the appeal or provide relevant documents within the specified deadline, the SGC may make a resolution on its own.

Article 9 (Appeal revocation)

The appellant may revoke an appeal in whole or in part before the resolution on the appeal is delivered; once the appeal is revoked, the same matter may not be raised for appeal again.

Article 9-1 (Non bis in idem)

Students, the Student Association, or other autonomous student organizations may file an appeal on the same matter only once.

Article 10 (Failure to meet appeal eligibility or late submission)

If an appeal does not comply with Articles 3 or 4, the SGC may reject the appeal in writing and provide a suggested course of action.

Article 10-1 (Notification to the parties involved)

The SGC may notify the appellant, the original sanctioning unit, and any involved parties to attend the meeting and provide their statements.

Article 11 (Deliberation period)

The SGC shall complete the deliberation within 30 days from the day following the receipt of the appeal. If necessary, the period may be extended once, for no longer than 2 months, and the appellant shall be notified of the extension. However, the deliberation period for an appeal involving dismissal, expulsion from the University, or a similar sanction may not be extended.

Article 11-1 (Investigation team)

The SGC may establish an investigation team to investigate the appeal. The investigation team shall be formed by 3-5 SGC members in principle.

Article 12 (Deliberation rules)

The deliberation shall be conducted based on neutrality and confidentiality. The deliberation may only be initiated after confirming that the appeal has been submitted in accordance with the Regulations.

The resolution of the deliberation shall include the reasons for accepting or rejecting the appeal and may only be made with the concurrence of more than half of the attending SGC members.

If any involved parties, upon official notification, fail to respond within the specified deadline, attend the meeting on time, or make statements without justifiable reasons, the SGC may make its own resolution after reviewing the complete documents and relevant evidence.

Article 13 (Confidentiality)

The SGC's deliberations, votes, and opinions of individual members shall be kept confidential.

Article 13-1 (Application for continued studies in an incomplete status)

For appeals regarding dismissal, expulsion from the University or a similar sanction, NTU's relevant competent authorities may allow the appellant to continue studies at the University without completing the degree in accordance with their written request before the final resolution is made.

Upon receiving the request mentioned in the preceding paragraph, NTU's relevant competent authorities shall consult with the SGC and provide a written response to the appellant within seven days. The response shall outline the appellant's rights and responsibilities regarding their student status, taking into account their living and academic circumstances.

The University shall not issue a diploma to students who continue their studies at the University without completing the degree in accordance with the preceding two paragraphs. Furthermore, their course enrollment, academic performance evaluations, and disciplinary measures shall be managed in the same manner as those of current NTU students.

Article 14 (Content of the resolution)

The resolution shall list the following information:

1. The appellant's name, age, gender, academic program, student ID number, address, and contact number
2. The unit that imposed the original sanction
3. The content, facts, and reasoning behind the resolution
4. The unit issuing the resolution.
5. The date and year of the resolution

A resolution shall also be issued for a rejected appeal, but it may not state the facts.

A resolution issued under either of the preceding two paragraphs shall, as required by Article 16, Paragraph 1 or 3, specify the remedial measures available to the appellant if they wish to contest the decision.

Article 15 (Reconsideration)

A resolution shall be finalized by the SGC, reported to the President for approval, and then communicated to the appellant and the original sanctioning unit.

If the original sanctioning unit believes the resolution violates the law or is infeasible, they may request reconsideration within 10 days by providing specific facts and reasons in a report to the President, and shall notify the

SGC accordingly. However, reconsideration may only be granted once.

If the President deems it necessary to include additional supporting information in the reconsideration request, they may require the original sanctioning unit to do so in three days.

If the President does not receive the required supporting information by the specified deadline, or determines that there is no basis for reconsideration after reviewing the information, they may reject the reconsideration request.

If the President determines that there is a basis for reconsideration after reviewing the request, they shall forward it to the SGC for further consideration within 10 days. Upon receiving the President's decision on reconsideration, the SGC shall notify the party requesting reconsideration and the appellant, and initiate the reconsideration process.

The provisions in Articles 11-14 shall apply *mutatis mutandis* to the reconsideration process.

Article 15-1 (Validity of the resolution)

NTU shall immediately implement the resolution after the administrative procedures are complete.

If the resolution concerning an appeal on dismissal from NTU is upheld after reconsideration, the academic and student status shall be handled as follows:

1. The date stated on the certification of study shall be the original sanction date.
2. A certification of credits may be issued for the credits earned from the courses taken during the appeal process.

If the resolution concerning an appeal on dismissal or expulsion from NTU is upheld after reconsideration, the military service obligations and the refund of tuition and fees shall be handled as follows:

1. Students with military obligations shall be enrolled in the "Register of Students Whose Grounds for Postponement of Military Service Have Been Removed" within 30 days within 30 days following the validation of the appeal outcome.
2. The refund of tuition and fees shall be handled in accordance with Article 8 of the *Regulations for the Fees Charged to Students by Junior Colleges and Institutions of Higher Education* and Article 15 of the *Regulations for the Collection of Tuition and Fees by Junior Colleges and Institutions of Higher Education*.

