

National Yunlin University of Science and Technology

Study Regulations

Modified and approved at the 1st university senate meeting for the 2022 semester, December 14, 2022
Ratified by the Ministry of Education, as written in its official letter coded as Tai-Jiao-Ji (4) Zi, No.1110126727, dated Jan. 9, 2023.

Chapter 1 General Provisions

Article 1 These regulations are stipulated according to *University Act*, *Enforcement Rules of the University Act*, *Degree Conferral Law* and other relevant laws, bylaws, rules and regulations to transact student statuses and related matters.

Chapter 2 Undergraduate Program

Section 1 Admission

Article 2 In the beginning of each academic year, our university may announce first and second year new students from the 4-year system and third year new students from the 2-year system, as well as second and third year transfer students from the 4-year system and third year transfer students from the 2-year system by examinations at the same time. Our university stipulates admission regulations for transfer students and implements them after approval from the Ministry of Education. Brochures are stipulated in other provisions.

Article 3 Those who obtain admission through the open entrance exam may study in the 4-year system in our university as first year students if they meet any of the requirements described below.

- I. Those who are graduates of government-run or government-registered private senior high schools or high schools of equal standing.
- II. Those who are qualified candidates with an equivalent educational level.

Article 4 Those who obtain admission through open enrollment may study in the 2-year system in our university as third year students if they meet any of the requirements described below.

- I. Those who already graduated from public or licensed private vocational high schools.
- II. Those who conform to the regulations of Recognition of Equivalent Qualifications for University Entrance Examination.

Article 5 In addition, our university may allow the admissions of overseas Chinese students, foreign students, and students from China (including students in foreign or Mainland regions with agreements about cooperation programs and exchange students) and other students with special status according to the related stipulations of Ministry of

Education. Regulations for the admission of foreign students will be stipulated separately and approved by the Ministry of Education.

Article 5-1 The measures for the conferring of degrees or dual degrees via the academic cooperation of our university with other foreign or Chinese schools should also be stipulated.

Article 6 New students and transfer students who are admitted to school should conduct admission procedures by the required date, otherwise the admission qualifications will be cancelled.

Article 7 New students and transfer students who cannot enroll on time owing to serious illness, military service, pregnancy, childbirth, childcare for a toddler under three years old, or other special incidents may reserve admission qualification for one year after submitting equivalent qualifications and related proof documents before the registration deadline and having them approved by our university. If necessary, the preservation of admission qualifications may be extended for one year without paying any fee. However, students who applied for preservation of admission qualifications should bring approvals for preservations of admission qualifications while applying for admissions before the starting of registration in the next academic year.

Those who graduated from senior/vocational high schools and also have taken part in the *Project of Account for Education and Job for Youths* are allowed to apply for a preservation of their admission by providing relevant documents and shall be approved by the university prior to the registration deadline. The maximum extension period is 3 years and this will not be included in the stipulated extension period in these regulations.

Regulations for the preservation of admission will be stipulated separately.

Article 8 New students and transfer students need to hand in the proof documents for equivalent qualifications while registering. Those who applied for holdover owing to good causes and were approved may be admitted in advance but they need to make supplementary submissions before the stipulated deadlines; otherwise, their admission qualifications will be canceled.

Article 9 Any new students and transfer students who are found unqualified, to have submitted fraudulent, borrowed, forged or altered documents for registration, or to have cheated in any way on entrance examinations shall be expelled from the university. If discovery is made after graduation, the university will seek to recover the student's certificate of graduation and publicly revoke their graduation qualification.

