

National Kaohsiung University of Science and Technology

Academic Regulations

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Part I General Provisions

- Article 1 These Academic Regulations (hereinafter referred to as “these Regulations”) are adopted by the National Kaohsiung University of Science and Technology (hereinafter referred to as “the University”) to handle students’ status and students’ matters following the University Act, Enforcement Rules of the University Act, Degree Conferral Law, Enforcement Rules of the Degree Conferral Law, and other relevant regulations.
- Article 2 The junior college programs may establish their Academic Regulations governing students’ matters.

Part II Undergraduate Programs

Chapter 1

Admission and Preservation of Admission Qualifications

Article 3 Admission for each academic program, including undergraduate programs and two-year technical programs in the Day Division and four-year and two-year technical programs in the Division of Continuing Education, begins at the start of the academic year. Student status files shall be separated into four categories based on their entrance requirements: undergraduate program in the Day Division, four-year technical program in the Division of Continuing Education, two-year technical program in the Day Division, and two-year technical program in the Division of Continuing Education. Separate regulations for student Admission shall be developed and submitted to the Ministry of Education for approval. Each academic program may establish its admission guidebook for Admission.

Article 4 Students who meet the following qualifications and are accepted by way of the university entrance examinations, screening, and review admission examinations, or admission by application, may be admitted to the University's four-year undergraduate programs as a freshman to pursue a bachelor's degree:

1. Students who graduated from a public or an accredited private vocational senior high school (including vocational units affiliated with senior high school), comprehensive high school, senior high school, or vocational school with a five-year consistent system;
2. Students who have achieved an equivalent level of education.

Article 5 Students who meet the following qualifications and pass the university entrance examinations or screening and review admission examinations may be admitted to the third year of the University's two-year technical programs to pursue a bachelor's degree:

1. Students who graduated from a public or accredited private vocational school, or foreign vocational college that have met the recognition requirement stipulated by the Ministry of Education;
2. Students who have achieved an equivalent level of education.

Article 6 (Revoked)

Article 7 Each department and undergraduate program of the University may accept overseas Chinese students, overseas students, or other special students

who meet screening and review criteria following the Ministry of Education's regulations. The Admission for international students may be established separately and submitted to the Ministry of Education for approval.

Article 8 Students at the University and from other foreign universities may take course credits or obtain various levels of degree or dual degrees between partner schools through international academic dual degree cooperation programs following the Ministry of Education's Regulations Regarding International Students Undertaking Studies in Taiwan and Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education. The relevant regulations shall be established separately.

Article 9 New entrants (including transfer students) shall submit their graduation diplomas on the day of orientation and fill out Admission status forms by themselves before enrolling at the University. Students who apply for a delay in the submission with justification reasons may be allowed to enroll in the University if their applications are approved; however, if the graduation diplomas are not submitted before the deadline, their Admission status will be suspended.

Article 10 Freshmen who are unable to register on time due to disease, unforeseen circumstances, or military services shall submit supporting documents to the University to retain their Admission status for one year without paying any fees. However, freshmen shall submit the issued Admission document to complete the registration process in person before the next registration begins. These regulations are not applicable to transfer students. Students who have received a military service call or are currently serving in the military may apply to retain their Admission status with supporting documents. The retention will remain in effect until the students are discharged from their military duties.

New entrants (including transfer students) who are pregnant, have recently given birth, or are providing care to children under three years of age may apply to retain their Admission status with the required supporting documentation. The duration of the retention is subject to the student's circumstances.

High school graduates who participate in the Youth Education and Employment Saving Accounts Program, holding a certificate approved by the Ministry of Education, may apply to retain their Admission status before the registration deadline. They may be granted a maximum three-year retention of Admission status. Such retention is not included in the regular retention of Admission status.

Article 11 A newly admitted student or a transfer student at the University who has cheated on admission examinations inside or outside the University, or whose submitted certificates involve borrowing, impersonation, counterfeiting, and alteration, and who has been proven guilty, shall have his/her admission qualification and graduation diplomas revoked. If the violation was uncovered after the student graduated from the University, his/her graduation diploma and graduate qualification will be revoked by relevant regulations.

