

# 國立雲林科技大學各學系學士學位班學生修讀輔系辦法

## National Yunlin University of Science and Technology Regulations for Undergraduate Students Pursuing Minors

87 年 10 月 29 日第 25 次教務會議通過  
Adopted at the 25<sup>th</sup> Academic Affairs Meeting on Oct. 29, 1998  
88 年 5 月 12 日第 27 次教務會議修訂  
Amended at the 27<sup>th</sup> Academic Affairs Meeting on May 12, 1999  
92 年 10 月 15 日第 36 次教務會議修訂  
Amended at the 36<sup>th</sup> Academic Affairs Meeting on Oct. 15, 2003  
95 年 11 月 15 日第 47 次教務會議修訂  
Amended at the 47<sup>th</sup> Academic Affairs Meeting on Nov. 15, 2006  
96 年 1 月 19 日教育部台技(四)字第 0960008523 號函准予備查  
Filed for reference under MOE Letter ref. Tai-ji(4)-zi No. 0960008523 of Jan. 19, 2007  
101 年 6 月 1 日第 74 次教務會議修訂  
Amended at the 74<sup>th</sup> Academic Affairs Meeting on Jun. 1, 2012  
101 年 6 月 15 日教育部臺技(四)字第 1010110138 號函准予備查  
Filed for reference under MOE Letter ref. Tai-ji(4)-zi No. 1010110138 of Jun. 15, 2012  
103 年 3 月 18 日第 81 次教務會議修訂  
Amended at the 81<sup>st</sup> Academic Affairs Meeting on Mar. 18, 2014  
103 年 4 月 9 日教育部臺技(四)字第 1030046584 號函准予備查  
Filed for reference under MOE Letter ref. Tai-ji(4)-zi No. 1030046584 of Apr. 9, 2014  
105 年 12 月 26 日第 92 次教務會議修訂  
Amended at the 92<sup>nd</sup> Academic Affairs Meeting on Dec. 26, 2016  
106 年 1 月 12 日教育部臺技(四)字第 1060003985 號函准予備查  
Filed for reference under MOE Letter ref. Tai-ji(4)-zi No. 1060003985 of Jan. 12, 2017  
111 年 10 月 12 日第 117 次教務會議修訂  
Amended at the 117<sup>th</sup> Academic Affairs Meeting on Oct. 12, 2022  
111 年 12 月 29 日教育部臺技(四)字第 1110120451 號函准予備查  
Filed for reference under MOE Letter ref. Tai-ji(4)-zi No. 1110120451 of Dec. 29, 2022

第一條 本辦法依據大學法、大學法施行細則暨本校學則訂定。

1. These Regulations are established in accordance with the University Act, the Enforcement Rules of the University Act and Yuntech's Academic Regulations.

第二條 本校各系得互為輔系，其設置輔系可接受輔系學生之名額、標準與條件，由各該系訂定，並提教務會議通過後公告。

2. At Yuntech, departments may offer each other as minor programs, where the quota, criteria, and conditions for accepting students into these minor programs shall be established by the respective departments, submitted to the Academic Affairs Meeting for approval before being announced.

第三條 為使各系學生修畢基礎學科具備基本能力後，各系學生依學制之不同得按各學制之不同規定申請修讀輔系，四年制學生得自入學後第二學年起申請修讀本校或簽約他校相

同學制性質不同他系課程作為輔系，二年制學生得自入學後第二學期起申請修讀本校或簽約他校相同學制性質不同他系課程作為輔系，但為避免修讀輔系延後畢業，各學制應屆畢業生於該學年下學期則不得申請修讀輔系。

3. To enable students in each department to acquire the basic competencies upon completing their foundational courses, students may apply to pursue a minor according to the specific regulations of their respective degree programs. Students in four-year programs may apply, starting from the second academic year after enrollment, to pursue a minor in a different department at this university or at a partner institution with the same academic system but a different program type. Students in two-year programs may apply, starting from the second semester after enrollment, to pursue a minor in a different department at this university or at a partner institution with the same academic system but a different program type. However, to prevent the pursuit of a minor from delaying graduation, students in their final year of either academic system may not apply to pursue a minor during the second semester of that academic year.