Section 2 Payment of Tuition, Registration, and Course Selection

- Article 10 Each fee that students need to pay should be announced before the start of the semester. Students must pay all fees by the designated deadline each semester. Registration is only completed if all fees are paid. Students will face expulsion except in the case of those who have filed for and been granted late registration or have been approved by the University for late registration due to any specific circumstance. Students must pay all credit fees before the deadline for adding/dropping courses. For current students, registration is only completed if they pay all fees before the registration deadline in the next semester. Moreover, the refund policies associated with leaving school or dropping out after registration should be handled in accordance with the regulations of the Ministry of Education.
- Article 11 Students should personally come to university for registration on the stipulated date. Students may be allowed to extend their registration if they ask to leave in advance, submit related proof documents about serious illness or special incidents (including pregnancy, childbirth, or childcare for the toddler under three years old), and are approved. The extended registration should not exceed 2 weeks. New students who fail to register by the approved date or who cannot ask for leave may be deprived of admission qualifications. Old students will be ordered to leave if not applying for leave of absence.
- Article 12 Students should obey the provisions stipulated by each department while choosing courses. After approval by department heads, it would be registered by courses and teaching group in the Office of Academic Affairs. Regulations about course selecting and precautions will be stipulated separately.
- Article 13 Students should add and withdraw subjects within the stipulated time period in each semester. After approval by the department head, the confirmed subject lists should be sent to the course and teaching group in the Office of Academic Affairs. Overdue adding/withdrawing is not allowed. The credits should not be recognized if students do not complete the adding and withdrawal of subjects. The subject students dropping by their own will be given 0 in score. Students cannot choose subjects with total credit numbers exceeding or less than the stipulated credits of each semester owing to adding or dropping the subjects.
- Article 14 Students are not allowed to take subjects with conflicting class time. Otherwise, as being found, the scores of the conflicting subjects should all be regarded as 0.
- Article 15 If owing to special reasons, subjects with the same name with the subjects approved to re-study in should be written off after passing the re-studied subject.
- Article 16 Our school will stipulate regulations for summer school courses and classes according to requirements.

Section 3 Duration for Study, Credits, and Grades

- Article 17 A credit-based system has been adapted by our university. The study period for each department adopting the 4-year system should study for 4 years in principle. The total credit number should be no less than 128 credits in addition to the required courses. In the 2-year system, the study period should be no less than 2 years and the total credit number should be no less than 72 credits in addition to the required courses. Each department may raise the required total credit numbers for graduation according to actual needs after proposing the draft resolution to the academic affairs meetings in our university. The 4-year system can increase 20 credits at most, and the 2-year system can increase 10 credits at most. Students who have graduated or finished their studies in 5-year system universities overseas, and then study for a bachelor's degree with the equivalent qualifications should increase their credit number no less than 12 credits for graduation.
- Article 18 To promote cooperation between universities and abundantly utilize equipment and teaching resources, students in our university and other universities may apply to choose courses in both our university and other universities. The regulations of inter-school course selection will be stipulated separately.
- Article 19 Students who fail to complete all the required credits in each department, minor, double major, educational program, or who are approved to become exchange students may extend the study period for no longer than 2 years. Students of interdisciplinary programs that are qualified for graduation in their own departments within the specified length of study, but have not fulfilled the required interdisciplinary credits may apply for a 1-year-bound extension of study for approval. Students who graduated or finished their studies in 5-year system universities overseas may study for bachelor's degrees with the equivalent qualifications. Those who fail to complete the required credits within an extended study year may extend the study period for one semester or one more academic year. Students may extend the study period owing to pregnancy, childbirth, or childcare for a toddler under three years old. Students with disabilities may apply for extending 2-4 study period according to physical and mental conditions and learning needs while studying for a bachelor's degree.
- Article 20 Students who have successfully completed courses and credits before being admitted to the university shall apply for credits transfer/waiver once only in accordance with the school calendar after each semester begins.

Credits to be waived should be based on the principle of the same course name, the same content, or the same nature and shall be approved by the teacher, director of the department, and the Office of Academic Affairs.

The maximum credits to be waived are 70 for the 4-year university division, 36 for the 2-year college division, and half of graduation credits required for graduate students (excluding thesis credits), but the credits acquired in the university are not limited.

Extension education credits acquired from various schools in each semester are limited to 18 for bachelor credit courses and 9 for master credit courses. For new students qualified for the entrance exam, continuing education credits shall not be waived; new students without entrance exam qualifications and transfer students can waive their extension education credits, but their study length shall be more than a year, and their required graduation credits shall not be less than half.

Directions for waived courses and transferred credits of students will be stipulated separately.

Article 21 One credit means one hour of class time in each week of the semester for credits calculated for each subject, and one credit means 2~3 hours of class time in each week of the semester for practical experience and experiment.

Article 22 PE courses are required credits for freshmen and sophomores. PE courses do not give any credit. But those who fail to complete all the required PE courses are not allowed to graduate.

Article 23 For freshmen, sophomore, and junior students, the credit numbers in each semester should not be less than 16 and no more than 25. For seniors, the credit numbers in each semester should not be less than 9 and no more than 25. However, students who participate in internship outside university should not be restricted by the lowest limits of credits.

