

National Sun Yat-sen University Academic Regulations

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Section 1 General

Article 1. These Academic Regulations were formulated by the university in accordance with the University Act and the Enforcement Rules thereof, and the "Degree

Conferral Law" and the Enforcement Rules thereof.

Article 2. The university shall process student registrations and related matters in accordance with these Academic Regulations. Details shall be governed by separate regulations.

Section 2 Bachelor's Degree Program

Chapter 1 Admission

Article 3. Graduates of a public or registered private senior high school or equivalent institution, or holders of equivalent academic qualifications recognized by the Ministry of Education, may be admitted to the Bachelors' programs of each college and department at the University upon being accepted through the university open admissions process.

Article 4. If there are any vacancies in the Bachelor's program of each department at the University, transfer examinations may be held to admit transfer students. No transfer students will however be admitted for the first year and the graduation year.

The aforementioned vacancies do not include vacancies due to deferred admission, leave of absence, or additional places; the total number of students after the admission of transfer students may not exceed the originally approved total number of new admissions.

Eligibility of transfer students shall be handled in accordance with the "Guidelines for University Admission Affairs" issued by the Ministry of Education.

Article 5. Special status students who satisfy the Ministry of Education criteria may be admitted by the university into their equivalent year.

International students may apply for admission under the University's "International Student's Admission Guidelines". The Regulations shall be defined elsewhere and implemented with the sanction of the Ministry of Education.

Article 6. Students at the university and overseas universities and colleges may undertake dual degrees in accordance with the relevant university regulations. The Regulations shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 7. The admission of new and transfer students to the university shall take place before the start of each Academic Year. The admission regulations and admission brochure shall be defined elsewhere and implemented with the sanction of the Ministry of Education.

Article 8. New students and transfer students admitted to the University shall report to the university and complete the enrollment process on the specified dates; those who fail to enroll by the due date will have their admission qualifications cancelled.

Article 9. New students and transfer students shall submit valid proof of their academic qualifications upon reporting to the university to be enrolled. Those that show proper justification for deferred submission may be enrolled subject to university approval. The necessary documentation must however be submitted by the given deadline or they will be expelled and their admission qualification cancelled. If the submitted documentation is found to be fraudulent, used without authorization, forged or altered, the student will be immediately expelled. The university will not only notify the student's parents or legal guardian but also refuse to issue any documentation relating to their studies; if discovery is made after graduation, the university will seek to recover the student's certificate off graduation and publicly revoke their graduation qualification.

Chapter 2 Fee Payment, Registration and Course Selection

Article 10. Students must complete their fee payment, registration and course selection at the start of each semester; draftees should apply for deferred induction or subsequent service in accordance with the relevant regulations:

1. Fee Payment:

- (1) The fees and amounts that students should pay each semester will be announced before the start of registration.
- (2) Students shall pay all fees by the given deadline. In the event of late payment, unless an application for deferred payment has been made in writing or it comes under item 3., then it will be dealt with in accordance with the following regulations:
 - i. Tuition fees must be paid in full two weeks after the start of semester. Those who have been notified but have not completed the necessary procedure shall be directed to withdraw.
 - ii. Those who failed to pay their course credit fees in full one week

after the deadline will have all of the courses they studied during the semester revoked and ordered to apply for suspension.

- (3) If an exchange student given approval by the university to travel overseas must pay tuition fees to the other university under the contract for the exchange program, they may be exempted from the payment of tuition fees to the university during their period of overseas exchange with special approval from the University President.

2. Registration:

- (1) New first year and transfer students shall be handled in accordance with the university's New (Transfer) Student Admission Notification and Registration Requirements Regulations. Existing students in each year shall be handled in accordance with the University's Registration Requirements Regulations; the Registration Requirements shall be defined elsewhere.
- (2) The registration procedure must be completed within the specified time. If it could not be completed in time for any reason then a leave application should be made in accordance with the rules. Length of leave is limited to two weeks. If registration is not completed by the deadline and no leave application was made, new students will have their admission qualification cancelled; existing students shall be suspended unless they have applied for a leave of absence.

