

# 國立中山大學學則

## Academic Regulations

111.5.27 本校 110 學年度第 4 次校務會議修正通過  
Amended and approved at the 4<sup>th</sup> University Council meeting on May 27<sup>th</sup>, 2022  
111.06.14 教育部臺教高(二)字第 1110056868 號函備查第 1、3 條  
Articles 1 & 3 sanctioned by the MOE with Ref. No. 1110056868 dated on Jun 14<sup>th</sup>, 2022  
111.08.19 教育部臺教高(二)字第 1110078342 號函備查第 46、64、79 之 1 條  
Articles 46, 64 and 79-1 sanctioned by the MOE with Ref. No.1110078342 dated on Aug 19<sup>th</sup>, 2022

### 第一篇 總 則

#### Section One General

第一條 本校依據「大學法」暨其施行細則、「學位授予法」，訂定本學則。

- I. These Regulations are formulated by the National Sun Yat-sen University (hereinafter referred to as “University”) in accordance with the *University Act* and its enforcement provisions, and *Degree Conferral Act*.

第二條 本校依本學則處理學生之學籍及其相關事宜，其細節得另行規定。

- II. The University shall handle student enrollment and its related matters in accordance with these regulations, with detailed provisions thereof formulated separately.

### 第二篇 學士學位班

#### Section Two Bachelor Degree Program

##### 第一章 入 學

##### Chapter 1 Admission

第三條 凡在公立或已立案之私立高級中等學校或同等學校畢業，或合於教育部法令規定具有同等學力資格，經本校公開招生錄取者，得入本校各院系學士班修讀學士學位。

- III. Graduates from public, registered private senior high schools or equivalent institutions, or deemed to have equivalent academic qualifications in accordance with the regulations of the Ministry of Education (hereinafter referred to as the MOE), shall be admitted to the bachelor programs of individual departments/colleges of the University through an open recruitment procedure.

凡在公立或已立案之大學或獨立學院畢業，取得學士以上學位，或合於教育部法令規定具有同等學力資格，經本校公開招生錄取者，

得入本校學士後醫學系修讀學士學位。

Graduates from public, registered private universities or independent colleges with a bachelor degree or above, or deemed to have equivalent academic qualifications in accordance with the regulations of the MOE, shall be admitted to the School of Medicine of the University through an open recruitment procedure.

第四條 本校各院系學士班學生遇有缺額時，得辦理轉學考試，招收轉學生。惟一年級及應屆畢業年級不得招收轉學生。

IV. If there exists vacancy within the enrollment quota of any bachelor program, transfer students may be recruited through transferring examination. Nevertheless, the freshman or senior class shall not admit transfer students.

前項缺額不含保留入學資格、休學或外加名額造成之缺額；辦理轉學招生後，學生總數不得超過原核定之新生總數。

The vacancy stipulated in the previous Paragraph excludes those due to deferred enrollment, suspension of studies, or supplementary quota. Each year, the total number of new enrolled students, including transferred students, shall not exceed the original annual enrollment quota.

轉學生資格依教育部頒「大學辦理招生規定審核作業要點」規定。

The eligibility of transfer students shall be pursuant to MOE's *Guidelines on University Handling Admissions and Review*.

第五條 凡符合教育部規定之特種身分學生，本校得酌收進入相當年級肄業。

V. Students with special status meeting the requirements of MOE's regulations shall be admitted into their equivalent year of studies.

外國學生得依本校「外國學生入學規定」申請入學，其辦法另定之，並報教育部核定後實施。

International students shall apply for admission in accordance with the University's *Regulations for International Students' Admissions*, which shall be formulated separately and submitted to the MOE for approval before implementation.

第六條 本校與境外大學校院學生得依本校相關規定修讀雙聯學位，其辦法另定之，並報教育部備查。

VI. Dual-degree programs may be established with overseas partner institutions in accordance with relevant regulations. Regulations for the establishment shall be formulated separately and submitted to the MOE for reference.

第七條 本校招考新生及轉學生，於每學年始業前舉行，其招生辦法及招生簡章另定之；招生辦法並報教育部核定後實施。

VII. The recruitment procedure for admitting new and transfer students shall take place before the start of each academic year. Recruitment regulations and admission information brochure shall be composed separately, and the said regulations shall be submitted to the MOE for approval before implementation.

第八條 經本校錄取之新生、轉學生應於規定日期來校辦理入學手續；逾期不到者，即取消其入學資格。

VIII. New and transfer students shall come to campus and complete their enrollment procedures on designated dates. The admission shall be cancelled if students fail to follow the dates.

第九條 新生及轉學生入學報到時，須繳交有效之學歷證明文件，方得入學，其有正當理由預先申請緩期補繳而經本校核准者，得先行入學，但應於規定期間內補繳，否則取消其入學資格，並令其退學。

IX. The new and transfer students shall submit valid diplomas upon enrollment. Those with justifiable reasons may apply for deferring diploma submission and enroll first with an approval. The admission to the University shall be cancelled and students dismissed if they fail to submit their diplomas by a specified deadline.

如繳交證明文件有冒用、假借、偽造或變造等情事，一經查明，即開除學籍。除由學校通知其家長或監護人外，不發給與修業有關之任何證明文件；畢業後始發覺者，除追繳其畢業證書外，並公告取消其畢業資格。

If any submitted documentation is found to be fraudulently used, borrowed, forged, or altered, the students shall be expelled and their parents or legal guardians notified, and no documentation pertaining to studies shall be issued. If the fraud is discovered after graduation, the degree diploma shall be revoked and the said instance announced in a public announcement.

## 第二章 繳費、註冊、選課

### Chapter 2 Payment, Enrollment and Course Selection

第十條 學生於每學期之始，須照下列規定辦理繳費、註冊及選課等事宜；役男並應依有關規定申請緩徵或儘後召集。

X. Students follow the procedure stipulated below to handle matters such as fee payment, enrollment, course selection, etc., at the beginning of each

semester. In addition, male students should apply for a deferment of military enlisting or mobilization recall in accordance with the relevant regulations.

一、繳費：

1. Payment:

(一) 學生每學期應繳之各項費用及其數額，於每學期註冊前公布。

(1) The amounts of various fees payable by students shall be announced before the enrollment of each semester.

(二) 學生應於規定期限內繳納各項費用，逾期未繳清，除因特殊原因已書面請准延緩繳費或有第三目情形者外，均依下列規定辦理：

(2) Students shall pay all the fees by a specified deadline. Unless a written application for deferred payment with special reasons is approved, or there exists any circumstances stipulated in Item 3, overdue payment shall be handled in accordance with the following provisions:

1. 逾開學後兩週未繳清學雜費者，須依規定繳交各項應繳費用，經通知後仍未辦妥手續者，應令退學。

i. Full payment of tuition and other miscellaneous fees must be completed within two weeks after the start of each semester. Students who have been notified but fail to do so shall be directly dismissed from the University.

2. 逾規定期限一週未繳清學分費者，該學期修習之科目全數註銷，即令辦理休學。

ii. Students who fail to pay the credit fees one week beyond the deadline shall have all their selected courses cancelled and be suspended for the semester.

(三) 經本校核准出境之交換學生，依交換計畫合約須向對方學校繳交學雜費者，得專案簽請校長核准於出境交換期間免繳本校學雜費。

(3) Students approved for exchange programs with overseas partner institutions may apply for the President's approval for tuition and fees waiver of the University during the period of studying abroad, if they need to pay the said expenses to partner institutions in accordance with the exchange agreement.

## 二、註冊：

### 2. Enrollment:

(一) 一年級新生及轉學生，依照本校新（轉學）生入學通知及註冊須知規定辦理，各年級舊生依照本校註冊須知規定辦理；註冊須知另定之。

(1) The enrollment of freshmen and transfer students shall be handled in accordance with the University's *Manual for New & Transfer Students' Admissions and Enrollment* and the rest of returning students shall follow the University's *Manual for Enrollment*, which is formulated separately.

(二) 註冊手續，須於規定時間完成，若因故不克如期辦理，應依照規定請假，請假以兩週為限。未經請假，逾期未註冊者，新生撤銷入學資格；舊生除申請休學者外，應令退學。

(2) The enrollment procedure shall be completed by a specified deadline. Those who fail to do so due to unforeseeable reasons shall submit a leave application (a maximum of two weeks) in accordance with the regulations. Admission of freshmen shall be cancelled if they fail to enroll without any approved leave; returning students without applying for suspension of studies shall be dismissed from the University.