Students with grades of conduct performance, average academic grades more than 80, PE grades more than 70, and rank top 20% in the class may choose additional 1 to 2 subjects in the next semester after approval by their department head. They will also be allowed to study courses for higher grades or required courses in other departments.

Students who fail to choose the minimum credit number in said semester owing to a special situation may decrease the required credit number after approval by their department head. However, at least 1 subject should be chosen after applying for decreasing required credits.

Article 24 Students' grades could be divided into academic subjects (including internships and

experiments) and conduct performances. PE and All-out Defense Education Military courses should also be counted in the academic grades. Each grade is given from 0 to 100. Fractional parts should be carried to integer according to rounding method. Counting in percentile, the scores of degree examination above 60 are defined as passing the examination and 100 is the full mark. The contrast between percentile and grade are described as below.

- I. Grades higher than 80 are regarded as level A and will obtain 4 points
- II. Grades 70-79 are regarded as level B and will obtain 3 points
- III. Grades 60-69 are regarded as level C and will obtain 2 points
- IV. Grades 50-59 are regarded as level D and will obtain 1 point
- V. Grades lower than 49 are regarded as level E and will obtain 0 point

Article 25 Students are allowed to have a makeup examination if approved for leave for some reason in the semester exams. Makeup examination should only be available for one time. During makeup examination, students should not ask for leave for any reason to be absent for makeup examination. If students ask for leave for official affairs or absence for funeral (limited to lineal relations), the grades for makeup examination will be the grades for semester examination. For students who apply for makeup examination owing to other incidents, if their grades are more than 60, the additional scores higher than 60 should be multiplied by 0.8.

The absences of students owing to pregnancy, childbirth, or childcare for a toddler under three years old should not be punished. If the absent course hours exceed 1/3 of the total class hours in the whole semester, grades of said subject may apply makeup examination or other remedies to make flexible treatments according to the characteristics of subjects and needs. The grades for makeup examination should be counted as the actual grades.

Article 26 If students are in hospital owing to severe illness and cannot attend semester exams or makeup examinations, which makes it impossible to record grades before the registration date of next semester, they may submit the proofs given by public hospitals or hospitals with levels higher than regional to the registration group. After approval by the dean, the semester in which that student failed to attend to semester exams could be regarded as already applied for suspension of schooling.

Article 27 If students cheat during an examination in our university or outside our university, our university will give appropriate punishments according to the measures for student incentives and disincentives and severity.

Article 28 After students' grades are sent to registration group by teachers, the grades could not be altered. But if there is any omission or errors in calculation, teachers may state the

reasons in writing within one week and propose to the department head of each department. After approval by department affairs meetings and determination to be reasonable by 3/4 of the attending members, written statement will be sent to the Registration Division of the Academic Affairs Office to change the grades. If it exceeds one week for the deadline of grade alteration or the grade alteration will affect whether students will be dropped out from university, related units should ask the academic affairs meetings to review. Under the circumstances that 1/2 of the representatives attend the academic affairs meetings and approval by 2/3 of the attending representatives, the alteration request will be sent to the Registration Division of Academic Affairs Office to change the grades.

Article 29 The academic examinations that give students grades could be divided into the following 3 categories.

- I. Quizzes: Held by teachers at any time
- II. Midterm examination: Held in the stipulated time by teachers in the semester
- III. Semester examination: Held by teachers in the end of the semester according to the stipulated date by academic affairs office

Article 30 The semester grades of each subject should be calculated by teachers of that subject according to quizzes, midterm examination, and semester examination grades. Teachers should sign in the grades in network system within one week after the semester examination of that subject.

Article 31 For the academic scores, students who fail to pass cannot perform a makeup examination and the credits will be not calculated. If the students fail to pass required subjects (including PE), they should re-study.

Article 32 Students' average academic grades and graduation grades are calculated based on the methods below.

- I. Accumulated scores are obtained via multiplication of credit number and score.
- II. The total credit number of semester is the sum of all credits studied in that semester.
- III. The total accumulated semester score is the sum of each accumulated score studied in that semester.
- IV. The accumulated scores (including failing subjects) should be divided with the total credit number to obtain the average academic grades.
- V. The accumulated scores (including courses in summer vacation) should be divided by the total credit number to obtain the average academic grades.

Article 33 Absenteeism in the semester examination will make students obtain 0 in semester examination of said subject. Absenteeism in the quizzes and midterm examination

will also make students obtain 0 score of said subject.