**第四條** 學生申請修讀輔系，應於每一學期註冊後一週內持在校歷年成績表與申請書先向原肄業主系提出申請，經審查認其確具修讀輔系能力者，送請所選輔系系主任同意，再送註冊組彙送教務長核准。

學生申請修讀他校輔系者，經本校及他校之同意後，依他校之規定辦理。外校學生經其就讀學校及本校之同意後，得申請修讀本校輔系，其申請資格與修讀規定依本校之規定辦理。

辦理跨校輔系以雙方學校交流為原則，並須簽定跨校輔系協議。

4. A student who intends to pursue a minor shall submit an application, along with his/her cumulative transcript, to his/her primary department within one week of registration each semester. If he/she is verified by review to be capable of pursuing a minor, the application will be forwarded to the head of the selected minor department for approval, before being sent to the Registration Office for forwarding to the Dean of Academic Affairs for final approval. Students applying to pursue a minor at another institution and having been approved by both this university and the other institution shall follow the procedures in accordance with the regulations of the other institution. Students from other institutions having obtained approval from both their home institution and this university may apply to pursue a minor at this university with eligibility requirements and course requirements governed by Yuntech's regulations.

The offering of a minor at another institution is based on the principle of academic exchange between the two institutions, and a minor agreement shall be executed between the two

institutions.

第五條 各系做為他系之輔系時，應就該系必修科目中指定專業科目至少二十學分做為輔系課程，但主系與輔系之相同必修科目學分，不得兼充為輔系之科目學分。各系應依上開規定指定輔系學生必修專業科目、學分，送請註冊組公布。為使擬修讀輔系學生具備修讀之能力，各系得指定輔系先修科目，學生於本校取得先修科目學分後始得向該系提出輔系之申請。

學生如有修習通過與各系指定輔系學生必修專業科目名稱相同之科目，各系得予承認或另指定性質相近之科目為輔系指定必修專業科目。

5. When a department serves as a minor for another department, it shall designate at least 20 credits from its required major courses as courses for the minor, provided that the credits for required courses that are common to both the major and the minor may not be counted toward the credits for minor's courses. Each department shall designate the required major courses and credits for minor students in accordance with the above provisions and submit them to the Office of Registration for publication. To ensure that students intending to pursue a minor possess the necessary academic proficiency, each department may designate prerequisite courses for the minor; students may apply to the department for the minor only when they have earned credits for these prerequisite courses at this university.

If a student has taken and passed a course with the same name as a required major course for the minor program designated by a department, that department may recognize said course or designate another course of a similar nature as a required major course for the minor program.

第六條 學生選修輔系課程應於每學期註冊時與主系課程同一次選修。

6. Students shall register for minor courses, if any, together with their major courses each semester.

第七條 輔系課程應在主系規定最低畢業學分數以外加修，其輔系課程視為學生之選修科目。

7. Minor courses shall be taken in addition to the minimum number of credits required for graduation by a student's major department; these minor courses are considered elective courses for the student.

第八條 凡選定輔系之學生，其每學期學業成績應以其主系及輔系課程與學分合併計算，如有所選修輔系課程不及格，應依照學則有關規定一併處理。但輔系應修專業科目學分如有缺修或不及格時，不得請求抵修或免修。

8. For a student who has selected a minor, his/her academic performance for each semester shall be calculated by combining the courses and credits from both his/her major and minor. Courses in the minor, if any, he/she has taken but failed shall be dealt with in accordance with the

relevant provisions of the Academic Regulations. However, if a student has not completed or has failed required major courses for the minor, he/she may not request credit substitution or exemption.

