

MINGHSIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

Academic Regulations

English Translation Disclaimer: This English version is a translation for regulatory review and reference. In the event of any discrepancy or inconsistency between the Chinese and English versions, the Chinese version shall prevail.

Part I General Provisions

Article 1

Mingshin School Foundation Mingshin University of Science and Technology (hereinafter referred to as “the University”) formulates these Academic Regulations in accordance with the University Act, the Enforcement Rules of the University Act, the Degree Conferral Act, and other applicable laws and regulations.

Part II Undergraduate Program

Chapter 1 Admission

Article 2

At the beginning of each academic year, the University shall conduct open admissions for first-year students of four-year programs, third-year students of two-year programs, and freshmen of post-baccalaureate programs in each department. The University may also recruit transfer students to the second or third year of four-year programs and to the second semester of the third year of two-year programs. The admission regulations shall be prescribed separately and submitted to the Ministry of Education for approval.

Article 3

Persons who meet any of the following qualifications and are admitted through the admission examination may enroll in the third year of the University's two-year programs:

1. Graduates of public or registered private junior colleges or institutions of higher education.
2. Graduates of public or registered private junior college continuing-education schools who have obtained a qualification certificate issued by the competent educational administration authority.
3. Graduates of foreign junior colleges or institutions of higher education whose qualifications are recognized in accordance with the regulations of the Ministry of Education.
4. Holders of certificates of passing the Higher Examination, Grade B Special Examination, or other examinations administered by the Examination Yuan.
5. Persons who meet the applicable requirements for admission based on equivalent educational qualifications.

Persons who meet any of the following qualifications and are admitted through the admission examination may enroll in the first year of the University's four-year programs:

1. Graduates of public or registered private senior high schools or schools of equivalent educational level, or persons who meet the applicable requirements for admission based on equivalent educational qualifications.
2. Students of post-baccalaureate multidisciplinary professional training programs: graduates of domestic universities or independent colleges registered with the Ministry of Education, or graduates of foreign universities or independent colleges whose qualifications are recognized by the Ministry of Education, who have obtained a bachelor's degree or higher and have completed military service or are not subject to military service obligations.

Recognition of foreign academic credentials shall be handled in accordance with the Ministry of Education's Regulations Governing the Assessment and Recognition of Foreign Academic Credentials. The University shall separately prescribe its Directions for Admission of International Students and submit them to the Ministry of Education for approval.

Article 4

Admitted freshmen shall complete the enrollment procedures at the University by the prescribed date. Those who fail to do so by the deadline shall have their admission eligibility revoked.

Article 5

At the time of freshman enrollment, students shall present valid documents certifying their academic qualifications or equivalent educational qualifications before they may enroll. Students who, for legitimate reasons, have applied in advance for and obtained approval to defer submission of such documents may enroll first, but shall submit the required documents by the prescribed deadline; otherwise, their admission eligibility shall be revoked. Upon enrollment, a student-status record shall be established in accordance with University regulations.

Article 6

Freshmen who are unable to enroll on time because of serious illness, pregnancy, childbirth, caring for a child aged three or under, or other special circumstances may, before registration begins, apply to the University to retain their admission eligibility by submitting relevant supporting documents. The retention period shall normally be one year for serious illness or other special circumstances; for pregnancy, childbirth, or caring for a child aged three or under, the period may be applied for according to the student's needs. No fees shall be charged during the period in which admission status is retained. The relevant implementation guidelines shall be prescribed separately.

Article 7

If a freshman is found to have engaged in fraud or other misconduct in the admission examination, or to have submitted forged, fraudulently obtained, altered, or otherwise invalid admission documents, the student shall be expelled from the University immediately upon verification. If such misconduct is discovered only after the student has graduated from the University, the diploma shall be revoked and cancelled in accordance with law, and the student's graduation qualification shall be publicly announced as cancelled.

Chapter 2 Registration and Course Selection

Article 8

Upon registration each semester, students shall pay all required fees in accordance with the applicable regulations. If a student takes a leave of absence or withdraws from the University after registration and enrollment, tuition and fee refunds shall be handled in accordance with the regulations of the Ministry of Education.

Article 9

Students shall register at the University by the prescribed date. A student who is unable to register on time because of illness or special circumstances may, upon prior approval of a leave request and submission of supporting documents, defer registration for a period not exceeding two weeks. A freshman who fails to register without an approved leave, or who fails to register by the end of the approved extension, shall have the admission eligibility revoked. A continuing student who fails to register without applying for a leave of absence shall be dismissed from the University.

