**南阳师范学院国际学生日常行为量化细则**

**总则**

1. 为加强留学生管理，维护正常的教学秩序和良好的学习、生活环境，教育广大留学生遵纪守法，根据《中华人民共和国高等教育法》、《高等学校接受外国留学生管理规定》及《南阳师范学院学生管理工作条例》的有关规定，特制定本规定。
2. 学校对有违纪行为的留学生实施批评教育或纪律处分，处分做到程序正当，证据充分，定性准确，处分恰当。
3. 学校对留学生实行量化分数管理，在校期间总分500分，如若扣完，即分数为0分或负数，给予开除学籍处理。
4. 学生奖学金的评定,及其它评优评先主要以学生量化成绩为依据。
5. **量化种类**
	* 1. 留学生违纪，视情节轻重、认错态度和悔改表现等，给予下列之一的处分：
6. 警告；
7. 严重警告；
8. 记过；
9. 留校察看；
10. 开除学籍。

除以上处分外，也可以进行如下附加处罚：

1. 赔偿损失；
2. 没收违禁物品；
3. 受警告及以上处分者，一学年内不得参与奖学金等奖励评选。
	* 1. 违纪者有下列情形之一的，应当加重处分：
4. 违纪后拒不承认错误，态度恶劣者；
5. 屡教不改者；
6. 对检举人、证人等有关人员打击报复、威胁恐吓者；
7. 伙同校外人员作案者；
8. 群体违纪为首者；
9. 受过警告处分，再次违纪者给予记过处分；受过记过处分，再次违纪者给予留级处分，以此类推；
10. 违纪行为造成的后果严重或给学校造成恶劣影响者。
	* 1. 违纪者如有下列情形之一的，可以减轻处分：
11. 能主动承认错误，如实交待错误事实，检查认识深刻，有悔改表现者；
12. 能如实主动协助学校有关部门查清事实真相者。
	* 1. 根据以上情节造成不同后果的，根据造成后果严重程度不同，分别给予相应扣分。

**第三条 国际学生行为****量化细则**

1、 组织和煽动闹事，扰乱学校和社会秩序，破坏安定团结，造成严重后果者，给予开除学籍处分（扣500分以上）。

1. 违反国家法律、法规，被公安、司法部门判处管制、拘役、拘留或有期徒刑以上刑罚者，给予开除学籍处分（扣500分以上）。
2. 对偷窃、诈骗他人财物者，除如数偿还赃款、赃物和按公安机关有关规定进行处罚外，学校视情节轻重分别给予记过处分（每人次扣400分）或开除学籍处分。
3. 故意损坏公物，除赔偿损失外，视情节轻重将给予警告（每人次扣20分）、严重警告（每人次扣50分）和记过（每人次扣100分）处分。
4. 肇事、策划或参与打架斗殴者：
5. 在打架中起哄但未动手打人者，给予警告处分；(每人次扣20分)
6. 唆使他人打架斗殴，并造成后果者，给予严重警告 (每人次扣100分)；后果严重者，给予开除学籍处分；
7. 动手打人者，给予严重警告 (每人次扣200分)；致人受伤者，视情节给予记过（每人次扣300分）或开除学籍处分；
8. 打架斗殴事件终止后，对他人进行打击报复者(每人次扣300分), 并加重处罚直至开除学籍处分；
9. 打人致伤者，除以上处分外，均需赔偿受害者的医药费、营养费和其他一切必要费用，如不按期缴纳赔偿费扣400分，加重处分。
10. 拒绝、妨碍学校管理人员依据学校规定执行公务者，视情节轻重给予警告（每人次扣多于50分）以上处分；寻衅滋事、侮辱、谩骂、恐吓或殴打学校教职员工者，视情节轻重给予记过（每人次扣200分）及以上处分，直至开除学籍。
11. 传播不健康、低级庸俗等违法的书刊、音像、社交及网络制品给予警告 (每人次扣50分) 及以上处分。如涉及恐怖主义，开除学籍并移交公安机关处理。

8、 在异性宿舍留宿或留宿异性者，给予严重警告及以上处分（每人次扣200分）；留宿同性校外人员者，每次扣100分；对于夜不归宿的同学，给予记过处分（每次扣250分）。