Chapter 2

Registration, Payment, and Course Selection

Article 12 Students must complete all payment and registration procedures before the first day of classes. If payment and registration must be delayed for serious illness or other unforeseen incidents, the student shall apply for a leave of absence with supporting documents before the first day of classes. The length of the leave of absence shall not exceed two weeks. Students must register before the leave of absence expires. Otherwise, the admission status of new students shall be rescinded, and returning students shall be asked to withdraw from school.

This regulation does not apply to students who have their registration deferred upon special approval.

Article 13 Students must pay tuition miscellaneous fees and credit fees, and finish the registration process during the registration period every semester.

Students who apply for leave or dismissal after registration may apply for a refund following the regulations established by the Ministry of Education.

Students who are in the teacher education programs shall pay credit fees

for the program following the Regulations Governing Teacher Education Programs.

Article 14 Students shall select courses following regulations stipulated by each department and Regulations Governing Course Selection.

Article 15 Adding, dropping, or withdrawing from classes must be completed through the designated process and within the stated deadlines for each semester, any requests received after the deadline will not be accepted. After the add and drop period, students who are unable to take the selected course must apply for a course dismissal in accordance with the Regulations Governing Course Selection. Students are not permitted to exceed or fall below the maximum credit amount for a semester due to changes in adding, dropping, or withdrawing.

Article 16 The maximum credit amount a student can take in one semester must adhere to the following rules:

1. For undergraduate students, the minimum number of credits to be taken per semester for the first and second year is 16, with a ceiling of 28 credits; for the third year, the minimum is six credits (though with the possibility of a higher limit depending on special circumstances) and the maximum is 28 credits; for the fourth year, the minimum is six credits. Students who are in the top 20% of their department and class as measured by the average grades from the previous semester may be granted permission by the department chair to exceed the 28 credits limit by six credits. Undergraduate students may enroll in courses from the five-year junior college program's first to third years, but these credits will not count towards their graduation credits.
2. Undergraduate students pursuing minors, double majors, credit programs, second specialties, teacher education programs, and the four-year bachelor's degree students born after 2005 who apply for military service during schooling shall not be subject to the upper limit on the number of credits to be taken per semester.
3. Undergraduate students who have been selected as national players are unable to meet the minimum credit requirement for the semester due to their participation in regular training or competitions can apply to ease the requirement to at least 1 course per semester. The application must

be approved by the department's Chair and submitted to the Office of Academic Affairs and the General Administration Division for record keeping.

Article 17 The class schedule outlines the time slots for each course, and therefore students are not allowed to enroll in classes that overlap in terms of time. If any such conflicts are discovered, the courses in question shall be canceled without exception, and no students shall be allowed to contest such cancellations.

Students who take a course they have passed or waived may add the course to their academic record, but the credits earned will not count towards the graduation credits.

Article 18 Students at the University who have received approvals from the University and other universities are permitted to enroll in courses at other universities and shall adhere to relevant regulations in the Enforcement Rules Governing Cross-registration for Courses at Other Universities which are established separately.

Article 19 The national defense course is an elective, and its credits will count towards a student's graduation credits.

Article 20 The University may offer summer courses during summer breaks as needed. The relevant units shall adhere to relevant regulations in the Regulations Governing Summer Courses which are established separately.

Chapter 3

Study Period, Credits, and Grades

Article 21 The University follows the academic year credit system. The duration of study for undergraduate programs should be four academic years. Undergraduate students must earn at least 128 credits to graduate. The duration of study for two-year technical programs should be two years. Two-year technical students must earn at least 72 credits to graduate. The maximum credit cap and credit requirement for graduation may increase depending on the needs of each department. Students who have yet to finish their studies may extend their study period by two years. Students with disabilities who are pursuing bachelor's degrees are eligible to extend

their study period for a maximum of four years, depending on their physical or mental condition.

In addition to the credits in the preceding paragraph, students in the teacher education program are required to finish a minimum of 26 credits from professional education courses.

Students who are pregnant, have recently given birth, or are providing care to children under three years of age may apply to extend their study period.

Students from Hong Kong, Macau, or foreign countries enrolled in undergraduate studies with educational backgrounds equivalent to the second year of a domestic high school and who have gained admission through equivalent qualifications must earn at least 12 additional credits before graduation.