3. Course selection:

- (1) Students should carry out their course selection based on the courses listed by their respective college and department as well as the rules of the University's Course Selection Requirements; the Course Selection Requirements shall be defined elsewhere.
- (2) Students shall select additional courses, withdraw from courses or abandon courses in accordance with the specified dates, and confirm their selection online by the specified dates. No change in selection may be requested beyond the deadline.
- (3) The recording of a student's results shall be based on the official course selection recorded by the Office of Academic Affairs. Results for courses not on record will not be recognized. Selected courses on record without a score will be given a grade of X (or a score of zero out of 100). This will be included in the calculation of their academic average for the semester.

Article 11. For the number of credits selected by a student in each semester, for the first to third years this must not be lower than 15 credits or more than 25 credits per semester; in the fourth year the number of credits may not be less than 9 or more than 25.

In special circumstances, a student may undertake increase or decrease the number of courses in a semester taken by one to two with the permission of the head of the college they belong to.

Students with an extended study period may only undertake courses they must make up for or repeat; if the missing credit is for a course in the second semester then they may apply for a leave of absence in the first semester and be exempted from registration. If they do register however they should at least select one course.

Article 12. Students may not select courses with conflicting times. Such selections will be cancelled.

Article 13. Students selecting courses at another university shall be handled in accordance with the university's "Inter-University Course Selection Enforcement Rules". The regulations shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 14. Students selecting summer courses shall be handled in accordance with the university's "Summer Course Teaching Guidelines". The regulations shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Chapter 3 Leave, Absence and Point Deductions

Article 15. Students who cannot attend class for any reason should apply for suspension with the Office of Student Affairs in accordance with the university's "Student Leave Regulations". The suspension regulations shall be defined elsewhere.

Article 16. Student who fail to attend their class without leave are treated as absent. Absentee statistics are tracked and the course instructor may deduct points from their score for that course at the end of the semester in accordance with the course evaluation guidelines.

Chapter 4 Change of Departments, Minors, Double Majors, Programs

Article 17. Students of the Bachelor's program who have studied for one full year may apply for transfer to another department before the commencement of the second academic year in accordance with the "Guidelines for Students' Change of Departments".

Students whose transfers are approved must satisfy the graduation criteria of the admitting department in order to graduate.

Students transferring to a lower year in a different department may not apply for a higher year. They must also satisfy the requirements on compulsory courses and required credits for the year they transferred into. The overlapping time period shall be excluded from the maximum study period imposed by the admitting department.

Students may not apply for a change of department if it is not allowed by their admission brochure.

Transferring to a different track within the same department is handled in accordance with the regulations for transfer to a different department.

The "Guidelines for Students' Change of Departments" of this University shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 18. Undergraduate students in each department may apply to take a minor between their second and fourth year (extended study periods excluded) in accordance with the university's "Guidelines for Undergraduate Students Selecting Minors". Minors are limited to a maximum of two departments. Students who take a minor may change their decision within one year.

Students taking a minor should study the specialized courses required by the department of their minor in accordance with the university's "Guidelines for Undergraduate Students Selecting Minors". These credits do not count towards the minimum graduation credit requirement of their major.

Students that complete the prerequisite courses and credits for their minor have the name of their minor marked on their degree certificate.

The university's "Guidelines for Undergraduate Students Selecting Minors" shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 19. Undergraduate students programs in each department who complete all of the courses in the previous academic year may from the second through to the first semester of the fourth year (extended study periods excluded) may apply to take a second major from a department dissimilar in nature in accordance with the university's "Double Major Studies Guidelines for Undergraduate Students". Students taking a second major should not only complete all of their first major's

compulsory courses and minimum credits for graduation as well as more than 40 credits of the second major. They must also complete all of the professional compulsory courses and credits for both majors in order to qualify to graduate as a double major; the degrees for their first major and second major will both be named in their degree certificate.

The university's "Double Major Studies Guidelines for Undergraduate Students" shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 20. Students in educational programs shall be handled in accordance with the "Teacher Education Act", "Regulations Governing Establishment of Teacher Education Center in University" and the university's "Regulations for Students in Educational Programs"; the study regulations shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 21. Students may apply to take credit programs or degree programs in accordance with the university's "Management Regulations of Cross-discipline Integrated Programs" and "Degree Program Establishment Guidelines".
Proof of integrated program credit is conferred on those that complete the required courses and credits for the credit program; degree certificate is conferred on those that complete the required courses and credits for a degree program.
The university's "Management Regulations of Cross-discipline Integrated Programs" and "Degree Program Establishment Regulations" shall be defined elsewhere.

