

臺北醫學大學學生休學及新生保留入學資格申請規定

**Taipei Medical University Regulations Governing the
Application for Suspension of Study and Retention of
Admission Status**

- 83年9月5日教務會議通過
Approved at the Academic Affairs Committee Meeting on September 5th, 1994
- 88年9月14日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on September 14th, 1999
- 90年1月10日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on January 10th, 2001
- 90年12月12日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on December 12th, 2001
- 91年5月21日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on May 21st, 2002
- 91年12月17日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on December 17th, 2002
- 92年3月7日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on March 7th, 2003
- 92年9月26日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on September 26th, 2003
- 93年6月14日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on June 14th, 2004
- 94年6月16日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on June 16th, 2005
- 94年12月16日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on December 16th, 2005
- 97年1月10日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on January 10th, 2008
- 97年12月16日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on December 16th, 2008
- 100年7月7日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on July 7th, 2011
- 101年11月29日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on November 29th, 2012
- 102年4月24日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on April 24th, 2013
- 104年9月17日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on September 17th, 2015
- 104年11月30日教務會議修正通過
Amended and approved at the Academic Affairs Committee Meeting on November 30th, 2015
- 106年9月21日教務會議修正通過
Amended and passed at the Academic Affairs Committee Meeting on September 21st, 2017
- 106年10月30日北醫校教字第1060003747號令修正，全文7條
Amended per TMU Xiao Jiao Tze Order No. 1060003747, dated October 30th, 2017, for 7 articles in total
- 106年12月5日教育部臺教高(二)字第1060174007號函同意備查
Submitted to the Ministry of Education and approved per its Tai Jiao Gao (2) Tze Document No. 1060174007, dated December 5th, 2017

第一條 臺北醫學大學(以下簡稱本校)為維護學生權益與加強學籍管理，依本校學則訂定本規定。

Article 1 To protect the rights and interests of students and to enhance the management of student enrollment, the Regulations are formulated by Taipei Medical University (hereinafter referred to as the "University") in accordance with the University's relevant laws.

第二條 本規定申請資格區分：

- 一、學生休學不分新、舊生，均須依規定取得學籍，其休學以二年為限(不含休學期間妊娠、生產、哺育三歲以下幼兒或徵召入伍服役之年限)。
- 二、保留入學資格僅保留第一年入學資格，惟因懷孕、生產、哺育三歲以下幼兒或服役(含替代役)者，得視實際需要延長保留年限；保留入學資格期間無學籍存在。
- 三、經教育主管機關認定屬影響正常學習之重大災害，其學生申請休學及保留入學得予專案簽報校長核准後辦理。
- 四、學生因參加「青年教育與就業儲蓄帳戶方案」，得予擇一申請保留入學資格或休學，至多三年。其保留入學或休學期間不計入原定保留入學或休學年限。

Article 2 Eligibility criteria for application:

1. Students, including freshmen and current students, applying for a suspension of study must first obtain their student status in accordance with the University's regulations. The period of suspension is limited to two years (excluding the period of pregnancy, childbirth, childcare for children under three years old, or compulsory military service during the suspension).
2. Admission status can only be retained for the first year. However, in circumstances where the applicant is pregnant, in labor, raising a child under three years old, or serving in the military (including the alternative military service), the period of retention may be extended based on actual situations. During the retention period, student status will not

be granted.

3. In the event of a major disaster that affects normal learning as determined by the competent authority of education, students' application for suspension or retention of admission status may be handled as a special case upon being submitted to and approved by the President.
4. Students participating in the Youth Education and Employment Saving Accounts Program may choose to apply for the retention of admission status or the suspension of study for up to three years. The period of retention or suspension will not be counted toward the maximum allowed period of retention or suspension.

