

National Taiwan Normal University
Graduate Institute of European Cultures and Tourism

Guidelines Governing the Establishment of the Admissions Committee

Reviewed and passed by the 2nd Institute Affairs Meeting of Academic Year 2012–13 on November 13, 2012

- Article 1 The National Taiwan Normal University (hereinafter referred to as “the University”) Graduate Institute of European Cultures and Tourism (hereinafter referred to as “the Institute”) hereby establishes the Admissions Committee (hereinafter referred to as “the Committee”) in accordance with the University’s *Regulations for the Establishment of Admissions Committees* to handle admissions-related matters.
- Article 2 The Committee shall be composed of five members, with the Institute Director serving as convenor, and the remaining four seats being filled by full-time faculty members of the Institute.
- Article 3 Committee members shall serve a one-year term and may serve consecutive terms if re-elected.
- Article 4 The duties of the Committee shall be as follows:
1. Review of admissions guidelines, determination of admissions quotas, formulation of acceptance standards, and finalization of the list of admitted students
 2. Formulation of student recruitment strategies
 3. Arbitration of disputes filed by applicants/prospective students
 4. Handling of master’s program admission examinations
 5. Handling of admissions through recommendation or examination
 6. Handling of international student admissions
 7. Other matters related to admissions and admission examinations
- Article 5 These guidelines and any amendments made hereto shall be implemented upon passage by the Institute Affairs Meeting.