

Hunan Institute of Engineering Undergraduate Scholarship

evaluation and management measures (Revised)

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Chapter I General rules

Article 1 These measures are formulated for the purpose of carrying out the fundamental task of cultivating morality and educating people, training new people of the new era to assume the great responsibility of national rejuvenation, encouraging the majority of students to study hard and forge ahead, fully mobilizing their enthusiasm for study, and encouraging them to strive to become socialist builders and successors with all-round development of morality, intelligence, physical fitness, the United States and labor.

Article 2 The university sets up academic year comprehensive scholarship (special-grade, first-class, second-class and third-class scholarship), “Five Education Star” individual scholarship, innovation and entrepreneurship scholarship and other projects.

Article 3 All full-time undergraduate students can participate in the evaluation of undergraduate scholarships of Hunan Institute of Engineering.

Article 4 Scholarship evaluation shall be based on facts and adhere to the principles of openness, fairness and justice.

Article 5 The scholarship shall be assessed once in one academic year, and the scholarship of the previous academic year shall be assessed in the autumn of each year. In the evaluation process of the school scholarship, any fraudulent person, once found to be disqualified for award evaluation, the disqualified places will not be replaced.

Article 6 Students who have won the National scholarship or the National Encouragement Scholarship shall not be awarded the comprehensive scholarship for the school year twice.

Chapter II Organizational Structure and Responsibilities

Article 7 A leading group for undergraduate scholarship evaluation shall be established, with the composition as follows:

Group leader: the university leaders in charge of student work, and leaders in charge of financial work

Deputy Group leaders: Director of Student Work Department, Director of Planning and Finance Department, Director of Audit Department

Members: Deputy Director of Student Affairs Department, Deputy Secretary of the Party Committee (General Branch) of each college

The leading group is responsible for leading and guiding the scholarship evaluation work of the university, including reviewing the student scholarship evaluation scheme, approving the recommended list of college students' scholarships, and supervising the scholarship evaluation work of college students, etc.

There is an office under the leading group, the director of which is concurrently held by the director of Student Affairs. The office is responsible for the specific work in the process of student scholarship evaluation, including the formulation of student scholarship evaluation plan, review of the school student scholarship recommendation candidates, results publicity, etc.

Article 8 Each school sets up an undergraduate scholarship evaluation working group headed by the dean and secretary, with the deputy secretary in charge of student affairs and the deputy dean in charge of teaching affairs as the deputy leaders, and all counselors, class teachers and academic secretaries as the members. The working group is responsible for formulating the detailed rules for student scholarship evaluation of the college and organizing the implementation and review of the scholarship evaluation work of the whole college. Including implementing the

undergraduate scholarship evaluation plan, reviewing the relevant data and recommendation list of the class student scholarship, and supervising the class student scholarship evaluation work, etc.

There is an office under the working group, and the director of the academic office of each school is also the director of the office. The office is responsible for the specific work of the school's student scholarship evaluation.

Article 9 Each school shall hold a joint meeting of the Party and government to study and arrange the selection of school students; scholarships, and examine and approve the evaluation results.

Article 10 A student scholarship evaluation group shall be set up for each student class. The members shall be composed of the class head teacher, representatives of student leaders and at least 2 ordinary student representatives. The number of student leaders and ordinary students is generally not less than 1/5 of the total number of students in the class, and the student leaders' representatives must include the monitor and league branch secretary. The student scholarship evaluation team is responsible for publicity and urging the students to actively fill in the relevant data and preliminarily verify it. After confirmation, it will be approved by the class teacher. The student scholarship evaluation team shall work under the leadership of the undergraduate scholarship evaluation working group of the school, and organize the selection and recommendation in strict accordance with the evaluation requirements and procedures stipulated by the university.

Chapter III: Conditions for the scholarship evaluation

Article 11 Basic Requirements for scholarship evaluation

(1) To love the motherland, support the leadership of the Communist Party of China, adhere to the four Cardinal Principles, and abide by laws and university disciplines;

(2) Be honest and trustworthy, ready to help others, and have good moral character;

(3) Study hard and have good academic performance;

(4) To have a passion for life and actively participate in cultural and sports activities;

(5) To love labor and take an active part in social practice;

(6) The comprehensive scholarship of the academic year is mainly assessed on the basis of the overall ranking of students' comprehensive quality assessment:

1. The total score of the comprehensive quality assessment of the students in this academic year is more than 70 points (including 70 points) and ranks among the top 50% of the number of students in the class;

2. The total score of comprehensive quality assessment for special scholarship students ranks among the top 1% of the same grade and major;

3. The total score of comprehensive quality assessment of the first, second and third grade scholarship students is among the top 5%, 15% and 50% of the same grade and major.

Article 12 Students who have any of the following circumstances in the academic year participating in the evaluation will not be eligible for the current scholarship:

(1) Those who have received a warning (including warning) or above;

(2) "Five education" course scores and "five education" quality assessment scores in any subject below 60 points;

And (3) other circumstances that are determined to be unable to receive the scholarship.

Chapter IV The proportion and amount of scholarship

Article 13 Scholarship assessment ratio: The special-grade scholarship and the first, second and third class scholarship shall be selected according to the proportion of 5%, 5%, 10% and 15% of the total number of students of the same grade and major (excluding the number of new students who upgrade to higher education) respectively.

The standard of award amount: 3000 yuan/person for special-grade scholarship, 2000 yuan/person for first-class scholarship, 1000 yuan/person for second-class scholarship and 500 yuan/person for third-class scholarship.

