

Academic Rules of I-Shou University

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2026

Part I General Principles

Article 1 The Academic Rules of I-Shou University (hereinafter referred to as “the Academic Rules”) are established by I-Shou University (hereinafter referred to as “the University”) according to the University Act, the Degree Conferral Act, and other

applicable laws and regulations.

Article 2 Individuals who are admitted to the University through an open and legal admission procedure are eligible to pursue academic studies at the University.

Article 3 Matters related to student admission, deferral of admission, enrollment, suspension of studies, withdrawal from studies, resumption of studies, transfers (including transferring to/from other schools, departments, tracks, and programs), minors, secondary majors, credit programs, summer courses, inter-university course registration, leave applications, excused/unexcused absence from classes, academic assessment, graduation, dual enrollment status, and the handling of enrollment status for students going abroad shall be governed by the Academic Rules, unless stipulated otherwise by educational laws. Enforcement rules may be formulated separately.

Part II Undergraduate Programs

Chapter One Admissions

Article 4 Individuals who have graduated from a public or registered private general (or vocational) senior high school at home or abroad, or who have achieved an equivalent educational level and passed the University's entrance exam, may enroll in a bachelor's degree program at the University. Notwithstanding the foregoing, if one intends to enroll in a post-baccalaureate program or a second-expertise post-baccalaureate program, they shall have graduated from a university or a higher-level institution and hold a bachelor's degree or higher.

Article 5 Individuals with a special status as stipulated by the Ministry of Education may apply to the University to pursue studies at an equivalent grade level under the applicable regulations and rules of the University.

International students may apply for admission to the University in accordance with the Rules of International Admissions at I-Shou University. The Rules shall be formulated separately and come into effect after being approved by the Ministry of Education.

Students from both the University and foreign academic institutions may apply to pursue dual degrees under the Regulations for Double-Degree Programs between Foreign Universities and Colleges and I-Shou University. The Regulations shall be formulated separately.

Article 6 The University may administer transfer exams to admit students from other academic

institutions if there are vacancies in undergraduate programs, but it is strictly prohibited to allow transfer students to enroll in the first or final year of undergraduate study.

The vacancies mentioned above shall not include those created as a result of a deferral of admission and suspension of studies. Upon completion of the transfer student admission process, the number of students in a given academic year shall not exceed the number previously approved by the Ministry of Education.

The Admissions Committee of the University shall be responsible for all matters related to admission qualifications for transfer and transfer exams, in accordance with the admission prospectus issued under the University's regulations and rules concerning student admission, as well as other applicable laws.

Article 7 New students and transfer students shall complete the enrollment process by the prescribed deadline. No late enrollment is permitted, and such students shall be disqualified from admission to the University.

Article 8 If a new student is unable to enroll at the beginning of a new semester on account of severe illness, pregnancy, childbirth, caring for a child under the age of three, or any other compelling circumstances, they shall apply in writing to the Office of Academic Affairs for a deferral of admission before the enrollment deadline by submitting supporting documents. They shall also submit the certificates and/or documents required for admission for review purposes. Qualified applicants are entitled to a one-year deferral of admission after their application has been approved by the University, and they are exempt from paying tuition and other required fees. The aforementioned deferral of admission is not applicable to transfer students unless they are pregnant, giving birth, or caring for a child under the age of three. New students who are required to fulfill compulsory military service shall apply for a deferral of admission until the completion of compulsory military service. They shall then submit a military discharge certificate to apply for admission again after being released from military service. Students who participate in the Youth Career Navigation Program are entitled to a deferral of admission for a period of two years, and the approved period of two years is excluded from the maximum period of deferral of admission.

The recognition of severe illness and other compelling circumstances mentioned in the preceding paragraph shall be handled according to Article 18 of the Academic Rules.

Article 9 Upon enrollment at the University, new students and transfer students shall submit

valid academic credentials (or credentials of an equivalent educational level) or work experience certificates. When encountering circumstances that reasonably require a deferral of submission, a new student or transfer student may enroll at the University after their application for deferral of submission has been granted by the University, and they shall submit the required certificates and/or documents by the prescribed deadline; otherwise, they shall be disqualified from enrollment and expelled from the University.

If a student becomes involved in one of the following situations, their admission status shall be canceled and no academic certificate issued:

1. Any of the certificates, credentials, or documents submitted to the University for admission is found to be falsified, tampered with, misappropriated, falsely used, or altered;
2. Being found to have been involved in a fraudulent practice or irregularities during an entrance exam, with clear evidence provided; or
3. Being found to have no necessary qualifications for admission or transferring to the University, with clear evidence provided.

