

# 教務處綜合業務組 通知

公告日期：115 年 3 月 30 日

承辦人：陳佩菱

電子郵件：plchen@pu.edu.tw

聯絡方式：04-26328001 轉 11111

主旨：公告 114 學年度第 2 學期期中考試相關事宜，請查照。

說明：

- 一、本學期**期中考週於 115 年 4 月 13 日(一)至 4 月 17 日(五)舉行**，各科隨班考試時間、地點依授課教師公告為準。
- 二、隨函檢附靜宜大學學生考試規則(附件一)，考試各相關規定依此規則辦理。
- 三、依據本校學生考試請假及補考辦法規定，考試請假需至 e 校園服務網學生請假系統辦理。事假需於考試日前一日完成申請，其他假別至遲須於該科考試結束三日內提出申請。**期中考試經任課教師同意後，由任課教師安排時間補考。**
- 四、**考試請假假單線上完成申請時，務必主動聯繫任課教師，並隨時檢視假單是否已完成簽核。**考試請假及補考相關事宜請參閱靜宜大學學生考試請假及補考辦法(附件二)。
- 五、煩請各學系秘書、國際暨兩岸事務處協助轉知外籍學生、陸籍學生、交換學生週知。

附件：

附件一-[靜宜大學學生考試規則](#)

附件二-[靜宜大學學生考試請假及補考辦法](#)

正本：全校學生

副本：各學系(院、所、中心、室)主任及秘書、導師、國際暨兩岸事務處

# Division of Registration and Curriculum Notice

Date: March 30, 2026  
Case Officer: Chen, Pei-Ling  
e-mail: plchen@pu.edu.tw  
Phone: 04-26328001 ext. 11111

**Subject: Midterm Exam of 2025-26AY 2<sup>nd</sup> Semester**

## **Descriptions:**

1. The **Midterm Exam of the semester is scheduled to be held from Monday, April 13 to Friday, April 17, 2026.** The time and venue of the respective in-class exams shall be subject to the announcement of the course instructors.
2. Please refer to *PU Regulations on Examinations* (Attachment 1). The exam related matters are subject to these regulations.
3. As it is stipulated of *PU Regulations on Leave of Absence for Exams and Taking Make-up Exams*, students should file their application at the Leave Application on e-Campus. For personal leave, the application must be filed 1 day prior to the exam; for other types of leave, it should be filed within 3 days after the exam was administered. **For the Midterm Exam, students must obtain approval from the course instructor, who will then arrange the time for the make-up exam.**
4. **Please be sure to contact your instructor when your online application for exam leave is complete and check to see if your leave slip has been validated by your instructor.** To apply for an exam leave and a make-up exam, refer to *Regulations on Leave of Absence for Exams and Taking Make-up Exams* (Appendix 2).
5. The secretaries of the respective departments and the Office of International and Cross-Strait Affairs are requested to kindly convey the matter to the Foreign Students, Mainland China Students, and Exchange Students in their units.

Examination:

Attachment 1: [PU Regulations on Examination](#)

Attachment 2: [PU Regulations on Leave of Absence for Exams and Taking Make-up Exams](#)

Original: All enrolled students

Copies: Heads, secretaries, and class advisors of all departments (colleges, institutes, centers, offices)