- Article 34 If there is any priority for the courses that students choose, students may not choose a course with a requirement of advanced placement courses if they haven't passed said advanced placement courses unless they obtain the approval of teachers and department head, otherwise the scores will not counted.

Section 4 Leave of absence, Suspension, Resumption, Expulsion

- Article 35 If students cannot attend class for any reason, they should apply for absence in advance according to regulations. If students cannot attend semester examinations for any reason, they should apply for absence in advance according to *National Yunlin University of Science and Technology Students' Application for Leave Regulations*.

- Article 36 Students whose asking for leave is not allowed and cannot attend class or an examination will be regarded as absent. Being absent for 1 hour should be regarded as absent for 2 hours.

- Article 37 The students in our school who need to go abroad or study in schools in China owing to research, training, learning, or participation in international skill competitions, meetings, or major causes should submit applications. The related regulations about student statuses will be stipulated separately.

Students who go abroad or study in schools in China should conform to the regulated schools stipulated by Ministry of Education and the credits of their studied subjects will be transacted according to the regulations about *Directions for waived courses and transferred credits of students*.

- Article 38 Students who are absent from class without prior permission or who have exceeded their approved leave of absence without obtaining a prior extension shall be deemed absent without having taken leave. Course instructors can deduct the absent student's grades depending on his/her circumstance. Students who have been absent from an exam shall receive zero for that exam and be deemed absent without having taken leave.

- Article 39 If students show any of the following situations, said students should be ordered to be suspended from school.

- I. Those who are ordered to be suspended after determination by the student incentive committee meetings.
- II. Students who have already registered and not yet chosen courses or chose credits lower than that stipulated in the study regulations within one week after the deadline of adding and dropping out of courses.

- Article 40 Students who cannot enroll on time owing to pregnancy, childbirth, childcare for a

toddler under three years old, or major accidents, and obtain consent from their parents or guardians could apply for suspension of schooling. After approval by the provost, students should go to Registration Division to transact school-leaving procedure and apply for certification of suspension of schooling.

Article 41 Students who apply for suspension of schooling according to the regulations stipulated in article 39 should go to Registration Division to transact school-leaving procedure and apply for certification of suspension of schooling.

Article 42 Students who apply for suspension of schooling should be granted the period of one semester, one academic year, or two academic years in principle. The accumulated time period for suspension of schooling should be no more than 2 academic years. Only those with severe illness, special accidents, or those participating in practical works may extend the time period for suspension of schooling for one additional year. Students who participate in military services in the period of suspension of schooling need to submit a photocopy of call-up orders to apply for extension of time period for suspension of schooling. After military services are completed, students may submit military service discharge orders to apply for going back to school. For students who apply for suspension of schooling owing to the reasons of pregnancy, childbirth, or childcare for a toddler under three years old, their time period for suspension of schooling may not be included in the study period for suspension of schooling. Those who graduated from senior/vocational high schools and also have taken part in the Project of Account for Education and Job for Youths are allowed to apply for extension with relevant documents. The maximum of the extension is 3 years and will not be included in the extension period stipulated in these regulations.

Those who do not return to school before the expiration time associated with the leave of absence should be regarded as having dropped out.

Grades for periods associated with the suspension of schooling should not be counted.

Article 43 While suspended from schooling, if students have any good or bad performance which may violate school regulations and cause damages to the reputation of our university, our university will offer reward or give appropriate punishments according to the measures for student incentives and disincentives and severity.

Article 44 Students who are suspended from school shall transact the procedures for going back to school before the expiration of suspension of schooling periods. After approval to go back to school, said students shall study in the corresponding grades in their departments. Students who dropped out during the semester shall be included in their original semester when returning to school.

If the departments have been altered or removed, students shall be tutored to transfer

to appropriate departments to continue their studies.

Article 45 If students show any of the following situations, said students should be ordered to drop out.