If one of the aforementioned situations is discovered after the student has graduated from the University, the University shall request them to return the diploma for nullification and, at the same time, announce the cancellation of their status as a graduate of the University.

Chapter Two Enrollment, Course Registration, and Payment

Article 10 Students shall, at the beginning of each semester, complete the enrollment process, register for courses, and pay tuition and other required fees to the University in accordance with the following rules:

1. Enrollment:
 - a. Undergraduate freshmen and transfer students shall complete the process and submit the required certificates or documents in accordance with the admission notification. Continuing students and super seniors shall complete the process in accordance with the student enrollment notice.
 - b. Students of the University shall pay tuition and other required fees and complete the enrollment process by the prescribed deadline under the preceding item; however, students who shall be expelled from the

University or have satisfied the requirements for graduation shall not enroll at the University.

- c. Students who do not complete the enrollment process within two weeks of the enrollment deadline shall be expelled from the University. Notwithstanding the foregoing, the aforementioned rule does not apply to those who have obtained prior approval from the University for a deferral of enrollment due to force majeure.
- d. Graduating students who do not earn enough credits required for graduation and request an extension of the prescribed duration of study shall complete the enrollment process in accordance with the applicable regulations and rules, and they shall take at least one course. If a graduating student has to retake or make up a course(s) only in the second semester of the extended year of study, they may apply to the University for suspension of studies in the first semester.
- e. Students who apply for suspension of studies are not required to enroll at the University, provided that their applications have been approved by the University and the school leaving process is completed before the enrollment deadline of the semester.

2. Course Registration:

- a. Students shall register for courses in accordance with the Regulations for Course Registration at I-Shou University. The Regulations shall be formulated separately.
- b. Matters related to pursuing further studies, conducting research, and participating in an exchange program overseas shall be handled under the Guidelines on Overseas Studies and Overseas Credit Transfer for Students at I-Shou University. The Guidelines shall be formulated separately.
- c. Students shall not take courses that meet at the same time or at overlapping times. Courses that are found to meet at the same time or at overlapping times shall be canceled. Students shall not register for courses that have been completed or transferred.
- d. Students may register for courses offered by other academic institutions under the Regulations for Inter-University Course Registration at I-Shou University. The Regulations shall be formulated separately.

- e. Students may take courses offered during summer vacations under the Regulations for the Offering of Summer Courses at I-Shou University. The Regulations shall be formulated separately.
 - f. Daytime undergraduate students may register for courses offered by evening programs, and students enrolled in evening programs may register for courses offered by daytime programs, in accordance with the Regulations for Inter-Divisional Course Registration by Students in Daytime and Evening Programs at I-Shou University. The Regulations shall be formulated separately.
 - g. Students may apply for course withdrawal by the prescribed deadline under the Regulations for Application for Courses Withdrawal by Students at I-Shou University if they need to drop a course during the semester under special circumstances. The Regulations shall be formulated separately.
3. Payment: Students shall pay tuition and other required fees to the University before the enrollment deadline of each semester. The exact amount shall be announced before the start date of enrollment each semester.

Chapter Three Leave of Absence, Excused Absences, and Unexcused Absences

Article 11 Students who cannot attend a class for any reason shall apply for a leave of absence under the Rules of Application for Leave of Absence by Students of I-Shou University. The Rules shall be formulated separately.

Article 12 Any leave of absence taken by students for any reason with prior approval from the University is considered an excused absence. An absence without prior approval from the University shall be considered an unexcused absence.

Course instructors shall establish point deduction criteria applicable to students absent from class with or without prior approval from the University. Notwithstanding the foregoing, no points shall be deducted if a student is absent from class due to bereavement leave, menstrual leave, mental health leave, or maternity leave.

Chapter Four Intra- and Inter-Departmental Transfers, Inter-University Transfers, Minors, Secondary Majors, College Interdisciplinary Bachelor's Degrees, University Interdisciplinary Bachelor's Degrees, and Credit