9、 有吸毒、贩毒行为者，一经发现，给予开除学籍处分 (扣500分以上)，并移交公安机关处理。

10、 策划或参与非法组织活动者，给予严重警告（每人次扣200分）直至开除学籍处分。

11、 酒后肇事者，视情节轻重，给予严重警告（每人次扣50分）及以上处分。

12、擅自在校外租房居住，经劝阻无效者，给予记过处分（每人次扣100分）。

13、随意在校内燃放烟花、鞭炮者，给予严重警告处分（每人次扣100分），造成严重后果者，除追究经济责任外，还要视情节轻重加重处分。

14、对违反学校教室、宿舍、食堂、图书馆等公共场所纪律者，视情节轻重给予下列处分：

1. 违反宿舍安全用电和卫生管理者，给予警告 (每人次扣20分) 处分；造成后果者，除追究经济责任外，还要视情节加重处分；
2. 在公共场所或宿舍内大声喧哗，干扰或影响他人学习和生活，经批评教育不改者给予警告处分（每人次扣50分）；晚归者（晚23：00之后）每人次扣100分；23:00-7:30期间大声喧哗影响他人休息者，第一次每人次扣50分，如仍不改正，第二次扣100分每人次，如依旧不改正，第三次扣200分每人次。（假期期间如时间有调整，按学校规定时间执行。）
3. 学生出宿舍必须按指纹关门，如果出现两次以上不按指纹不关门的情况，扣十分；如果因为不按指纹不关门出现偷窃问题，不关门的学生需要对此负责并赔偿其他学生的经济损失。
4. 乱倒污水、垃圾等杂物，影响校内环境卫生，给予警告处分（每人次扣20分），造成严重后果者，从重处分；
5. 在学习、实验等教学场所中违反操作规程或违反纪律造成人身伤害、设备损失事故者，视情节轻重，给予警告（每人次扣50分）直至开除学籍处分，并赔偿相应损失。

15、学生上课请假每次扣5分（请假手续必须完善，提前一天到学生管理老师处请假，书写请假条，否则视为旷课）；旷课每人次扣50分；迟到、早退20分钟以内每人次扣10分，45分钟以上按旷课处理。

16、考试违纪、作弊者，给予记过 (每人次扣100分) 及以上处分。

17、为了留学生的安全，留学生在华期间外出探亲访友或外出旅游必须向国际教育学院报备并留下联系方式及亲友联系方式，探亲及旅游回校向国际教育学院报到，如不报备每次扣100分。

18、不尊敬老师、不听老师劝诫、背后谩骂、对老师进行人身攻击甚至威胁老师者，给予警告处分（每人次扣50-100分），造成严重后果者，从重处分。

19、有在校外务工、兼职者，一经发现给予警告处分（每人次扣100-200分）。

20、本章没有列举到的违纪行为，可以参照本规定有关条款类似情况给予处分。

**第四条 量化分数奖励办法**

1. 每月全勤留学生加20分。
2. 留学生在学校及院系活动中获得奖次的同学，一等奖加50分，二等奖加30分，三等奖加10分。
3. 对于在学校考试或其他活动中表现优秀的学生根据情况，适当加5-50分。
4. 担任学生会及班干部同学，每人每期加50-100分。对于不能履行学生会及班级干部职责，或对留学生日常生活及学习管理不到位根据情况扣10-50分，直到扣完加分为止。留学生管理老师每月对学生会成员进行考核，对于完全不能履行学生会及班级干部职责的，管理老师有权撤销干部任职。
5. 对于表现优秀的学生或者班级干部根据日常表现每学期适当加5-50分。
6. 敢于如实反映学生中的违规违纪行为奖励20分，敢于劝阻并制止学生的违规违纪行奖励50分。
7. 敢于揭露违法犯罪行为奖励100分，敢于同违法犯罪行为做斗争奖励200分。
8. 国际教育学院设立奖学金，奖学金多数由校友会捐赠，用于对优秀、贫困学生的资助。如果在校生自愿慈善捐赠奖学金500元，奖励50分，1000元，奖励100分，依此根据慈善捐款多少增加在校学生量化成绩。

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**Nanyang Normal University International Students Daily Behavior Quantification Rules**

**Article 1 General Provision**

1. In order to strengthen the management of international students, to maintain normal teaching order and good learning and living environment, to make sure the majority of students to observe the law, according to the relevant provisions of Higher Education Law of the People's Republic of China, Colleges and universities accept foreign students management regulations, and the Regulations on the Administration of Foreign Students in Nanyang Normal University, Nanyang Normal University has formulated the following regulations.
2. Students who break the regulations will be punished and educated critically by university. The punishment should have done by proper procedures, efficient evidences, and qualitative and accurate assessment.
3. The university carries out the quantitative management of scores, the total score for international student is 500 points, if the points has been all deducted, the student will be dismissed from university.
4. The assessment of student scholarships, and other assessment for rewards are based on the results of the quantitative scores.