Article 22 The duration of study for the post-baccalaureate programs should be one to two years. The graduation credits will be stipulated by each department, but the minimum number of credits to be taken shall be 48. Students who have not fulfilled their academic requirements can request a two-year extension to their study period.

Article 23 Students may study abroad or in Mainland China for credits and degrees and shall adhere to relevant regulations in the Regulations Governing Students Studying Abroad or in Mainland China for Acquiring Credits and Degrees which are established separately.

Article 24 The standard calculation for credit and teaching hours is one credit per 18 teaching hours. In internships or laboratory courses, one credit is equal to one to three teaching hours per week. The actual number of hours taught will be determined by each department.

Article 25 The academic performance of students may be evaluated by the course instructor through a range of dynamic methods, including in-class performances, presentations, exhibitions, assignments, midterms, and finals.

Midterm and final exams must adhere to the academic calendar, but the instructor of a course may change the date of midterm exams at his/her discretion.

The syllabus for a course must include the grading standards and methods.

- Article 26 A student's grade at the University falls into two categories: academic performance and conduct grade, both of which are scored on a scale of 1 to 100. The maximum grade is 100, and undergraduate students must score a minimum of 60 to pass. Micro courses, self-directed learning courses, and professional service education courses are only graded as pass or not pass. Students may earn credits by passing these courses, but the grade from these programs does not count towards the academic performance. The conversion table of the letter grading system and GPA may be provided in the English transcript. The conversions of the letter grading system and percentage grade shall be handled in accordance with the University's Regulations Governing Grading and Assessment of Academic Performance.
- Article 27 The calculation for a student's average grade and graduation grade is as follows:
1. The integral of a course is calculated by multiplying its credit with the course grade.
 2. The total credit for a semester is the sum of credits for all courses taken during that semester.
 3. The total integral of a semester is the sum of integrals of all courses taken during that semester.
 4. The total credit of a semester divided by the total integral of a semester equals the GPA of a semester.
 5. The total credit of each semester (including summer courses) divided by the total integral of each semester (including summer courses) equals the graduation grade.
- Article 28 Instructors must submit, amend, or correct students' academic grades following the Regulations for Students Grade Submission and the Regulations for Instructors to Change Students Academic Grades.
- Article 29 Student academic grades given with decimal points must be rounded to the nearest digit. The average grade for each semester, the total average grade, and the graduation grade must be rounded off to two decimal places.
- Article 30 Instructors must keep a record of students' academic grades for at least

one year. If a student or an instructor files a complaint or seeks an administrative remedy, the instructor must keep the record until the case is settled. The student's academic grades from each semester should be kept on file.

Article 31 If a student is absent during regular tests, midterms, and final examinations without a leave of absence, the grade of the exams will be recorded as zero.

Article 32 A student who fails a course may not take a make-up test and may not receive any credits for the course. If the course failed was a required course, the student must retake it.

Article 33 Students who are found to have cheated on any exams will be subject to disciplinary measures following the Examination Rules which are established separately.

Article 34 If students are unable to take the midterm or final exam due to other compelling reasons, they shall be allowed to take only one make-up test. During the make-up exam period, no further absences for any reason will be permitted.

Students who request a make-up exam for excuses such as official leave, pregnancy complications, maternity leave, providing care to children under three years of age, or bereavement leave (limited to spouses and immediate family members) shall have their make-up test grades recorded as their actual grades. For students with other types of excuses, their grades shall be recorded as 80 if their original grade is above 60.

Article 35 If a student is unable to take the final exam or the make-up exam due to a serious illness, they may be considered as taking an ad hoc leave of absence for the unfinished semester. All measures shall be handled following the Regulations Governing Make-up Tests Due to Excused Absences.

Article 36 Students admitted into the University's bachelor's or associate degree programs may be placed at a higher grade level based on the number of credits transferred or courses exempted. However, they are still required to complete a minimum of one year of study at the University and meet the graduation credit requirements of their respective departments or

institutes (divisions) to be eligible for graduation. The maximum duration of the study shall not be extended thereby.

For students who apply for credit transfer or course waiver based on the credits earned in continuing education courses, their in-school study must be at least half of the prescribed program's duration and must fulfill the required graduation credits. Furthermore, it must not be shorter than one year after accounting for credit transfer and course waiver.

