

Ming Chuan University 2023-24 AY 1st Semester Physical Education Class Rules (Taoyuan Campus)

1. Students are required to gather at the designated place and change into sports attire and footwear within 5 minutes after the bell rings. Put bags and clothing in order at the designated area and start the class.
2. Student must wear sports attire and footwear for PE classes. Wearing jeans or flip-flops is strictly prohibited.
3. Students may only enter sports fields when wearing proper sports footwear. No foods or beverages are allowed on the fields or courts. Students are required to clean up the sports field/court where the class is taken prior to class being dismissed. Violators will be punished in accordance with relevant regulations.
4. Students who fail to show up within 5 minutes after the bell rings will be deemed as late, and those who show up after 15 minutes will be deemed as absent.
5. Grading:
 - (1) Skill Assessment, 60%: Mid-term and Final skill tests, 30% each.
 - (2) Class performance, 40%: 1. Attendance 30% (based on the attendance record of regular classes). 2. Final written test 10% (Test will focus on sports rules; test questions will be set by the instructor of the class.)
 - (3) Attendance: Will be evaluated based on learning attitude and absence records. 2 points will be deducted for each absence. No points will be deducted for official leave, marriage leave or compassionate leave, but students are required to bring relevant proof to the instructor. 1 point will be deducted if students are late or do not wear proper clothing or footwear during a class period. 1 point will be deducted for each sick leave or menstruation leave, but students are to show leave application proof to the instructor. Student observers are also required to dress in sports attire. (Example of deduction: If a student is absent from class for 4 periods, is late for 2 times, the score is $30-10=20$.)
6. It is prohibited to ask someone else to attend class or take tests in one's place. Violators will be punished in accordance with relevant regulations.
7. Before class period begins, the class Physical Education Officer must check with the instructor regarding which equipment to borrow, and then inform the responsible student-of-the-day. Responsible student should use his or her student ID to borrow the required equipment from the Physical Education Equipment Room. After class, responsible student is required to check the quantity of the borrowed equipment and return it. The class cohort must pay for any lost equipment.
8. After classes, the class Physical Education Officer should go to the Physical Education Office, make an entry in the log, and have the responsible instructor sign it and return the log to its original place.
9. Students of Special Physical Education classes are to please obtain a doctor's diagnosis certificate and attach it to the online application form through eForm at

<https://eform.mcu.edu.tw/node/2681> from Sep. 11 to Sep. 18. Registered students should gather in front of PE Office at 16:50, Sep.19 (Tuesday) to begin the class. The class meets during periods 09 and 40 every Tuesday. Ms. Chen, Chiao-Chuan of Physical Education Office is in charge of the class.

10. Students enrolled in 2023-24 AY must take Student Sports Capability Assessment Test. The test items are Sit and reach (score recorded in terms of centimeters), One-minute sit-ups (score recorded as number of repetitions), Standing long jump (score recorded in terms of centimeters) and 1600m run for male students, 800m run for female students (score recorded in terms of seconds). Please complete the test before 12/29 and submit the test results before 17:00 on 12/29. The purpose of the physical fitness test is to let students understand their own physical fitness. To avoid accidents when taking the test, please do not compete with classmates and do not force performance beyond one's ability.
11. Sports Competence Indicator is one required standard for graduation, 1st year students are required to complete the assessment between the 12th week on 11/27 to the 16th week on 12/29; the 3rd year students are required to complete the test between the 2nd week on 9/18 to the 5th week on 10/13. Please refer to the website of PE Office for detailed information.
The assessment items and standards (60 points) are as follows:
 1. Flexibility: Sit and reach (26cm for men, 28cm for women)
 2. Muscular Endurance: One minute of sit-ups (33 for men, 24 for women)
 3. Power: Standing long jump (212cm for men, 148cm for women)
 4. Cardio Respiratory Endurance: 1600m (558 seconds) for men; 800m (311 seconds) for women.Students are required to complete the 4 items (average 60 points) to meet the basic requirement.
12. 2nd and 3rd year students are asked to please select PE classes in accordance with the scheduled class period of your class. Please note that to repeatedly select the same sports for the 1st and 2nd semester in the same year is not allowed. For instance, when a student selects badminton in the 1st semester, he/she is not allowed to select badminton again in the 2nd semester (Students who are retaking the course are not limited by this rule.). Please be reminded that failing to select a course in the designated time, trying to select courses in different course selection time periods or trying to repeatedly select the same sports may result in an error in the computer system and students not being able to complete course selection.
13. Student who have not completed course selection within the course add and drop time period, please apply for manual course add at the Physical Education Office to select from courses that still have vacancies. Please ask Huang, Han-Nien at Physical Education Office on Taoyuan campus for assistance from 15:30-17:30 on September 21 (Thursday). Late applications are not accepted.
14. To apply for the make-up assessment allowing an exemption from 3rd year physical fitness, please bring your documentation to the Physical Education office at 12:00-13:00 on Sep. 11-15. Taipei campus: Dr. Huang, Yuh-Chuan; Taoyuan campus: Dr. Luo, Yu-Jy. The assessment is scheduled to be carried out from 12:20-13:00 on Sep. 22 (Friday). Location: Indoor Badminton court, Taipei campus and 3rd floor Indoor Basketball Court, Taoyuan campus. Students who

fail to attend and complete the assessment must take a 3rd-year PE course.

15. The make-up assessment of Physical fitness for 2023-24 AY (3rd year students) will comprise the following items: (1) Sit and reach (2) One-minute sit-ups (3) Standing long jump (4) 800m and 1600m Walk and run. Students with an average score of 60 or over for the above 4 items can waive the 3rd year Physical Education Course (Please refer to the website of Physical Education Office for detailed information.). Location: Indoor Badminton court, Taipei campus and 3rd floor Indoor Basketball Court, Taoyuan campus. Students who fail to attend and complete the assessment must take a 3rd-year PE course. Notices for the assessment are as follows:

- (1) Students must bring their Student ID Cards for the assessment; please submit your score sheet to your teacher or the teacher in charge once you complete the assessments. Any score sheets taken away from the assessment venue will be declared invalid.
- (2) Sit and reach: Test twice and count the best score of the formal assessment.
- (3) One minute of sit-ups: No score will be counted if the action is not correct.
- (4) Standing long jump: If a student fails twice, the score of this item is 0.
- (5) 800m and 1600m Walk and run: While being assessed, if not feeling well, please inform the examiners to stop.

16. To apply for distinctive performance in Health (Sports) Ability, a student must meet one of the following criteria: (1) Pass Sports capacity basic standards and the golden medal standards of power, flexibility, muscular endurance and cardio-respiratory endurance announced by the Ministry of Education. (2) Participate in a nationwide sports competition as a representative of the university and place among the top 6. (3) Participate in a nationwide sports competition held by Ministry of Education as a representative of the university and place among the top 6. (4) Participate in an international sports competition as a country representative and place among the top 6. Students who have won such awards are encouraged to file an application with the responsible staff: Taoyuan campus: Dr. Kao, Chun-Chieh, ext. 3313; Taipei campus: Dr. Liao, Chih-Hsiung, ext. 2326.