

Record on Punishment of Students' Disciplinary Violation and Cheating in Examinations

Grade: _____ Specialty: _____ Student Number: _____ Name: _____ .

Test Subject:	Test Time:	Test Room:
Violation Actions of Examinees	<p>I. Violating Examination Room Rules:</p> <p>1. <input type="checkbox"/> Bringing stationeries and materials that are not allowed in the examination room rules to the seat;</p> <p>2. <input type="checkbox"/> Having not taken the designated seat;</p> <p>3. <input type="checkbox"/> Writing answers before the signal for starting the examination is given, or continuing to answer questions after the signal for ending the examination is given;</p> <p>4. <input type="checkbox"/> Peeking at other examinees' answers, showing other examinees the answer sheets, or signaling other examinees by exchanging message, hand motions, and so on;</p> <p>5. <input type="checkbox"/> Clamoring, smoking, or causing other disturbances in or around the examination room;</p> <p>6. <input type="checkbox"/> Arbitrarily leaving examination room without permission of proctors;</p> <p>7. <input type="checkbox"/> Removing any written materials like exam papers, answer sheets (including answer card and answering paper), and scratch papers from the examination room;</p> <p>8. <input type="checkbox"/> Writing down names, exam admission card numbers in a place that is not stipulated or marking information in other ways;</p> <p>9. <input type="checkbox"/> Other behaviors that violate the examination room rules, but do not constitute cheating; (Extra papers with details should be attached)</p> <p>II. Cheating:</p> <p>10. <input type="checkbox"/> Carrying slips of paper that contain information about the course with them when answering questions or keeping books and notebooks about the exam or electronic devices on the desks;</p> <p>11. <input type="checkbox"/> Plagiarizing or assisting others to plagiarize answers or the materials related to the examination;</p>	<p>12. <input type="checkbox"/> Robbing or stealing others' exam papers, or answer sheets or forcing others to provide convenience for plagiarism;</p> <p>13. <input type="checkbox"/> Using communication devices during the exam;</p> <p>14. <input type="checkbox"/> Engaging other people to sit for examination or taking examinations for others;</p> <p>15. <input type="checkbox"/> Removing any written materials like exam papers, answer sheets (including answer card and answering paper), and scratch papers from the examination room;</p> <p>16. <input type="checkbox"/> Intentionally destroying examination papers, answer sheets or other examination materials;</p> <p>17. <input type="checkbox"/> Writing down names, examination admission card numbers and other information that are not identified with him (or her) on the answer sheets;</p> <p>18. <input type="checkbox"/> Passing and receiving articles related to the examination;</p> <p>19. <input type="checkbox"/> Exchanging exam papers, answer sheets, or scratch papers;</p> <p>20. <input type="checkbox"/> Other cheating behaviors in examination; (Extra papers with details should be attached)</p> <p>III. Disrupt the Order of Examination Room and the Examination Workplace:</p> <p>21. <input type="checkbox"/> Intentionally disturbing the order of examination rooms;</p> <p>22. <input type="checkbox"/> Rejecting or hindering the proctors to perform administrative duties;</p> <p>23. <input type="checkbox"/> Intimidating, insulting, defaming and making a false charge against proctors or other examinees;</p> <p>24. <input type="checkbox"/> Other behaviors that upset the order of the examination administration. (Extra papers with details should be attached)</p>
	<p>Confirmation Signatures of Examinee:</p> <p>1. <input type="checkbox"/> YES Signature:</p> <p>2. <input type="checkbox"/> NO Reasons:</p> <p>Signature:</p> <p>Date:</p>	<p>Explanation of Refusal Signature Confirmation :</p> <p>Signature of Exam Proctor A: _____</p> <p style="text-align: right;">Signature of Exam Proctor B: _____</p> <p style="text-align: right;">Date: _____</p>

Notes: When students violate examination rules or cheat, proctors please tick the little box in front of violation contents of examinees and tell him or her to check and sign the name. If that student does not, proctors should write down reasons of refusal. If the examinee violate article 9, 20 or 24, extra papers must be attached. Also proctors should sign their names in that paper. After the exam over, please send this record as soon as possible to Overseas Education College of Fujian Medical University.

Office of Academic Affairs of Fujian Medical University

Test Center of Fujian Medical University

20 December, 2008