Programs

- Article 13 When students apply for an intra- or inter-departmental transfer, they can be transferred only to another program (track) under the same educational system, and the Regulations for Intra- and Inter-Departmental Transfers at I-Shou University shall apply. The Regulations shall be formulated separately.
- Article 14 Regarding courses and credits new students and transfer students bring with them to the University, they shall apply for credit transfer in accordance with the Regulations for Credit Transfer by Students at I-Shou University. The Regulations shall be formulated separately.
- Article 15 Students may apply for a minor in accordance with the Regulations for Minor Studies at I-Shou University starting from their sophomore year through the first semester of their last year (excluding extended time needed to complete their studies). The Regulations shall be formulated separately.
- Article 16 Students may apply for a secondary major under the Regulations for Double Majors at I-Shou University starting from their sophomore year through the first semester of their last year (excluding extended time needed to complete their studies). The Regulations shall be formulated separately.
- Article 16-1 Matters related to students' pursuit of college interdisciplinary bachelor's degrees and university interdisciplinary bachelor's degrees shall be governed by the Principles for the Establishment of College Interdisciplinary Bachelor's Degrees and University Interdisciplinary Bachelor's Degrees at I-Shou University. The Principles shall be formulated separately and submitted to the Ministry of Education for approval and reference.
- Article 17 Students who wish to enroll in a credit program shall submit an application in accordance with the Principles for Inter-College and Inter-Departmental Credit Programs at I-Shou University. The Principles shall be formulated separately.

Chapter Five Suspension of Studies, Resumption of Studies, Withdrawal from Studies, Dismissal, and Tuition Refunds

- Article 18 Students may apply for suspension of studies in accordance with the following rules:
1. Students may apply to the Office of Academic Affairs for suspension of studies due to severe illness or any serious incidents. A certificate of diagnosis issued by a physician is required on health grounds; in the case of a serious incident,

the student's parent (legal representative or guardian) shall provide an explanation in writing.

2. Students may apply for suspension of studies for a period of one semester or one academic year at a time. The maximum allowable period for students to suspend studies is two academic years. Students who require an extension upon expiration of the current suspension due to severe illness or compelling reasons may have the suspension extended after a special application has been approved by the President. The maximum period of such an extension is two academic years. Students who are required to fulfill compulsory military service during the suspension period shall provide supporting documents to apply for an extension until the completion of compulsory military service. The approved period of suspension due to compulsory military service, pregnancy, childbirth, or caring for a child under the age of three (supporting documents required) shall not be included in the maximum allowable period of suspension. Students who participate in the Youth Career Navigation Program may apply for suspension of studies for a period of up to two years, and the approved period of suspension shall not be included in the maximum allowable period of suspension.
3. Students who apply for suspension of studies shall not be awarded a certificate of suspension until they have obtained approval from the University and completed the school leaving process. Before obtaining approval from the University, applicants shall attend classes as usual or apply for a leave of absence. No application for suspension of studies shall be considered from the beginning of the final exam week through the end of the semester.
4. If an application for suspension of studies has been approved, any course score received during the semester of suspension shall not be included in the overall academic grades, and the applicant is not eligible to apply for credit transfer.

Article 19 Students shall be asked to suspend studies under either of the following circumstances:

1. Having completed the enrollment process but failed to meet the minimum credit requirement by the prescribed deadline after being notified; or
2. Having committed gross negligence and being approved to suspend their studies.

Article 20 Students shall apply for resumption of studies before the expiration of the suspension period in accordance with the following rules:

1. Upon expiration of the suspension period, students shall apply for resumption of

studies before the beginning of the next semester. If a student has suspended studies due to severe illness or compulsory military service, they shall provide a health certificate issued by a physician or a military discharge certificate to apply for resumption of studies. They may proceed to the resumption process only after obtaining approval from the Dean of Academic Affairs.

2. Upon resumption of studies, students shall continue their studies in the semester or grade level in which they have not yet completed their studies. If the department (track) they previously studied at has been discontinued, the University shall assist such students in transferring to an appropriate department (track) and provide all possible support with course transition and study counseling.

Article 21 Students shall be expelled from the University when one of the following circumstances occurs:

1. Having been granted an extension of the prescribed duration of study but failing to complete courses or earn credits required by their department (track);
2. Failing to apply for either resumption of studies or an extension of suspension upon expiration of the current suspension period;
3. Simultaneously enrolling at another academic institution without prior approval from the University;
4. Having received a failing conduct score;
5. Failing to complete the enrollment process by the prescribed deadline; this rule also applies to students who were granted a payment deferral but did not pay tuition or other required fees by the prescribed deadline;
6. Having committed gross negligence and being approved to be expelled from the University under the resolution adopted by the Student Reward and Disciplinary Committee and ratified by the President; or
7. Being approved to be expelled from the University in accordance with the Academic Rules.

Article 22 Students who intend to withdraw from their studies for any reason shall submit an application to the University, accompanied by a letter of consent signed by their parents (legal representatives or guardians). They shall complete the school leaving process after the application has been approved by the University.

Once an application for withdrawal from studies has been approved, the applicant is

not permitted to apply for resumption of studies.