Article 22. Students taking a minor, second major or program at another university shall be handled in accordance with the relevant university regulations governing cooperation and exchange with other universities.

Chapter 5 Deferred Enrollment, Suspension, Re-Enrollment, Expulsion, and Cancellation of Student Registration

Article 23. New students may apply to the Office of Academic Affairs for deferred enrolment before the date of registration in the event of the following:

1. Those who require an extended period of convalescence due to illness and hold the relevant medical documentation.
Those who are pregnant or given birth, and hold the relevant medical documentation.

2. Those who come from a low-income family and hold proof of low-income status issued at the town, city, district or higher level.
3. Those who are serving their military service so hold an official notice of conscription or proof current military status.
4. Overseas compatriot students, international students, or students from the Mainland region (Mainland Chinese students) who cannot report to the university on time due to circumstances.
5. Those holding proof of teacher internship.

Admission may be deferred for one year. If approved then there is no need to pay the tuition fees; the exception is those performing their military service during the deferral period. They may present their proof of current military status to apply for an extension of the deferral period until the completion of military service. Once the deferral period has ended, they may present their proof of demobilization to apply for admission.

Students may not apply for deferred enrollment if it is not allowed by the university's admission brochure.

Article 24. Undergraduate students applying for suspension due to circumstances require the consent of their parents or legal guardian. Once approved, the suspension only takes effect after they complete the departure procedure.
New students and transfer students in their first semester after admission may only apply for suspension after completing the registration procedure.

Article 25. Applications for suspension in the current semester will not be accepted less than one week (inclusive) before the final examinations for the semester.

Article 26. The duration of student suspensions are counted in semester or academic years. In principle, total suspension is limited to two years. Those who need to apply for further suspension due to serious illness or special circumstances must provide proof and secure special approval from the University President in order for the limit on suspensions to be extended. Maximum extension is for a period of two academic years.

If the student is inducted into military service during suspension, they should provide their proof of current military status and apply to university for extension until they complete their military service. Their time in military service does not count towards the limit on suspensions; once they complete their military service they should present their demobilization order and apply for re-admission.

Those who apply for suspension due to pregnancy or giving birth should include

the relevant documentation from the hospital with their application. If approved then it is not counted towards the limit on suspensions.

Those with offspring under the age of three in their care may present a copy of their household registration with their application. If approved then it is not counted towards the limit on suspensions.

For students taking part in training for international skill-related competitions, leave during the training period is not counted towards the limit on suspensions.

Article 27. Academic results in the semester that the student applied for suspension in are not counted.

Article 28. Students shall be suspended in the evening of the following:

1. When a registered student failed to complete course selection as required or select sufficient credits in accordance with these Regulations by the given deadline.
2. Where restrictions are imposed by the health authorities for prevention and control of infectious diseases.
3. Where suspension has been approved by the university's Student Affairs Council and sanctioned by the University President.
4. Where suspension is required by other rules in these Regulations.

Suspended students should report to the university to complete their departure procedure upon being notified; those whose suspension limit has been reached shall be directed to withdraw.

Article 29. Student re-admission should follow the rules below:

1. When a student's suspension expires, they should apply for re-admission before the registration day for the next semester and register in accordance with the rules.
 - (1) Those who applied for suspension due to illness should include the relevant medical documentation.
 - (2) Those who applied for suspension due to pregnancy or giving birth should include the relevant medical documentation.
 - (3) Those who were suspended under Article 28, Paragraph 2 should include the relevant documentation certified by the medical authorities.
2. Students being re-admitted after suspension should continue from the same level they finished in.