Article 10

Students shall select courses in accordance with the curriculum plans prescribed by their respective departments. Regulations governing course selection and guidelines for inter-university course selection shall be prescribed separately.

Article 11

Students shall add or drop courses within the prescribed period each semester in accordance with the instructions for online course selection. Applications submitted after the deadline shall not be accepted. Credits for courses for which students fail to complete the required add/drop procedures shall not be recognized. Students may not, by adding or dropping courses, cause the number of credits to be taken to exceed or fall below the prescribed number of credits for the semester.

Article 12

Students may not enroll in courses whose class times conflict. If a student enrolls in courses with conflicting class times, the grades for all such courses shall be recorded as zero. Credits earned from repeating a course that has already been passed shall not be counted toward the credits required for graduation.

Article 13

Students pursuing a bachelor's degree who elect a minor shall complete at least 20 credits of professional courses required for the minor. Students who elect a double major shall complete all required professional-course credits of the other major department. Regulations governing minors and double majors shall be prescribed separately and reported to the Ministry of Education for recordation.

Article 14

Course selection between students in daytime programs and students in continuing-education programs shall be handled in accordance with the relevant provisions of the University's Regulations Governing Course Selection between Daytime and Continuing-Education Students. Such regulations shall be prescribed separately.

Chapter 3 Period of Study, Credits, and Grades

Article 15

The University adopts an academic-year credit system. The normal period of study for each four-year program is four years, with a minimum of 128 credits; the normal period of study for each two-year program is two years, with a minimum of 72 credits. Students who fail to complete the required credits within the prescribed period of study may extend the period of study for up to two academic years. Graduates of foreign, Hong Kong, or Macao schools of the same type and level whose graduating year corresponds to the second year of a domestic senior high school and who enroll in the University's bachelor's degree programs on the basis of equivalent educational qualifications shall complete at least 12 additional graduation credits as prescribed by the department concerned and may extend their period of study for up to three academic years.

Students with disabilities pursuing a bachelor's degree may, due to their physical or mental condition and learning needs, extend their period of study for up to four years and shall not be subject to the provisions concerning dismissal for academic performance.

Students in post-baccalaureate STEM programs shall have a period of study of at least one year and no more than four years and shall complete at least 48 credits of professional courses. After applying for credit transfer in accordance with University regulations upon admission, such students shall take at least 12 credits of professional courses at the University.

Students may extend their period of study due to pregnancy, childbirth, or caring for a child aged three or under.

Article 16

Credits for courses offered by each department shall generally be calculated on the basis of 18 hours of instruction per credit. For practicum or laboratory courses, one credit shall generally be awarded for one semester of one to four hours of instruction per week.

Article 17

Physical Education is a required course for four-year programs. The weekly instructional hours and methods for assessment shall be prescribed separately.

Article 18

The maximum number of credits a student may take each semester is 30 credits for all year levels. Students in the first, second, and third years shall take at least 16 credits per semester, and fourth-year students shall take at least 9 credits per semester. However, students with special circumstances may be exempted from these limits upon a special request submitted by the department, graduate institute, or degree program and college and approved by the Office of Academic Affairs.

To meet the instructional needs of off-campus internship courses, each department or degree program may, upon approval by the Academic Affairs Council, set a minimum number of credits per semester that is not subject to the requirements of the preceding paragraph.

Article 19

Student academic performance shall be assessed in the following three ways:

1. Regular assessment: evaluation conducted by the course instructor, taking into consideration the student's learning attitude and other relevant factors.
2. Midterm examinations: examinations administered during the semester within the prescribed period.
3. Final examinations: examinations administered at the end of the semester within the prescribed period.
4. Graduating students who take courses together with lower-year students shall take the final examinations at the same time as the lower-year students.

Article 20

The semester grade for each course shall be calculated by the course instructor based on the student's regular assessment, midterm examination, and final examination results, entered in the grade record, and processed in accordance with the University's Implementation Regulations for Online Submission of Student Grades. The University's Implementation Regulations for Online Submission of Student Grades shall be prescribed separately.