## 三、選課：

### 3. Course Selection:

(一) 學生應按照所屬院系每學期開列之科目及本校選課須知之規定辦理選課；選課須知另定之。

(1) Students shall select the courses offered by their affiliated departments/colleges in accordance with the University's *Manual for Course Selection*, which is formulated separately.

(二) 學生加選、退選及棄選應依照規定日期辦理，並於規定日期內逕行上網確認，逾期不得要求改選。

(2) Students shall add, drop or withdraw any courses by a specified deadline in accordance with the regulations. They shall confirm their selected courses online within the deadline, and no request of change shall be granted after that.

(三) 學生成績之登錄以教務處正式選課紀錄為準。紀錄上未選科目，雖有成績，亦不予承認；紀錄上所選科目，無成績者均以X等第（百分制成績為零分）登記，亦併入

學期學業平均成績內計算。

- (3) The Office of Academic Affairs (OAA) only recognizes the grades of selected courses officially on the OAA record system. Grades of courses are invalid and not recognized if they are not on the system. Courses without grades on the system will be marked as X (zero out of one hundred points) and factored into the calculation of the student's average grade of the semester.

第十一條 學生每學期所選學分數，第一學年至第三學年每學期不得少於十五學分，不得多於廿五學分；第四學年每學期不得少於九學分，不得多於廿五學分。

- XI. The number of course credits each student shall take for their first three years of study at the University ranges from fifteen to twenty-five (15-25) per semester. The number ranges from nine to twenty-five (9 - 25) per semester for their fourth year of study.

學生若因情況特殊，經所屬院系主管核可者，得於當學期超修或減修一至二科目為原則。

Under specific circumstances, students may apply for approval from their department chair or college dean to take one or two course(s) more, or less, in a semester.

延長修業年限學生，得僅修習應補修或重修之課程；若缺修學分係第二學期課程者，第一學期得辦理休學，免予註冊，但註冊者至少應選修一科目。

Students with extended period of study shall only make up or retake the required courses. If the course of missing credit(s) is offered in the spring semester, they shall apply for a suspension in the fall semester without enrollment; students opting to enroll shall take at least one course.

第十二條 學生不得選修上課時間互相衝突之科目，否則概予註銷。

- XII. Students shall not select courses with overlapping time. Such selections will otherwise be cancelled.

第十三條 學生選修他校課程，依本校「校際選課實施辦法」之規定辦理，其辦法另定之，並報教育部備查。

- XIII. Selection of courses offered by other universities shall be handled in accordance with the University's *Regulations for Implementation of Inter-University Course Selection*, which shall be formulated separately and submitted to the MOE for reference.

第十四條 學生暑期修課，依本校「暑期開班授課規定要點」之規定辦理，

其辦法另定之，並報教育部備查。

- XIV. Selection of courses offered in summer shall be handled in accordance with the University's *Guidelines on Offering Summer Courses*, which shall be formulated separately and submitted to the MOE for reference.

### 第三章 請假、曠課、扣分

#### Chapter 3 Leave Application, Absence and Grade Deduction

第十五條 學生因故不能上課者，應依本校「學生請假規定」向學生事務處請假，請假規定另定之。

- XV. Students who cannot attend a class for any reason shall apply for leave to the Office of Student Affairs in accordance with the University's *Regulations for Students' Leave Application*, which shall be formulated separately.

第十六條 學生未經准假缺課者以曠課計，曠課統計，於期末由任課教師依課程大綱成績評量規範扣減該科目成績。

- XVI. Students taking leaves without approval shall be recorded as absence. The record of absence shall be used by course instructors to deduct grades at the end of the semester in accordance with the *course evaluation specification listed in the course syllabus*.

### 第四章 轉系、輔系、雙主修、學程

#### Chapter 4 Department Transfer, Minors, Double Major or Programs

第十七條 各院系學士班學生修業滿一學年，得於第二學年起，依本校「學士班學生轉系辦法」及行事曆規定時程申請轉系。

- XVII. Undergraduate students studying for one academic year may apply for department transfer from the second academic year onwards in accordance with both the *Regulations for Department Transfer of Undergraduates* and the time table stipulated in the University's academic calendar.

核准轉系學生須完成轉入學系規定之畢業條件，方可畢業。

Students transferring to a new department shall meet the requirements of the transferred department for graduation.

降級轉系者不得申請提高編級，並應依轉入年級學生入學學年度之必修科目及應修學分規定修課；其在二系重複修習之年限，不列入轉入學系之最高修業年限併計。

Students who transfer to a new department and stay at the same study grade shall take courses in accordance with specific mandatory courses and required number of credits for graduation of the transferred

department and study grade. The repeated number of years of the same study grade shall be excluded from the maximum number of years of study stipulated in the transferred department.

本校招生簡章中規定入學後不可轉系者，從其規定不得申請轉系。同系轉組者，比照轉系規定辦理。

Admitted students to the departments designated as non-transferrable in the admission information brochure shall not apply for department transfer. Application for transfer to a different group within the department shall be handled in accordance with the same regulations for department transfer.

本校「學士班學生轉系辦法」另定之，並報教育部備查。

The *Regulations for Department Transfer of Undergraduates* shall be formulated separately and submitted to the MOE for reference.

第十八條 學士班學生得修讀本校或他校同級輔系（學位學程）；碩士班或博士班學生，得修讀本校同級或向下一級輔系（所、學位學程），修滿輔系規定之應修科目與學分，其學位證書加註輔系名稱，不另授予學位。

XVIII. Undergraduate students may apply for a minor in another bachelor's program at the University or other universities, master's students may apply for a minor in another master's or bachelor's program at the University, and doctoral students may apply for a minor in another master's or doctoral program at the University. Students completing the required courses with credits for their minor shall have the name of minor indicated in their diplomas, without receiving an additional degree.

申請修讀學生依本校「學生修讀輔系辦法」辦理，其辦法另定之，並報教育部備查。

Students applying for a minor shall proceed in accordance with the *Regulations for Applying for Minor Studies*, which shall be formulated separately and submitted to the MOE for reference.

第十九條 學士班、碩士班或博士班學生修讀本校或他校雙主修，依法修業期滿，修滿應修學分，符合畢業條件，經考核成績合格，並符合授予學位要件，由本校授予學位，並於學位證書附記雙主修學校及系（所、學位學程）名稱。

XIX. Bachelor's, master's and doctoral students pursuing a double major at the University or other universities shall receive a diploma from the University, indicating the names of universities and departments (institutes/degree programs) for their double major, once they complete a full period of study, obtain required credits, meet the graduation



requirements, pass academic assessment and fulfill degree conferral conditions.

學生於修業期限內未能修滿雙主修學分者，得辦理學分抵免取得輔系（所、學位學程），於學位證書加註輔系名稱，不另授予學位。

Students who fail to complete the required credits of a double major within a required period shall apply for credit transfer to a minor. The name of the minor shall be indicated in the conferred diplomas without an additional degree.

申請修讀學生依本校「學生加修雙主修辦法」辦理，其辦法另定之，並報教育部備查。

Applications for a double major shall be handled in accordance with the *Regulations for Application for Double Major Studies*, which shall be formulated separately and submitted to the MOE for reference.

第二十條 學生修讀教育學程，依「師資培育法」、「大學設立師資培育中心辦法」及本校「學生修習教育學程辦法」之規定辦理；其修習辦法另定之，並報教育部核定後實施。

XX. Students applying for the educational program shall proceed in accordance with MOE's *Teacher Education Act, Regulations for Establishment of Teacher Education Center in Universities* and the University's *Regulations for Students Participating in Educational Programs*, which shall be formulated separately and then submitted to the MOE for approval before implementation.

第二十一條 學生得依本校「學分學程管理辦法」及「學位學程設置準則」之規定，申請修讀學分學程或學位學程。

XXI. Students may apply for a credit program or degree program in accordance with the University's *Regulations for Management of Credit Programs* or *Guidelines on Establishment of Degree Programs*, respectively.

修畢學分學程規定之科目與學分者，發給學程學分證明書；修畢學位學程規定之科目與學分者，發給學位證書。

Students completing required courses and credits of a credit program or a degree program shall be issued a credit program certificate or conferred a diploma, respectively.

本校「學分學程管理辦法」及「學位學程設置準則」另定之。

The two regulations stipulated in the previous Paragraph shall be formulated separately.

第二十二條 本校學生修讀他校輔系、雙主修、學程，依本校與他校交流合作相關規定辦理。

- XXII. Students taking a minor, double major or program at other universities shall be handled in accordance with the relevant regulations governing the exchange and cooperation between the University and other universities.