**Article 2 Types of Quantification Rules**

1. One of the following punishments will be given for the students who violate discipline based on the seriousness of the circumstances, and the repentance for the behaviors.

（1）Warnings;

（2）Serious warning;

（3）Record a demerit;

（4）disciplinary probation;

（5）Expelled from university.

In addition to the above penalties, the following additional penalties may be applied:

（6）Compensation for losses;

（7）Confiscation of prohibited items;

（8）Once punished by the warning and the above disposition, one shall not participate in scholarships and other award selection in one schoolyear.

1. If any of the following cases occurs, the disciplinary punishment shall be increased.

（1）Refusing to admit mistakes and bad attitude after discipline violation;

（2）Incorrigible students;

（3）To threat, intimidate, retaliate against the informants, witnesses and other relevant persons；

（4）Together with the offenders outside the university;

（5）Head of the group violating discipline;

（6）Students, who already get warnings, and violent the discipline again will begiven a demerit. Once again violent discipline after a demerit, the student has to repeat a year, and so on;

（7）The consequences of serious misconduct or give university a bad influence.

1. If students who break the disciplines are in one of the following circumstances, can reduce the punishment:

（1）Students who voluntary admit the error, truthfully explain the facts of the error, deeply understanding of the error, and have repent actions.

（2）Students who can report his or her accomplice and voluntary assist to help university to find out the truth, will reduce the punishment.

1. According to the different consequences and different severity of the consequences, it will be given different deduction of points.

**Article 3 Detailed Quantification Rules for International Students**

1. Students who organize or incite to create disturbances; disrupt the school and social order resulting in serious consequences, will be dismissed from university (Deduct 500 points or above per person per time).
2. Students who are in violation of laws and regulations of People’s Republic of China, and sentenced by the public security and judicial departments will be dismissed from university (Deduct 500 points or above per person per time).
3. Students who steal, defraud property of others, in addition to repay the stolen money, stolen goods and punished by the relevant provisions of the public security organs, the university will give a demerit (Deduct 400 points per person per time) or dismissed from university depending on the severity of the circumstance.
4. Students who deliberately damage public property, in addition to compensation for losses, will be given a warning (Deduct 20 points per person per time), a serious warning (Deduct 50 points per person per time) or given a demerit (Deduct 100 points per person per time) depending on the severity of the circumstances.
5. Students, who create, plan or participate in fighting fights:

（1）Students who jeers in the fight but not hit others, give a warning (Deduct 20 points per person per time);

（2）Students who instigate others to fight, and cause serious consequences will begiven a serious warning (Deduct 100 points per person per time); if it is extreme serious consequences, students may be dismissed from university;

（3）Students who hit others will be given a serious warning (Deduct 200 points per person per time); to cause injury, depending on the circumstances to give a demerit (Deduct 300 points per person per time) or expulsion from university;

（4）After the fights incidents, students who retaliate against others（Deduct 300 points per person per time）will be given more serious penalties until expelled from the university;

（5）Students who cause others wounded in the fight, in addition to the above punishment, should compensate victims for medical expenses, nutritional expenses and all other necessary costs. Students who don’t pay the compensation fees（Deduct400 points per person per time）,the penalties will be increased.

1. Students, refusing or hindering school administrators’ executive of their duties, will be given a punishment more than warning (Deduct more than 50 points per person per time) according to the severity of the circumstance; for the trouble-provoking, insulting, abusing, intimidation or beating school staff, will be given a punishment more than a demerit (Deduct 200 points per person per time) depending on the severity of the circumstance, or even dismissed from university.
2. Students who disseminate unhealthy, vulgar or other illegal books, audio-visual products, network products will be given a warning (Deduct 50 points per person per time) and even more serious punishment. Once it related with terrorism, the student will be dismissed from university and hand over to the Bureau of public security.
3. Students who offer the opposite sex for accommodation in their dormitory or accommodate in the opposite sex person’s dormitory, will begiven a serious warning and the more severe punishment (Deduct 200points per person per time); Students who offer the same sex (not students of our university) for accommodation in their dormitory will deducted 100 points per person per time; Students who stay out all night will be given a demerit (Deduct 250 points per person per time).
4. Students who take or sell drug will expel from university (Deduct 500 points or above per person per time) and hand over to the Bureau of public security.
5. Students who plan, participate or organize the illegal activities will begiven a serious warning (Deduct 200 points per person per time) until the expulsion of university.
6. Drunken perpetrators, depending on the seriousness of the circumstances, will be given a serious warning (Deduct 50 points per person per time) and the above punishment.
7. Unauthorized rental housing outside the school, when persuasion failed, will be given a demerit (Deduct 100 points per person per time).
8. Students who set off fireworks or firecrackers randomly in campus will begiven a serious warning (Deduct 100 points per person per time); if it causes serious consequences, in addition to economic responsibility, depending on the severity of the circumstance, the punishment will be increased.
9. Students who in violation of university classrooms, dormitories, canteens, libraries and other public places’ disciplines, depending on the severity of the circumstance, will be given the following punishments:

（1）Students who in violation of the dormitory electricity safety or hygiene disciplines, will be given a warning (Deduct 20 points per person per time); if it caused serious consequences, in addition to economic responsibility, the punishment will be increased depending on the circumstances.

（2）Students who make loud noise in public places or dormitory, interfere with or affect others learning and life, and not correct their behavior after the criticism of education will be given a warning (Deduct 20 points per person per time); Students who back to dorm late (after 22:30p.m.) will be deduct 10 points per person per time; students who make noise or affect others in dorm from 22:30p.m. to 7:30a.m. will be deduct 20 points per person per time. (During vacation, if university has adjustment of the timetable, according to university’s regulation timetable.)

（3）When student leaves the dorm, he or she must press his or her fingerprint and close the electronic door. If anyone does not press your fingerprints more than twice, 10 points will be reduced; if stealing happens because of not closing the door, the student who does not close the door should be responsible for this and compensate for the financial loss.

（4）Students who littering sewage, garbage and other debris, affecting the schools environment, will be given a warning (Deduct 20 points per person pert time), if it results in serious consequences, the punishment will be increased;

（5）Students who in violation of the rules or disciplines in study, experiment or other teaching establishments and caused personal injury, equipment damage accident, depending on the seriousness of the circumstances, will be given a warning (Deduct 50 points per person per time) until expelled from university and compensation for the corresponding loss.

1. Students asking for leave will deduct 5 points per person per time (should ask permission one day in advance and fill in the Absence Request Form, otherwise it will be regard as absenteeism); absent for class will deduct 50 points per person per time; being late for class or early leaving class within 20 minutes will deduct 10 points per person per time, being late for class or early leaving class more than 45 minutes will be regard as absenteeism.
2. Students who violate the discipline and cheat in the examination shall begiven a demerit (Deduct 100 points per person per time) and the above punishment.
3. For students’ safety, during the period in China, students who visit relatives and friends or travel in China must report to the International Education Institute and leave contact information and your relatives’ or friends’ contact. When you come back to university, you should report to the International Education Institute immediately, if not reported, it will be deducted 100points per person per time.
4. Those who do not respect the teacher, do not listen to the teacher’s advice, abuse behind the back, physically attack the teacher or even threaten the teacher will be given the warning punishment (50-100 points deducted for each time). Those who cause serious consequences will be given a heavier punishment.
5. Those who work or work part-time outside the university will be given warning punishment once found (100-200 points deducted for each time).
6. Other acts in violation of disciplines, which not list above may be punished in the light of similar circumstance in relevant provisions of above disciplines.

**Article 4 Score Reward Rules**

1. International students who have the fully attendance of all classes will plus 20 points.
2. International students who get award during university events or college events, the first prize will plus 50 points, the second prize will plus 30 points, the third prize will plus 10 points.
3. International students who behave excellent during university’s exam or other events, according to the specific circumstance, add 5 to 50 points.
4. International students who work as the leaders of class or students association will plus 50 points per semester. For the leaders who cannot shoulder their responsibility or are disable to deal with the duty of management properly in daily life, will be deducted 5 to 10 points until finish of the plus 50 points. For those who cannot shoulder their responsibility totally will be removed from the leader position.
5. For those students and students’ leaders who behave very well and do excellent jobs will reward 5 to 20 points every semester.
6. For those students who can report other students’ prohibited behaviors will reward 20 points, for those who can admonish and stop students’ prohibited behaviors will reward 50 points.
7. For those students who disclose the unlawful acts will reward 100 points, those who can fight with the unlawful acts will reward 200 points.
8. International Education College sets up scholarship for students who are excellent behavior or live in poverty. Most of the scholarship is donate by members of alumni association. If current students voluntary charity donation scholarship 500 yuan, reward 50 points;1,000 yuan, reward 100 points; the points will be increased correspondingly according to the charitable contributions for the scholarship.

International Education College of Nanyang Normal University reserves the right of final interpretation.