Article 21

Student grades are divided into academic grades (including practicum and laboratory grades) and conduct grades. The percentage grading system shall be used as the principal method, with 100 as the maximum score and 60 as the passing score. Grades may also be assigned using a letter-grade system. The correspondence among the percentage, letter-grade, and G.P.A. systems is as follows:

Percentage Grading System	Letter Grade Grading System	G.P.A. Grading System
90–100	A+	4.3
85-89	A	4.0
80-84	A-	3.7
77-79	B+	3.3
73-76	B	3.0
70-72	B-	2.7
67-69	C+	2.3
63-66	C	2.0
60-62	C-	1.7
50-59	D	1.0
1-49	E	0.0
0	X	0.0

Conduct grades may be assessed using either one of the grading methods specified above or an assessment of the student's overall performance in learning and campus life. The implementation regulations governing the comprehensive records of students' learning and campus-life performance shall be prescribed separately.

Article 22

Students who fail a course are not eligible for a make-up examination and shall not receive credits for the course. A required course that is failed shall be retaken.

Article 23

The semester academic average and graduation grade shall be calculated as follows:

1. The number of credits for a course multiplied by the grade for that course constitutes the course grade points.
2. The sum of the credits for all courses taken in a semester constitutes the semester total credits.
3. The sum of the grade points for all courses taken in a semester constitutes the semester total grade points.

4. The semester academic average is calculated by dividing the semester total grade points by the semester total credits.
5. The graduation grade is calculated by dividing the sum of the total grade points for all semesters by the sum of the total credits for all semesters.
6. Both the semester academic average and graduation grade shall include failed courses. The overall G.P.A. shall be calculated by dividing the sum of the products of course credits and grade points by the total number of credits taken.

Article 24

Once student grades have been assessed by instructors and submitted to the Registration Section, they may not be changed. However, where a registration or calculation error has occurred, the course instructor may correct the grade after a resolution is made in accordance with the University's Regulations Governing Grade Corrections.

Article 25

For a student who is absent from a final examination without authorization, the final examination grade for the course shall generally be recorded as zero. For an unauthorized absence from a regular assessment or midterm examination, the grade attributable to the missed component shall be recorded as zero.

Absences covered by approved personal or sick leave or maternity leave due to pregnancy, childbirth, or caring for a child aged three or under shall not result in a deduction of points. If the resulting number of hours of absence exceeds one-third of the total instructional hours for the semester, the course grade may, as necessary and depending on the nature of the course, be handled flexibly through a make-up examination or other remedial measures. The grade on a make-up examination shall be calculated based on the actual score.

Article 26

For courses extending over the entire academic year, whether a student whose grade in the preceding semester is failing may continue to take the course in the following semester shall be determined by each department.

Article 27

A student who has been granted an approved leave of absence during an examination period may take a make-up examination. A make-up examination may be taken only once. Applications for examination leave and make-up examinations shall be handled in accordance with the Regulations Governing Students' Applications for Examination Leave and Make-up Examinations.

A student who cheats during an examination shall, upon discovery, be subject to disciplinary action in accordance with the Student Reward and Disciplinary Regulations, depending on the severity of the circumstances.

Article 28

Students may apply for credit transfer for courses and credits successfully completed before admission to the University if the following requirements are met, in accordance with the University's Regulations Governing Credit Transfer. The application shall be completed within two weeks after the beginning of the semester, and a student must study at the University for at least one year to graduate:

1. Courses with the same course title and content may be recognized for credit transfer.
2. Courses with different titles but the same or similar content may be recognized for credit transfer.
3. Courses with corresponding titles or substantially equivalent content may be recognized for credit transfer.
4. Professional courses passed before admission that were completed more than 10 years before the student's admission may not be transferred for credit.
5. Where a larger number of credits is transferred in place of a smaller number of credits, the smaller number of credits shall be recorded after the transfer.
6. Where a smaller number of credits is transferred in place of a larger number of credits, the academic unit shall designate courses to be taken to make up the credit deficiency. If no course with the same title or similar content or nature is available for make-up, the credit transfer shall not be permitted.
7. Each department, degree program, or division may, based on the circumstances of an individual course, determine that the course is not eligible for credit transfer.

8. Credits evidenced by a certificate from a continuing-education credit program, where such credits were used to satisfy eligibility requirements for a freshman admission examination, may not be transferred for credit after admission.

For students transferring between departments, degree programs, or divisions, a student transferred into the second year shall generally be subject to a maximum transferable-credit limit equal to the total number of credits required for the first year of the receiving department, degree program, or division. A student transferred into the third year shall generally be subject to a maximum transferable-credit limit equal to the total number of credits required for the first and second years of the receiving department, degree program, or division.

