

補考規定：

2023 年秋季期起生效

(1) 期中考試:

僅能於期中考當週考，正常成績
或後一週補考，所得成績為實際成績的 80%。

(2) 期末考試:

僅能於期末考當週的星期一**提早考**，所得成績為實際成績。

(3) 凡符合下列條件者，可於考試**兩週前**檢具**相關文件**提出申請:

- 因簽證到期須立即出境辦理簽證者。
應提供簽證頁影本，供辦公室存查。
- 因須參加家人婚喪喜慶須回國者。
應提供邀請函或訃聞等證明，供辦公室留存。
- 因病/因公無法考試者。
應提出醫生診斷證明/單位核章之公假單(限政治大學校內單位)。
- 不續讀生回國機票日期無法更改者。
應提出機票影本及使用條件供辦公室留存。

Makeup Exam Rules

Effective from Fall 2023

(1) Midterm Exams:

The makeup exam is allowed during the midterm exam week or the following week. The result counts for 80% of the actual score.

(2) Final Exams:

The makeup exam for final exam can only be scheduled on the Monday of the final exam week, and the score obtained is the actual score.

(3) Applying for Makeup Exams:

Students meeting the following conditions can apply for makeup exams two weeks prior to the exam date:

- Those with expiring visas needing immediate travel must provide a visa page copy for verification.
- Those attending family events (weddings, funerals, or celebrations) in their home country must provide an invitation letter or event evidence.
- Those unable to take the exam(s) due to illness must submit a medical diagnosis certificate from a public hospital.
- Those with official commitments preventing them from taking the exam must submit an official leave request, certified by the relevant department (limited to NCCU units).
- Those unable to change their return flight dates should provide a copy of their flight ticket and its conditions for verification.

~These guidelines will be effective starting from the Fall term of 2023.~