Article 30. Students shall be directed to withdraw in the event of the following:

1. Those who have reached their maximum study period and extended their study period in accordance with the regulations but still failed to complete the required courses and credits for their department.
2. Those whose admission or transfer qualifications were found to be ineligible.
3. Those who leave of absence have expired but failed to apply for re-admission within the given deadline or apply for an extension to their suspension.
4. Those who failed to attend up to 90 hours of class in one semester.
5. Those whose number of credits from failed courses over two semesters amounted to at least half of the total number of credits being studied for the semester; for overseas compatriot students, international students, Mongolian and Tibetan students returning from overseas to further their education, indigenous students, students who are the offspring of expatriate personnel, and students with exceptional sporting performance who satisfy the Ministry of Education's criteria however the number of credits from failed courses over two semesters amount to at least half and one-third of the total number of credits being studied for that semester respectively.

Handicapped students are not bound by the aforementioned restriction.

Handicapped students are those who hold a mentally and physically handicapped handbook, have been assessed as a special need student by the county (city) government, or those determined by the Admission Counseling Committee to eligible for placement as a mentally or physically handicapped student.

6. Those who are simultaneously registered with other domestic universities without the approval of the relevant university department.
7. Those found to be of unfit character.
8. Existing students who failed to report and register at the university without good reason and did not apply for suspension.
9. Those who committed an infraction judged serious enough to merit withdrawal by the university's Student Affairs Council, and the decision is sanctioned by the University President.
10. Those who directed to withdraw in accordance with other rules in these Regulations.

Article 31. Undergraduate students who were not directed to withdraw for one of the reasons listed in Article 31 above but is withdrawing from the university for other reasons must have the consent of their parents or legal guardian then complete the departure procedure for it to take effect.

Article 32. Unless otherwise specified, students shall have their student registration cancelled in the event of the following:

1. The graduation certificate, transfer certificate or academic certificate submitted by the student is found to have been fraudulent, used without authorization, forged or tampered with.
2. Tampering or forging the university's student ID card, certificate of study or completion, degree certificate, proof of degree, academic transcripts and other related documentation.
3. Those who committed an infraction judged serious enough to merit expulsion by the university's Student Affairs Council, with the decision being sanctioned by the University President.

For those who fall under Paragraph 1 or Paragraph 2 above, the decision is to be made by the Academic Affairs Council and requires the sanction of the University President.

The university shall notify the expelled student to return any borrowed university property and no academic documentation will be issued.

Article 33. Students who were expelled or directed to withdraw from the university must complete their expulsion and departure procedure with the Office of Academic Affairs. Those with academic records from their studies at the university and whose admission qualifications were found to be admissible may be issued with a proof of study; those whose admission qualifications were found to be inadmissible will not be issued any proof of study.

Article 34. If the student believes that the notice of expulsion or cancellation of student registration is against the law or infringed upon his or her rights, an appeal may be submitted along with their justification in accordance with the "National Sun Yat-sen University Regulations for Establishment and Operation of Student Appeal Committee; the Regulations shall be defined elsewhere and sanctioned by the Ministry of Education prior to implementation.

The student concerned may continue to study at the university before the result of the appeal is confirmed; if the result of the appeal maintains the original decision then their academic results from the time of the appeal being made to the time when the result of the appeal is confirmed will not be recognized. Their tuition fees will also be refunded in accordance with the rules. Their end date on their

proof of study will be the date of the original decision.

If a student is permitted to resume their studies after making an appeal in accordance with the above rules but cannot do so in a timely manner due to special circumstances, they may apply for suspension over the period they were away from the university until they resume their studies. This period will not be counted towards the limit on suspensions.

Article 35. The fees paid by an expelled or withdrawing student shall be refunded in accordance with the "Regulations Governing Tuition Collection at Institutions of Higher Education" and the relevant university regulations governing refunds for departing students.

Chapter 6 Examination, Results and Re-sitting of Exams

Article 36. The highest academic grade that a student can achieve is A+ (A score of 100 out of 100) and the passing grade is C (score of 60 out of 100). Courses of a special nature adopt a "Pass" or "Fail" grade with the approval of the relevant councils. Academic credits will not be given for courses where a passing grade was not achieved.

Article 37. Academic grades are assessed using multiple modes of assessment. Faculty may measure the academic performance of students based on their everyday performance, reports, performances, exhibitions as well as routine, mid-session and final exams; the method of assessment for academic performance during the semester shall be explicitly stated in the syllabus.