- I. Overdue registration or those who fail to go back to school before expiration of suspension of schooling periods.
- II. Those who fail in behavior performance score.
- III. Those who have not completed all the required subjects and credits in their departments within the study period.
- IV. Those who have accumulated two semesters in each of which they failed at least half of the total credit hours.
- V. Overseas Chinese students, foreign students, Mongolian and Tibetan students, aboriginal students, offspring of expatriates, students with excellent sports performances in university, recommended students via recommendation as excellent candidates, students obtaining admission qualifications through star plan in Taiwan, vocational elite classes, and graduates from 5-year system in overseas and China regions will be dropped out after 2/3 of the credits failed in study periods for accumulated 2 semesters.
- VI. Those who break rules of the school and are dropped out by the student incentive committee meetings.
- VII. Student withdrawals subject to Article 39 shall comply with Article 42, in which the period of withdrawal cannot be extended.

Disabled students and students who take fewer than 9 credits in one semester are not included in regulation item 4 and item 5 above.

Article 46 Those who voluntarily apply to drop out or are ordered to drop out by our university and who have their student statuses approved by the principal may apply for certificates of transcripts if there are any grades in the semester spent studying in our university. Those who are eliminated from school roll are not issued related certificates and should not be allowed to study in our university.

Section 5 Transferring to other departments, Minor Program, Double Majors

Article 47 Students may start to apply for transferal to another department in the second academic year after admission. Those who start to apply for transferal to another department in the third academic year may study as junior students in a similar department or as sophomores in a relatively different department. Those who start to apply for transferal to another department in the fourth year may study as senior students in a similar department or as juniors in a relatively different department.

Those who start to apply for transferal to another department in higher grades may study in the same year in similar departments in accordance with the taken courses and credits. Students are allowed to apply for transferal in the second semester under special circumstances. For those who transferred to a new department under lower grades, the repeated study period in the two departments may not be included in the maximum study period of the department newly transferred into.

Students of the day school are not allowed to transfer to the departments of the Division of Continuing Education.

Regulations regarding application for department transfer will be stipulated separately.

Article 48 Students that are approved for department (group) transfer shall comply with *Directions for waived courses and transferred credits of students* and shall take the courses and credits required by the departments (groups) they transfer to for graduation.

Article 49 Students who transferred from other departments or groups shall compensate for required subjects and credits. This will be confirmed by the department heads of newly entered departments.

Article 50 After 4-year system students complete the courses in the first academic year or 2-year system students complete all the courses in the first semester, they may register in classes in the University or at an institution with the same college program approved by the University as minors.

Regulations about the review of minor degree will be stipulated separately and approved by the Ministry of Education.

Article 51 After 4-year system students complete the courses in the first academic year or 2-year system students complete all the courses in the first semester, they may register in classes in the University or at an institution with different college programs approved by the University as double majors. Regulations about double majors will be stipulated separately and approved by the Ministry of Education.

Section 6 Graduation, Academic Degree

Article 52 Students who have attended the full length of the study program, completed the courses and number of credits required and selected, reached benchmarks established by the University on English proficiency exams, fulfilled the University's requirements for volunteer service and industrial practice, received passing marks in conduct, and met all other graduation requirements are eligible to graduate and are awarded Bachelor's degrees and diplomas. A conferred degree shall be revoked upon

verification that the student's course of studies involved dishonesty or fraud, a public announcement of degree revocation shall be issued, and the matter shall be handled according to applicable regulations in the event of violation. Relevant requirements for English proficiency, industrial practice, and volunteer service are stipulated separately.

Article 53 Students may apply to graduate in advance for one semester or one academic year if his or her grades conform to the following criteria during the study period.

- I. All required subjects and credits are completed and the grades average over the years are all no less than 80.
- II. With grades of conduct performance, more than 80 in each semester.
- III. GPA (Grade Point Average) ranked in the top 10% of the class.

Students who don't conform to the regulations about applying for graduation in advance are still required to register admission and complete the credits of that year or semester ordered in article 23.

Article 54 Graduating students of the current year who need to extend the study period of the second semester to re-study or catch up with the credit requirements need to apply to drop out to prevent registration. Those who register should select at least one subject.

Chapter 3 Graduate Program

Section 1 Admission

Article 55 Those who qualify as having equivalent qualifications of public or certificated private university or independent colleges or conforming to "*Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education*" of the Ministry of Education in the regulations about conferring bachelor degrees or with equivalent academic attainments may obtain admission to the master degree programs of each department or institute in our university after acceptance of admission to our university via entrance examinations.

Those who qualify as having equivalent qualifications of public or certificated private university or independent colleges or conforming to "*Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education*" of Ministry of Education in the regulations about conferring master degrees or with equivalent academic attainments may obtain admission to the Ph.D. degree programs of each department or institute in our university after acceptance of admission to our university via entrance examinations.

