國立成功大學
試場規則
National Cheng Kung University
Rules on Test Venues

Passed and rectified at the 1st Academic Meeting, 02.02.1989

One
Each test venue is closed after the tests.

Two
Students can bring stationary and reference materials with the agreement from the teacher teaching that course. All books and personal items are prohibited to be brought in and must be placed at the appointed location.

Three
Students should bring their student pass and place it on the table for the inspection of the test supervisor. For those who forget to bring their student pass, the test supervisor will specify “without pass” on their test sheet. Such students must then bring their passes to be verified by the course teacher after the test, and failure to do so will result in a zero score on the tested subject.

Four
Students who are late by more than twenty minutes are not allowed to enter the test venue and will be considered as absent from the test.

Five
It is prohibited to cheat, once being found cheating, the supervising teacher will announce the test sheet is nullified and notify the Office of Student Affairs for further penalties. If the test is taken by a substitute, both students will face severe punishments.

Six
When turning in the test sheet, the test book must be enclosed. After turning in the test sheets, student must leave the venue immediately.

Seven
Students should stop answering once the bell rings and follow the instruction of the test supervisor when turning in the test sheets and leave the venue one by one, or the sheets will be nullified and the Office of Student Affairs notified for further penalties.

Eight
Regardless of whether the test sheets are completed, students must turn in the sheets or they will be counted as zero and the Office of Student Affairs notified for further penalties.

Nine
These guidelines and their revisions are in effect subject to the approval of the Academic Affairs Meetings.

### 考試期間遇空襲警報注意事項
#### Attention when hearing air raid warnings

**One**  
**When there is a test going on:**

1. The test will continue but the supervising teacher will shut the doors while keeping the lights on and windows open.
2. The supervising teacher must keep order. Students who have turned in the test sheets are requested to sit quietly on the floor. Stay quiet and do not panic.

**Two**  
**During the break:**

1. The supervising teacher will ask the students to return to the test venue and sit quietly. Do not panic or make noise, follow the instruction of supervising staff.
2. Students who do not have tests in the following sessions and departmental staff who are not supervising the following tests should hide in the basement of neighboring buildings.

*These guidelines are enacted in Chinese, which shall prevail in case of any discrepancy between the English translation and the Chinese original.*