Article 23 Students approved to withdraw from studies shall complete the school leaving process at the Office of Academic Affairs. The University shall issue a certificate of attendance to students who have completed a full semester of study at the University and received course scores.

Students who are expelled from the University due to a failing conduct score or a violation of the University's regulations and rules are not permitted to resume their studies at the University.

Article 24 When an application for suspension of studies or withdrawal from studies has been approved, the applicant may receive a refund of tuition and other required fees according to the refund standards stipulated by the Ministry of Education:

1. If they apply for suspension or withdrawal on or before the enrollment deadline, they are not required to pay tuition or other required fees.
2. If they apply for suspension or withdrawal between the next day of the enrollment deadline and the day before the first day of school, they are entitled to a refund equal to two-thirds of the tuition paid and 100 percent of all other required fees paid.
3. If they apply for suspension or withdrawal before one-third of the semester has passed, they are entitled to a refund equal to two-thirds of the tuition and other required fees paid.
4. If they apply for suspension or withdrawal after one-third of the semester has passed, but before two-thirds of the semester has elapsed, they are entitled to a refund equal to one-third of the tuition and other required fees paid.
5. If they apply for suspension or withdrawal after two-thirds of the semester has passed, no refunds shall be issued.
6. Once an application for suspension or withdrawal is approved, the refund amount shall be determined based on the date of submission to the Office of Academic Affairs.
7. Students who have registered for nine credits or fewer and paid credit fees in accordance with the University's regulations and rules shall apply for a refund in accordance with Article 56 of the Academic Rules.

When new students or transfer students who are admitted to the University through an entrance exam with a vacancy replacement mechanism apply for withdrawal on or

before the replacement deadline, they are entitled to a refund after an administrative fee equal to 5 percent of the tuition and other required fees paid is deducted. As for those who apply for suspension or who apply for suspension or withdrawal after the replacement deadline, the preceding paragraph shall apply.

Article 25 Students shall be dismissed from the University when either of the following circumstances occurs, unless stipulated otherwise:

1. The student ID card, academic transcripts, or other academic certificates issued to a student by the University are found to be falsified, tampered with, or altered in some manner; or
2. The student has committed gross negligence, thereby being approved to be dismissed as decided by the Student Reward and Disciplinary Committee and ratified by the President.

Students who are dismissed by the University shall complete the school leaving process, but the University shall not issue any academic certificates to them. If either of the aforementioned situations is discovered after a student has graduated from the University, the University shall request them to return the diploma for nullification and, at the same time, announce the cancellation of their status as a graduate of the University.

Article 26 Students may file an appeal in accordance with the Regulations for Handling Students' Grievances by I-Shou University, accompanied by supporting documents, if they consider the disciplinary action of expulsion or dismissal to be illegal or improper, thereby infringing upon their rights and interests.

Students subject to such disciplinary action may submit an application in writing to the University to continue their studies until the appeal result is announced. The University shall consult the Student Appeal Committee and take into consideration the students' living and learning conditions. The University shall reply to them in writing within one week, specifying their rights and obligations relating to their student status. For students who are approved by the University to continue their studies, the rules concerning course registration, academic assessment, rewards, and punishments shall be the same as those applicable to enrolled students. However, the University shall not confer any diploma on them. If the disciplinary action of expulsion is upheld, the date of termination of studies on a certificate of attendance shall be the date on which the disciplinary action is meted out. Proof of credits may be issued to students who have

earned course credits during the appeal period.

If the appeal against a disciplinary action has not yielded a satisfactory result, the student may file an administrative appeal or administrative litigation. If the superior competent authorities deem the disciplinary action to be illegal or improper, or if the administrative court rules it to be so, the University shall convene a meeting to review the disciplinary action based on the decision or judgment made by the aforementioned authorities.

If a student has filed an appeal in accordance with the applicable rules and the appeal has been successful, but they are unable to resume studies in a timely fashion due to a serious incident, they shall apply for suspension of studies for the period of absence before resuming studies at the University. The aforementioned period of absence shall not be included in the maximum allowable period of suspension.

Chapter Six Exams, Scores, and Makeup Exams

Article 27 The scores given to undergraduate students are for either academic performance (including internships) or personal conduct. The scoring method is based on a 100-point scale, with 100 being the highest possible score and 60 being the minimum passing score. Only after being approved by the department-, college-, and university-level Curriculum Committees and the University Academic Council will the scoring method for special subjects be based on the following criteria: “Passed,” “Failed,” “Certified,” or “Not Certified.” No credits shall be granted to students who have received a course score of below 60, have fallen short of certain criteria, or have not acquired a certificate.

