

Regulations for the Rewards to Students of I-Shou University Receiving Professional Certificates

Ratified and promulgated by the President on July 10, 2015
Amendments to Articles 3 ratified and promulgated by the
President on May 23, 2017

- Article 1 The Regulations for the Rewards to Students of I-Shou University Receiving Professional Certificates (hereinafter referred to as “the Regulations”) are established by I-Shou University (hereinafter referred to as “the University”) to encourage its students to acquire as many professional certificates as possible so as to enhance their professional competencies and give them a competitive edge in the future job market.
- Article 2 Officially enrolled students (including those enrolled for post-baccalaureate studies) at the University are eligible to apply for this reward when they acquire professional certificates while studying at the University.
- Article 3 The Professional Certification Review Committee (hereinafter referred to as “the Committee”) is formed to handle affairs related to rewarding students for acquiring professional certificates. The Committee is headed by a chairperson, one of the vice presidents assigned by the President, and committee members are the Dean of Academic Affairs, the Dean of Student Affairs, the Dean of Institutional Research Office, the Dean of Accounting, and college deans. Committee members shall meet at least once every semester to deliberate the levels of professional certificates and corresponding rewards proposed by departments (institutes/programs).
- Article 4 Departments (institutes/programs) shall make public their professional certification levels and the application period at the beginning of each academic year based on the schedule announced by the University.
- Article 5 Application period:
1. The application period falls in March and September every year. The actual application period is dependent upon formal announcement.
 2. For certificates issued between August 1st of the previous year and January 31st of the current year, applications for the reward are accepted in March. If certificates are issued between February 1st and July 31st of the current year,

applications for the reward are accepted in September.

Article 6 Recognized certificates and rewards:

1. Students may apply for the reward with certificates acquired from civil service examinations, senior/junior professional and technical examinations, national skill tests, other professional skill examinations held by professional organizations (e.g. associations, legal entities, etc.), adopted by the Base DataBase of Higher Technological and Vocational Education, and recognized by their departments (institutes/programs).
2. Professional certification levels shall become effective after being deliberated and decided by departments (institutes/programs) based on their own attributes, and then approved by the College Affairs Council.
3. An application for the reward with a professional certificate will be granted only once, and students are not allowed to apply for this reward if they have received other subsidies with the same certificate. The rewards for passing English proficiency tests (including TOEFL iBT, TOEIC, GEPT, and IELTS) shall be applied for in accordance with the Regulations for Awards to Students of I-Shou University Passing Off-campus English Proficiency Tests.

Article 7 Rewards are divided into three tiers:

1. Level 1: certificates acquired from senior civil service examinations, Grade 3 special examinations, Level A national skill tests, or other senior professional and technical examinations at an equivalent level.
2. Level 2: certificates acquired from junior civil service examinations, Grade 4 special examinations, Level B national skill tests, or other junior professional and technical examinations at an equivalent level.
3. Level 3: certificates acquired from elementary civil examinations, Grade 5 special examinations, Level C national skill tests, or other professional skill examinations held by professional organizations (e.g. associations, legal entities, etc.)
4. The rewards for certificates not mentioned above will be presented in the form of commendations.
5. The reward amount varies every year and will be decided by the Committee

depending on the annual budget.

6. The titles of recognized certificates are shown in the attachment.

Article 8 Application process:

1. Preliminary examination: Applicants must apply to their departments (institutes/programs) within the prescribed period by submitting a completed application form, the proof of passing the professional certification test (a photocopy of the certificate or test report), the original certificate (returned after verification), and other required documents. Late, partial or incomplete submission will not be considered. Any partial or incomplete submission will be returned to the applicant, and the applicant shall resubmit all the required documents within the prescribed period; late resubmission will not be considered, either.
2. Review: Departments (institutes/programs) shall submit qualified applications to the Student Activity Section of the Office of Student Affairs for review. The reward recipient list compiled by the Student Activity Section will be submitted to the Committee for decision.

Article 9 The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.