第九條 凡修滿輔系規定之科目與學分成績及格者，其學位證書、學位證明書、歷年成績表及畢業名冊，均加註輔系名稱，修讀跨校輔系者另再加註跨校學校名稱；但畢業時尚未修滿輔系規定之科目與學分者，其學位證書不加註輔系名稱，如欲留校補修輔系科目與學分，應於應屆畢業學期加退選課期限內提出延長修業年限之申請，並經兩系系主任同意後再送註冊組辦理。為避免輔系身分不確定，凡未於上述期限內申請延長修業者，視同放棄繼續修習。

9. Students who have successfully completed all required courses and earned the required credits for a minor with passing grades will have the name of the minor noted on their diplomas, degree certificates, cumulative transcripts, and graduation roster, as well as the name of the partner institution, if they have pursued an inter-institutional minor there. However, for students who have not completed the required courses and credits for the minor by the time of graduation, the name of the minor will not be noted on their diplomas. If one wishes to remain at the university to complete the remaining minor courses and credits, he/she shall submit an application for an extension of the study period during the add/drop period of his/her graduating semester, and have the same approved by the heads of both departments before being submitted to the Office of Registration for handling. To avoid uncertainty regarding minor status, any student who failed to apply for an extension of his/her study period within the aforementioned deadline will be deemed to have abandoned his/her minor studies.

第十條 學生因選修輔系課程而於規定修業年限內學校需另行開班，應繳學分費。學生因選修輔系而延長修業年限，修習學分數在九學分以下者應繳學分費，在十學分以上者，繳交全額學雜費。

學生跨校輔系修讀課程及學分費事宜，依跨校輔系協議辦理。

10. Where students have enrolled in minor program courses, and the University is required to offer additional classes within the standard period of study, they shall pay the credit fees. Where the period of study of a student is extended due to pursuing a minor, he/she shall pay the credit fees if he/she takes nine credits or fewer, or pay the full tuition and miscellaneous fees if he/she takes ten credits or more.

Matters regarding students taking courses and paying credit fees for a minor at another institution shall be handled in accordance with the inter-institutional minor agreement.

第十一條 凡選修輔系之學生如修業年限屆滿應畢業時，其主系應修最低畢業學分內如有非必修之選修科目學分不足時，可申請放棄修讀輔系資格，而以其所選修輔系科目學分補足。前述申請放棄時間須於應屆畢業學期加退選課期限內提出申請，並經兩系系主任同意後送教務處核備。為確認畢業資格，凡未於上述期限內申請放棄者不得將該學分抵充為主系之選修學分。

11. If a student enrolled in a minor program finds that he/she lacks sufficient credits from non-required elective courses to meet the minimum graduation credit requirement for his/her major when reaching the end of his/her standard period of study and becoming eligible for graduation, he/she may apply to withdraw from the minor program and use credits from the minor courses he/she has taken to make up the deficiency. Such applications must be submitted during the add/drop period of the semester in which the student is scheduled to graduate and, be approved by the heads of both departments before being submitted to the Office of Academic Affairs for record. To verify graduation eligibility, a student who fails to submit a request for waiver by the deadline mentioned above may not count the credits toward elective credits in their major.

第十二條 學生於規定修業年限屆滿未修足輔系之科目學分，不得申請發給有關輔系之任何證明；但凡選定輔系之學生轉學時，其轉學證明書或修業證明書應加註輔系名稱。

12. Students who have not earned sufficient credits required for a minor by the end of the prescribed period of study may not apply for any certificate related to that minor; however, when a student who has selected a minor transfers to another institution, the name of the minor shall be noted on the transfer certificate or certificate of studies.

第十三條 本辦法經教務會議通過，陳請校長核定後實施，並報請教育部備查，修訂時亦同。

13. These regulations, and amendments hereto, shall be implemented upon adoption at the Academic Affairs Meeting, ratification by the President, and reporting to the Ministry of Education for reference.

※本辦法中文版與英譯版語意有所差異時，依中文版為主。

In the event of any discrepancy between the Chinese version and the English translation of these Regulations, the Chinese version shall prevail.