Article 28 The University may adopt the following three methods to assess students’ academic performance:

1. Quizzes: Course instructors may give quizzes during regular class time.
2. Midterm exams: Course instructors may administer exams in the middle of each semester.
3. Final exams: Final exams shall be administered according to the academic calendar of the University.

The rules concerning academic assessments otherwise stipulated by course instructors shall apply.

Article 29 Students who are found to have cheated in an exam shall receive a course score of

zero, and the Student Reward and Disciplinary Committee shall discuss the disciplinary action against such students, and the resolution adopted by the Committee shall be submitted to the President for ratification.

Article 30 The calculation method of students' average semester grades is as follows:

1. The product of the number of credits of one course and the course score is the credit points of the course. The sum of all credit points is the total credit points.
2. The sum of the course credits of all courses taken by a student in a semester is the total course credits. However, courses where "Passed," "Failed," "Certified," and "Not Certified" are used for scoring shall be excluded.
3. The quotient of the total credit points divided by the total course credits is the average semester grade.
4. To calculate the average semester grade, failed courses, courses where a student has been prohibited from taking the final exam, and courses where a student is found to have cheated and receives a course score of zero shall be included.

The quotient of the total credit points divided by the total course credits taken by a student during the duration of study is the average graduation grade.

The score of each course shall be a whole number, while the average semester grade and the average graduation grade shall be rounded off to the nearest hundredth.

Grade points are assigned to each course score as follows:

1. A: four points for a score of 80 or above;
2. B: three points for a score of at least 70, but below 80;
3. C: two points for a score of at least 60, but below 70;
4. D: one point for a score of at least 50, but below 60; and
5. E: no points for a score of 49 or below.

To calculate a student's GPA (Grade Point Average), the sum of the products of course credits and grade points of all courses shall be divided by the total course credits taken by a student during the duration of study.

Article 31 In case of any doubts about course scores or average semester grades, students may apply for review in accordance with the Regulations for Applying for Grade Review by Students and Grade Corrections by Faculty Members at I-Shou University. The Regulations shall be formulated separately.

Article 32 Makeup exams shall be administered in accordance with the following rules:

1. Students who have been granted a leave of absence from the final exam in

accordance with the Regulations for the Handling of Absences from Final Exams and Make-up Exams at I-Shou University are eligible to take a makeup exam. The Regulations shall be formulated separately.

2. Makeup exams shall be arranged and administered by the Curriculum Section of the Office of Academic Affairs. Students who fail to take a makeup exam are not permitted to take it at a later date.

Students who take approved personal leave, sick leave, maternity leave, or parental leave due to pregnancy, childbirth, or caring for a child under the age of three are entitled to a makeup exam or alternative remedies.

Article 33 Students' final exam papers shall be kept by course instructors themselves or the Curriculum Section of the Office of Academic Affairs for a period of one year for the purpose of future reference and review.

Chapter Seven Prescribed Duration of Study and Course Credits

Article 34 The University stipulates the prescribed duration of study and adopts a credit-based system. Undergraduate students are expected to complete the prescribed course of study in four years, except for the School of Chinese Medicine for Post Baccalaureate (five years), the Post-Baccalaureate Program in Nursing (three years), the School of Medicine (six years), and second-expertise post-baccalaureate programs (one or two years). In principle, undergraduate students are eligible to graduate only when they have earned at least 128 course credits. For departments where the prescribed duration of study is not four years, the number of course credits required for graduation shall be adjusted depending on the actual prescribed duration of study. Students enrolled in second-expertise post-baccalaureate programs shall earn at least 48 course credits before graduation. They may apply for credit transfer if they have earned credits for similar subjects offered at the undergraduate level or above before being admitted to the program. Notwithstanding the foregoing, such students shall earn at least 40 course credits before graduation.

For new students who have graduated from a senior secondary school in a foreign country, including Hong Kong and Macao, and whose graduation year is academically equivalent to the second year of domestic senior high schools, and whose schools of graduation are comparable in academic level and nature to domestic senior high schools (excluding those who have left their schools for two years or longer, or those

who were admitted with their final score from preparatory programs for overseas-compatriot students), they shall take an additional twelve course credits besides the number of credits required by their departments during the prescribed duration of study, in order to be eligible for graduation.

Students who have excellent academic performance may apply for graduation one semester or one academic year before their expected graduation date in accordance with the Regulations for Early Graduation of Daytime Undergraduate Students with Excellent Academic Performance at I-Shou University. The Regulations shall be formulated separately. Graduating students with excellent academic performance and the potential for conducting research may apply for direct admission to a doctoral program under the Principles for Direct Admission to Doctoral Programs at I-Shou University. The Principles shall be formulated separately.

