

NATIONAL YUNLIN UNIVERSITY of SCIENCE and TECHNOLOGY

Directives for Expunging Student Disciplinary Records

Approved on September 14, 2005 via the 1st Students Affairs Meeting for Academic Year 2005

Amended and Approved on January 11, 2007 via the 1st Students Affairs Meeting for Academic Year 2006

Amended and Approved on May 17, 2011 via the 1st Students Affairs Meeting for Academic Year 2010

Amended and Approved on December 15, 2015 via the 1st Students Affairs Meeting for Academic Year 2015

Amended and Approved on December 25, 2017 via the 1st Students Affairs Meeting for Academic Year 2017

1. The National Yunlin University of Science and Technology (hereinafter referred to as “the University”) Directives for Expunging Student Disciplinary Records (“the Directives”) are formulated to improve student guidance and encourage students to correct their conduct and display more ethical behavior.
2. Students who violate the University’s Regulations for Individual Student Rewards and Penalties and receive a punishment involving one major demerit (included) or below and express regret for their actions may apply for their penalty to be expunged in compliance with . the Directives, which is limited to a single application. The expunged penalty referred to in the Directives means the conduct score deducted due to the punishment, and the expunged penalty will not show up in the student's reward and punishment records.
3. Students who have received a penalty may submit an " Application Form for Expunging Student Disciplinary Records" to the Student Assistance Division, Office of Student Affairs (“the Student Assistance Division of Student Affairs Office”) with the permission of their academic advisor, department director and the unit imposing the disciplinary action for approval of the Dean of Student Affairs.
4. After the application for expunging disciplinary record is approved, the Service Learning Division of the Office of Student Affairs (hereinafter referred to as the Service Learning Division of Student Affairs Office) will arrange for disciplinary service. The disciplinary service hours are as follows:
 - (1) Students who have received an admonition shall perform 10 hours of disciplinary service and 25 hours for those who have received 2 admonitions.
 - (2) Students with 1 minor demerit shall perform 30 hours of disciplinary service and 70 hours for 2 minor demerits.
 - (3) Students who have received 1 major demerit shall perform 110 hours of disciplinary

service.

5. Once a student has completed his/her disciplinary service, he/she shall submit the Checklist of Expunging Disciplinary Records along with the Disciplinary Service Supervision Record Sheet to the Service Learning Division of Student Affairs Office, his/her academic advisor, department director and the unit imposing the disciplinary action for approval prior to sending them to the Student Assistance Division of Student Affairs Office for expunging the student's disciplinary record. The authority to approve expunging the student's disciplinary record is as follows:
 - (1) For cases involving expunging admonitions and minor demerits, the Dean of Student Affairs or the President shall approve before registering in the Student Affairs Information System.
 - (2) For cases involving expunging one major demerit, the Student Reward and Discipline Review Committee shall approve prior to being verified by the President and recorded in the Student Affairs Information System.
6. The Directives shall be implemented after being passed by the Students Affairs Meeting and approved by the President, and the same applies to amendments.