Mid-session and final examinations shall be held in accordance with the university calendar unless otherwise specified by the faculty.

Article 38. A student's academic grades for each course as well as their average grade for the semester are calculated using the following method:

1. The academic grade for each course for the semester are as follow:
 - (1) Students admitted before the 2010 academic year (inclusive) and transfer students admitted in the 2011 academic year use the 100-point system.
 - i. Grade A: 4 points for a score over 80.
 - ii. Grade B: 3 points for a score over 70 but less than 80.
 - iii. Grade C: 2 points for a score over 60 but less than 70.
 - iv. Grade D: 1 point for a score over 50 but less than 60.
 - v. Grade E: 0 points for a score less than 50.

A score of 60 is a fail and no credits are awarded.

(2) Students admitted after the 2011 academic year (inclusive) use the graded system.

- i. Grade A+: 90 ~ 100 points; Grade Point (GP): 4.3
- ii. Grade A: 85 ~ 89 points; GP: 4.0
- iii. Grade A-: 80 ~ 85 points; GP: 3.7
- iv. Grade B+: 77 ~ 79 points; GP: 3.3
- v. Grade B: 73 ~ 76 points; GP: 3.0
- vi. Grade B-: 70 ~ 72 points; GP: 2.7
- vii. Grade C+: 67 ~ 69 points; GP: 2.3
- viii. Grade C: 63 ~ 66 points; GP: 2.0
- ix. Grade C-: 60 ~ 62 points; GP: 1.7
- x. Grade D: 50 ~ 59 points; GP: 1.0
- xi. Grade E: 40 ~ 49 points; GP: 0.8
- xii. Grade F: Less than 39 points; GP: 0.0
- xiii. Grade X: 0 points; GP: 0.0

2. The average grades for the semester are calculated using the following method:

- (1) The grade point (GP) or percentage score for each course is multiplied by its number of credits to give the general grade points for that course. The sum of general grade points from each course is the total general grade points.
- (2) Credits assessed as "Pass" or "Fail" do not count towards the total general grade points.
- (3) Total general grade points divided by the total number of credits studied during the semester (excluding summer school) gives the average score for the semester.
- (4) Total general grade points divided by the total number of credits studied in previous years (including summer schools) is the average score upon completion. A student's average score upon completion is their graduation score.
- (5) Grade X (0 in the percentage system) is included in the calculation of results.

Article 39. Grades of each course for the semester (but not including conduct score) are calculated by the faculty member based on the results of assessments and presented in terms of a grade or percentages (to the nearest integer). The average

score during the semester and average score upon graduation are calculated to two decimal points.

Article 40. For courses taken by students where they have already achieved a passing grade, credits for graduation are not awarded if any one of the following situations applies:

1. Where only credits for one semester or the second semester were received for a full-year course.
2. Retaking a course that had been passed previously or where a credit transfer had already been granted for a course with the same name. An exception may be made by the course instructor and the head of the relevant department in special circumstances.
3. The results of military training and sports count towards the total grade point and grade point average for the semester. Their credits however do not count towards the cumulative grade points for previous years and actual total credits upon graduation.

Article 41. Students may not ask for the course results for the semester to be changed once it has been submitted to the Office of Academic Affairs by the faculty member; in the case of an oversight or mistake by the faculty member it shall be handled in accordance with the "Guidelines for the Instructor to Submit and Correct Grade Reports". The Guidelines shall be defined elsewhere.

Article 42. Undergraduate students undertaking full-year courses who failed the first semester may still take the second semester of the course. They must however retake the first semester of the course.

Article 43. Undergraduate students taking no more than 9 credits for the semester are not covered by Article 30, Paragraph 5 of these Academic Regulations.

Article 44. Students who cannot sit their semester examination due to official business, serious illness, bereavement or serious accidents should apply for leave and re-sitting of the exam in accordance with the University's "Regulations for Leave Application and Test Re-sitting"; the "Regulations for Leave Application and Test Re-sitting" shall be defined elsewhere.