Transfer students shall be handled in accordance with the preceding paragraph. However, for transfer students admitted at a lower year level, the maximum transferable credits may be appropriately increased, provided that the additional transferable credits do not exceed one-half of the credits required for the higher year level.

Students enrolled in extension education credit programs who have obtained certificates of credits earned and are subsequently admitted to the University as new students to pursue a degree may be granted credit transfer for relevant courses and credits successfully completed prior to admission, as appropriate. However, after such credit transfer, their period of study at the University shall not be less than one-half of the prescribed period of study and the total credits required for graduation under the applicable degree program, and their period of study shall not be less than one year.

Students' credit transfer shall be handled in accordance with the University's Regulations Governing Credit Transfer for Students.

Article 29

For students who must retake courses because of failing grades, make up courses because of transfer between schools or departments, or retake or make up courses in order to graduate, summer courses may be offered. The guidelines governing applications for summer course offerings shall be prescribed separately.

Chapter 4 Leave of Absence, Suspension of Studies, Reinstatement, and Withdrawal from Studies

Article 30

Students who are unable to attend classes for any reason shall apply for leave in accordance with the applicable regulations.

Article 31

Deleted.

Article 32

As a general rule, students may take a leave of absence for one semester, one academic year, or two academic years. A student who, upon completion of a two-academic-year leave of absence, is unable to return to the University in time due to serious illness or other circumstances may be granted an extension of the leave of absence upon approval by the University. A senior high school graduate admitted to the University after participating in the Youth Education and Employment Savings Accounts Program may, after admission, apply to retain admission status or take a leave of absence for up to three years. A senior high school graduate admitted to the University after participating in the Youth Career Navigation Program may, after admission, apply to retain admission status or take a leave of absence for up to two years. Such periods shall not be included in the calculation of the original retention-of-admission-status or leave-of-absence period. Related regulations shall be prescribed separately.

Article 33

Grades earned during the semester in which a student is on leave of absence shall not be calculated. Upon reinstatement, the student shall resume study in the corresponding academic year or semester of the original department or division. If the original department or division has been discontinued, the student shall be transferred to a department or division designated by the University. A student who fails to return from leave upon expiration of the leave period shall be deemed to have withdrawn from the University. A student called for military service shall submit a copy of the draft notice to apply for an extension of the leave period, and upon

completion of military service shall submit the military discharge order to apply for return to study. For students taking leave due to pregnancy, childbirth, or caring for a child aged three or under, the period of leave shall not be counted toward the maximum leave period.

Article 34

Students shall comply with the applicable military-service laws and regulations of the Ministry of the Interior and handle deferment of military service and deferred call-up in accordance with the conscription regulations.

Article 35

A student who has been admitted to the University but has not yet enrolled and is required to report for military service shall be issued a Certificate of Retention of Admission Eligibility.

Article 36

A student may apply for a leave of absence, with the consent of the student's parent or guardian, due to personal circumstances.

Article 37

A student shall be withdrawn from the University under any of the following circumstances:

1. The student fails to register by the deadline or fails to return from a leave of absence by the deadline.
2. A student in the second or third year of a daytime program fails all courses taken in two consecutive semesters within the same academic year. Students with disabilities and students whose total credits taken in a semester are nine credits or fewer shall be exempt from this subparagraph.
3. The prescribed period of study expires and the student has not completed the courses and credits required by the department or division.
4. The student registers at the University and simultaneously enrolls at another institution without the University's consent, thereby holding dual enrollment status. Regulations governing applications for dual enrollment shall be prescribed separately.
5. The student commits a serious violation of University regulations and is dismissed upon resolution of the Student Reward and Disciplinary Committee.
6. The student voluntarily requests withdrawal for reasons not covered by the preceding subparagraphs.

Article 38

A student who voluntarily withdraws for personal reasons shall obtain the consent of the student's parent or guardian before completing the withdrawal procedures.

Article 39

Deleted.

Article 40

A student who has been dismissed or withdrawn and has completed at least one semester of study with grades on record may, upon approval of the student's student status, be issued a Certificate of Study. However, a student who did not meet the eligibility requirements for admission or transfer shall not be issued any certificate of study or other document certifying prior enrollment.

Article 41

A student subject to dismissal or expulsion who disagrees with the decision may file an appeal in accordance with the University's Regulations Governing Student Appeals.

