

Taipei National University of the Arts Student Learning Results Early Alert Implementation Regulations

Approved at the 2nd Academic Affairs Meeting of Semester 1 of Academic Year 2008 on December 16, 2008

Approved at the 2nd Academic Affairs Meeting of Semester 1 of Academic Year 2009 on December 8, 2009

Approved at the 1st Academic Affairs Meeting of Semester 2 of Academic Year 2010 on March 15, 2011

Approved at the 1st Academic Affairs Meeting of Semester 1 of Academic Year 2011 on October 11, 2011

Approved at the 2nd Academic Affairs Meeting of Semester 2 of Academic Year 2011 on May 15, 2012

Approved at the 1st Academic Affairs Meeting of Semester 1 of Academic Year 2014 on October 14, 2014

Article 1. For the purpose of improving the University's teaching quality, motivating students to be attentive in their studies, and enhancing their learning results. For students who have learning problems, we have formulated the Student Learning Results Early Alert Implementation Regulations, hereinafter referred to as "the Regulations".

Article 2. The objective of the Regulations is to be encouraging and caring, while students are expected to adopt a self-disciplined attitude toward learning. The target students who are alerted of the status of their learning and the notification period are as follows:

1. Early Semester Alert:

For undergraduate students who have failed one-half of their credits in the previous semester, the Registration Section of the Office of Academic Affairs shall notify his/her advisor, the department supervisor, and the parents (or guardians) and inform the student within five weeks of the start of each semester.

2. Midterm Early Alert:

In the course of teaching, if a student frequently misses reports or assignments, frequently arrives late, leaves early, or is absent from class, or is not in good condition, the instructor should log in to the system before the end of the 10th week of the semester, and notify his/her advisor, the department supervisor, and the parent (or guardian), and inform the student. When the student is notified, he/she should take the initiative to contact the instructor and the department supervisor within one week to receive counseling.

3. Absence Alert:

For students who have been absent from all classes for a total of 25 hours, the Guidance Section of the Office of Student Affairs should notify the student's advisor, the department supervisor, and the parent (or guardian), and inform the student.

Article 3. Early Alert Counseling: For students with learning problems who are on early alert, they should be shown concern and be understood by the advisors or supervisors of each department. Within two weeks of receiving the notification, the advisors or supervisors should report the situation to the department and refer it to the teaching unit or the Office of Academic Affairs for assistance in counseling according to the counseling status. In addition, if the students under early alert are students with special and high concern in the Center for Student Counseling, the advisors or supervisors should also report it to the Center for Student Counseling to assist in counseling.

Article 4. To implement course selection and learning counseling for remedial teaching and track the students' learning improvement results, each department (institute) should formulate the "Student Academic Learning Counseling Implementation Guidelines," which should be approved during the departmental (institute) affairs meeting and submitted to the Office of the Academic Affairs and Center for Teaching and Learning for record.

Article 5. Each counseling unit should analyze the counseling results. The Office of Academic Affairs and the Office of Student Affairs should conduct a comprehensive analysis on learning alerts and counseling results, which will serve as a reference for the University to improve the quality of teaching, counseling, and students' learning.

Article 6. Matters not covered in these regulations shall be handled in accordance with the University's relevant regulations.

Article 7. The Regulations have been approved for implementation at the Academic Affairs Meeting. The same procedure shall apply to any amendment.