The make-up

The resit shall be handled within the specified time. No further resits shall be held beyond that time for any reason; those who cannot attend the resit due to a serious

accident however should provide their justification to the head of their department and the Dean of Student Affairs for approval. If approved, they may apply for a leave of absence for the semester they did not sit the examinations for. The limit for leave of absence should however conform to the relevant rules in these Regulations.

Those who were given leave to resit the semester examination shall be scored on their actual results.

Article 45. If a student is found to have cheated on their exam then they will be given a grade of X (or 0 in the percentage system) for that course. They will also be dealt with in accordance with the University's "Student Reward and Punishment Regulations".

For serious offences of cheating during admission examinations, if found to be true by the Admission Committee, the admission qualifications of the offender will be revoked. If discovered after admission then their student registration will be cancelled. Any student of this university who is found to have assisted other people with cheating shall, depending on the severity of the offense, be dealt with in accordance with the University's "Student Reward and Punishment Regulations".

Students found guilty of violating academic ethics for writings or reports published during their period at the university shall be dealt with in accordance with the university's "Guidelines for Student's Academic Ethics and Handling of Cases in Violation of the Academic Ethics" and the "Student Reward and Punishment Guidelines".

Chapter 7 Study Period and Academic Credits

Article 46. The university uses the system of academic years and credits. The study period for undergraduates is four years and at least 128 academic credits must be completed for graduation.

International students or graduates of 5-year high school programs in Hong Kong and Macau admitted to the university's undergraduate program by equivalency (but not including students who have left school for more than two years, or admitted using the Overseas Chinese advanced placement class grades) must not only completed the credit requirements for graduation stated above but also complete an additional 12 credits to qualify for graduation. The additional courses and curriculum shall be defined at each department's discretion. Credit transfers may be granted if the student had previously completed advanced placement

courses at a local university before admission.

Those who fail to complete the required course credits for their major or minor within the specified study period may extend their study period by up to two academic years in total; those whose number of credits were increased in accordance with the previous section may extend for up to three academic years; mentally and physically handicapped students may extend for up to four academic years.

For students undertaking double majors, the limit on study period extension shall be handled in accordance with the University's "Double Major Studies Guidelines for Undergraduate Students".

Extension of study period may be granted in the event of pregnancy, giving birth or nurturing offspring under the age of three. This is subject to special sanction from the University President and is limited to a total of three academic years.

Those who are given approval by the University to continue their studies overseas may extend their study period by up to one academic year.

The credit requirements for graduation mentioned in this Article shall be defined by each department (institute, track, degree program) in their core curriculum.

Article 47. Academic credits at the university are based on one credit being equal to one hour a week for 18 weeks.

For practical training or experiments that have two or three hours of class per week, 18 weeks equals one credit.

Article 48. For courses and credits taken and passed by the student before admission to the university, or courses taken overseas or at other teaching institutions with the approval of the university after admission, credit transfers may be granted by the university for passed courses and credits in accordance with the university's "Credit Transfer Guidelines"; the "Credit Transfer Guidelines" shall be defined elsewhere.

If credit transfers are granted for courses and credits completed by the student before admission to the university, they must still meet the minimum requirement on number of credits taken each semester.

Article 49. The courses of the university are divided into undergraduate general knowledge courses and departmental specialized courses (including compulsory and optional courses). The offering or changing of courses, as well as the defining or modification of the prerequisite credits to graduate from each department should be reviewed by the department (track, degree program), college (Center for

General Education), and University Curriculum Committee then sanctioned by the Academic Affairs Committee prior to implementation.

Chapter 8 Graduation and Degree

Article 50. Undergraduate students who have completed their study period and satisfy the following conditions may have a Bachelor's degree appropriate to their college and department conferred by the university. They will also be issued with a degree certificate.

1. Completed the prerequisite study period, courses and credits.
2. Received a pass in concert in all semesters.

Article 51. Undergraduate students who satisfy the university's "Guidelines for Early Graduation of Undergraduates for Excellence Academic Achievement" may apply to graduate one semester or one academic year early; those who do not receive approval for early graduation shall select other courses and must satisfy the minimum credit requirements for each semester.

The university's "Guidelines for Early Graduation of Undergraduates for Excellence Academic Achievement" shall be defined elsewhere and be forwarded to the Ministry of Education for reference.