Students who want to apply for credit transfer or course waiver shall apply within a period starting two weeks before the commencement of the first or second semester of their initial academic year and ending one week after the commencement of the respective semester. Only one application shall be processed.

For new students, the maximum permitted credits for credit transfer and course waiver shall be half of the total required graduation credits. For transfer students, the maximum permitted credits for credit transfer and course waiver shall be three-fifths of the total required graduation credits. However, these limitations do not apply to students who had not previously completed the University's undergraduate programs and have currently been admitted to pursue a bachelor's or associate degree.

Matters related to credit transfers and course waivers are established separately in Regulations Governing Credit Transfers and Course Waivers for Students.

The credit transfers and course waivers for professional education courses in the teacher education program shall be handled following the Regulations Governing Transfer Credits and Course waivers for Professional Education Courses.

Article 36-1 The principle of credit waivers and transfers is not to waive or transfer credits repeatedly. The related regulations are as follows:

1. The titles and content of the courses for credit transfer and course waiver must correspond.
2. Courses with identical names and content, or courses with different names but identical content, or courses with different names and content but similar nature, may be eligible for credit transfer and course waiver.

3. Students who have participated in training or competitions that are similar or related to the curriculum prior to admission and have obtained corresponding certifications or proofs, may apply for credit transfer or course waiver with supporting documents.
4. The respective departments may, if deemed necessary, conduct assessments before granting credit transfer or course waiver.
5. If the credits intended for credit transfer or course waiver exceed the credits of the applied courses, the lower credit count shall be recorded. Conversely, when the credits intended for credit transfer or course waiver are fewer than the credits of the applied courses, the respective teaching unit shall designate supplementary courses to compensate for the credit deficiency. If there are no courses available with the same name, similar content, or similar nature suitable for supplementation, credit transfer shall not be processed.

Chapter 4

Excused Absence, Leave of Absence, Re-Admission, Dismissal

Article 37 Students who are unable to attend a course or an examination for any reason must apply for a leave of absence and shall follow the procedure in the Regulations Governing Leave of Absence, Re-Admission, Dismissal, and Refunds which are established separately.

Article 38 An absence without approval of absence shall be regarded as truancy. Course instructors may deduct points in line with student attendance records.

Article 39 A student may apply for a leave of absence for one semester, one academic year, or two academic years. The maximum duration allowed is a total of two academic years of leave.

In case of serious illness or unforeseen circumstances, a student unable to re-enroll may request an extension of their leave for additional years. However, approval from the Dean of the Office of Academic Affairs is required after submitting a special report.

A student who chooses to enlist in the military during their leave and intends to extend their leave must submit a photocopy of their military

service certificate, or a draft notice, or a military ID. After completing military service, a student must submit the original copy of the Military Discharge Order (return after inspection) and its photocopy or proof of completion of military service along with their application for re-admission. Military service duration does not count towards the maximum limit of two cumulative academic years of leave.

A student who is pregnant, has recently given birth, or is providing care to children under three years of age may apply for leave with supporting documents. The period of leave of absence is not included when calculating the total duration of the leave.

High school graduates who participate in the Youth Education and Employment Saving Accounts Program, holding a certificate approved by the Ministry of Education, may apply for a leave of absence if they are admitted to the University. The period of the leave of absence is limited to 3 years, and will not be counted towards their maximum period of allowed leave.

During a semester in which a student takes a leave of absence, any courses they have completed will not be counted towards their academic record.

A student may not apply for a transfer to a different program (or department or institute, division, degree program) during their leave.

Article 40 Students shall be requested to take a leave of absence if they meet one of the following conditions:

1. Students are requested to take a leave of absence based on the decision from the University's Award and Disciplinary Sanction Review Committee;
2. Students do not complete course selection by the add-and-drop deadline or do not meet the required number of credits for their affiliated departments or programs.

The Office of Academic Affairs is responsible for notifying a target student to provide a statement within a specific timeline before issuing a leave of absence notice.

Article 41 During students' leave period, if they exhibit outstanding performances or violate the University's regulations, the University shall decide to award

or impose disciplinary sanctions following Regulations Governing the Awards of Merit to Students and Disciplinary Sanctions for Misconduct.

