

Regulations for Minor Studies at I-Shou University

Adopted on January 23, 1996, at the second meeting of the University Academic Council in the first semester of the academic year 1995

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Amendments to Articles 1, 2, 5, 6, 7, 9, and 12 promulgated with the consent from the President dated on June 21, 2011

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Amendments to Articles 1-5, 7, 10, and 11 adopted by the University Council on December 30, 2020, and promulgated with the consent from the President dated on January 20, 2021

Articles 1-5, 7, 10, and 11 filed for reference by the Ministry of Education under Letter No. Tai-Jiao-Kao-2-Tzu 1100015527 dated on February 20, 2021

- Article 1 The Regulations for Minor Studies at I-Shou University (hereinafter referred to as “the Regulations”) are made by I-Shou University (hereinafter referred to as “the University”) pursuant to the University Act, the Enforcement Rules of the University Act, the Degree Conferral Act, and the Academic Rules of I-Shou University.
- Article 2 Except for the School of Chinese Medicine for Post Baccalaureate and programs approved on a case by case basis by the government, departments at the University may accept applications for minor studies by students from other departments. Students pursuing a minor at a bachelor’s degree program shall complete a minimum of twenty credits of professional courses required by the minor department. Students pursuing a minor at a master’s program shall complete a minimum of ten credits of professional courses required by the minor department. Students pursuing a minor at a doctoral program shall complete a minimum of eight credits of professional courses required by the minor department. The number of credits required for minor studies and the applicable rules shall be determined by respective departments and come into effect after being approved by University Academic Council. The credits required for minor studies are not included in the minimum number of credits required for graduation by the major department.

- Article 3 Daytime undergraduate students may apply for taking a minor from the sophomore year through the first semester of the last year within the prescribed duration of study (an extended term of study is not included).
- Master's students who intend to pursue a minor at a bachelor's degree or master's program and doctoral students who intend to pursue a minor at a master's or doctoral program may file an application between the semester of admission and the last year within the prescribed duration of study.
- Article 4 Students may apply for taking a minor to their major departments within the application period announced by the University. Only with the approval from the chairs of both the major department and the minor department will students submit their applications to the Office of Academic Affairs for future reference.
- Article 5 Among the credits from a minor earned by an undergraduate student, up to ten credits may be recognized by the major department as credits from electives offered by other departments. The scores on courses offered by the minor department shall be consolidated with those on courses offered by the major department in order to get an average semester grade. If a master's student is pursuing a minor at a bachelor's degree program, the scores on courses offered by the minor department shall be handled under the Academic Rules of I-Shou University.
- Article 6 For students pursuing a minor who have successfully completed the prescribed course of study and passed all the examinations, their minors will be noted on diplomas, Chinese and English academic transcripts, the list of graduates, and English degree certificates.
- Article 7 If an undergraduate student pursuing a minor fails to complete the minor, including required courses and credits, within the prescribed duration of study, he/she may apply for an extension of the prescribed duration of study for another two years. Master's and doctoral students (hereinafter collectively referred to as "graduate students") pursuing a minor are not permitted to extend the prescribed duration of study if they fail to complete the minor within the prescribed duration of study. If students pursuing a minor fail to complete the minor at the end of the prescribed duration of study (or the extended period), they are not permitted to apply for any certificates in association with their minors.
- Article 8 If a student pursuing a minor has fulfilled the requirements for graduation from the major department but has not completed the minor within the prescribed duration of study, he/she may give up taking the minor and become eligible for graduation. In this case, the minor will not be noted on the diploma. After graduation, such a student shall

not request to make up credits not earned or any certificates in association with the minor.

- Article 9 If a graduand pursuing a minor has not completed the minor and intends to give up taking the minor, he/she shall file an application by the end of August of the year he/she graduates. Only with the approval from the chair of his/her major department will the credits earned from the courses offered by the minor department and related to his/her major be transferred to offset the required credits for graduation from the major department.
- Article 10 Students pursuing a minor shall pay credit fees if extra courses are needed within the prescribed duration of study. Undergraduate students who have extended the prescribed duration of study because of taking a minor or graduate students who have studied at the University for five or more semesters shall pay credit fees if they take nine credits or less or pay the full tuition and other required fees if they take ten credits or more. Students of the Division of Continuing Education shall pay the tuition and credit fees.
- Article 11 Matters not mentioned herein, if any, shall be subject to the Academic Rules of I-Shou University as well as other applicable regulations and rules.
- Article 12 The Regulations become effective on the third day of promulgation after being adopted by the University Academic Council, the University Administration Council, and the University Council, and ratified by the President. The Regulations shall also be submitted to the Ministry of Education for future reference. The same procedure applies to any amendments to the Regulations.

Note: In the event of any disputes or misunderstanding as the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.