Chapter 9 Other

Article 52. Any matters relating to student registration while a student is overseas shall be handled in accordance with the relevant university regulations. The relevant guidelines shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Section 3 Master's and Ph.D. Programs

Chapter 1 Admission

Article 53. Those who graduate with a Bachelor's degree from a domestic university or independent college accredited by the Ministry of Education, or a foreign university or independent college that satisfy the requirements of the Ministry of Education, or meet the Ministry of Education regulations on academic equivalency, may be admitted to the Master's programs offered by the departments (graduate institutes) of this university after being accepted through

the open Master's program admission process.

Article 54. Those who graduate with a Master's degree from a domestic university or independent college accredited by the Ministry of Education, or a foreign university or independent college that satisfy the requirements of the Ministry of Education, or meet the Ministry of Education regulations on academic equivalency, may be admitted to the Ph.D. programs offered by the departments (graduate institutes) of this university after being accepted through the open Ph.D. program admission process.

Graduate students (including professional programs) who have completed at least one year of study or graduating students from the Bachelor's program who demonstrate academic excellence and research potential may apply for direct admission to a Ph.D. program in accordance with the university's "Guidelines for Direct Admission in Ph.D. Program". The Guidelines shall be defined elsewhere.

Chapter 2 Course Selection

Article 55. Graduate and post-graduate students are in principle required to undertake up to 15 credits of study each semester; those wishing to exceed the credit limit must secure the approval from the head of their department (graduate institute).

Chapter 3 Change of Major

Article 56. Graduate and post-graduate students wishing to change their major shall request the change prior to commencement of the second academic year in accordance with the university's "Guidelines for Graduated Students Change of Major". Approval must be gained from both the current department (graduate institute) and desired department (graduate institute) prior to the Office of Academic Affairs submitting the application to the University President for sanction.

Chapter 4 Study Periods, Academic Credits, Grades, Expulsion

Article 57. The study period for Master's programs is one to four years.
The study period for Ph.D. program is two to seven years.
For direct admission to the Ph.D. program, the study period is as defined in Paragraph 2 of this Article starting from the time of admission.
Research students in the professional program who fail to complete the requisite credits, or satisfy the graduation requirements of their department (graduate

institute) within the specified study period, or fail to complete their degree thesis/dissertation, may have their study period extended with the approval of their head of department (graduate institute), and submitted as a special case to the University President for sanction. The extension is however limited to one academic year.

The status of professional program research students is determined by their status at time of admission examination.

Article 58. Graduate students must complete at least 24 credits and Post-graduate students must complete at least 18 credits. Research students who gained direct admission to the Ph.D. program must complete at least 30 credits.

The above credit requirements do not include the graduation thesis/dissertation.

Article 59. For graduate and post-graduate students, the highest possible grade for their semester courses and thesis/dissertation examination is A+ while the passing grade is B- (Under the percentage system, maximum score is 100 and the passing score is 70). Academic credit will not be given if a grade of B- (score of 70 in the percentage system) is not given; a grade of B- (score of 70 in the percentage system) is the passing grade for conduct.

Article 60. The degree examination for graduate and post-graduate students shall be conducted in accordance with the "Implementation Bylaws for Ph.D. and Master Degree Examination". The Implementation Bylaws shall be defined elsewhere and forwarded to the Ministry of Education for reference.

Article 61. The graduation grade for graduate and post-graduate students is the average of their academic performance over previous years and their degree examination result.

Article 62. Graduate and post-graduate students shall be directed to withdraw in the event of the following:

1. Those who reached the limit of their study period, applied for extension in accordance with rules and still did not complete the graduation requirements for their department (graduate institute); or failed to complete the requisite courses and credits; or failed to pass their degree examination; or failed to submit their graduation thesis/dissertation and complete the departure procedure.
2. Post-graduate students who failed to follow the university's "Implementation

Guidelines for the Qualifying Examination of Ph.D. Candidates", or failed to pass the Ph.D. candidate qualification examination of their department (graduate institute).

3. Those who failed their degree examination, did not satisfy the regulations for re-sitting the examination, or satisfied the regulations for re-sitting the examination but still failed to pass after one resit in accordance with the university's "Implementation Bylaws for Ph.D. and Master Degree Examination".