Chapter 5 Transfer to Another Department and Transfer to Another University

Article 42

Undergraduate students may apply to transfer to another department after admission in accordance with the applicable regulations. A student who transfers to another department shall complete the courses, credits, and applicable graduation requirements prescribed by the receiving department in order to graduate. For a student who

transfers departments and is placed in a lower year, the period spent repeating study in the two departments shall not be counted toward the maximum period of study in the receiving department. Students may not transfer between different divisions or different educational systems. Regulations governing transfer between departments shall be prescribed separately.

Article 43

When a department has vacancies, the University may admit transfer students. The relevant admission regulations shall be prescribed separately, and the transfer examination shall be administered after submission to the Ministry of Education for approval.

Vacancies referred to in the preceding paragraph shall not include vacancies resulting from retained admission status, leaves of absence, or additional quotas. After transfer admissions are conducted, the total number of students may not exceed the originally approved number of freshmen for the relevant academic year, and the faculty and resource conditions of each department shall continue to meet the standards prescribed by the Standards for Total Development Scale and Resource Conditions of Junior Colleges and Institutions of Higher Education.

Chapter 6 Graduation and Degrees

Article 44

Upon completion of the prescribed period of study, a student shall be eligible for graduation after completing all required courses and credits, obtaining passing grades, and satisfying the basic competencies and graduation requirements. The University shall confer a bachelor's degree in accordance with applicable regulations and issue a bachelor's degree diploma. The University's Implementation Regulations Governing Basic Competencies and Graduation Requirements shall be prescribed separately.

The University may establish dual-degree programs with universities or colleges outside Taiwan. The relevant regulations shall be prescribed separately and reported to the Ministry of Education for recordation.

Students in post-baccalaureate multidisciplinary professional training programs who complete the prescribed period of study, all required professional-course credits, and satisfy the passing requirements shall be awarded a bachelor's degree by the University and issued a degree diploma bearing the designation "Post-Baccalaureate Multidisciplinary Professional Training."

Students in post-baccalaureate STEM programs who complete the prescribed period of study, all required professional-course credits, and satisfy the passing requirements shall be awarded a bachelor's degree by the University and issued a degree diploma bearing the designation "Post-Baccalaureate Program."

Students with outstanding academic performance who meet all of the following standards may graduate one semester or one academic year early. Applications shall be submitted to the Registration Section in December for one-semester early graduation and in April for one-academic-year early graduation. However, the standards in Subparagraphs 2 to 4 shall not apply to students undertaking flexible study arrangements for military service during their period of study:

1. All required credits, including required and elective credits, have been completed.
2. The academic average for each semester is at least 80.
3. The Physical Education grade is at least 70.
4. The student's class rank is within the top 10% of the students in the same department, year, and class.

Article 45

A student extending the period of study who is required to retake or make up courses in the second semester of the extended period may apply for a leave of absence during the first semester of the extended period and be exempt from registration. A student who registers shall take at least one course. However, a student who has completed all required courses and credits but has not yet satisfied the graduation requirements may, unless otherwise provided by the department, be exempt from course selection for that semester and independently take the relevant examination or assessment to satisfy the graduation requirements. The student shall nevertheless pay the required student safety insurance fee, computer and network communication service fee, and other applicable fees to complete the registration procedure.

A student extending the period of study who satisfies the graduation requirements during a leave of absence shall, after returning from leave in the following semester, complete the graduation qualification review and departure procedures within the prescribed period. Upon completion, the University shall issue the bachelor's degree diploma.

Part III Continuing Education Division

Chapter 1 Admission

Article 46

The academic qualifications or equivalent educational qualifications of students in continuing-education programs shall comply with the relevant provisions of Article 3 of these Regulations; other requirements shall be governed by the admission prospectus for the relevant academic year.

Article 47

The admission and study of international students shall be handled in accordance with the Regulations Regarding International Students Undertaking Studies in Taiwan.

Chapter 2 Tuition Payment, Registration, and Course Selection

Article 48

Students in continuing-education programs shall pay the prescribed credit-based tuition and miscellaneous fees and student safety insurance fee each semester. Students who register for and select courses during the summer session shall additionally pay the credit-based tuition and miscellaneous fees; the student safety insurance fee may be paid separately.

Article 49

Students in continuing-education programs may elect a minor or double major in accordance with Article 13 of these Regulations and may apply to transfer between departments in accordance with Article 42.