Foreign students whose applications are approved may obtain admission to the master or Ph.D. degree programs.

Students with equivalent academic attainments or admitted graduates from non-related majors shall all choose additional basic subjects and credits for undergraduate students in related departments. This should be stipulated by each department.

- Article 55-1 Students that are admitted to the doctoral and master degree programs shall apply for registration one semester earlier in compliance with the regulations in the recruiting brochure.

Section 2 Payment, Registration, and Course Selection

- Article 56 Graduates should transact registration procedures and pay for the fundamental fees of tuitions fees in each semester.
- Article 57 The required subjects and credits graduates must take in each semester shall be ordered by all departments, and the subjects chosen should not be less than 1 and the credits should be no more than 18 in the first academic year.

Section 3 Study period, credit, and score

- Article 58 The study period for master degree program students should be 1 to 4 year(s) and for Ph.D. degree program students should be 2 to 7 years. In-service graduate students who fail to complete all required courses or fail to complete degree thesis within study period may extend their study period for an additional 1 year for special needs.
- Article 59 Graduates in master programs should complete at least 26 credits (6 credits for thesis should be counted in addition). Graduates in Ph.D. programs should complete at least 18 credits (6 credits for thesis should be counted in addition). If the required total credit numbers for graduation need to be raised, each department may stipulate related regulations and implement them after approved by our school.
- Article 60 For research needs, graduates may choose subjects in other departments or institutes after approval by people in charge in each department or institute. The approved credits will be counted as graduation credits. Graduates obtaining admission with equivalent academic attainments or graduating from non-related departments should all choose additional basic subjects and credits for undergraduate students in related departments. These credits should not be counted in the graduation credits.
- Article 61 For the academic scores for graduates, 100 is the full score, and no less than 70 is required to pass a test. Those who fail to pass cannot perform a makeup examination. The required subjects should be re-studied. Makeup examination for degree examinations should only be held once. Those who obtain more than 70 in makeup examination should have their grades counted as 70. Each grade is given from 0 to 100. Fractional parts should be carried to integer according to rounding method. The

contrast between percentile and grade are described as below.

- I. Grades higher than 80 are regarded as level A and will obtain 4 points
- II. Grades 70-79 are regarded as level B and will obtain 3 points
- III. Grades 60-69 are regarded as level C and will obtain 2 points
- IV. Grades 50-59 are regarded as level D and will obtain 1 point
- V. Grades lower than 49 are regarded as level E and will obtain 0 point

Article 62 Notices for graduates' degree examination measures are mainly for oral examinations and will be regularly held by our school. As occasion requires, each department needs to stipulate other regulations and hold their own examinations.

Regulations about Master degree or Ph. D. degree examination should be stipulated separately and approved by the Ministry of Education.

Article 63 The average of academic grades and degree examination grades are the graduation grades for graduate students.

The grades and credits for undergraduate program courses and the Education Program will not be counted in the average academic grades of the same semester, graduation credits, and graduate grades.

Section 4 Suspension, Resumption, Expulsion

Article 64 Regulations about graduates' leave of suspension, resumption and expulsion and violation of school regulations will be transacted according to the related articles of these academic regulations.

Article 65 If the academic grade situations of graduates show any one of the following situations, said students should be ordered to drop out.

- I. Those who do not complete registration or have failed to apply for a resumption after their suspension of studies has ended.
- II. Those who have failed in their conduct performance.
- III. Those who failed to complete required courses and obtain sufficient credits before the expiration of study periods, or those who do not pass degree examination or who have not completed graduation requirements stipulated by the University or his/her home department/institute.
- IV. Those who failed to pass the qualification examinations for Ph.D. program and other related regulations.
- V. Those who failed to pass the degree examinations and do not conform to makeup examination criteria or still fail to pass the makeup examinations.
- VI. Those who have seriously violated school regulations and were asked to withdraw on the decision of the Student Disciplinary Committee.

VII. Those whose thesis, work, proof of achievement, written report, technical report, or professional practice report contains fabricated, altered or plagiarized material, was written by someone else, or involves any other form of fraud, and was verified to be true as a serious violation.