### 第五章 保留入學資格、休學、復學、退學及開除學籍

#### Chapter 5

#### Deferral, Suspension, Resumption, Dismissal and Expulsion

第二十三條 新生有下列情形之一者，得於入學註冊日前，向教務處申請保留入學資格：

- XXIII. First-year students meeting one of the conditions stipulated below shall apply for enrollment deferral to the OAA with related documentation before enrollment:

- 一、因病須長期療養，持有醫療院所相關證明者。懷孕、分娩，持有醫療院所相關證明者。
  1. those who are in long-term recuperation due to illness, are pregnant, have given birth shall apply with relevant medical documentation;  
撫育三歲以下子女，出具戶籍謄本或繳驗戶口名簿者。  
those who raise a child under the age of three shall apply with their household registration transcript or household certificate;
- 二、因家境清寒，持有鄉鎮市區公所以上出具之低收入戶證明者。
  2. those with financial disadvantage shall apply with their low-income family certificate issued by the local governmental agency at the district/township level or above;
- 三、因服兵役，持有入營服役通知或在營服役證明者。
  3. those who are draftees or in military service shall apply with the draftee notification or in-service proof;
- 四、僑生、外國學生及大陸地區學生（陸生）因故不能按時來校報到者。
  4. overseas compatriots, foreign or Mainland Chinese students who are unable to enroll on time due to unforeseeable reasons;
- 五、因教育實習持有證明者。
  5. those who serve an education internship shall apply with their internship documentation;

六、因參加「青年教育與就業儲蓄帳戶方案」持有教育部核准證明者，得另申請保留入學資格至多三年，不計入保留入學資格年限內。

6. those who participate in the “Youth Education and Employment Saving Accounts Program” with an approval certificate issued by the MOE shall apply for enrollment deferral for a maximum of three years which shall not be counted into permissible years of deferral;

七、屬教育主管機關認定影響正常學習之重大災害事件所涉學生，於影響期間申請保留入學資格期滿仍無法入學者，得專案延長保留入學資格期限，延長保留不計入保留入學資格年限計算。

7. those who suffer major disastrous events recognized by the competent educational authority and affect their regular learning shall apply for enrollment deferral; further extension of the deferral on expiry shall be approved as an exception and shall not be counted into permissible years of deferral.

保留入學資格以一年為限，經核准後，無須繳納學雜費；惟保留期間應徵服義務役者，得檢具在營服役證明，申請延長保留期限至服役期滿，俟保留期滿，檢具退伍證明，申請入學。

Approved enrollment deferral is limited to one year with the payment of tuition and other fees waived. Nevertheless, draftees during the deferral shall apply with their in-service documentation for extension till the completion of military service. They shall apply with the certificate of military discharge for resumption of studies upon deferral expiry.

本校招生簡章中規定不可保留入學資格者，從其規定不得申請保留入學資格。

Students who are stipulated in the admission information brochure not allowed for enrollment deferral shall not apply.

第二十四條 各院系學士班學生因故申請休學，須經家長或監護人同意，經核准後，應辦清離校手續，休學方始生效。

XXIV. Undergraduate students for certain reasons shall apply for suspension of studies with the consent of their parents or legal guardians. The suspension is effective after the students have completed the procedure of leaving.

新生及轉學生入學第一學期，須於完成註冊手續後，始得申請休學。

First-year and transfer students shall apply for suspension of studies

only after completing the enrollment procedure.

第二十五條 學期考試前一週起停止辦理該學期休學手續。

XXV. Applications for suspension of studies of the current semester shall only be accepted at least one week before the final examination.

第二十六條 學生休學，以學期或學年為單位，休學累計以二學年為原則，期滿因重病或特殊事故需再申請者，須檢具證明，經專案簽請校長核准後，得酌予延長休學年限，惟至多以二學年為限。

XXVI. The period of suspension of studies is either a semester or an academic year, with the total accumulated period of suspension as two academic years, in principle. If an extension is necessary due to serious illness or special circumstances, students shall apply for the President's approval with supporting documents for a further extension up to two academic years.

學生於休學期間應徵服役，應檢具在營服役證明文件，向學校申請延長休學至服役期滿為止，服役期間不計入休學年限內；服役期滿，應檢具退伍令申請復學。

Students drafted for the military service during suspension of studies shall apply for extension of suspension till the completion of the service with their in-service documentation. Such approved suspension shall not be counted into permissible years of suspension. After the military service, they shall apply for resumption of studies with the certificate of military discharge.

因懷孕、分娩申請休學者，得檢具醫療院所相關證明文件提出申請，經核准者不計入休學年限內。

Students who are pregnant or have given birth shall apply for suspension of studies with the relevant supporting documentation issued by medical institutions. Such approved suspension shall not be counted into permissible years of suspension.

為撫育三歲以下子女，檢具戶籍謄本或繳驗戶口名簿申請，經核准者不計入休學年限內。

Students who raise a child under the age of three shall apply for suspension of studies with a household registration transcript or household certificate, and such approved suspension shall not be counted into permissible years of suspension.

參加國際技能競賽培訓之學生，培訓期間之休學不計入休學年限內。

Students participating in a training program for international contests shall apply for suspension of studies, and such approved suspension shall not be

counted into permissible years of suspension.

因參加「青年教育與就業儲蓄帳戶方案」持有教育部核准證明者，得另申請休學至多三年，不計入休學年限內。

Students participating in the “Youth Education and Employment Saving Accounts Program” with an approval certificate issued by the MOE shall apply for suspension of studies for a maximum of three years, and such approved suspension shall not be counted into permissible years of suspension.

屬教育主管機關認定影響正常學習之重大災害事件所涉學生，於影響期間辦理休學經核准者，其休學期間不計入休學年限內。

Students who suffer major disastrous events recognized by the competent educational authority and affect their regular learning shall apply for suspension of studies. Such approved suspension shall not be counted into permissible years of suspension.

第二十七條 請准休學學生，其休學學期內已有之成績，概不計算。

XXVII. Any academic grades during a suspended semester shall not be recognized.

第二十八條 學生有下列情形之一者，應令休學：

XXVIII. Students meet one of the following conditions shall be required to suspend their studies:

一、已註冊學生於加退選截止日仍未依規定辦理選課或所選學分數不足，不合本學則規定者。

1. those who have enrolled but either fail to complete the course selection or select fewer course credits than required, in accordance with these regulations, before the deadline for adding/dropping courses;

二、經衛生主管機關基於傳染病防治需要限制者。

2. those who are sanctioned by a competent health authority for certain restrictions to prevent and control infectious diseases;

三、經本校學生事務會議議決必須辦理休學，並經校長核定者。

3. those who are determined by the University's Student Affairs Committee to be suspended, with the approval of the President;

四、有本學則其他規定應令休學者。

4. those shall be imposed suspension of studies in accordance with other provisions stipulated in these regulations.

應令休學學生，應於接到通知後來校辦理離校手續；其休學已

期滿者，應令退學。

Students who are imposed suspension of studies shall come to the University to complete the leave procedure after receiving the notification; those whose suspension has reached the maximum permissible years shall be dismissed.

第二十九條 學生復學，依下列規定辦理：

XXIX. Resumption of studies shall be handled in accordance with the provisions stipulated below:

一、 學生休學期滿，即應於次學期註冊日前辦理復學，並依規定註冊。

1. Students whose term of suspension expires shall handle their resumption before the enrollment date for the next semester in accordance with enrollment regulations.

(一) 因病申請休學者，應加附醫療院所相關證明。

(1) Students whose suspension was due to illness shall provide relevant supporting documents issued by the medical institution.

(二) 因懷孕、分娩申請休學者，應加附醫療院所相關證明。

(2) Students whose suspension was due to pregnancy or childbirth shall provide relevant supporting documents issued by a medical institution.

(三) 因第廿八條第二款休學者，應加附衛生主管機關評定之相關證明。

(3) Students whose suspension was pursuant to Subparagraph 2 of Article 28 shall provide relevant supporting documents issued by the competent health authority.

(四) 因參加「青年教育與就業儲蓄帳戶方案」者，應於計畫期滿檢附教育部及勞動部核發之計畫完成證明。

(4) Students who were under “Youth Education and Employment Saving Accounts Program” shall provide a certificate of completion issued by the MOE and the Ministry of Labor.

二、 休學生復學時，應銜接其原肄業之年級。

2. Resumption of studies shall continue from the same year of study when suspended.

第三十條 學生有下列情形之一者，應令退學：

XXX.