Article 50

Physical Education is a required course for four-year programs. The weekly instructional hours and methods for assessment shall be prescribed separately.

Article 51

Deleted.

Article 52

The normal period of study for each four-year program in the continuing-education division is four years, with a minimum of 128 credits; the normal period of study for each two-year program is two years, with a minimum of 72 credits. Students who fail to complete the required credits within the prescribed period of study may extend the period of study for up to two academic years. Students with disabilities pursuing a bachelor's degree may, due to their physical or mental condition and learning needs, extend the period of study for up to four years.

Students in post-baccalaureate multidisciplinary professional training programs shall have a period of study of at least one year and no more than four years and shall complete at least 48 credits.

Students may extend their period of study due to pregnancy, childbirth, or caring for a child aged three or under.

Article 53

Each academic year in the continuing-education division is divided into two semesters, the first and second semesters. Classes shall generally be held in the evening, and classes may also be offered on holidays. Students shall take at least one credit per semester and may take credits up to the limit applicable to daytime programs.

Article 54

Students in continuing-education programs may apply to take courses in regular daytime classes each semester. The number of credits so taken shall generally not exceed 8 credits per semester.

Article 55

Students in continuing-education programs may apply for credit transfer for courses and credits successfully completed before admission. Applications shall be completed within two weeks after the beginning of the semester. The conditions, number of credits, principles, procedures, and other relevant matters governing credit transfer shall be handled in accordance with the University's Regulations Governing Student Credit Transfer, and credits may be recognized on an appropriate basis. Such regulations shall be prescribed separately. Credits earned by repeating a course that has already been passed shall not be counted toward the credits required for graduation.

For students holding certificates of credits earned through continuing education, after credits for transferred courses have been recognized, the student shall study at the University for at least one-half of the prescribed period of study for the relevant educational system and at least one-half of the credits required for graduation, and for at least one year. However, if the certificate was used as a qualification for the freshman admission examination, the credits may not be transferred after admission.

Students holding general school credit certificates may, depending on the number of credits waived, be placed in an appropriate year level. They shall, however, study at the University for at least one year and satisfy the minimum graduation-credit requirements before graduation. The maximum number of transferable credits shall be governed by the University's Regulations Governing Student Credit Transfer.

Students in post-baccalaureate multidisciplinary professional training programs who have obtained a bachelor's degree and, before admission, have completed credit-bearing professional courses offered by a school or institution to meet industry needs, including continuing-education, vocational-training, or continuing vocational-education credit courses, may apply for credit transfer after recognition by the relevant department. However, after admission they shall complete at least 12 credits at the University.

Article 56

Students in continuing education programs may take a leave of absence for one semester, one academic year, or two academic years as a general rule. Upon completion of an accumulated two-year leave of absence, a student who, due to serious illness or other special circumstances, needs to apply for an extension of the leave of absence may do so in accordance with the applicable regulations. A senior high school graduate admitted to the University after participating in the Youth Education and Employment Savings Accounts Program may, after admission, apply to retain admission status or take a leave of absence for up to three years; such period shall not be included in the calculation of the original retention-of-admission-status or leave-of-absence period. Related regulations shall be prescribed separately.

Upon return from leave, a student may resume study in the corresponding year level of the original department or division. A student who takes leave in the middle of a semester shall, upon return, resume study in the year level from which the leave was taken. If the original department or division has been changed or discontinued, the University shall assist the student in transferring to an appropriate department or division. For students taking leave due to pregnancy, childbirth, or caring for a child aged three or under, the period of leave shall not be counted toward the leave period.

Part IV Student Status Administration

Article 57

The student's name and date of birth recorded in the University's student-status records shall, in all cases, be based on the information provided at admission or assignment to the University and the information stated in the admission-eligibility documents submitted for verification.

Article 58

The department, division, class, year level, grades, and student-status records concerning registration, leave of absence, return from leave, withdrawal, and other matters shall generally be based on the original records and registers of student status and grades maintained by the Office of Academic Affairs.

Article 59

A current student or graduate/former student who applies to change the name, date of birth, or national identification number recorded in the University's records shall submit a valid document issued by the household registration authority and obtain approval from the Office of Academic Affairs for the correction.

Article 60

Credits and grades for courses taken by students, the month and year of graduation, degrees conferred (or records of withdrawal), and student-status information shall be archived and permanently retained.