Article 42 A student on leave must complete the re-admission process between one week before their leave expires and the end of the course selection period for the semester. The University shall dismiss a student who does not re-enroll by the deadline following Article 43, Paragraph 1, Subparagraph 1. Students who apply for a leave of absence after the start of the semester have to complete the registration and payment procedures.

Upon re-admission, students who have taken a leave of absence after completing a full semester or year are to move on to the subsequent academic semester or year in their affiliated department or institute, continuing from the point where they had left off their studies. Students who have taken leave in the middle of a semester shall resume their studies from the beginning of their uncompleted semester or year.

If the student's original department or undergraduate program was changed or closed, he or she may continue in other appropriate programs. If a student's affiliated department in the preceding paragraph is restructured or closed, the student may be transferred to an appropriate department through a special report.

Article 43 Students who meet the following conditions shall be dismissed from the school:

1. Students who fail to register or re-enroll before the leaves expire;
2. Students who receive failing grades in over half of the courses they take for two consecutive semesters;
3. Students who with the following identity and receive failing grades in two-thirds of the courses they take for two consecutive semesters: Overseas Chinese students, students from Hong Kong and Macau, Mainland Chinese Students, international students, students from Mongolia and Tibet, students with Indigenous status, offspring of diplomats, outstanding student-athletes from universities recognized by the Ministry of Education, students admitted through special achievement admission, students admitted through the recommendation and screening, students from outlying islands admitted through special achievement admission;

4. Students whose study period has expired and who are still unable to complete the required courses and credits or fulfill graduation requirements regulated by the department;
5. Students who receive failing conduct grades or commit extremely serious offenses and who have been imposed disciplinary sanctions by the Award and Disciplinary Sanction Review Committee and approved by the President to be dismissed from the University;
6. Students who have already registered at a different university or a different department of the University without approval from the University;
7. Students who voluntarily apply for a dismissal;
8. Students whose leave period has reached the maximum year and who have completed registration but meet the circumstances mentioned in Article 40, Paragraph 1;
9. Students who are dismissed by the University for a variety of conditions following relevant regulations.

Students whose credits taken in a semester are nine or below, or students who are intern on seagoing vessels, from the Division of Continuing Education, with disabilities, currently attending exchange programs abroad, will not be subject to Paragraph 1, Subparagraphs 2 and 3.

Students mentioned in Paragraph 1, Subparagraph 7 who apply for dismissal for any reason must obtain the approval of their legal guardian before proceeding with the dismissal procedure. However, this shall not apply to special circumstances which have received approval from the Dean of Academic Affairs on a case-by-case basis.

The University is responsible for notifying a target student to provide a statement within a specific timeline before issuing a dismissal notice.

Article 44 A student who withdraws from or is dismissed by the University must complete a leave procedure. If a student has studied for over one semester and has an academic record, the University shall issue a Certificate of Attendance to the student.

An expelled or disqualified student may not receive any certificate

regarding attendance.

Article 45 A dismissed or expelled student may file a complaint. Before the result of the appeal is confirmed, a student may submit a written application to continue his or her studies at the University. If the sanction remains the same as the original, any course completed or any academic record acquired by the student during the appeal period may not be recognized. If a student does not receive any remedy or disagrees with the outcome of the appeal, the student may appeal to the Ministry of Education through the University; and appeal to the Administrative Court for Administrative proceedings if the student still disagrees with the outcome of the second appeal.

Chapter 5

School Transfer

Article 46 The departments of the University may hold transfer examinations to admit transfer students if a vacancy occurs. Regulations regarding transfer students shall be established separately and submitted to the Ministry of Education for approval.

Chapter 6

Department Transfer, a Minor Department (Institute or Degree Program), and a Double Major

Article 47 Students may apply for a department (division, institute, division, or degree program) transfer following the Regulations Governing Students Transferring Department, Institute, Division, or Degree Program.

Article 48 Students pursuing a minor department (institute or degree program) shall adhere to relevant regulations following the Regulations Governing Students Pursuing Minor Division, Department, Institute, or Degree Program, which shall be established separately and submitted to the Ministry of Education for reference.

Article 49 Students pursuing a double major shall adhere to relevant regulations following the Regulations Governing Students Pursuing Double Majors,

which shall be established separately and submitted to the Ministry of Education for reference.