If students apply to undertake military service during the prescribed duration of study, the Regulations for Flexible Learning Measures for Undergraduate Students of I-Shou University Doing Military Service During the Prescribed Duration of Study shall apply. The Regulations shall be reported to the Ministry of Education for approval and reference.

Students who fail to earn the required course credits or to complete the internship or clerkship within the prescribed duration of study may apply for an extension for another two years at most. Students may apply for an extension of up to four years due to pregnancy, childbirth, or caring for a child under the age of three. Students with physical or mental challenges may apply for an extension of up to four years.

The period of suspension of studies and of deferral of admission shall not be included in the prescribed duration of study.

Article 35 In principle, eighteen teaching hours equals one course credit. The calculation of course credits for practicum or laboratory courses shall be determined by the respective departments.

Chapter Eight Going Abroad

Article 36 If a student goes abroad (including the Mainland Area) during the prescribed duration of study, all matters related to their academic studies and student status shall be handled in accordance with the Regulations for Handling of Studies and Enrollment Status for Students Studying Abroad/in Mainland China at I-Shou University. The

Regulations shall be formulated separately.

Chapter Nine Graduation and Academic Degrees

- Article 37 Undergraduate students who have successfully completed the prescribed course of study and satisfy the following requirements shall be conferred a bachelor's degree:
1. Having met all course requirements and earned the course credits required for graduation;
 2. Having received a passing conduct score for all the semesters enrolled;
 3. Having completed the required internship or clerkship within the prescribed period and passed required exams (if any); and
 4. Having completed additional courses or earned additional course credits as required by law or by the University and passed required exams.

Part III Graduate Programs

Chapter One Admissions

- Article 38 Individuals who have graduated from a domestic university or independent college accredited by the Ministry of Education and hold a bachelor's degree, who have graduated from a foreign university or independent college recognized by the Ministry of Education and hold a bachelor's degree, or who have achieved an equivalent educational level and passed the University's entrance exam may enroll in a master's program at the University.
- Article 39 Individuals who have graduated from the master's program of a domestic university or independent college accredited by the Ministry of Education and hold a master's degree, who have graduated from the master's program of a foreign university or independent college recognized by the Ministry of Education and hold a master's degree, or who have achieved an equivalent educational level and passed the University's entrance exam may enroll in a doctoral program at the University.
- Article 40 Master's students of the University may apply for direct admission to a doctoral program in accordance with the Principles for Direct Admission to Doctoral Programs at I-Shou University.
- Article 41 Students who are admitted to a graduate program via recommendation and satisfy admission requirements may apply for early enrollment for one semester.

Chapter Two Enrollment, Course Registration, and Payment

Article 42 Graduate students shall complete the enrollment process in accordance with the University's regulations and rules. They shall pay tuition and other required fees in full in the first two academic years, and pay only credit fees for the course credits they take starting from the third academic year. Notwithstanding the foregoing, graduate students are required to pay tuition and other required fees in full if they take ten or more course credits.

Article 43 The required number of course credits graduate students shall take each semester shall be decided by their departments or programs, and they shall take at least one course each semester.

Chapter Three Prescribed Duration of Study, Course Credits, Scores, and Intra- and Inter-Departmental Transfers

Article 44 The prescribed duration of study for graduate students is as follows:

1. Master's students are expected to complete the prescribed course of study in one to four years. Doctoral students are expected to complete the prescribed course of study in two to seven years.
2. Part-time graduate students who fail to complete the required courses or their theses or dissertations within the prescribed duration of study may apply for an extension of another two years at most.
3. Students enrolled in a doctoral program through direct admission shall comply with Subparagraph 1 concerning the prescribed duration of study for doctoral students.

Article 45 To be eligible for graduation, master's students shall earn at least 24 course credits, while doctoral students shall earn at least eighteen course credits; students enrolled in a doctoral program through direct admission shall earn at least 30 course credits. The aforementioned course credits do not include those for theses or dissertations. The number of course credits required for graduation shall be decided by the respective departments or programs.

Article 46 To calculate the score for each course and the score for the oral defense, the scoring method is based on a 100-point scale, with 100 being the highest possible score and 70 being the minimum passing score. No course credit shall be granted if a course score is below 70. If a graduate student takes a course at the undergraduate level, the

minimum passing score is 60; however, the course score shall not be considered when calculating the average semester grade and the average graduation grade.