Part V Graduate Programs

Chapter 1 Admission

Article 61

A person who has graduated from a domestic university or independent college registered with the Ministry of Education, or from a foreign university or independent college whose qualifications are recognized by the Ministry of Education, and has obtained a bachelor's degree or holds equivalent educational qualifications, and who has been admitted through the University's master's program admission examination or recommendation-based admission, may enroll in the University's master's degree program, provided that the person has obtained a bachelor's degree before completing enrollment and registration.

A person who has graduated from a domestic university or independent college registered with the Ministry of Education, or from a foreign university or independent college whose qualifications are recognized by the Ministry of Education, and has obtained a master's degree (including a master's degree to be awarded to a graduating student), or holds equivalent educational qualifications as determined under the Ministry of Education's Standards for Recognition of Equivalent Educational Levels for University Admission, and who has been admitted through the University's doctoral program admission examination or selection process, may enroll in the University's doctoral degree program.

Chapter 2 Registration, and Course Selection

Article 62

Graduate students shall register and pay tuition, miscellaneous fees, and the student safety insurance fee each semester in accordance with the applicable regulations. A student who has not graduated within two academic years shall continue to register from the third academic year and pay credit fees based on the actual credits taken, with a minimum of one credit, excluding thesis credits.

Article 63

The courses and credits to be taken by graduate students each semester shall be proposed by the relevant department, graduate institute, or degree program, approved by the Academic Affairs Council, and incorporated into the curriculum plan.

Article 64

A master's thesis advisor shall have specialized research expertise in the research field of the student pursuing a master's degree and shall meet one of the following qualifications:

1. A current or former professor, associate professor, or assistant professor.
2. An Academician of Academia Sinica or a current or former research fellow, associate research fellow, or assistant research fellow of Academia Sinica.
3. A person who holds a doctoral degree and has distinguished academic achievements.

4. A person whose research field is a rare or specialized discipline or professional practice and who has distinguished academic or professional achievements.

The criteria for recognizing the qualifications under Subparagraphs 3 and 4 of the preceding paragraph shall be determined by the meeting of the relevant department, graduate institute, or college responsible for conferring the degree, or by the degree program affairs meeting.

A doctoral dissertation advisor shall have specialized research expertise in the research field of the doctoral degree candidate and shall meet one of the following qualifications:

1. A current or former professor or associate professor.
2. An Academician of Academia Sinica or a current or former research fellow or associate research fellow of Academia Sinica.
3. A person who holds a doctoral degree and has distinguished academic achievements.
4. A person whose research field is a rare or specialized discipline and who has distinguished academic or professional achievements.

The criteria for recognizing the qualifications under Subparagraphs 3 and 4 of the preceding paragraph shall be determined by the meeting of the relevant department, graduate institute, or college responsible for conferring the degree, or by the degree program affairs meeting.

The thesis or dissertation advisor shall be an ex officio member of the degree examination committee.

A person who is related to a graduate student within the third degree of kinship may not serve as the student's thesis/dissertation advisor or degree examination committee member.

Article 65

Inter-university course selection by graduate students shall be handled in accordance with the University's Guidelines for Inter-University Course Selection, which shall be prescribed separately.

Mutual course selection between master's programs and master's programs for in-service students shall require the consent of the course instructor and shall generally not exceed one-third of the credits taken by the student in that semester.

Chapter 3 Period of Study, Credits, and Grades

Article 66

The period of study for master's program graduate students shall be one to four years. An in-service graduate student who, within the prescribed period of study, has not completed the required courses or the degree thesis may extend the period of study by up to one academic year; a master's program for in-service students may be extended by up to two academic years.

The period of study for doctoral program graduate students shall be two to seven years. An in-service doctoral student who has not completed the required courses or the degree dissertation within the prescribed period may be granted an extension of up to two academic years, as appropriate.

Article 67

Master's students shall complete at least 24 credits, with the 6 credits for the graduation thesis counted separately. Doctoral students shall complete at least 34 credits, with the 12 credits for the degree dissertation counted separately.

Article 68

Graduate students who take courses offered by undergraduate programs shall receive credits upon passing the courses; however, such credits shall not be counted toward the minimum number of credits required for graduation.

Article 69

Regulations governing master's and doctoral degree examinations shall be formulated in accordance with the Degree Conferral Act and relevant University regulations and reported to the Ministry of Education for recordation.