Article 50 Students may take courses in a credit program following the Enforcement Rules Governing Credit Programs.

Students who complete a credit program may receive a certification for completing a credit program.

Students who complete a degree program may receive a diploma for completing the program.

Students may apply for the teacher education program following the Regulations Governing Teacher Education Programs.

Chapter 7

Graduation Requirements and Degree Conferral

Article 51 Students who complete their study period and meet the following graduation requirements will be granted a Bachelor's degree:

1. Students who have completed all required courses (including university-wide common core courses and general education courses) earned the required credit count, and have passed all courses;
2. Students who have met the English proficiency graduation requirement;
3. Students who achieved passing grades in conduct for each semester;
4. Students (including transfer students) who, from the first and second year of undergraduate programs and the third year of the two-year technical program, achieved passing grades in required physical education courses (zero credit);
5. Students who fulfilled the graduation requirements of the respective department.

Regulations regarding English proficiency requirements, general education courses, and other requirements shall be established separately.

The student who fulfills the requirement in Paragraph 1 and takes courses in related academic fields or in an interdisciplinary degree program will be awarded a respective Bachelor's degree, regardless of their initial

college, department, or degree program. Students taking professional courses in special fields, organized and limited by government agencies are exempt from this regulation.

The specific criteria for recognizing similarities between academic fields shall be determined by the department (institute or degree program) meetings and the College Affairs Meeting, and take force upon approval by the Academic Affairs Meeting.

Students from a four-year industry-academia collaboration program who have completed 80 credits and studied for two years, will be granted an Associate's degree if they are currently employed and have received approval from the University for student status retention.

Students who applied to retain student status in the preceding paragraph have re-enrolled before the deadline and met the requirements in Paragraph 1 will be granted a Bachelor's degree.

Any false or fraudulent actions made by students in regard to academic performance during their study period will result in the revocation of their degrees, which will be publicly announced.

Article 51-1 The procedures and standards for the titles of academic degrees, diploma issuance, and annotations shall be handled following the Regulations Governing Degree Conferral.

Article 52 If students have extended their study period and must retake courses in their second semester, they can opt for a leave of absence during the first semester without registering. However, if they have already registered, they are still required to enroll in at least one course.

Exchange students who have been approved by the University for the extension of the study period shall continue to pay student insurance premiums and miscellaneous fees.

If students who have deferred graduation have completed the required course for graduation but did not meet the requirements, such as English proficiency threshold and licensure certification, or students who have extended their study period due to internship on seagoing vessels, they shall still pay student insurance premiums. The said students who have paid insurance premiums are exempt from the requirement to take one elective course in a semester.

Article 53 During the study period, students who meet the following outstanding prerequisites are eligible for early graduation: those from undergraduate programs can apply for one semester or one year, while those from two-year technical programs can apply for one semester:

1. Finishing all courses and obtaining all required credits of the department;
2. Achieving a conduct grade of at least 80 in each semester;
3. Maintaining a GPA of at least 80 points over academic years and ranking within the top 10 in the department (or class) based on total grade (excluding the final semester);
4. Fulfilling all requirements set by the University and the department.

Regulations related to early graduation shall be established separately and submitted to the Ministry of Education for reference.

Article 53-1 The four-year bachelor's degree students born after 2005 who apply for military service during schooling meet the following prerequisites may apply for one semester or one year for early graduation:

1. Finishing all courses and obtaining all required credits;
2. Achieving a conduct grade of at least 60 in each semester;
3. Fulfilling all requirements set by the University and the department.

Article 54 Students from undergraduate programs who completed all the required courses and credits stipulated by their respective department one semester before their graduation but did not meet the requirements for early graduation shall register as usual and pay the same tuition and miscellaneous fees as regular students by the payment standard.

Part III Division of Continuing Education

Article 55 A candidate who has equivalent degrees mentioned in Articles 4 and 5, or one who has attained equivalent qualifications necessary to take the entrance examination, shall be enrolled in the first year of a four-year undergraduate program or the third year of a two-year undergraduate program.