Article 63. Article 30 Paragraph 5 of these Academic Regulations does not apply to graduate and undergraduate students.

Chapter 5 Graduation and Degree

Article 64. Graduate and post-graduate students who satisfy the following conditions shall be granted a Master's degree or Ph.D. degree by their respective college and department (graduate institute) of the university, and issued with a degree certificate:

1. Completed the study period, courses and credits required by the university regulations.
2. Satisfied the graduation requirements of their department (graduate institute).
3. The Master's thesis authored by the graduate student passed the Master's degree examination; the Ph.D. dissertation authored by the post-graduate student passed the Ph.D. degree examination.
4. Received a pass for conduct in all semesters.

Chapter 6 Other

Article 65. Unless otherwise specified in this section, regulations from Section 2 apply.

Section 4 Professional Master's Program

Chapter 1 Admission

Article 66. Those who graduate with a Bachelor's degree from a domestic university or independent college accredited by the Ministry of Education, or a foreign university or independent college that satisfy the requirements of the Ministry of

Education, or meet the Ministry of Education regulations on academic equivalency, as well as possess significant professional experience along with the relevant documentation (requirements on professional experience are at the discretion of each professional Master's program) may be admitted to the professional Master's programs offered by the departments (graduate institutes) of this university after being accepted through the open professional Master's program admission process.

Chapter 2 Course Selection

Article 67. Research students in the professional Master's program are limited to studying a total of 12 academic credits each semester; those wishing to exceed the credit limit must secure the approval from the head of their department (graduate institute).

Professional graduate students may not undertake courses at other institutions.

Chapter 3 Study Rules

Article 68. The study period for professional Master's programs is one to four years. Those who fail to complete the requisite course credits, or fail to satisfy the graduation requirements of their department (graduate institute), or failed to complete their degree thesis may apply to extend their study period by up to two years.

Chapter 4 Summer Professional Program

Article 69. The summer professional program is an intensive, short-term program held over the summer session each year. All other regulations are identical to other professional Master's programs.

Article 70. For courses in the summer professional program, each academic credit must involve 18 hours of instruction (including exams).

Chapter 5 Other

Article 71. Unless otherwise specified in this section, regulations from Sections 2 and 3 apply.

Section 5 Student Registration Management

Article 72. The student name and date of birth used by student registration at this university shall be as recorded in their national ID. If the details on the admission qualification documents do not match their national ID then it must be corrected immediately.

Article 73. If there is any doubt, the student registrations and academic transcripts maintained by the Office of Academic Affairs shall prevail.

Article 74. Current students or graduated (completed) alumni applying for a change of name or date of birth should submit the relevant documentation issued by the household registration agencies to the Office of Academic Affairs with their application for change of records.

Article 75. Student's admission examination papers shall be retained by the Office of Academic Affairs for one year; their semester examination papers at the university shall be retained by the course instructor for one year for reference.

Article 76. Overseas compatriot students, international students, Mongolian and Tibetan students returning from overseas to further their education, indigenous students, students who are the offspring of expatriate personnel, and students with exceptional sporting performance who satisfy the Ministry of Education's criteria are covered by the relevant rules of these Academic Regulations unless otherwise specified by law.

Article 77. If a student is found after graduation to have acquired their degree inappropriately during their time at the university, they shall have their degree revoked by the decision of the Academic Affairs Council with the sanction of the University President in accordance with the university's "Guidelines for Dealing with Plagiarism, Ghostwriting and Cheating".

Section 6 Supplement

Article 78. A student shall be notified in writing before being suspended, directed to withdraw, expelled or having any other actions or measures that impact on the student's right to education taken against them in accordance with these Academic Regulations.

For undergraduate students their parents or legal guardian shall be notified.

Article 79. Matters pertaining to the student registration of degree program students are covered by the rules of these Academic Regulations.

Article 80. Any matters not covered by these Academic Regulations shall be handled in accordance with the relevant Ministry of Education and university regulations.

Article 81. These Academic Regulations were passed by the Academic Affairs Council and the University Council, sanctioned by the university President prior to implementation, and have forwarded to the Ministry of Education for reference. Modifications shall follow the same procedure.