Article 70

Credit transfer for graduate students shall be handled in accordance with the University's Regulations Governing Student Credit Transfer.

Article 71

The passing grade for graduate students' academic performance and degree examination is 70, and the maximum score is 100.

Article 72

A graduate student's graduation grade shall be the average of the academic average and the degree examination grade. Graduate students' grades may be converted to the letter-grade system in accordance with the grading system applicable to undergraduate students.

Chapter 4 Suspension of Studies, Reinstatement, and Withdrawal from Studies

Article 73

Matters concerning retention of admission eligibility, leave of absence, reinstatement, change of name, violations of University regulations, and other related matters for graduate students shall be handled in accordance with the relevant provisions of these Regulations.

Article 74

A graduate student shall be dismissed from the University under any of the following circumstances:

1. The prescribed period of study expires and the student has not completed the required courses and credits or submitted the thesis/dissertation.
2. The degree examination is not passed.
3. A doctoral student fails to pass the doctoral candidate qualification examination within the prescribed period.

Chapter 5 Graduation and Degrees

Article 75

A master's student who, within the prescribed period of study, completes the required courses and credits, submits a thesis, work, proof of achievement together with a written report, technical report, or professional practice report, and passes the University's master's degree examination shall be eligible for graduation.

A doctoral student who, within the prescribed period of study, completes the required courses and credits, passes the qualification examination and certification of doctoral candidacy, submits a dissertation, work, proof of achievement together with a written report or technical report, and passes the University's doctoral degree examination shall be eligible for graduation.

A master's degree examination committee shall consist of three to five members; a doctoral degree examination committee shall consist of five to nine members. All members shall be selected and appointed by the President.

Article 76

Graduate students who meet the foregoing requirements and whose graduation qualifications have been approved by the University shall be issued a degree diploma and awarded a master's or doctoral degree in accordance with applicable regulations.

Part VI Supplementary Provisions

Article 77

Students who need to go abroad for further study during their period of enrollment shall follow the University's Guidelines Governing Academic and Student-Status Matters for Students Studying Abroad. Such guidelines shall be prescribed separately.

Article 78

The University may offer extension-education courses, including credit-bearing and non-credit-bearing courses, and shall establish an Extension Education Review Committee to review the plan for offering each class in each academic year. The courses and instructional hours of credit-bearing programs shall be handled in accordance with the retaining of admission eligibility and other relevant regulations and reported to the Ministry of Education for recordation at the end of each academic year. Participants who complete a credit-bearing program and pass the examination shall be issued a certificate of credits earned. After being admitted through an admission examination, the credits earned may be considered for transfer in accordance with Article 55 of these Regulations. The eligibility of participants in non-credit-bearing programs shall be determined by the University; upon completion of the program, participants may be issued a certificate of completion.

Article 79

If a student is suddenly affected by a major disaster recognized by the competent educational authority, and after a resolution by a University meeting, the University may prescribe separate flexible-study mechanisms concerning the student's admission examination and eligibility, registration, payment of fees and course selection, leave, academic assessment and credit transfer, leave of absence, withdrawal, return from leave, tuition and fee refunds, period of study, graduation eligibility requirements, and other related matters.

The University's Guidelines for Flexible Study Arrangements for Students in Four-Year Bachelor's Programs Who Perform Military Service During Their Period of Study, applicable to persons born in or after the 94th year of the Republic of China and returning to compulsory military service in the standing army from January 1, 2024, shall be prescribed separately and reported to the Ministry of Education for recordation.

Article 80

A degree conferred by the University shall be revoked, and public notice shall be made cancelling the degree diploma already issued, under any of the following circumstances. Where other laws or regulations have been violated, the matter shall also be handled in accordance with the applicable laws and regulations:

1. There is falsification, misrepresentation, or fraud concerning admission eligibility or the student's period of study.
2. There is fabrication, alteration, plagiarism, ghostwriting by another person, or other misconduct involving a thesis, dissertation, work, proof of achievement, written report, technical report, or professional practice report.

Article 81

Matters not provided for in these Regulations shall be handled in accordance with applicable laws and regulations. Matters not provided for in the regulations governing the continuing-education division and graduate programs shall be handled in accordance with the relevant provisions of the undergraduate academic regulations and the Degree Conferral Act.

Article 82

These Academic Regulations shall take effect on the date of promulgation after being approved by the University Council and reported to the Ministry of Education for recordation. The same procedure shall apply to any amendments.