Article 16 (Administrative appeal and litigation)

If the appellant wishes to contest the SGC's resolution regarding their appeal against an administrative sanction, they may file an administrative appeal with the Ministry of Education (MOE) according to the law, along with the SGC's resolution, within 30 days from the day following the receipt of the resolution.

Upon receiving the administrative appeal mentioned in the preceding paragraph, NTU shall promptly submit a response, along with the necessary

supporting documents, to the MOE.

If the appellant bypasses NTU's appeal process for an administrative sanction and directly files an administrative appeal with the MOE, the University shall handle the appeal in accordance with the Regulations if it is redirected by the MOE.

If the appellant contests a measure or decision by NTU, other than an administrative sanction, and files an appeal with NTU but is dissatisfied with the resolution, they may pursue litigation as a remedy according to the law, depending on the nature of the decision.

Article 17 (Resumption of studies)

An administrative appeal or litigation shall be handled in accordance with the following procedures:

1. If, after an administrative appeal or litigation, the student in question is permitted to resume their studies but is unable to do so promptly due to special circumstances, the University shall assist them in resuming their studies. For a student with military obligations who is already serving, the University shall reserve their student status and prioritize their resumption of studies after their discharge. They shall also complete the leave of absence procedures retroactively for the period of their absence.
2. If, after an administrative appeal or litigation, the student is permitted to resume their studies, they shall complete the procedures for revoking the dismissal in accordance with NTU's regulations.

Article 18 (Validity of litigation)

During the appeal process, the appellant or any involved party shall promptly notify the SGC in writing of any administrative appeal or litigation filed concerning the appeal or related matters.

Upon receiving such notification, the SGC shall immediately suspend deliberations on the appeal and notify the appellant. If the reason for the suspension no longer exists, the SGC shall resume deliberations upon the appellant's request and inform them in writing.

If a resolution made for an appeal, in whole or in part, depends on the legal validity of the administrative appeal or litigation, the SGC shall suspend deliberations on the appeal until the administrative appeal or litigation process is concluded and shall inform the appellant in writing. If the reason for the suspension no longer exists, the SGC shall resume deliberations and inform the appellant in writing.

Appeals regarding dismissal, expulsion from the University, or similar sanctions are not subject to the provisions outlined in the preceding three paragraphs.

Article 19 (Appeals regarding gender equity or bullying on campus)

Appeals regarding gender equity or bullying on campus shall be filed in accordance with the *Gender Equity Education Act* and the *Guidelines for Preventing Bullying on Campus*.

Article 20 (Implementation date)

The Regulations shall be passed by the Student Counseling Committee and the Administrative Meeting, reported to the Ministry of Education for approval, and then implemented on the date of promulgation.

(Full amendment history)

June 15, 1996	Passed by the University Council at its 2 nd meeting, first postponed, spring semester, Academic Year 1995-96
September 6, 1996	Approved by the Ministry of Education (MOE) for reference via Tai (1996) Xun (1) Tzu No. 85515350
October 19, 1996	Passed by the University Council at its 1 st meeting, fall semester, Academic Year 1996-97
November 18, 1996	Promulgated and implemented via NTU official letter (1996) Hsiao hsueh Tzu No. 18531
June 10, 2006	Passed by the University Council at its 2 nd meeting, spring semester, Academic Year 2005-06
July 21, 2006	Approved by the MOE for reference via Tai Xun (2) Tzu No. 0950107677
January 13, 2007	Passed by the University Council at its 2 nd meeting, fall semester, Academic Year 2006-07
February 6, 2007	Approved by the MOE for reference via Tai Xun (2) Tzu No. 0960017549
March 24, 2007	Reported by the University Council at its 1 st meeting, spring semester, Academic Year 2006-07
June 13, 2009	Passed by the University Council at its 2 nd meeting, spring semester, Academic Year 2008-09
July 3, 2009	Approved by the MOE via official letter Tai Xun (1) Tzu No. 0980111557
March 27, 2010	Passed by the University Council at its 1 st meeting, spring semester, Academic Year 2009-10
May 4, 2010	Approved by the MOE via official letter Tai Xun (1) Tzu No. 0990071188
March 12, 2013	Passed by the 2,753 rd Administrative Meeting
April 23, 2013	Approved by the MOE via official letter Tai Chiao Hsueh (2) Tzu No. 1020024475
July 28, 2015	Passed by the 2,868 th Administrative Meeting
August 31, 2015	Approved by the MOE via official letter Tai Chiao Hsueh (2) Tzu No. 1040116603