Section 5 Transferring to other departments, Double Majors

Article 66 Graduate students are allowed to apply for transferal to another department one semester after admission and graduate students shall acquire approval from their home department/degree program, institute and college before submitting all relevant documents to the Registration Division of the Office of Academic Affairs within the stipulated period in accordance with the academic calendar. After obtaining approval from the home department/degree program, institute and college, the transfer can be completed only after being approved by the Dean of the Office of Academic Affairs. The regulations for ratification standards are established by each department, institute, degree program, and college.

Graduate students are allowed to apply for transferal one time and to one department/institute only. When the transfer application is approved, students cannot apply for any alteration or apply to transfer back to the original department/institute. Those who have failed to acquire approvals for transfer to another department/institute shall study in their original department/institute. Transferring graduate students who tend to exempt credits shall follow the *Directions for waived courses and transferred credits of students* and follow all academic regulations set forth by their department/institute, degree program, and college to be able to graduate. Transferring to a different division in the same department/institute shall follow items 1 to 4 in this article.

Article 66-1 Graduate students may register in classes of other departments (programs) in the University as double majors. Regulations regarding double majors are stated in a separate document which must be submitted to the Ministry of Education for future reference.

Section 6 Graduation, Academic Degree

Article 67 Graduates who conform to the following criteria are approved for graduation.

- I. Complete and pass required subjects and credits within the specified year.
- II. Satisfy all graduation requirements set forth by his/her home department.
- III. Pass the degree examinations provided by our school and submit a thesis/dissertation/technology report.

IV. Pass grades of conduct performance in each semester.

Masters students shall also submit grades associated with an English proficiency test as set by the University. English proficiency is to be established separately.

Article 68 Graduate students who meet all the requirements above are awarded Master's degrees and diplomas. Post-graduate students of doctoral programs who meet all the requirements above are awarded Doctoral degrees and diplomas. If the student's thesis, work, proof of achievement, written report, technical report, or professional practice report contains fabricated, altered, or plagiarized material, was written by someone else, or involves any other form of fraud, National Yunlin University of Science and Technology shall revoke the conferred degree, issue a public announcement of degree revocation, and handle the matter according to applicable regulations in the event of violation.

Article 68-1 Matters not covered by this section shall be conducted in accordance with the *Study Regulations*.

Chapter 4 Night Division of the 4-Year System

Section 1 Admission

Article 69 Those who meet any of the following requirements and have been accepted through the University's open-enrollment process are eligible to be admitted into the University's night division of 4-year system at the first-year level.

- I. Those who are graduates of government-run or government-registered private senior high schools or high schools of equal standing.
- II. Those who are qualified candidates with an equivalent educational level.

Section 2 Payment, Registration, and Course Selection

Article 70 Students from the night division of the 4-year system must pay all fees for registration in accordance with regulations set forth by the Office of Academic Affairs.

Article 71 Students from the night division of the 4-year system are, in principle, able to take courses offered at night or in the daytime or during the holidays. Moreover, students of this system shall take no less than 9 credits and no more than 25 credits in principle.

Article 72 Students from the night division of the 4-year system are not allowed to transfer to the day division of the 4-year system. Other regulations relevant to transferring must be in accordance with the *Regulations for Transferring* set forth by the University

Section 3 Duration of Study, Credits

Article 73 Students of the night division of the 4-year system are expected to complete their program of study within 4 years. Extension for study is limited to 2 years at most.

Article 74 Students of the night division of the 4-year system are required to take no less than 128 credits. Each department/program can increase the required credits contingent upon circumstances upon approval by a meeting of the Academic Affairs Committee.

Article 75 Students from the night division of the 4-year system are allowed to take courses opened by the day division of the 4-year system for specific reasons and, in principle, the chosen credits shall be no more than one-third of the total credits in the same semester.

Section 4 Graduation, Academic Degree

Article 76 Academic degrees will be conferred after students complete their study period with all credits of required and elective courses and qualify and pass the lowest standards in conduct performance.

Article 77 Matters not covered by this section shall be conducted in accordance with the *Study Regulations*.

Chapter 5 The Graduate Programs for the Second Expertise after Obtaining Bachelor Degree

Section 1 Admissions

Article 78 Those who qualify as having equivalent qualifications of public or certificated private university or independent colleges or conforming to “*Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education*” of Ministry of Education and obtain bachelor degrees, and those who apply to attend to the entrance examination and have already completed obligated military services may study in the degree programs to study the second profession after obtaining admission from the entrance examination of the second expertise entrance examination in the graduate programs in our university.