To calculate a graduate student's average graduation grade, the average semester grade of all semesters enrolled accounts for 50 percent, and the score for the oral defense accounts for 50 percent.

Article 47 Graduate students may apply for an intra- or inter-departmental transfer in accordance with the Regulations for Intra- and Inter-Departmental Transfers at I-Shou University. Those who wish to seek a minor or a secondary major may file an application in accordance with the Regulations for Minor Studies at I-Shou University or the Regulations for Double Majors at I-Shou University.

Article 48 Graduate students may apply for credit transfer in accordance with the Regulations for Credit Transfer by Students at I-Shou University.

Chapter Four Expulsion

Article 49 Graduate students under one of the following circumstances shall be expelled from the University:

1. Failing to complete the required courses or earn the required course credits within the prescribed duration of study specified in Article 44 of the Academic Rules;
2. Failing to pass the doctoral qualifying examination by the deadline set by their departments or programs (for doctoral students only); for graduate students enrolled in a doctoral program through direct admission, the Principles for Direct Admission to Doctoral Programs at I-Shou University shall apply;
3. Having failed the oral defense, and being qualified for retaking the examination but failing again;
4. Having received a failing conduct score;
5. Having applied for withdrawal from studies;
6. Failing to complete the enrollment process by the prescribed deadline, or failing to apply for resumption of studies upon expiration of the suspension period; this rule also applies to graduate students who were granted a payment deferral but did not pay tuition or other required fees by the prescribed deadline;
7. Simultaneously enrolling at another academic institution without prior approval from the University; or

8. Having committed gross negligence and being approved to be expelled from the University under the resolution adopted by the Student Reward and Disciplinary Committee and ratified by the President.

Chapter Five Graduation and Academic Degrees

Article 50 Graduate students who satisfy the following requirements shall be conferred a master's degree or doctoral degree:

1. Having met all course requirements and earned the required course credits within the prescribed duration of study;
2. Having received a passing conduct score for all semesters enrolled; and
3. Having passed the oral defense in accordance with the Regulations for Doctoral Degree Examinations at I-Shou University or the Regulations for Master's Degree Examinations at I-Shou University; the aforementioned two regulations shall be formulated separately.

Part IV Evening Programs

Chapter One Admissions

Article 51 To enroll in an evening bachelor's degree program of the University, individuals shall have the necessary qualifications and pass the entrance exam.

To enroll in a two-year in-service bachelor's degree program of the University, individuals shall have the necessary qualifications and pass the entrance exam.

To enroll in an in-service master's program of the University, individuals shall have the necessary qualifications and pass the entrance exam.

To transfer to an evening bachelor's degree program of the University, individuals shall have the necessary qualifications and pass the transfer exam. Successful examinees will then be placed in an appropriate grade level.

All matters related to admissions mentioned in this article shall be governed by the University's regulations and rules about admissions, as well as the applicable government laws, which shall be clearly stated in admission prospectuses.

Chapter Two Enrollment, Course Registration, and Payment

Article 52 Students shall, at the beginning of each semester, complete the enrollment process, register for courses, and pay tuition and other required fees to the University in

accordance with the applicable regulations and rules.

Students shall register for courses in accordance with the Instructions on Course Registration for Students of Evening Programs at I-Shou University. The Instructions shall be formulated separately.

Chapter Three Prescribed Duration of Study

Article 53 The University stipulates the prescribed duration of study and adopts a credit-based system, and the prescribed duration of study is as follows:

1. Students enrolled in evening bachelor's degree programs are expected to complete the prescribed course of study in four years, and they may apply for an extension for another two years at most if necessary. Students may apply for an extension of up to four years due to pregnancy, childbirth, or caring for a child under the age of three. Students with physical or mental challenges may apply for an extension of up to four years.
2. Students enrolled in two-year in-service bachelor's degree programs are expected to complete the prescribed course of study in two years, and they may apply for an extension for another three years at most if necessary. Students may apply for an extension of up to four years due to pregnancy, childbirth, or caring for a child under the age of three. Students with physical or mental challenges may apply for an extension of up to four years.
3. Students enrolled in in-service master's programs are expected to complete the prescribed course of study in one to four years. Those who fail to complete their required courses or theses within the prescribed duration of study may apply for an extension of up to two years.

Students of evening bachelor's degree programs who have excellent academic performance may apply for early graduation in accordance with the Regulations for Early Graduation of Evening Undergraduate Students with Excellent Academic Performance at I-Shou University. The Regulations shall be formulated separately.