Article 14 When the number of first-class scholarships is not enough, those who have won first-class scholarships for two consecutive years are eligible to apply for the selection of special- grade scholarships. The unfilled quota of first-class scholarships may be classified into second-class scholarships by the same amount. The unfilled quota of first-class scholarships may be classified into second-class scholarships by the same amount.

Article 15 Starting from the scholarship evaluation in the third academic year, undergraduate students of non-art majors with CET-4 scores lower than 425 shall not be granted first-class (including first-class) or above scholarships in the current year; undergraduate students majoring in art who have not obtained the A-level certificate of Applied English Proficiency Examination shall not be granted first-class (including first-class) or above scholarship in the current year; Students studying other languages who have not passed the language level examination equivalent to CET-4 (A level of English Applied Proficiency Test) shall not be granted first-class scholarships or above in the current year.

Article 16 Evaluation of “Five Education Star” individual scholarship. The “Five Education Stars” Individual scholarship is used to reward students who have outstanding performance in moral,

intellectual, physical, aesthetic and labor education. The selection of “Five Education Stars” shall be applied and recommended by each school, reviewed by the Student Affairs Department, and approved by the leading group of student scholarship evaluation. The quota of “Five Education Stars” individual scholarship in each academic year is not more than 50 people, the award amount standard is 1000 yuan, and the application cannot be repeated.

Article 17 Evaluation of Scholarship for Innovation and Entrepreneurship. The scholarship for innovation and entrepreneurship shall be applied by the student

himself or the person in charge of the team, and reported to the school enrollment, employment and innovation and entrepreneurship Guidance Office after review by the team's competent unit. The school will organize experts to conduct unified public review, and the whole school will publicize the scholarship after the review. Innovation scholarship, entrepreneurship scholarship each academic year a total of 20 awards (first prize 4, second prize 6, third prize 10), first prize 1500 yuan/person, second prize 1000 yuan/person, third prize 500 yuan/person.

Chapter V Evaluation Procedure

Article 18 Individual declaration. Each class should conscientiously organize the study and publicize the evaluation standards and requirements of undergraduate scholarships, and students should take the initiative and truthfully record and report their personal "five education" quality assessment results and results in the system.

Article 19 Class recommendation. Class scholarship evaluation team in accordance with the undergraduate scholarship evaluation standards, requirements and indicators in the system after screening, to meet the conditions of the applicant students democratic assessment, collective recommendation, report to the class undergraduate scholarship recommendation list of students.

Article 20 School selection and publicity. The undergraduate scholarship evaluation working group of each college shall, in accordance with the undergraduate scholarship evaluation standards, requirements and indicators, review the qualifications of the students recommended by the class to apply for undergraduate scholarships, form a list of the school's scholarship winner students list, and publicize it in the whole school, subject to the supervision of teachers and students, and the publicity time shall not be less than 3 days. According to the results of the publicity, fill in the list of undergraduate scholarship winners for preliminary examination and report to the school Party and government joint meeting for examination and approval, and report to the office of the leading group for undergraduate scholarship evaluation of the school after examination.

Article 21 The office of the leading Group of the university's undergraduate student scholarship evaluation review and publicity. The office of the University's undergraduate scholarship evaluation work leading group carefully reviews the list of students reported by each college according to the undergraduate scholarship evaluation standards, requirements and evaluation procedures, and the list of students who have won undergraduate scholarships will be publicized in the whole school and accepted extensive supervision, and the publicity time is not less than 5 days.

Article 22 Examination and approval by the University. The University's undergraduate scholarship evaluation leading group shall examine and approve the students who have won the undergraduate scholarship.

Chapter VI Scholarship Issuance and Management

Article 23 If any student who has been approved to receive the undergraduate scholarship is found to have engaged in fraud or violated university rules and disciplines during the selection period, his or her award qualification will be revoked, the scholarship and the certificate of honor issued will be recovered, and disciplinary measures will be taken according to the seriousness of the circumstances.

Article 24 Students who have won undergraduate scholarships shall use the scholarships for their own study and living, and shall not squander them. Once found, the university will cancel their eligibility for awards and recover the scholarships and certificates issued.

Article 25 The University Planning and Finance Department shall be responsible for the issuance of undergraduate scholarships and ensure the transfer of scholarships to students' bank accounts.

Article 26 In the process of undergraduate scholarship evaluation and bonus distribution, no unit or individual shall practice fraud, and shall not withhold, misappropriate or take away undergraduate scholarship for any reason or form. Any violator will be investigated for responsibility and disciplined according to relevant provisions.

Chapter VII Supplementary Rules

Article 27 The consequences caused by the student's personal negligence, untimely and incomplete declaration of materials shall be borne by the student himself; All functional departments and schools due to negligence of work for undergraduate scholarship assessment of adverse consequences, according to the seriousness of the circumstances shall be given disciplinary sanctions.

Article 28 The evaluation of scholarships for retired students returning to school, scholarships for international students, and awards for graduates of national grass-roots projects in Xinjiang and Tibet for voluntary service shall be carried out in accordance with relevant documents.

Article 29 In principle, the implementation of alumni scholarships shall refer to these Measures.

Article 30 These measures shall come into effect as of the date of promulgation, and the former Hunan Institute of Engineering Undergraduate Scholarship Evaluation and Management Measures (Trial) (Academic Affairs Office (2022) No. 38) shall be repealed at the same time. If the original documents are inconsistent with these measures, these measures shall prevail.

Article 31 The Student Affairs Department shall be responsible for the interpretation of these measures.