- Article 56 Each semester, students of undergraduate programs from the Division of Continuing Education must pay the tuition and miscellaneous fees and complete registration procedures following relevant regulations. Students who register and select summer courses must pay additional credit fees.
- Article 57 The study period for a four-year undergraduate program is four years; a two-year program is two years. The maximum extension for a study period is two years. The required graduation credits shall be adhered following Article 21.
- Article 58 The first, second, and third-year students from a four-year program, or the third-year students from a two-year program must earn at least 6 credits and up to 28 credits each semester. The fourth-year students from a four-year or two-year program must earn a minimum of 6 credits each semester.
- Article 59 Students may select courses across different academic programs (day school or the Affiliated Institute of Continuing Education) following the Regulations Governing Course Selection.
- Article 60 Matters not mentioned herein shall be handled following the Academic Regulation.

Part IV Graduate School: Master's and Doctoral Programs

Chapter 1

Admission

- Article 61 A student who is accepted to master's programs by passing the admission exam must have a bachelor's degree from a domestic public or registered private university or college, or a foreign university or college recognized by the Ministry of Education, or who has equivalent education qualifications. Candidates who meet the admission qualifications for fresh graduates of domestic universities and colleges have been accepted to master's programs through recommendation and screening.
- A candidate who has a master's degree from a domestic public or registered private university or college, from a foreign university or institute recognized by the Ministry of Education, or who has equivalent

qualifications, may be admitted to a doctoral program after passing the University's admission examination for doctoral programs.

Graduates from undergraduate or master's programs may apply for direct admission to a doctoral program if the requirements are met. Regulations regarding requirements for application for a doctoral program shall be established separately.

Chapter 2

Registration, Payment, and Course Selection

Article 62 Each semester, graduate students must register and pay tuition and miscellaneous fees and complete registration procedures in accordance with relevant regulations.

Graduate students who take professional education courses from teacher education programs shall pay the credit fees following the Regulations Governing Teacher Education Programs.

Article 63 Each department shall establish the required courses and credits that students must complete each semester.

Chapter 3

Study Period, Credits, and Academic Grades

Article 64 The study period for a graduate program shall be one to four years.

The study period for a doctoral program shall be two to seven years.

The study period for students who apply for direct admission to a doctoral degree shall be adhered to in the preceding paragraph. If students return to a graduate program, the period studied in a doctoral program will not be counted toward the total time studied in the graduate program.

Students from an in-service master's program who fail to complete all required courses and credits or to finish their theses within the specified time may apply for an extension for their study period up to two years. If a student from an in-service master's program enrolls as a regular student

at the University, the student must include an employment certificate in his or her application.

Article 65 The required graduation credit for a graduate student shall be established separately by respective institutes.

A minimum of 24 credits is required for graduation in the master's program, and at least 18 credits are needed for graduation in the doctoral program. Students from direct admission to a doctoral degree are required to fulfill a minimum of 30 credits, including any credits completed during a graduate program, to be eligible for graduation. The graduation credit for doctoral and master's programs does not include the 6 credits earned for a thesis or dissertation.

An institute must seek approval from the Academic Affairs Meeting if it intends to increase its minimum graduation credit requirement.

Doctoral students who take courses below the rank of their programs (including master's programs) may not count the credits earned from those courses toward their graduation credits, and the grade from such courses may not be recorded in their academic records.

Article 66 Students from a master's program may apply for credit transfer and course waiver following the Regulations Governing Credit Transfers and Course Waivers for Students.

The credit transfer and course waiver for professional education courses from the teacher education programs may be handled following the Regulations Governing Teacher Education Programs and the Regulations Governing Credit Transfers and Course Waivers for Teacher Education Programs.

Article 67 A graduate student must score at least 70 to pass the exam and the highest score is 100. If a graduate student fails the exam, he or she may not request to retake the exam. If the course is a required course, students must retake it if they fail it.

A minimum conduct grade of 60 is required for a master's program student. The graduation grade for graduate students is the GPA of their average academic scores plus the scores of their degree examination.

Article 68 The degree examination of a master's program shall be an oral

examination, but each department may hold its degree exam and establish regulations if necessary. The Regulations Governing Graduate Degree Examinations have been established separately and submitted to the Ministry of Education for reference.

