

National Chi Nan University Credit Exemption Regulations for Students

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Article 1: These regulations are established in accordance with Article 21 of the School Regulations of this institution.

Article 2: The following students may apply for credit exemption:

1. Students transferring to another department or graduate program.
2. Transfer students.
3. Freshmen who have retaken exams or reapplied for admission.
4. Those permitted by law to take and complete credits before obtaining their degree.
5. Individuals who, prior to enrollment (transfer), have completed courses in accredited university extension programs recognized by the Ministry of Education and hold credit certificates.
6. Individuals who have completed course credits at domestic or foreign universities or colleges recognized by the Ministry of Education.
7. Master's and doctoral students who, during their undergraduate's or master program, have taken master's or doctoral course credits, achieved a score of at least 70, and the said course credits were not included in the calculation of credits required for graduation from their undergraduate's or master.

For applicants eligible under the provisions of the fifth clause above, the period of study at the institution after credit exemption shall not be less than half of the duration and credit requirements for the respective academic program, and not less than one year.

Article 3: The total number of credits that can be exempted for undergraduate students is as follows:

1. For students transferring to the second year, the total number of exempted credits should not exceed the total credits specified for the first year of the department's curriculum. For those transferring to the third year, the total number of exempted credits should not exceed the total credits specified for the first and second years of the department's curriculum. Starting from the transferred year, the minimum number of credits to be taken per semester should not be reduced.
2. Transfer students who have previously graduated from a university and those eligible to apply for credit exemption according to the qualifications listed in Article 2, Clauses 3 to 6, may be granted additional credits for exemption at the discretion of the institution, without being subject to the limits specified in the preceding clause.

Article 4: The principles for subjects eligible for credit exemption for undergraduate students, based on the principle of achieving passing grades in courses taken at universities or junior colleges, are as follows:

1. For five year junior college graduates, the principle is based on passing grades achieved in the fourth and fifth years. Credits for subjects retaken during the fourth and fifth years due to failing grades in the first three years before entering the junior college cannot be applied for exemption.
2. Except for junior college graduates, the credits for subjects being applied for exemption should be those that were not counted toward the minimum credits required for graduation before obtaining a degree.

Article 5: The total number of credits that can be exempted for master's and doctoral students shall be determined by each department, with a principle not exceeding half of the credits required for their graduation:

1. In special circumstances approved by the head of the department or the departmental affairs meeting, the total number of exempted credits may be increased at the discretion of the department. However, it should not exceed two-thirds of the credits required for their graduation.
2. In accordance with academic cooperation agreements between this institution and domestic or foreign universities, or other regulations of this institution, credits shall be exempted as per the stipulations of these agreements or regulations.
3. Master's students who have achieved a score of at least 70 in credits earned for master's courses during their enrollment in the bachelor's program at this institution, and these credits were not counted toward their bachelor's degree, may apply for credit exemption once during the semester of admission to the master's program. The total number of exempted credits shall be reviewed and determined by the departmental affairs meeting.

After master's and doctoral students are granted credit exemption according to the above provisions, the minimum period of study for master's students at the institution shall not be less than one year, and for doctoral students, it shall not be less than two years.

Article 6: The scope of credit exemption is as follows:

1. Required credits.
2. Elective credits.
3. Credits from minors (including those who transfer or change their major or minor).
4. Double major credits.

Article 7: The principles for credit exemption are as follows:

1. Subjects with identical names and content.
2. Subjects with different names but same content.

3. Subjects with different names and content but similar in nature.
4. Subjects taken and passed prior to admission to this institution, for which more than ten years have passed since completion, cannot be exempted, except in special cases approved by the Dean of Academic Affairs through special application.
5. Credits obtained at another institution while holding dual enrollment status (excluding dual degree programs) will not be eligible for exemption.

Article 8: In cases where the subject name and content are identical but the credits differ, the following rules shall apply:

1. If more credits are needed for exemption than the subject being exempted, the lower credit count shall be recorded after exemption.
2. If fewer credits are needed for exemption than the subject being exempted, the student must take additional subjects designated by the department or relevant department to make up for the shortfall in credits. If it is not possible to make up the shortfall in credits, the exemption shall not be granted.

Article 9: Subjects affected by the suspension or alteration of courses, changes in course names, mandatory/elective attributes, or credit counts due to curriculum revisions within the department or program may be exempted by similar or updated subjects. However, the total graduation credits should not be reduced.

Article 10: Credits for subjects included in the education program may not be applied again for credit exemption towards the total credits required for graduation.

Article 11: Exemption for "University-Wide Common Courses" and "General Education Area Courses" of this institution is subject to review and approval by the respective course-offering units based on their expertise, and the exemption process shall be carried out accordingly.

Article 12: Students applying for credit exemption should follow the procedures below before the add/drop course deadline of the first semester of each academic year:

1. Fill out the credit exemption application form and submit it, along with the official transcripts or certificates in Chinese (or English) for the subjects intended for exemption, to the department of enrollment.
2. After receiving the applications, each department should conduct a review of the courses offered by the department. If other departments or units offer the courses, they should be sent to those departments or units for review. The review process should be determined by each department or unit, and if necessary, they may conduct examinations. During the review, each department or unit should indicate separately on the credit exemption application whether the exemption is approved, the credits eligible for exemption, and the credits to be made up for each subject applied for exemption. The review should be signed by the reviewers.
3. After the review, and with the approval and signature of the department head, each department should submit the application and supporting documents to the Office of Academic Affairs. After verification, they should be submitted to the Dean of Academic Affairs for final approval.
4. After approval, the Office of Academic Affairs shall record the approved exemptions in the student's academic record and issue a copy of the approved exemption results to the student. A student may apply for credit exemption for the same subject only once.

Article 13: Undergraduate students eligible for credit exemption according to Article 2, Clauses 2 to 6, may be considered for a higher academic classification in the semester of enrollment if they meet the following criteria:

1. If the total approved exempted credits reach 32, the student may be classified as a sophomore; if it reaches 72, the student may be classified as a junior; if it reaches 110, the student may be classified as a senior.
2. Associate degree graduates may be classified as juniors at the highest, and university dropouts may be classified according to their dropout grade.

Article 14: Undergraduate students wishing to apply for a higher academic classification according to the preceding article should complete the application form within the fourth week of the semester of enrollment and submit it along with a copy of the approved exemption results to the academic department for initial review. After initial review, it should be sent to the Office of Academic Affairs for further review. Once confirmed as accurate, it should be submitted to the Dean of Academic Affairs for approval. Application for a higher academic classification is limited to one time only, and no changes or cancellations may be requested for the approved results.

Students whose academic classification is approved to be higher shall have the same graduation credits and graduation requirements applicable to students who were enrolled in the same academic year.

Students whose academic classification is approved to be higher shall have the following study periods: three years for those classified as sophomores, two years for those classified as juniors, and one year for those classified as seniors. Those unable to graduate within the specified study periods may request an extension according to the regulations of this institution for an additional semester to two academic years.

Article 15: Matters not covered in these regulations shall be handled in accordance with the school regulations and relevant regulations of this institution.

Article 16: These regulations shall be announced and implemented after approval by the Academic Affairs Council and reported to the Ministry of Education for record.