第三條

學生有下列情形之一，經審查核准者，得申請休學：

- 一、重病住院一個月以上，短期內無法恢復，並持有區域以上醫院住院證明者。
- 二、人力不可抗拒災變所引發重大事故，檢附鄉鎮區公所證明文件者。
- 三、因經濟狀況未佳，持有鄉鎮區公所以以上出具低收入戶證明者(不含清寒證明)。
- 四、僑生、陸生及外籍生因故不能按時來校報到入學者。
- 五、因懷孕、生產或哺育三歲以下幼兒並持有證明者。
- 六、服役(含替代役)入伍，持召集令或證明者。
- 七、因健康狀況未佳，領有身心障礙手冊者，或各直轄市、縣(市)政府特殊教育學生鑑定及就學輔導委員會鑑定為身心障礙安置就學持有證明者。
- 八、因參加「青年教育與就業儲蓄帳戶方案」，並檢具相關證明者。
- 九、志趣不合或重考者。
- 十、非前述特殊原因，因疾病者，請檢附區域以上醫院開立之診斷證明；非疾病因素者，酌請檢附相關證明文件。

Article 3 Students may apply for suspension under one of the following circumstances:

1. Those who have been hospitalized for more than one month and cannot recover within a short period of time, and hold a certificate of hospitalization from a regional or higher-level hospital.
2. Those who have been affected by major accidents due to *force majeure* and hold supportive documents from a government office at the township, district, or higher level.
3. Those who are in poor financial situation and hold a certificate of low-income household issued by a government office at the township, district, or higher level (excluding the certificate of underprivileged household).
4. Overseas Chinese students, Mainland Chinese students, and foreign students who are not able to register within the deadline due to special circumstances.
5. Those who are pregnant, in labor, or raising a child under three years old, and hold supportive documents.
6. Those who are enrolled in the military (including the alternative military service) and hold a conscription letter or other supportive documents.
7. Those who are in poor health condition and have a disability certificate; or those who have been identified by the Committee Responsible for Identification and Placement of Gifted and Disabled Students of a municipal, county, or city government as students of the Adaptive Guidance Placement of Students with Disabilities Program.
8. Those who participate in the Youth Education and Employment Saving Accounts Program and hold supportive documents.
9. Those who have a different academic aspiration or plan to retake the college entrance exam.
10. For medical reasons not mentioned above, please submit a diagnosis certificate issued by a regional or higher-level hospital; for non-medical reasons not mentioned above, please submit relevant supportive documents as appropriate.

第四條 新生收到入學通知後，若有本規定第三條一至八款情形者，得於行事曆規定註冊日前，填寫保留入學申請表，申請保留入學資格。

Article 4 Freshmen students who meet one of the conditions as specified in Paragraphs 1 to 8 of Article 3 of the Regulations may, upon receiving the notice of admission, apply for the retention of admission status before the registration date stipulated in the University's academic calendar.

第五條 申請休學須填妥學生休學申請表，檢附所需證件，經系所學位學程主管簽准(研究生須先經指導教授同意；大學部學生須先經家長同意)，送相關單位及註冊組審查及教務長核定。

Article 5 To apply for suspension, students must fill out the Application Form for Student Suspension, attach the required documents, obtain approval from the director of their department or institute (graduate students must first obtain permission from their advising professors; undergraduate students must first obtain permission from their parents), and submit the application to relevant units and the Registration Section for review and to the Dean of Academic Affairs for approval.

第六條 學生休學及保留入學期滿或提前復學，應於行事曆規定註冊日前，填妥學生復學申請表辦理復學；休學及保留入學期滿未申請復學或未繼續申請休學者，依本校學則規定，應令退學。

Article 6 At the end of the period of suspension or retention, or in circumstances where students intend to resume study in advance, the students shall apply for the resumption of studies by filling out the Application Form for the Resumption of Studies. At the end of the period of suspension or retention, students who fail to apply for the resumption of studies or an extension of suspension shall be ordered to withdraw from the University in accordance with its relevant laws.

第七條 本規定經教務會議通過，報請校長核定後公告施行，並報教育部備查；修正時亦同。

Article 7 The Regulations take effect upon promulgation with approval from the Academic Affairs Committee and the President, and are submitted to the Ministry of Education. Any amendments thereto shall follow the same procedure.

(英文版僅供參考，若有歧義，以中文版為準。)

(The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.)