Section 2 Payment, Registration, and Course Selection

Article 79 Required fees in this program should be paid each semester, which is according to the stipulations for 4-year system in university.

Article 80 The required subjects and credits students have to take in each semester shall be ordered by each program, but the credits should not be less than 9 and no more than 25 in the first academic year.

Article 81 Students in this program are not allowed to apply for department transferal, minor degrees, double majors, and transferring into general class for study.

Section 3 Duration for Study, Credits

- Article 82 The study period for this program is 1 or 2 year (s) and will be extended if necessary.
- Article 83 The required credits for graduation for this program should not be less than 48 (including thematic production or disquisition). Each department may elevate required credits according to the characteristics of department and course planning after approval.
- Article 84 Transferring of credits will be allowed for the situation that students already studied for the credits with related regions or similar characteristics before studying in degrees higher than bachelors. After transferring credits, the required credits for study should be no less than 40.
- Article 85 The teaching hours of our program could either be daytime, nighttime, or holiday. It is also permissible to hold a course in summer vacation periods.

Section 4 Graduation and Academic Degree

- Article 86 After completing the study period and passing the examinations, our program will confer upon students the bachelor's degree certificate of "Degree program after obtaining bachelor degrees."
- Article 87 Matters not covered by this section shall be conducted in accordance with the *Study Regulations*.

Chapter 6 Management of Student Status

- Article 88 The enrollment records such as classes, grades, academic grades, registration, department transferal, transferring from other schools, minor degrees, double majors, leaves of absence, going back to school and drop-out of students' statuses while studying in university should all refer to the original statistical forms of the Academic Affairs office.
- Article 89 Name and birth date of freshmen should refer to the records of ID cards. Those who submit admission qualification certificates inconsistent with that recorded in ID cards should make corrections immediately. Students in our university and graduate students who apply to alter their name, place of birth, and/or birth date should all submit the certificates given by the government agencies. After approval by the Academic Affairs office, the degree certificates given by our university should add the school seal(s) to confirm the alterations.
- Article 90 Admissions rolls of freshmen (including those who preserve admission qualifications), withdrawal rosters, and degree conferring rosters should all be signed by the principal for confirmation two months after the registration of the first semester. Our university will make a file and record information described above.

Chapter 7 Supplemental Provisions

- Article 91 Affairs such as rewards and punishments, conduct performance evaluations, appeals, postponing military services, later convening, etc. should all be transacted according to the related stipulations of our university. The measures shall be also stipulated by the Office of Student Affairs.
- Article 92 Students who have withdrawn or were expelled from the University are allowed to file an appeal to the Student Appeal Committee to challenge the disciplinary action within the stipulated time. Before the review panel has reached a conclusion, the applicant may continue his/her study. If disciplinary actions are not changed as a result of the appeals, then the date of termination of studies on the certificate of the expelled student will be the date when disciplinary action was imparted. Credits obtained during the appeal can be certified with a certificate of credits. However, students whose student statuses are revoked will not be issued certificates.
- Article 93 When students study in school, they may apply for various scholarships. The application methods for each scholarship will be announced by related units.
- Article 94 Things not stipulated in the third, fourth, and fifth chapters in these study regulations should refer to the related stipulations in chapter 2 as standards.
- Article 95 If there is any serious disaster presumed by the authority to have occurred to a student, the regulations of the admission test and qualification, registration, payment, course selection, leave of absence, grades, credit exemption, suspension, withdrawal, resumption, fee refund, duration of study, and graduation requirements for the aforementioned student are to be established separately.
- Article 96 Regulations regarding rights, appealing, remedial action to be undertaken and its procedures for students as part-time assistants are to be established separately.
- Article 97 Procedures and formalities for application in these study regulations will be supplemented by another approach.
- Article 98 Each department, institute, or degree program shall determine the name of its degree based on its program specialty, academic field, and academic or professional orientation with reference to the MOE-published Reference Handbook for the Chinese and English Names of Program Degrees for College Education to conform with international conventions and trends. The regulations governing each degree's name and the registration of the degree diploma shall be implemented after being adopted by each department, institute, college, and university at a meeting of institution affairs.
- Article 99 If there is any detail not elaborated in these regulations, the transaction should be

referred to related regulations.

Article 100 These regulations were approved by the University Senate and submitted to the principal for approval. These regulations will go into effect after the principal's approval and will be filed with the Ministry of Education for future reference. Any amendments shall be processed accordingly.