Students meeting one of the conditions stipulated below shall be dismissed from the University:

- 一、修業期限屆滿經依規定延長年限，仍未修足所屬學系規定應修之科目與學分者。
  1. those who fail to meet the graduation requirements of their affiliated department/institute/degree program, regarding required courses and credits, in spite of having extended their study period in accordance with the regulations;
- 二、入學或轉學資格經審核不合者。
  2. those whose admission or transfer qualification is found ineligible after review;
- 三、休學期滿未於規定時限內辦理復學，亦未繼續申請休學者。
  3. those who fail to apply for resumption or further suspension of studies, within a specific deadline, upon the expiry of current suspension;
- 四、一學期中曠課達九十小時者。
  4. those who have been absent from class for ninety (90) hours or above within one semester;
- 五、累計三學期之學期學業成績不及格科目之學分數，各達該學期修習學分總數二分之一者；但僑生、外國學生、海外回國升學之蒙藏生、原住民族籍學生、派外人員子女學生、符合教育部規定條件之大學運動績優學生及特殊選才管道入學學生等累計三學期之學期學業成績不及格科目之學分數，各達該學期修習學分總數三分之二者。
  5. those who fail at least one-half of the number of credits taken in one semester for an accumulated total of three (3) semesters; for overseas compatriots, foreign students, Tibetan & Mongolian nationals, indigenous students, children of parents in foreign services, and students admitted with athletic excellence or special talents pursuant to the MOE's regulations, the threshold of failure shall be two-thirds of the number of credits taken in one semester for an accumulated total of three (3) semesters.

身心障礙學生不受本款限制。身心障礙學生係指領有身心障礙手冊，或經教育部特殊教育學生鑑定及就學輔導會鑑定為身心障礙安置就學之學生。

Physically or mentally-challenged students with a Disability Identification or recognized by MOE's Special Education Students Diagnosis and Placement Counseling Committee (DPCC) shall

not be subject to this Subparagraph.

屬教育主管機關認定影響正常學習之重大災害事件所涉學生，其受影響學期得不受本款限制。

Students suffering major disastrous events recognized by the competent educational authority to affect their regular learning shall not be subject to Subparagraph 5 during the affected semester(s).

- 六、未經本校相關院系所同意，同時在國內其他大學院校註冊入學者。
6. those who also enroll in another domestic university without prior consent of their affiliated department/institute/college;
- 七、操行成績不及格者。
7. those who fail in conduct assessment;
- 八、舊生無故逾期未到校註冊，亦未申請休學者。
8. returning students who fail to enroll by the deadline and do not apply for suspension of studies;
- 九、犯有重大過失經本校學生事務會議議決必須辦理退學，並經校長核定者。
9. those who are determined by the University's Student Affairs Committee to be dismissed due to gross negligence/misconduct, with the approval of the President;
- 十、有本學則其他規定，應令退學者。
10. those who to be dismissed from the University in accordance with other provisions stipulated in these regulations.

第三十一條 各院系學士班學生不屬於前列三十條應令退學，因故自請退學者，須經家長或監護人同意，並辦清離校手續，方為有效。

XXXI. Undergraduate students not meeting the provisions of Article 30 but choose to apply for withdrawal from the University shall apply with the consent of their parents or legal guardians. Withdrawal only takes effect after all leave procedure is completed.

第三十二條 除有關規則另有規定外，學生有下列情形之一者，應開除學籍：

XXXII. Students meeting one of the conditions stipulated below shall be expelled from the University, unless other provisions apply:

- 一、學生所繳畢業證書、轉學證明書或修業證明書，有假借、冒用、偽造或變造等情事者。

1. those whose submitted degree diploma, or transfer or studying



certificate is found to be fraudulently used, borrowed, forged, or altered;

- 二、 塗改或偽造本校學生證、修業或肄業證明書、學位證書、學位證明書、各種成績單暨其他有關證明文件等情事者。
  2. those who are found to alter or forge the student ID cards, certificates of studies, diplomas, degree certificates, transcripts, or other official documentation;
- 三、 犯有重大過失經本校學生事務會議議決必須開除學籍，並經校長核定者。
  3. those who are determined by the University's Student Affairs Committee to be expelled due to gross negligence/misconduct, with the approval of the President.

有前項第一款及第二款之情事者，經教務會議議決，並經校長核定之。

Cases pertaining to Subparagraph 1 and 2 of the previous Paragraph shall be submitted to the Academic Affairs Committee meeting for deliberation and the President's approval.

本校應通知開除學籍生限期繳還其所借之公物，且不發給任何修業證明文件。

Expelled students shall be notified to return any borrowed properties by a deadline, and no academic documentation pertaining to studies shall be issued.

第三十三條 自請退學及應令退學生應向教務處辦理退學及離校手續。凡在校修業具有學期學業成績，且入學資格經審查合格者，得發給修業證明書；入學資格不符者，不發給任何修業證明文件。

XXXIII. Students who apply for withdrawal or who are dismissed shall both complete leave procedure at the OAA. Those who have academic records with valid admission qualification shall be issued a certificate of studies, and for those without valid admission qualification, no certificate shall be issued.

第三十四條 學生本人對於公告應令退學或開除學籍之處分認有違法或不當致損害其權益者，得檢具證明，依本校「學生申訴評議委員會設置及運作辦法」之規定提出申訴；其辦法另定之，並報教育部核定後實施。

XXXIV. Dismissed or expelled students shall file an appeal if they deem the University's sanction against them as unlawful or inappropriate to infringe their rights. The appeal shall be submitted with justification in accordance with *Regulations for Establishment and Operation of the Students Appeal*

*Handling Committee*, formulated separately and submitted to the MOE for approval before implementation.

申訴結果未確定前，受處分人得繼續在校肄業；但申訴結果維持原處分時，自申訴提出至申訴結果確定期間之修習成績不予採認，並依規定退費，其修業證明書所載修業截止日期，以原處分日期為準。

Dismissed and expelled students may continue their studies when their appeal is under review; if the appeal is refuted and the original sanction is upheld, the academic records during the period of appeal shall be considered invalid, related fees refunded based on the regulation, and the effective date of the certificate of studies shall be the date the original sanction is imposed.

依前項規定提出申訴後獲准復學者，若因特殊事故無法及時復學，其復學前之離校期間，得補辦休學，並不併入休學年限內計算。

Students whose appeal is upheld shall resume their studies. If they fail to apply to resume their studies in time due to unforeseeable reasons, they shall apply for the suspension of studies with the suspension duration not counted into their permissible years of suspension.

第三十五條 學生休、退學，其所繳各項費用依「專科以上學校學雜費收取辦法」與本校學生離校退費相關規定辦理退費。

XXXV. Fees paid by suspended or dismissed students shall be refunded in accordance with *Regulations for Tuition Collection at Institutions of Higher Education* and the University's relevant regulations.

## 第六章 考試、成績及補考

### Chapter 6

#### Examinations, Grades and Retakes

第三十六條 學生學業成績，最高為 A+等第（百分制成績為一百分），及格標準為 C-等第（百分制成績為六十分）。性質特殊之科目，經相關會議認定通過後，得採「通過」、「不通過」之考評方式。

XXXVI. The highest academic grade shall be A+ (equivalently, one hundred out of one hundred) and the passing grade C- (equivalently, sixty out of one hundred). Particular courses, after approval by relevant councils, shall adopt "Pass" or "Fail" as measures of assessment.

成績不及格或不通過之科目，不給學分。

Failed courses shall not receive academic credits.

第三十七條 學業成績採多元方式評量，教師得依學生日常表現、報告、展

演及平時、期中、期末考試等評量學生學習成效；學期學業成績之評量方式應明訂於課程大綱。

XXXVII. Academic evaluation shall adopt diverse measures of assessment. Faculty shall assess student learning outcome based on their performance in class, written reports, presentations as well as regular quizzes, mid-term, and final exams. Assessment measures of a course shall be clearly specified in the course syllabus.

期中及學期考試其時間依本校行事曆規定舉行。授課教師另有規定者，依其規定。

Dates of mid-term and final examinations shall be set in accordance with the University's academic calendar, unless otherwise scheduled by the faculty.

第三十八條 學生各科學期學業成績等次及學期學業平均成績之計算方式如下：

XXXVIII. Individual course grades and the semester GPA (grade point average) are calculated as follows:

一、 各科學期學業成績等次如下：

1. The following is the breakdown of academic grades and their equivalent score ranges and points:

(一) 99 學年度 (含) 以前入學之學生與 100 學年度入學轉學生適用百分制：

(1) The percentage system applies to students enrolled before the academic year 2010-11 (2010 included), and transfer students enrolled in the academic year 2011-12.

