明院办发〔2017〕50号

三明学院党政办公室关于印发《三明学院

国际学生积分制管理办法(试行)》的通知

各部门、各单位：

《三明学院国际学生积分制管理办法(试行)》已经7月7日校长办公会议审议通过，现予以印发，请遵照执行。

三明学院党政办公室

2017年9月6日

**三明学院国际学生积分制管理办法(试行)**

为了进一步维护学校正常的教育教学及生活秩序，加强校风校纪建设，提高国际学生遵守规章制度的自觉性，保障国际学生身心健康，根据《三明学院学生手册》、《三明学院学生违纪处分管理规定》及《三明学院国际学生管理规定(试行)》等相关规定，结合我校国际学生实际情况，经学校研究，特制订三明学院国际学生积分制管理办法。

一、积分制管理办法

国际学生入学时统一发放积分卡，给予基础积分 10 分。如学生违纪，学校将根据违纪扣分细则扣除相应的积分。当学生累计扣分达到5分时，给予警告处分；当学生累计扣分达到8分时，给予留校察看处分；当学生累计扣分达到 10 分，即学生基础积分为 0分时，给予开除学籍处分。

积分制与国际学生奖学金评定挂钩：当累计扣分达到3分时，该生不得申请三明学院国际学生一等在读学历生奖学金；当累计扣分达到5分时，该生不得申请三明学院二等在读学历生奖学金；当累计扣分达到8分时，该生不得申请三明学院国际学生三等在读学历生奖学金。

二、积分制违纪扣分细则

(一)**学习纪律**

1.上课迟到、早退，每人每次扣 0.2 分；旷课，每人每次扣 0.4 分；

2.扰乱课堂秩序，每人每次扣 1 分；对待老师不礼貌、欺骗老师、擅自篡改积分卡，每人每次扣 2 分；与老师发生冲突、辱骂顶撞老师，每人每次扣 5 分；

3.在教学区域吸烟，乱扔烟头，每人每次扣 1 分；

4.故意损坏教室内桌椅、设备，每人每次扣 2 分；

5.考试作弊，每次扣 5 分；扰乱考试秩序、顶撞监考老师，每人每次扣 5 分。

**（二）住宿纪律**

1.不服从公寓管理人员安排，每人每次扣 2 分；

2.在公寓楼内踢足球，每人每次扣 1 分；23:00后在公寓大声喧哗、高声播放音响等影响他人学习与休息，每人每次扣 1 分；酗酒闹事每人每次扣 3 分；

3.公共区域乱扔垃圾，每人每次扣 0.5 分；不及时处理垃圾，每人每次扣 0.5 分；往窗外乱扔各类废弃物品，每人每次扣 1 分；

4.将易燃易爆等公安管制物品带进公寓，每人每次扣 1 分；

5.故意损坏、拆卸、改装公寓设施设备，乱动消防器材、消防报警装置，每人每次扣 2分；

6.私自留宿外人，每人每次扣 2 分；留宿异性（非配偶），每人每次扣 5分；

7.私自调换宿舍，每人每次扣 2 分；

8.周一至周四迟于23:00，周五至周日迟于23:30回公寓，每人每次扣 2 分；

9.违反公寓会客制度，每人每次扣 2 分；

10.违反国际学生活动室使用管理规定，每人每次扣 2 分。

(三)**日常纪律**

1.不服从管理、不尊重师长，存在恶意欺骗行为，每人每次扣 2分；妨碍管理人员履行职责、顶撞辱骂管理人员，每人每次扣 5 分；

2.拖欠学费、学杂费、签证费、保险费等，每人每次扣 3 分，超出延缓缴费期限，每人每次扣 10分；

3.不按时办理住宿登记和居留许可，每人每次扣 2 分；

4.故意篡改和破坏公示公告，每人每次扣3 分；

5.校园内驾驶机动车，每人每次扣 5 分；

6.校外酗酒闹事，每人每次扣 3 分；

7.打架斗殴、作伪证、私藏公安管制器械，每人每次扣 5分；

8.偷窃、诈骗，每人每次扣 10 分；

9.吸毒、贩毒、制毒，每人每次扣 10 分；

10.触犯中国法律并被中国司法机关处以处罚者，每人每次扣 10 分；

11.举行或参与非法游行、集会、示威等行为，每人每次扣 10 分；

12.在校园公共场所进行宗教活动者，每人每次扣 10 分；

13.严重违背公民道德规范，每人每次扣 5 分。

三、其它扣分事项

国际学生如有其它违反《普通高等学校学生管理规定》、《三明学院学生手册》及《三明学院国际学生管理规定(试行)》等规定的行为，国际处将根据情节及行为恶劣程度给予相应扣分。

四、附则

国际学生积分制管理办法的执行单位由学校相关部门、丹田物业公司和国际学生学生会组成。执行单位可通过《国际学生违纪扣分表（卡）》对违纪学生的违纪行为进行记录。《国际学生违纪扣分表（卡）》的汇总、审核、处理工作由国际交流与合作处负责。

国际学生积分制管理办法最终解释权归国际交流与合作处。

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| 三明学院党政办公室 2017年9月6日印发 |

**Rules of “10 Points Penalty” for International Students of SMU**

These rules are established according to "Code of Punishment for Disciplinary Offence of International Students" and other relevant provisions, in combination with the actual situation of international students to maintain normal teaching order and the order of life, to strengthen discipline of university, to raise the consciousness of regulations, and to protect students’ physical and mental health.