Chapter 4

Excused Absence, Leave of Absence, Re-Admission, Dismissal

Article 69 The excused absence, leave of absence, and re-admission of a graduate student shall be handled following Academic Regulations.

Article 70 Graduate students who meet the following conditions will be dismissed by the University and will be given a set period to provide a statement before receiving a dismissal notice:

1. Students who fail to complete all the credits and courses within the specified timeline, fail to pass the degree examination, or fail to meet the graduation requirements stipulated by the respective department;
2. Students who fail the degree examination and fail again after retaking the exam;
3. Doctoral students who fail to complete or pass their Ph.D. qualifying examination within the specified timeline stipulated by the affiliated department (institute);
4. Students who fail to enroll or resume their studies after leave expires;
5. Students who receive failing conduct grades;
6. Students who have already enrolled in a different university or a different department of the University without approval from the University;
7. Student whose degree has been revoked;
8. Students who are dismissed by the Award and Disciplinary Sanction Review Committee as the said students have seriously violated the University's regulations or committed extremely serious offenses;

9. Students who voluntarily apply for dismissal for reasons not listed in the preceding paragraphs;
10. Other conditions that are stipulated by relevant regulations of the University.

For Ph.D. qualifying examinations mentioned in Subparagraph 3 of the preceding paragraph, each department (institute) shall establish its rules for doctorate candidates.

Paragraph 1, Subparagraphs 2 and 3 are not applicable to graduate students who apply for direct admission to a doctoral program and fail to complete the Ph.D. qualifying exam but are permitted to receive a master's degree or return to a master's program.

Chapter 5

Internal Transfer (Department, Institute, or Degree Program Transfer)

Article 71 Master's students (excluding students in in-service master's programs) may apply for transfer to a different department (institute) or degree program following the Regulations Governing Students Transferring Department, Institute, Division, or Degree Program.

Chapter 6

Graduation Requirements and Degree Conferral

Article 72 Graduate students are required to meet the following criteria to graduate:

1. Students who completed all required courses and credits within the specified timeline, and their conduct grades have met the graduation requirement;
2. Students who have completed all required exams and met relevant regulations established by the Regulations Governing Graduate Degree Examinations;
3. Students who have met all graduation requirements established by their

affiliated department or institute.

Master's and doctoral students who have met the requirements in the preceding paragraph may be awarded the corresponding degree and diploma.

Chapter 7 Miscellaneous

Article 73 Matters not mentioned herein shall be applied in accordance with Part II.

Part V Student Status Management

Article 74 A student's name, address, date of birth, and national ID number registered in the Admission file shall be consistent with the information printed on his or her national ID card. Students whose Admission qualification papers do not match their identification documents must apply for correction immediately.

Article 75 Student Admission information, including the class of the affiliated department (division), year of study, academic records, and registration, school transfer, department transfer, double majors, minor department (institute or degree program), leave of absence, re-admission, and dismissal, shall be based on the original copies of Admission records and transcripts kept by the Office of Academic Affairs in cases of discrepancies.

Article 76 Current students, alumni, and students on leave who apply for corrections to their names, their date of birth, or their national ID cards on the University's record must provide valid documents issued by the Household Registration Administration. The information on the University's record may be changed with the approval of the Office of General Administration.

Part VI Appendix

Article 77 Regulations regarding a student's awards and disciplinary sanctions,

conduct grading standards, military draft deferment, post-school mobilization notice shall be established by the Office of Student Affairs separately.

Students on leave may apply for scholarships by relevant regulations. The Office of Student Affairs shall establish and announce relevant scholarship regulations.

Article 78 For students who are affected by major incidents that have been recognized by competent authorities, each department may apply to provide students with more flexible support following the Regulations Governing the Protection of Students' Learning Rights After Major Incidents in Higher Education Institutions. The application shall take force upon approval by the Academic Affairs Meeting.

Article 78-1 Regarding the flexible study measures for the four-year bachelor's degree students born after 2005 and who will be conscripted into the Obligatory Military Service starting from January 1, 2023, the document will be stipulated separately and submitted to the Ministry of Education for reference.

Article 79 Matters not mentioned herein shall be handled following relevant laws and regulations of the University.

Article 80 The Regulations should be approved by the University Affairs Council and ratified by the Ministry of Education before taking effect. Amendments shall be processed accordingly.