1. 甲等(A)：八十分以上者；點數 4。
  2. 乙等(B)：七十分以上未滿八十分者；點數 3。
  3. 丙等(C)：六十分以上未滿七十分者；點數 2。
  4. 丁等(D)：五十分以上未滿六十分者；點數 1。
  5. 戊等(E)：不滿五十分者；點數 0。
- 六十分以下為不及格分數，不給學分。

- i. Grade A: 80~100; 4 points.
- ii. Grade B: 70~79; 3 points.
- iii. Grade C: 60~69; 2 points.
- iv. Grade D: 50~59; 1 point.
- v. Grade E: 0-49; 0 point.

A score below sixty (0-59) shall be considered fail without credits granted.

(二) 100 學年度 (含) 以後入學之學生適用等第制：

(2) The grade system applies to students enrolled after the academic year 2011-12 (2011 included).

1. A+ 等第：九十分 ~ 一百分；等第積分(GP)：4.3。
2. A 等第：八十五分~八十九分；GP：4.0。
3. A- 等第：八十分~八十四分；GP：3.7。
4. B+ 等第：七十七分~七十九分；GP：3.3。
5. B 等第：七十三分~七十六分；GP：3.0。
6. B- 等第：七十分~七十二分；GP：2.7。
7. C+ 等第：六十七分~六十九分；GP：2.3。
8. C 等第：六十三分~六十六分；GP：2.0。
9. C- 等第：六十分~六十二分；GP：1.7。
10. D 等第：五十分~五十九分；GP：1.0。
11. E 等第：四十分~四十九分；GP：0.8。
12. F 等第：三十九分以下；GP：0.0。
13. X 等第：零分；GP：0.0。
  - i. Grade A+ : 90 ~ 100; Grade Point (GP): 4.3
  - ii. Grade A : 85 ~ 89; GP: 4.0
  - iii. Grade A- : 80 ~ 84; GP: 3.7
  - iv. Grade B+ : 77 ~ 79; GP: 3.3
  - v. Grade B : 73 ~ 76; GP: 3.0
  - vi. Grade B- : 70 ~ 72; GP: 2.7
  - vii. Grade C+ : 67 ~ 69; GP: 2.3
  - viii. Grade C : 63 ~ 66; GP: 2.0
  - ix. Grade C- : 60 ~ 62; GP: 1.7
  - x. Grade D : 50 ~ 59; GP: 1.0
  - xi. Grade E : 40 ~ 49; GP: 0.8
  - xii. Grade F : 1~39; GP: 0.0
  - xiii. Grade X : 0; GP: 0.0

二、 學期學業平均成績之計算方法如下：

2. Semester GPA is calculated as follows:

- (一) 每一科目成績等第積分 (GP) 或百分制數乘以該科目之學分數為該科目之學分積。各科目學分積之總和為總學分積。
- (1) The GP credit product of a course is the product of its grade point (or percentage point) and the number of its credits, and the total GP credit product of a semester is the sum of GP credit product from all courses.
- (二) 以「通過」或「不通過」考評之學分不計入總學分積。
- (2) Courses whose assessment measures are “Pass” or “Fail” do not factor into the total GP credit product of a semester.
- (三) 總學分積除以學期 (不含暑修) 修習學分總數為學期學業平均成績。
- (3) A semester GPA is calculated as the total GP credit product of the semester divided by the sum of course credits of the semester (excluding summer courses).
- (四) 總學分積除以歷年 (含暑修) 修習學分總數為肄業學業平均成績；畢業生之歷年學業平均成績即為其畢業學業成績。
- (4) Up-to-date GPA of all years of studies is calculated as the total GP credit product of all semesters divided by the sum of course credits in those semesters (including summer courses). Graduation grade point average is equivalent to the Up-to-date GPA when students fulfill all graduation requirements.
- (五) 各項成績之計算，包括 X 等第 (百分制成績為零分) 成績在內。
- (5) Grade X (equivalently, zero out of one hundred) is also counted into the calculation of academic performance.

第三十九條

各科目學期學業成績 (不含操行成績) 由任課教師根據各種考核成績計算，以等第或百分 (計算至整數) 成績呈現。學期學業平均成績及畢業學業平均成績，均保留至小數點後二位計算。

XXXIX.

The final semester score of a course (conduct score excluded) is given by the instructor based on a variety of assessment measures, and presented in the form of grade or percentage (to the nearest integer). The overall performance of a semester or upon graduation shall be calculated to two decimal places.

第四十條 學生修習之課程，已及格之學分數，有下列情形之一者，不給畢業學分：

XL. The course completed and passed shall not be granted its graduation credits under the following conditions:

一、凡屬規定全學年修習之科目，僅修得一學期學分者或先修習下學期課程者。

1. it is a yearly course, but is taken and completed for only one semester or the Spring semester course is taken first;

二、已經修讀及格或已核准抵免名稱相同之科目，重覆修習者。但因情形特殊，經任課老師及相關院系主管認定者，不在此限。

2. a course that was once passed or deemed equivalent to another taken elsewhere is taken again. Nevertheless, exceptions may be granted if the instructor and related department/college supervisors allow the said instance under special circumstances.

三、軍訓、體育成績計入當學期學分總數及學期學業平均成績，惟其學分不列入歷年學分累計及畢業實得總學分。

3. Military and physical education courses shall be factored into the total credits to calculate the semester GPA, but excluded from the accumulative credits for the years of studies as well as from total credits for graduation.

第四十一條 學生各科學期學業成績，經任課教師送交教務處後，即不得請求更改；但若屬教師之失誤致有遺漏或錯誤者，應依本校「教師繳交及更正學期成績辦法」之規定辦理，其辦法另定之。

XLI. The semester final score of a course shall not be altered once it is submitted to the OAA by the course instructor; any oversights or incorrect scores made by the instructor shall be handled in accordance with the *Regulations for Submission and Correction of Score by the Faculty*, which shall be formulated separately.

第四十二條 各院系學士班學生修習學年之科目，其上學期學業成績不及格者，得准繼續修習下學期科目，惟上學期仍應重修。

XLII. Undergraduates who fail the Fall semester class of a yearly course is allowed to take the Spring semester class and yet shall fulfill the course requirement by retaking the Fall semester course later.

第四十三條 各院系學士班學生全學期修習科目未超過九學分者，不適用本學則第三十條第五款。

XLIII. Undergraduates who take less than nine (9) credits in one semester shall not be subject to the provision of Subparagraph 5 of Article 30.

第四十四條 學生因公、重病、親喪或重大事故，不能參加學期考試者，應依本校「學生考試請假及補考辦法」之規定辦理請假及補考；「學生考試請假及補考辦法」另定之。

XLIV. Students who cannot attend the final examination due to official duty, serious illness, bereavement, or major incidents shall apply for leave and retake the final exam in accordance with the University's *Regulations for Students' Leave Application and Retake*, which shall be formulated separately.

補考於規定時間內舉行，逾期無論具任何理由，均不得補考；但確因重大事故，致無法參加補考者，得檢具證明，經所屬院系主管及教務長核准後，未參加學期考之學期，可以辦理休學，惟其休學年限，仍應符合本學則相關規定。

Retake shall be held within a specified period. Those who fail to attend with whatever reasons shall not retake again. In the case of serious incidents, students shall apply for suspension of studies for the semester. The application shall be submitted with the supporting documentation to their department chair or college dean, and Vice President for Academic Affairs for approval. The permissible years of suspension shall be pursuant to relevant provisions hereof.

學期考試經核准請假補考者，均按照實際成績給分。

Retaken final exams with a prior approved leave shall be evaluated without any deduction.

第四十五條 學生於考試時如有作弊行為，一經查出，除該科目學期學業成績以 X 等第（百分制成績為零分）計算外，並視情節輕重，依本校「學生獎懲辦法」予以處分。

XLV. Exams caught cheating will be given an X grade (equivalently, zero out of one hundred) and a disciplinary action shall be imposed in accordance with the University's *Regulations for Student Rewards and Disciplines* depending on the seriousness of the offense.

入學考試舞弊，情節重大經招生委員會查證屬實者，撤銷其錄取資格，入學後始被發現者，即開除學籍；本校學生協助他人考試作弊者，視情節輕重，依本校「學生獎懲辦法」予以處分。

Major offense of cheating in the entrance exam, verified by the admission committee, shall result in the cancelation of admission or the student expelled if the cheating is disclosed after enrollment. Students who assist in cheating shall be disciplined in accordance with the University's *Regulations for Student Rewards and Disciplines*.