Chapter Four Suspension of Studies, Resumption of Studies, Withdrawal from Studies, and Tuition Refunds

Article 54 The Continuing Education Center of the Office of Academic Affairs (hereinafter referred to as "the Center") shall be responsible for handling applications for

suspension of studies, withdrawal from studies, resumption of studies, and tuition refunds submitted by students of evening programs.

Article 55 Regarding withdrawal from studies by students of evening bachelor's degree programs and two-year in-service bachelor's degree programs, Part II of the Academic Rules shall apply.

Regarding withdrawal from studies by students of in-service master's programs, Part III of the Academic Rules shall apply.

Article 56 When an application for suspension of studies or withdrawal from studies has been approved, the applicant may receive a refund of tuition and other required fees according to the refund standards stipulated by the Ministry of Education:

1. If they apply for suspension or withdrawal on or before the enrollment deadline, they are not required to pay tuition, credit fees, or other required fees.
2. If they apply for suspension or withdrawal between the next day of the enrollment deadline and the day before the first day of school, they are entitled to a refund equal to two-thirds of the tuition and credit fees paid and 100 percent of all other required fees.
3. If they apply for suspension or withdrawal before one-third of the semester has passed, they are entitled to a refund equal to two-thirds of the tuition, credit fees, and other required fees paid.
4. If they apply for suspension or withdrawal after one-third of the semester has passed, but before two-thirds of the semester has elapsed, they are entitled to a refund equal to one-third of the tuition, credit fees, and other required fees paid.
5. If they apply for suspension or withdrawal after two-thirds of the semester has passed, no refunds shall be issued.
6. Once an application for suspension or withdrawal is approved, the refund amount shall be determined based on the date of submission to the Center.

When new students or transfer students who are admitted to the University through an entrance exam with a vacancy replacement mechanism apply for withdrawal on or before the replacement deadline, they are entitled to a refund after an administrative fee equal to 5 percent of the tuition, credit fees, and other required fees paid is deducted. As for those who apply for suspension or withdrawal after the replacement deadline, the preceding paragraph shall apply.

Part V Student Record Management

Article 57 The name, date of birth, national ID number, and permanent address of each student stated on academic records shall be identical to the information stated on their national ID card. Regarding international students, the information stated on their Alien Resident Certificates shall apply.

In case of any difference in the information between a student/alumnus/alumna's academic records and the national ID card (or the Alien Resident Certificate), they shall apply to the Office of Academic Affairs for corrections, accompanied by supporting documents.

Article 58 The academic records of each student enrolled at the University (including the college/department/program/track/year enrolled in, academic performance, enrollment, suspension of studies, resumption of studies, intra- and inter-departmental transfers, withdrawal from studies, transferring from/to other academic institutions, minors, secondary majors, and credit programs) shall be based on the academic data and score sheets kept by the Office of Academic Affairs.

Article 59 The rules concerning student record management in the Academic Rules shall apply, *mutatis mutandis*, to students from the Mainland Area, overseas Chinese students, international students, Mongolian & Tibetan students pursuing further studies in Taiwan, indigenous students, students whose parents have been appointed by the government to work overseas, students with outstanding sports performance placed by the Ministry of Education, students with outstanding sports performance admitted through independent recruitment, and physically or mentally challenged students, unless stipulated otherwise by law.

Part VI Supplementary Provisions

Article 60 Matters not mentioned in Part III or Part IV, if any, shall be governed by Part II.

Article 61 The Academic Rules shall apply, *mutatis mutandis*, to students enrolled in degree programs in terms of student record management, inter-departmental transfers, minors, secondary majors, and the like.

Article 62 The Regulations for Protecting the Right to Education of Students Suffering from Sudden Major Disasters by I-Shou University shall apply to students who have suffered from sudden major disasters recognized by the Ministry of Education while studying at the University. The Regulations shall be formulated separately.

- Article 63 For students who are hired as part-time assistants by the University while studying at the University, their rights and interests shall be governed by the Guidelines on the Handling and Protection of the Learning and Labor Rights of Student Part-time Assistants at I-Shou University. The Guidelines shall be formulated separately.
- Article 64 Matters not mentioned herein, if any, shall be governed by the applicable laws and regulations of the Ministry of Education, as well as the applicable regulations and rules of the University.
- Article 65 The Academic Rules become effective on the third day of promulgation after being adopted by the University Council. The Academic Rules shall also be submitted to the Ministry of Education for approval and reference. The same procedure applies to any amendments to the Academic Rules.

Note: In case of any disputes or misunderstandings regarding the interpretation of the language or terms of the Academic Rules, the Chinese language version shall prevail.