**Chapter One Introduction of “10 Points Penalty”**

Every student has 10 points at the beginning of university life. If a student breaks the rules, College of International Education will deduct corresponding points. When the student is deducted to 5 points，the student will be given a Disciplinary Warning. When the student is deducted to 8 points, the student will be placed on a Disciplinary Probation. When the student is deducted to 10 points, i.e. the student has 0 point, they will be expelled from the University permanently.

When the student is deducted to 3 points，the student loses the qualification of applying for the first prize scholarship. When the student is deducted to 5 points, the student loses the qualification of applying for the second prize scholarship. When the student is deducted to 8 points, the student loses the qualification of applying for the third prize scholarship.

**Chapter Two Details of “10 Points Penalty”**

**Class Discipline**

Clause 1. Late for class or leaving the class early without permission causes a loss of 0.2 points per person each time; and absense from class costs up to 0.4 points per person each time.

Clause 2. Disrupting class rules costs 1 point; offensive words to teachers, cheating or changing the record of attendance arbitrarily without authorization costs 2 points and confliction with teachers, teasing or abusing teachers costs 5 points.

Clause 3. Smoking in teaching area such as classroom, labs and dormitory costs 1 point each time.

Clause 4. Intentionally damaging classroom furniture or other equipment will cause a deduction of 2 points each time.

Clause 5. Cheating in the examination, disrupting examination rules or contradicting invigilator lead to a deduction of 5 points each time.

**Discipline in dormitories**

Clause 1. Not obeying the arrangements of dormitory managers, badgering with dormitory manager cause a loss of 2 points per person each time.

Clause 2. Making noise in the dormitory after 11:00 pm and hindering others will be dealt seriously by a deduction of 2 points per person each time.

Clause 3. Throwing wastes out of windows, downstairs, in front of their doors costs 1 point per person each time.

Clause 4. Taking inflammable or explosive materials into the dormitory cause a loss of 1 point per person.

Clause 5. Intentionally damaging, disassembling, modifying devices of the dormitory, tampering with fire-fighting equipment or alarms, cause a loss of 2 points per person each time.

Clause 6. The visitors who are not living in the domitory need to register themselves in the log book, with a valid ID. Overnight stay of visitors isnot allowed. Any student of our university hosting others will be deducted 2 points per person each time.

Clause 7. Changing/exchanging rooms inside the dormitory without the permission of accommodation office leads to a loss of by 2 points per person each time.

Clause 8. After 11:00 pm, students who are not living in the dormitory are not allowed to enter the dormitory. Violators will be deducted by 2 points per person each time.

**Daily Disciplines**

Clause 1. Not obeying the arrangements of college teachers, offensive words to teachers rudely or lying to teachers costs 2 points per person each time and confliction with teachers, teasing or abusing teachers lead to a deduction on 5 points per person each time.

Clause 2. Defaulting of tuition, visa fees or insurance lead to a loss of 3 points per person each time. Intended defaulting causs a loss of 10 points.

Clause 3. Failing to apply for residence registration and residence permits on time causes a deduction of 2 points per person each time.

Clause 4. Hindering teachers to conduct their duties, tampering or destructing public announcement deliberately costs 3 points per person each time.

Clause 5. Driving motor vehicles is not allowed, which costs 5 points per person each time.

Clause 6. Making noise, disturbing neighbors or making troubles after excessive drinking leads to a deduction of 3 points per person each time.

Clause 7. Creating a disturbance, exchanging blows, making perjury, possessing of controlled weapons by police will be deducted by 5 points per person each time.

Clause 8. Stealing or swindling costs deducted by 10 points and the student will be expelled from the college.

Clause 9. Abusing drugs, trafficking drugs or manufacturing drugs for example (cocaine, weed, ice, Chinese white, and amphetamines) cases will be dealt seriously, 10 points will be deducted and student will be expelled from the college permanently.

Clause 10. Breaking the laws of China and getting punishment from Chinese judicial organs will be deducted by 10 points per person and the student will be expelled from college permanently.

Clause 11. Organizing or participating in illegal marches, rallies, demonstrations and other illegal activities will be deducted by 5 points per person each time.

Clause 12. Taking part in religious activities in public places on campus will be deducted by 5 points per person each time.

Clause 13. Seriously violating citizen ethics will be deducted by 5 points per person each time.

**Chapter Three Supplemental Provisions**

The execution departments of Rules of ‘10 Points Penalty’ include Departments of Sanming University and DANTIN Property Company. The member of the execution departments has the right to record prohibited behavior of students violating discipline by discipline offence tickets. The execution departments submit Discipline Offence Tickets to International Office after recording prohibited behavior. It is International Office’s responsibility to classify, review and process Discipline Offence Tickets.

Inernatioanl Office makes the Rules of ‘10 Points Penalty’ and is responsible for the interpretation of the rules.