學生在學期間發表之著作或報告，業經檢舉違反學術倫理之情

事者，依本校「在學學生學術倫理規範暨違反學術倫理案件處理要點」及「學生獎懲辦法」處理。

Cases concerning published papers or reports by students violating academic ethics shall be handled in accordance with the University's *Guidelines on Students' Academic Ethics and Handling Cases in Violation of Academic Ethics* and *Regulations for Student Rewards and Disciplines*.

## 第七章 修業期限及學分

### Chapter 7:

#### Term of Studies and Academic Credits

第四十六條 本校採用學年學分制，各學系修業期限均為四年，學士後醫學系含實習二年，其畢業應修學分數不得少於一二八學分。

XLVI. The University implements the academic-year credit-based system, and the term of studies is four (4) years. Students in the School of Medicine shall serve two years of internship during their junior and senior years. The total number of credits for graduation shall not be less than one hundred and twenty-eight (128).

國外或香港、澳門五年制中學畢（結）業生，以同等學力就讀本校學士班者（不含已離校兩年以上及僑先部結業成績分發入大學者），除前項規定之畢業應修學分數外，應另增加 12 個畢業學分數，增修科目及課程規劃由各系自訂。惟學生若已在入學前於當地完成大學先修課程者，則酌予抵免。

Undergraduate students from overseas, Hong Kong, or Macau who graduated from middle-high schools with a five-year system shall take twelve (12) more credits in addition to the required credits for graduation stipulated in the previous Paragraph. Courses and related curriculum for the said 12 credits shall be designated by individual departments. Those who have left school for more than two years or who are admitted through the Preparatory Programs for Overseas Chinese Students shall be exempt from the requirement of 12 extra credits for graduation. Credits of pre-university courses taken overseas may be optionally counted toward the said 12 credits.

在規定修業期限內未能修滿所屬學系、輔系應修科目學分者，得延長修業期限，合計以二學年為限；因前項增加畢業學分數者，合計以三學年為限；身心障礙學生，合計以四學年為限。

Students who fail to complete the required courses and receive corresponding credits for their majors or minors within the term of studies shall extend their period for a maximum of two (2) academic years, those required to take additional twelve credits stipulated in the



previous Paragraph shall extend their period to three (3) academic years, and the physically/mentally-challenged shall extend to four (4) academic years.

修讀雙主修學生，其延長修業年限，依本校「各學系學生加修雙主修辦法」之規定辦理。

Students taking a double major shall extend their period of studies in accordance with the University's *Regulations for Double Major Studies*.

因懷孕、分娩或撫育三歲以下子女，得延長修業期限。惟需專案經校長核准，至多以三學年為限。

Students who are pregnant, giving birth, or raising children under the age of three shall apply for the President's approval to extend their period of studies for a maximum of three academic years.

經本校核准出國進修者，得延長修業期限，至多以一學年為限。

Students approved for studying abroad shall extend their period of studies for a maximum of one academic year.

學生因參與本校創業輔導、就業實習、出國交換等學習計畫，得專案申請延長修業期限至多二年。

Students engaging in the University's start-up coaching, internship, exchange program, or other study projects shall apply for an extension for a maximum of two academic years.

本條各項所列畢業應修學分數由各學系（所、組、學位學程）於必修科目表內訂定之。

The required credits for graduation stipulated in each Paragraph of this Article shall be specified in the mandatory course list of individual departments (institutes, degree programs).

屬教育主管機關認定影響正常學習之重大災害事件所涉學生，修業期限屆滿仍無法修畢應修科目學分者，得專案延長其修業期限。延長修業期限以其受影響學期數為限。

Students who fail to complete the required courses and credits within the study term due to major disastrous events, recognized by the competent education authority as affecting regular studies, shall apply for extension. The permissible extension is limited to the number of affected semesters.

第四十七條 本校學分之計算，以一學分每週上課一小時滿十八週為原則。實習或實驗以每週上課二小時或三小時，滿十八週為一學分。

XLVII. A lecture course that lasts one hour per week for a semester of eighteen

(18) weeks is given one credit. An internship or lab course that lasts two or three hours per week for a semester is given one credit.

第四十八條 學生入學本校前修習及格之科目與學分；或入學本校後經核准出境進修或修習其他教學單位課程，其修習及格之科目與學分，得依本校「學生抵免學分辦法」之規定申請抵免；「學生抵免學分辦法」另定之，並報教育部備查。

XLVIII. Students who took courses with credits before admitted to the University, or take courses with credits at an educational institution through the approved study abroad program may apply for credits transfer in accordance with the University's *Regulations for Credits Transfer*, which shall be formulated separately and submitted to the MOE for reference.

學生入學本校前修習及格之科目與學分，入學後經申請抵免核准後，每學期修課仍不得低於應修最低學分數。

Students who took courses with credits before admitted to the University and get the credit transfer shall still be required to take the minimum number of credits for each semester.

第四十九條 本校課程分為學士班通識教育課程及系所專業課程（含必、選修）兩大類，各課程之開設或異動及各學系畢業應修學分數之訂定或變更，應經系所（組、學位學程）、院（通識教育中心）、校課程委員會議審議，並經教務會議通過後實施。

XLIX. The University offers two types of curricula: undergraduate general-education courses and department/institute subject courses (including mandatory and elective courses). The offer of courses, or their modification thereof, as well as the determination of required number of credits for graduation, or its modification thereof, shall be deliberated by the department (institute/degree program), College (Si Wan College included) and University Curricula Committee in succession, and approved by the University Academic Council before implementation.

## 第八章 畢業、學位

### Chapter 8

#### Graduation and Degree

第五十條 學士班學生依法修業期滿，有實習年限者，實習完畢，並符合下列畢業條件，授予學士學位，並頒發學位證書。

L. Undergraduates shall be conferred the bachelor's degree and issued a diploma, upon the completion of full period of studies, internship (for those with prerequisite internship), and the fulfillment of the following

two graduation requirements:

一、修滿規定年限及規定科目與學分。

1. they shall complete the required courses and number of credits for graduation within the study term, and

二、各學期操行成績均及格。

2. pass all the conduct evaluation in each semester.

學生修讀相近學術領域課程或修讀跨領域學位學程課程，符合前項要件者，得依其學術領域、修讀課程及要件授予學士學位，不限於學生原入學之院、系、學位學程規定。但涉及政府相關部門所定人力培育總量管制機制之特殊專業領域者，不包括在內。

Students taking courses in a similar academic field or cross-field courses in a degree program, and fulfilling the conditions stipulated in the previous Paragraph shall be conferred a bachelor's degree in the studied field or degree program without the constraint of their original college, department, or degree program. Nevertheless, degrees in special professional fields under the total manpower control mechanism regulated by relevant government agencies are excluded.

前項相近學術領域之認定基準，由辦理學位授予之所屬學院院務會議（學位學程會議）定之。

The criteria of “similar academic field” stipulated in the previous Paragraph shall be determined upon deliberation by the College Council (or Degree Program Council) which confers the diploma.

第五十一條

各學系學士班學生合於本校「各學系學士學位學生成績優異提前畢業辦法」之規定，得申請提前一學期或一學年畢業；未獲核准提前畢業者，應再選修其他科目，且每學期不得減少應修最低學分數。

LI.

Undergraduates who fulfill the requirements of the University's *Regulations for Early Graduation for Undergraduates with Outstanding Academic Performance* shall apply for early graduation one semester or academic year in advance. Students without such approval are still required to take courses with minimum credits of a semester.

本校「各學系學士學位學生成績優異提前畢業辦法」另定之，並報教育部備查。

The said regulations shall be formulated separately and submitted to the MOE for reference.

## 第九章 其他

## Chapter 9 Others

第五十二條 學生出境期間有關學籍事宜，依本校相關規定辦理，其處理要點另定之，並報教育部備查。

LII. Enrollment-related matters for students going abroad shall be handled in accordance with the University's relevant regulations, which shall be formulated separately and submitted to the MOE for reference.

### 第三篇 碩、博士班

## Section 3 Master's and Doctoral Programs

### 第一章 入學

## Chapter 1 Admission

第五十三條 凡在教育部立案之本國大學或獨立學院畢業或符合教育部採認規定之國外大學或獨立學院畢業取得學士學位，或合於教育部法令規定具有同等學力資格，經本校碩士班公開招生錄取者，得入本校各學系（研究所）碩士班修讀碩士學位。

LIII. Applicants with a bachelor's degree from domestic or overseas universities/independent colleges accredited or recognized respectively by the MOE, or deemed to have equivalent academic qualifications in accordance with the MOE's regulations shall be admitted to master's programs of individual departments/institutes of the University through an open recruitment procedure.

