

Rules for Incorporation and Guidance of National Chiao Tung University Student Self-Governing Bodies

Passed by Office of Student Affairs Meeting on May 15, 2002

Passed by Office of Academic Affairs Meeting on June 19, 2002

Amendments hereto passed by Office of Student Affairs Meeting on October 8, 2007

Passed by Office of Academic Affairs on October 31, 2007

1. In order to fulfill students' self-governing concept, cultivate students' democratic qualities, promote the academic communication, and enhance the spirit of service, NCTU hereby defines the Rules in accordance with Article 33 of University Act and Article 51 of NCTU Organization Regulations.
2. Students may incorporate the student self-governing bodies for the University, colleges and departments (institutes) pursuant to these Rules to participate in the academic affairs related to their study, life and interests. Students shall be the de facto members of the bodies.
3. The "NCTU Student Union" (hereinafter called student union for short), established according to this measure, is the highest student self-government group of the university, which was elected by all students in the university. It is responsible for the promotion and coordination of self-government events for all student self-government groups in the university. The student union may set up an administration department, a legislative department and a judiciary department for separate operations based on the needs.
4. The preparation, organization and operation of the student self-governing bodies shall be defined by students independently, and submitted to NCTU Office of Student Affairs meeting for review and approval in the case of the University's bodies, or to the colleges or departments (institutes) for review and approval in the case of the colleges' or departments' (institutes') bodies.
5. The student self-governing bodies shall be incorporated, managed or dissolved in accordance with the various self-governing bodies' organization regulations. The application for incorporation, management or dissolution of the bodies shall be submitted to NCTU Office of Student Affairs meeting for review and approval in the case of the University's bodies, or to the colleges or departments (institutes) for review and approval in the case of the colleges' or departments' (institutes') bodies.
6. The student self-governing bodies shall comply with NCTU's school rules and the relevant laws, and accept the guidance of the Office of Student Affairs and their immediate colleges and departments (institutes).
7. Upon NCTU's prior approval, the student self-governing bodies may collect the membership fee from the members. Upon the guidance unit's prior approval, the bodies may accept donations.

The budget of the student self-governing bodies shall be retained and allocated by the bodies independently, provided that the bodies shall plan the utilization of the budget with due diligence, publish the utilization to the members periodically, and submit to the guidance unit's supervision and audit.

The utilization and verification of the budget received by the student self-governing bodies from the guidance unit shall comply with NCTU's accounting policy and the relevant laws.

8. Upon approval of NCTU's Administrative Meeting, the student self-governing bodies may collect from the students the start-up fees other than tuition, miscellaneous fee, credit fee, and the specific program fees authorized by the Ministry of Education.
9. The student self-governing bodies shall collect the start-up fees in accordance with the following essential principles:
 - (1) The start-up fees collected on a consignment basis shall be utilized for the purposes of the collection in whole.
 - (2) Payment of the start-up fees shall be optional, which cannot be identified as one of the prerequisites for the registration.
 - (3) The start-up fees shall be collected in accordance with the principle of user charge. The purpose and scope of disbursement thereof shall comply with the relevant requirements.
 - (4) It is necessary to prepare the sufficient facilities or activity contents and to define the complete plan.
 - (5) The scope and limit of the collection shall be reviewed and approved through the procedure as required, and published, and also disclosed in information networks.
 - (6) The collection and transfer shall comply with the general business practices. No receipt in advance shall be demanded, in principle.
10. Procedure for reviewing and collecting start-up fees:

The guidance unit or student self-governing body shall submit the motion to NCTU's Administrative Meeting or relevant meeting for review and approval, and the motion will be published, and disclosed in information networks, upon approval of NCTU President.

Representative students shall be invited to attend said meetings.
11. The Student Union may define the "Rules for Election of Student Representatives Attending Academic Meetings" in accordance with Article 51 of NCTU's Organization Regulation and the various parliamentary rules to elect the representatives to attend or be present in the relevant meetings.
12. In the case of any student self-governing body's violation of the school rules and the relevant laws, the doer and body's responsible person shall be disciplined in accordance with the school rules, and bear the relevant legal liability.

Student self-government groups should spare no efforts in keeping the confidentiality of the members' personal data, and conform to the relevant regulations for Personal Information Protection Act.

13. The Rules shall be reported to the Ministry of Education for approval and enforcement after passing the Office of Student Affairs and Office of Academic Affairs meetings. The same shall apply where the Rules are amended.