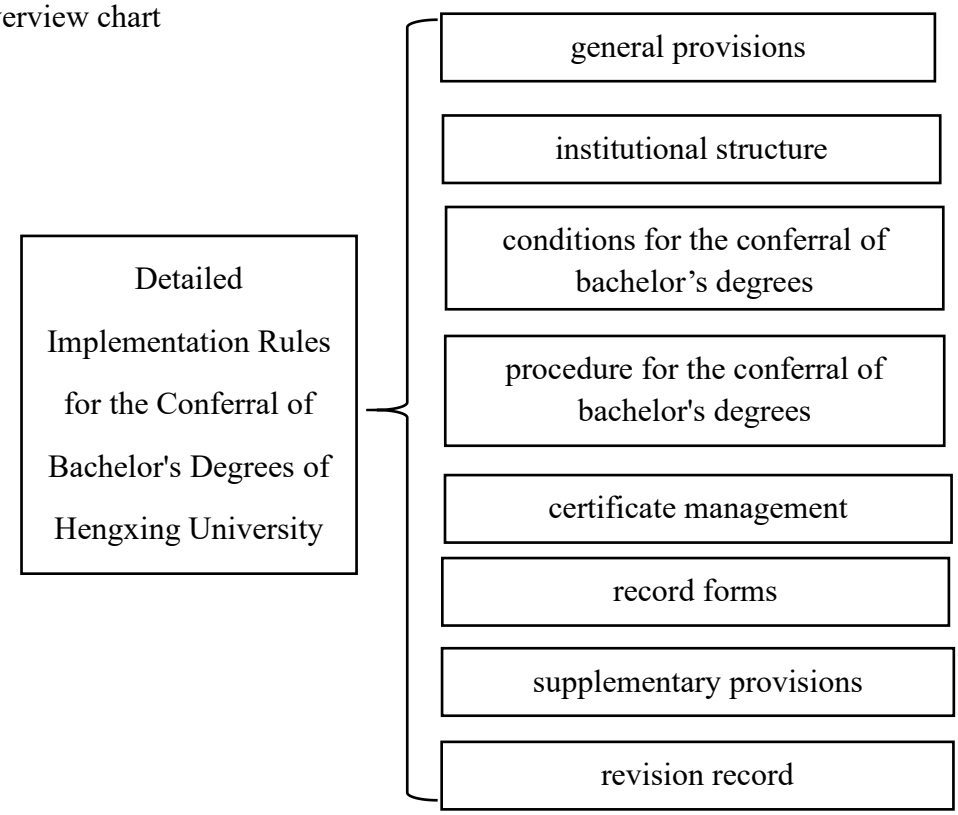
Detailed Implementation Rules for the Conferral of Bachelor's Degrees of Hengxing University

Purpose, Basis and Scope of Application To standardise the conferral of bachelor's degrees at our University and improve the quality of such conferral, these Detailed Implementation Rules are formulated in accordance with the *Regulations on Academic Degrees of the People's Republic of China*, *the Provisional Measures for the Implementation of the Regulations on Academic Degrees of the People's Republic of China* and t*he Measures of Shandong Province for the Management of the Conferral of Bachelor's Degrees*, and in light of the actual conditions of our University. These Rules apply to full-time undergraduate students of our University.

Overview chart



1. General Provisions

The University is an institution of higher education approved by the Shandong Provincial Academic Degrees Committee to confer bachelor's degrees, and confers bachelor's degrees in the corresponding disciplines among the undergraduate programmes approved for establishment by the Ministry of Education.

2. Institutional Structure

In accordance with the *Regulations on the Work of the Academic Degrees Committee of Hengxing University*, the University has established an Academic Degrees Committee, under which an office is set up within the Academic Affairs Office. Each college has established a college academic degrees committee.

3. Conditions for the Conferral of Bachelor's Degrees

(1) The conferral of bachelor's degrees shall adhere to the basic principles of a comprehensive assessment of moral, intellectual and physical development and of equal emphasis on theory and practice. All of the following conditions must be met for the conferral of a bachelor's degree:

① Upholding the leadership of the Communist Party of China and the socialist system, abiding by laws and regulations and conducting themselves properly, and having passed the assessment of ideological and moral character and overall competence during their study;

② A good command of the basic knowledge and skills of the discipline and programme concerned, and compliance with all the requirements prescribed in the undergraduate curriculum plan;

③ Having earned, within the flexible length of study, the credits required for graduation as prescribed in the curriculum plan, and having been examined and permitted to graduate.

(2) Regular undergraduate graduates who fall under any of the following circumstances during their study shall generally not be conferred a bachelor's degree:

① Those who have violated national laws and regulations and received criminal punishment;

② Those who have been dealt with as completion of study without graduation;

③ Those who have been subject to a disciplinary sanction of disciplinary probation or above for cheating in examinations or for plagiarising or copying the research results of others in writing a graduation thesis (project, creative work) or in other scientific research;

④ Those who have been sanctioned for other reasons and whom the University Academic Degrees Committee, upon review, has decided not to confer a degree on.

4. Procedure for the Conferral of Bachelor's Degrees

(1) Within the time prescribed by the University, degree applicants shall apply to the academic degrees committee of the college to which they belong for the conferral of a bachelor's degree (by completing the *Application Form for the Conferral of a Bachelor's Degree of Hengxing University*).

(2) In accordance with the conditions for the conferral of bachelor's degrees, each college academic degrees committee shall review the applicants' fulfilment of the basic conditions and propose lists of students for proposed conferral, deferred conferral and non-conferral; the lists shall be signed by the Chair of the college academic degrees committee and submitted to the Office of the University Academic Degrees Committee.

(3) The Office of the University Academic Degrees Committee shall review the lists submitted by the college academic degrees committees one by one and submit the results of its review to the University Academic Degrees Committee for deliberation.

(4) The University Academic Degrees Committee shall hold a plenary meeting to examine and approve the materials submitted by its Office and to decide on the conferral, deferred conferral or non-conferral of bachelor's degrees to the applicants.

(5) On the basis of the decisions of the University Academic Degrees Committee, its Office shall announce the list of bachelor's degree recipients within the University and produce and issue the bachelor's degree certificates.

(6) Decisions on deferred conferral and non-conferral shall be notified to the applicants in writing by the college to which they belong. An applicant who disagrees with a decision on deferred conferral or non-conferral may, within five working days after the decision is made at the meeting of the University Academic Degrees Committee, apply in writing to the Office of the University Academic Degrees Committee for review; the Office shall, within five working days of receiving the

application, request the University Academic Degrees Committee to make a review decision and notify the applicant in writing. Applications not submitted within the review period shall not be entertained thereafter.

5. Certificate Management

(1) A lost bachelor's degree certificate shall not be reissued. Where a degree certificate is lost or damaged, the University shall, upon application by the holder and after verification, issue a corresponding certificate.

Where, after a bachelor's degree certificate has been issued, the degree is found to have been wrongly conferred or obtained by fraud or favouritism, the certificate shall be withdrawn and the person concerned held accountable.

6. Record Forms

Application Form for the Conferral of a Bachelor's Degree of Hengxing University HXJXJL92S

7. Supplementary Provisions

These Rules shall be interpreted by the University Academic Degrees Committee and shall come into force on the date of promulgation.

8. Revision Record