第五十四條 凡在教育部立案之本國大學或獨立學院碩士班畢業或符合教育部採認規定之國外大學或獨立學院碩士班畢業取得碩士學位，或合於教育部法令規定具有同等學力資格，經本校博士班公開招生錄取者，得入本校各學系（研究所）博士班修讀博士學位。

LIV. Applicants with a master's degree from domestic or overseas universities/independent colleges accredited or recognized respectively by the MOE, or deemed to have equivalent academic qualifications in accordance with the MOE's regulations shall be admitted to doctoral programs of individual departments/institutes of the University through an open recruitment procedure.

本校碩士班（含在職專班）研究生修業一學期以上或學士班應屆畢業生，成績優異具研究潛力，得依本校「學生逕修讀博士學位作業規定」申請逕修讀博士學位，其作業規定另定之。

Postgraduates (including those of in-service programs) studying for at least one semester or fresh graduates from a bachelor's program with excellent academic performance and having research potential shall apply for direct admission to a doctoral program in accordance with the University's *Regulations for Direct Admission to Doctoral Programs*,

which shall be formulated separately.

## 第二章 選課

### Chapter 2 Course Selection

- 第五十五條 碩、博士班研究生每學期修習學分數上限以十五學分為原則；超修學分上限者，需經所屬學系（研究所）主管核可。
- LV. The maximum number of course credits postgraduates shall take in principle is fifteen (15) per semester. Taking more than 15 credits in a semester shall be approved by the chair of the affiliated department or institute.

## 第三章 轉所

### Chapter 3 Institute Transfer

- 第五十六條 碩、博士班研究生如欲轉所，得於修業滿一學期，依本校「研究生轉系所作業規定」及行事曆規定時程提出申請，經原肄業學系（研究所）與擬轉入學系（研究所）雙方同意後，由教務處陳請校長核准。
- LVI. Postgraduates studying for one semester shall apply for institute transfer in accordance with the University's *Regulations for Department or Institute Transfer of Postgraduates* and the time table stipulated in the University's academic calendar. The application shall be agreed respectively by the original and new departments or institutes, and then submitted by the Office of Academic Affairs to the President for approval.

## 第四章 修業期限、學分、成績、退學

### Chapter 4

#### Term of Studies, Academic Credits, Grades, Dismissal

- 第五十七條 碩士班修業期限為一至四年。
- LVII. The term of studies for a master's program ranges from one to four years.
- 博士班修業期限為二至七年。
- The term of studies for a doctoral program ranges from two to seven years.
- 逕修讀博士學位者，自入博士班起，其修業期限依本條第二項之規定辦理。
- Those who are directly admitted into a doctoral program shall follow Paragraph 2 of Article 57 regarding the term of studies after entering the program.

在職進修研究生未在規定修業期限內修滿應修科目學分、或未完成所屬學系（研究所）規定之畢業要求、或未完成學位論文者，經所屬學系（研究所）主管同意，專案簽請校長核准後，得酌予延長其修業期限，但至多以一學年為限。

Postgraduates of in-service programs who fail to complete the required courses with sufficient credits, to meet the graduation requirements of their affiliated departments/institutes, or to complete the thesis or dissertation within the required term of studies shall apply for a maximum of one year extension, with an agreement from the chair of the affiliated department/institute and the President's approval.

在職進修研究生身分，以核定報考時之身分為準。

The status of postgraduates of in-service programs is subject to their status at the time when they were admitted into the programs.

第五十八條 碩士班研究生至少須修滿二十四學分，博士班研究生至少須修滿十八學分，逕修讀博士學位研究生，至少須修滿三十學分。

LVIII. Postgraduates must complete at least twenty-four (24) credits in a master's program and eighteen (18) credits in a doctoral program. Those who are directly admitted into a doctoral program shall complete at least thirty (30) credits.

上項學分均不包括畢業論文。

The number of credits stipulated in the previous Paragraph excludes the credits of thesis or dissertation.

第五十九條 碩、博士班研究生各科目學期學業成績及論文考試成績最高為A+等第，及格標準為B-等第（百分制成績最高為一百分，及格標準為七十分）。未達B-等第（百分制成績為七十分）者不給學分；操行成績以B-等第（百分制成績為七十分）為及格。

LIX. The highest course grade for postgraduates shall be A+ (equivalently, one hundred out of one hundred), and the passing grade B- (equivalently, seventy out of one hundred) below which the credits shall not be granted. The passing grade of conduct assessment is B-.

第六十條 碩、博士班研究生學位考試，依本校「研究生學位考試施行細則」之規定辦理，其施行細則另定之，並報教育部備查。

LX. The examinations for master's and doctoral degrees shall be conducted in accordance with *Guidelines on the Implementation of Examinations for Master's and Doctoral Degrees*, which shall be formulated separately and submitted to the MOE for reference.

第六十一條 碩、博士班研究生之畢業成績分為歷年學業平均成績與學位考試成績。

LXI. The graduation GPA for postgraduates includes up-to-date GPA of all years of studies and the GPA of the degree examination.

第六十二條 碩、博士班研究生有下列情形之一者，應令退學：

LXII. Postgraduates meeting one of the following conditions shall be dismissed from the University:

一、修業期限屆滿，經依規定延長年限，而仍未依所屬學系（研究所）規定完成畢業之要求者；或未修足應修科目與學分者；或未通過學位考試者；或未繳交畢業論文及完成離校手續者。

1. those who fail to meet the graduation requirements of their affiliated departments/institutes in spite of having an extended period of studies in accordance with relevant regulations, to complete required courses with sufficient credits, to pass the degree examinations, or to submit the thesis or dissertation and complete leave procedure;

二、博士班研究生未依本校「博士學位候選人資格考核實施要點」或未通過所屬學系（研究所）博士學位候選人資格考核者。

2. those who fail to meet the requirements stipulated in the University's *Guidelines on Implementation of Assessment of Doctoral Qualification*, or failed in the assessment of doctoral qualification conducted by their affiliated departments/institutes;

三、依本校「研究生學位考試施行細則」之規定，學位考試不及格且不合重考規定者或合於重考規定，經重考一次仍不及格者。

3. those who fail in a degree examination and are either ineligible for retake or failing again in retake, shall be handled in accordance with the University's *Guidelines on Implementation of Examinations for Master's and Doctoral Degrees*.

第六十三條 本學則第三十條第五款之規定，不適用於碩、博士班研究生。

LXIII. Subparagraph 5 of Article 30 stipulated in these regulations is not applicable to postgraduates.

## 第五章 畢業、學位

### Chapter 5 Graduation and Degree

第六十四條 碩、博士班研究生合於下列各項之規定者，由本校依其所屬學院及學系（研究所），分別授予碩士或博士學位，並頒發學位證書：

LXIV. Postgraduates in a master's or doctoral program meeting the following graduation requirements shall be conferred respective degrees and diplomas from their affiliated departments/institutes and colleges:

一、修滿本校規定年限及規定科目與學分。

1. complete the full term of studies and required courses with sufficient credits,

二、完成所屬學系（研究所）規定之畢業要求。

2. fulfill the graduation requirements of their affiliated departments/institutes,

三、碩士班研究生撰妥碩士論文，經碩士學位考試及格；博士班研究生撰妥博士論文，經博士學位考試及格。

3. finish their master's thesis or doctoral dissertations and pass respective degree examinations, and

四、各學期操行成績均及格。

4. pass the conduct assessment in each semester.

前項第三款依據本校組織規程第五條以「國家重點領域產學合作及人才培育創新條例」與企業合作開設之研究學院碩士班得以技術報告或專業實務報告替代碩士論文；技術報告或專業實務報告之認定基準，應由研究所所務會議（或學位學程會議）、管理委員會審議通過後，報監督會備查。

Master's program under the research colleges co-established with the industry, in accordance with the *National Key Fields Industry-University Cooperation and Skilled Personnel Training* stipulated in Article 5 of the *NSYSU Charter*, may replace the master's thesis stipulated in Subparagraph 3 of the previous Paragraph with technical or professional practice report. Criteria for the quality of the said reports shall be approved upon deliberation by the Institute (Degree Program) Council and Management Committee in succession, and then submitted to the Supervisory Committee for reference.

第六十四條之一 各系、所、學位學程學位名稱之訂定，應符合國際慣例及趨勢，並參酌教育部公告之授予學位中、英文名稱參考手冊，依各系、所、學位學程之特色、課程內容及課程性質所屬領域、學術或專業實務導向為之。

LXIV-I. The degree titles of individual departments/institutes/degree programs shall be determined in accordance with the international practices and trends with reference to the MOE's handbook for Chinese-English degree titles, and also taking account of programs' features, natures, fields and their academic (or practice) orientation.



學位中、英文名稱、學位證書註記等規定，經院系所務會議或學位學程會議通過，提教務會議通過後施行。

Chinese and English degree titles, designations on degree diplomas, and other related matters shall be approved by the Department/Institute/Degree Program/College Council and the Academic Affairs Council in succession before implementation.

## 第六章 其他

### Chapter 6 Others

第六十五條 本篇無特別規定者，準用第二篇有關之規定。

LXV. Unless otherwise stipulated in this Section, the provisions stipulated in Section 2 shall apply.

## 第四篇 碩士在職專班

### Section 4 In-service Master's Program

#### 第一章 入學

##### Chapter 1 Admission

第六十六條 凡在教育部立案之本國大學或獨立學院畢業或符合教育部採認規定之國外大學或獨立學院畢業取得學士學位，或合於教育部法令規定具有同等學力資格，且有相當工作經驗年資並取得證明（工作經驗年資依各碩士在職專班規定），經本校碩士在職專班公開招生錄取者，得入本校各學系（研究所）碩士在職專班修讀碩士學位。

LXVI. Applicants with a bachelor's degree from domestic or overseas universities/independent colleges accredited or recognized respectively by the MOE, or deemed to have equivalent academic qualifications in accordance with the MOE's regulations, as well as work experience (the proof of which to be specified by the individual studying programs) shall be admitted to the in-service master's programs of individual departments/institutes of the University through an open recruitment procedure.

#### 第二章 選課

##### Chapter 2 Course Selection

第六十七條 碩士在職專班研究生每學期修習學分總數以十二學分為上限；超過該學分上限者，需經所屬學系（研究所）主管核可。

LXVII. The maximum number of course credits in-service postgraduates shall take in principle is twelve (12) per semester. Taking more than 12 credits in a semester shall be approved by the chair of the affiliated departments/institutes.

在職專班研究生不得選修他校課程，惟因修習教育學程、跨校學分學程、獲准跨校交換及專案簽請核准者，不在此限。

In-service postgraduates shall not take any course at other universities, unless it is an education program, inter-university credit or exchange program, or with a prior approval by the Vice President of Academic Affairs.

### 第三章 修業規定

#### Chapter 3 Study Provisions

第六十八條 碩士在職專班修業期限為一至四年，未在規定修業期限修滿應修科目學分、或未完成所屬學系（研究所）規定之畢業要求、或未完成學位論文者，得延長修業年限二年。

LXVIII. The term of studies for the in-service master's programs ranges from one to four years. Those who fail to complete the required courses with credits, to meet the graduation requirements of their affiliated departments/institutes, or to submit the thesis within the term shall apply for an extension of up to two academic years.

### 第四章 暑期在職專班

#### Chapter 4 In-Service Master's Program in Summer

第六十九條 暑期在職專班係利用每年暑假期間修習短期密集課程，其餘相關規定與其他碩士在職專班同。

LXIX. An in-service summer program is an intensive and short-term curriculum offered in the period between the spring and fall semesters. Regulations for regular in-service programs shall also apply to the said summer program.

第七十條 暑期在職專班開課課程每一學分上課須授滿十八小時（含考試）。

LXX. Eighteen (18) hours of lecture (including exam) time is counted as one credit for in-service summer program courses.

### 第五章 其他

#### Chapter 5 Others

第七十一條 本篇無特別規定者，準用第二、三篇有關之規定。

LXXI. Unless otherwise stipulated in this section, provisions stipulated in Sections 2 and 3 shall apply, mutatis mutandis.

### 第五篇 學籍管理

#### Section 5 Student Enrollment Management

第七十二條 本校學生學籍資料所登記之學生姓名及出生年月日，一律以身

分證所載為準。入學資格證件所載與身分證所載不符者，應即更正。

LXXII. A student's name and date of birth for enrollment at the University shall accord with the information on the national ID. Information on documents submitted for enrollment different from that of the national ID shall be subject to correction.

第七十三條 學生有關學籍與學業成績記錄，概以教務處所存各項學籍與成績紀錄為準。

LXXIII. The OAA is the official office where all valid students' enrollment information and academic performance records are kept.

第七十四條 在校學生及畢（肄）業校友申請更改姓名或出生年月日者，應檢附戶政機關發給之有關證件，向教務處申請更正。

LXXIV. Enrolled students or alumni with completed/incomplete studies who apply to the OAA for any alteration of their name or date of birth shall submit relevant documentation issued by the household registration agencies.

第七十五條 學生入學考試試卷，應由教務處保存一年；在校學期考試試卷，應由任課教師保存一年，以備查考。

LXXV. Entrance exam papers shall be kept by the OAA for one year, and final exam papers of each semester by the course instructor for one year.

第七十六條 僑生、外國學生、海外回國升學之蒙藏生、原住民族籍學生、身心障礙學生、派外人員子女學生、符合教育部規定條件之大學運動績優學生及陸生之學籍處理，除法令另有規定者外，準用本學則之相關規定。

LXXVI. For the overseas compatriots, foreign students, Tibetan & Mongolian nationals, indigenous students, physically or mentally-challenged students, children of parents in foreign services, and students admitted with athletic excellence, and mainland Chinese students pursuant to the MOE's regulations, their enrollment shall be handled, mutatis mutandis, in accordance with these regulations, unless otherwise stipulated by other regulations.

第七十七條 本校授予之學位，有下列情事之一者，應予撤銷，並公告註銷其已頒給之學位證書；有違反其他法令規定者，並依相關法令規定處理：

LXXVII. Degrees conferred by the University shall be revoked and corresponding certificates cancelled by way of a public notification when one of the following circumstances happens. Matters violating other regulations shall be handled in accordance with other relevant

regulations.

一、入學資格或修業情形有不實或舞弊情事。

(1) admission qualification or any studies is found false, or any fraudulence is discovered, or

二、論文、作品、成就證明、書面報告、技術報告或專業實務報告，依本校「碩、博士學位論文抄襲、代寫、舞弊處理原則」審定，有造假、變造、抄襲、由他人代寫或其他舞弊情事。

(2) any papers, works, achievement certificates, written reports, technical reports, or professional practice reports are determined to be forged, altered, plagiarized, ghostwritten or in other forms of fraudulences in accordance with the University's *Guidelines on Handling Plagiarism, Ghostwriting and Fraudulence of Master's and Doctoral Degrees*.

## 第六篇 附 則

### Section 6 Supplements

第七十八條 依本學則規定作成應令休學、退學、開除學籍或其他影響學生受教育權利之處分或措施前，應先以書面通知學生，並給予其陳述意見之機會。

LXXVIII. Students who are disciplined in accordance with these regulations for suspension, dismissal, expulsion or other measures affecting their education rights shall be given a written notification and an opportunity to express opinions before the disciplinary action takes effect.

學士班學生並應通知家長或監護人。

Parents or legal guardians of undergraduate students shall be notified of the said disciplinary action.

第七十八條之一 學生因遭經教育主管機關認定影響正常學習之重大事件，應依「專科以上學校維護突遭重大災害學生學習權益處理原則」及主管機關規定程序，視事件個案情形從寬訂定彈性修業機制，提供學生協助。

LXXVIII-I. A lenient and flexible course-taking mechanism shall be implemented to assist students who undergo major incidents deemed to affect their regular learning, in accordance with both the *Guidelines on Safeguarding the Right to Education of Students Undergoing Major Incidents at Junior Colleges and Institutions of Higher Education* and other procedures stipulated by the competent authority.

- 第七十九條 修讀學位學程學生，其學籍相關事宜，準用本學則之規定。
- LXXIX. Enrollment matters pertaining to students in degree programs shall be handled, mutatis mutandis, in accordance with these regulations.
- 第七十九條之一 研究學院學生學籍管理、課程審議得依實務需求另訂之。未另行規範之事項，準用本學則之相關規定辦理。
- LXXIX-I. Regulations pertaining to the matters of student enrollment and course structure review of the research colleges shall be formulated separately, if necessary. Matters not covered therein shall be handled, mutatis mutandis, in accordance with the relevant provisions in these regulations.
- 第八十條 本學則如有未盡事宜，依教育部相關法令及本校相關規定辦理。
- LXXX. Matters not covered herein shall be handled in accordance with the relevant regulations of the University and the MOE.
- 第八十一條 本學則經教務會議及校務會議通過，經校長核定後公告施行，並報教育部備查，修正時亦同。
- LXXXI. These regulations are approved by the Academic Affairs Council, University Council and the President in succession prior to implementation, and are submitted to the MOE for reference. Amendments to these regulations shall follow the same procedure.