

Regulations for Student Credit Transfers at I-Shou University

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Amendments to Articles 3, 6, 7, and 11 adopted by the
University Council on January 7, 2026, and promulgated
with the consent of the President dated January 16, 2026

Article 1 The Regulations for Student Credit Transfers at I-Shou University (hereinafter referred to as “the Regulations”) are established by I-Shou University (hereinafter referred to as “the University”) pursuant to the Academic Rules of I-Shou University and the University Act. Departments (institutes or programs) shall process students’ applications for credit transfers in accordance with the Regulations.

Article 2 The following students may apply for credit transfer:

1. Transfer students;
2. Newly admitted students, whether or not they have graduated from a university or junior college, who are admitted to the University in accordance with the applicable regulations and rules;
3. Students who, in accordance with law, are approved to earn credits before being admitted to a degree program;
4. Students who pursue further education, conduct research, participate in an exchange program abroad, or enroll in a dual-degree program; and
5. Newly admitted master’s and doctoral students.

Article 3 The number of credits eligible for transfer for students referred to in the preceding article, and the applicable rules, are as follows:

1. For transfer students admitted to the sophomore year, the maximum number of credits eligible for transfer shall not exceed the total credits required by their departments for the freshman year. For transfer students admitted to the junior year, the maximum number of credits eligible for transfer shall not exceed the total credits required by their departments for the freshman and sophomore years.

For transfer students who have completed courses offered by the Continuing Education Center or credit programs offered by the Extension Education Center, the number of credits eligible for transfer shall be calculated separately.

2. Students, whether or not they have graduated from a university or junior college, may, after obtaining student status, apply for the transfer of credits for courses in which they have earned a passing score.
3. Newly admitted students who, in accordance with law, are approved to earn credits before being admitted to a degree program shall apply for credit transfer in accordance with this article.
4. Students who pursue further education, conduct research, participate in an exchange program abroad, or enroll in a dual-degree program may apply for the transfer of credits for courses in which they have earned a passing score, provided that such credits comply with the Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education or the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.
5. For graduate students who are admitted to the University by retaking the entrance exam or by reapplying for admission, or who are approved to earn credits before being admitted to a degree program, the maximum number of credits eligible for transfer shall not exceed half of the total number of credits required for graduation (excluding credits for the thesis or dissertation).
6. The criteria for the assessment and recognition of credits eligible for transfer shall be established by the respective departments (institutes or programs).
7. Being admitted to a higher grade level:
 - a. Undergraduate students with 32 or more transferable credits may be admitted directly to the sophomore year. Students with 64 or more transferable credits may be admitted directly to the junior year. Students with 96 or more transferable credits may be admitted directly to the senior year; however, such students shall study at the University for at least one year and complete the remaining credits corresponding to their year of admission in order to be eligible for graduation.
 - b. Students who are approved to earn credits before being admitted to a degree program, as specified in Subparagraph 3 of Article 2, are required to study

at the University for a period equal to or longer than half of the prescribed duration of study of their programs after their application for credit transfer is approved, and such period shall be no less than one year.

- c. Students who are eligible for being admitted to a higher grade level shall submit an application before the end of course add/drop period in their semester of enrollment. Such an application may be submitted only once.

Article 4 Credits eligible for transfer are as follows:

1. Required credits: Required courses (including core curriculum courses) offered by departments (institutes or programs).
2. Elective credits: Electives offered by departments (institutes or programs), including electives offered by other departments (institutes or programs) that are recognized by the student's department (institute or program) of major, as well as liberal arts courses;
3. Credits earned from minor studies (applicable to transfer students or exam retakers pursuing a minor); and
4. Credits earned from secondary majors (or dual-degree programs) (applicable to transfer students or exam retakers pursuing a secondary major).

Article 5 Principles for credit transfer are as follows:

1. Courses with identical titles and content;
2. Courses with different titles but substantially identical content; or
3. Courses with different titles and content but of an equivalent nature.

Article 6 Principles for processing credit transfers for courses with different numbers of credits are as follows:

1. When a course with more credits is transferred to satisfy a course with fewer credits, the course with fewer credits shall be recorded after the credit transfer application is approved.
2. When a course with fewer credits is transferred to satisfy a course with more credits, students shall make up the credit shortfall using credits earned from other relevant courses completed at their previous institution(s). If the credit shortfall cannot be made up, the credit transfer application shall be denied. In the case of a one-academic-year course, the total credits earned for that course at the previous institution(s) may be transferred to offset the credits required for the first semester at the University.

3. For students admitted to the University in or after Academic Year 2025, if a physical education course completed at their previous institution(s) carries no credits but meets the requirement that eighteen teaching hours equal one course credit, they may apply to transfer the course to satisfy the one-credit required physical education course offered by the University in accordance with the regulations and rules governing general education core courses.

Article 7 Rules for the application and review of credit transfers are as follows:

1. Students shall submit an application for credit transfer upon enrollment and course registration in the first semester after obtaining the necessary qualifications for credit transfer. Qualified students shall provide an academic transcript issued by their previous institution(s) along with a completed application form for credit transfer. If necessary, an exam may be administered to evaluate the eligibility of credits for transfer. If an exam is required for credit transfer, the credit transfer process shall be completed before the course add/drop period begins.
2. Applications for credit transfer shall be submitted only once, and students are not permitted to request changes or submit a late application thereafter.
3. Students shall conduct course registration in accordance with the Regulations for Course Registration at I-Shou University after the credit transfer process is completed.
4. The review of applications for credit transfer: Applications for credit transfer for courses offered by departments (institutes or programs) shall be reviewed by a panel established by the respective departments (institutes or programs). Applications for credit transfer for physical education courses, military training courses, and service education courses shall be reviewed by the Office of Physical Education, the Office of Military Education, and the Student Campus Life Guidance Section of the Office of Student Affairs, respectively. The Registration Section of the Office of Academic Affairs shall conduct a second review of applications and record application results for future reference.
5. Credit transfer does not apply to credits earned during the first three academic years of studying at a five-year junior college.

Article 8 Students whose previous applications for credit transfer have been approved may reapply for credit transfer if they are approved to transfer to another department or to pursue a minor or secondary major. In such cases, they shall submit an academic

transcript issued by their previous institution(s) along with a completed application form for credit transfer. If necessary, an exam may be administered to evaluate the eligibility of credits for transfer. The credit transfer process shall be completed before the course add/drop period begins; however, successful applicants shall not be admitted to a higher grade level as a result of the credit transfer.

For students pursuing a minor or secondary major, the maximum number of credits eligible for transfer shall not exceed half of the total credits required by their department of major. The transferred credits shall be deducted and shall not be counted toward the credits required for graduation if a student withdraws from the minor or secondary major for any reason.

Article 9 Transferred credits shall be indicated on the academic transcript of all semesters enrolled, and the word “Transferred” shall be entered in the score column for the transferred course(s).

Article 10 Matters not mentioned herein, if any, shall be governed by the Academic Rules of I-Shou University as well as other applicable regulations and rules.

Article 11 The Regulations become effective on the third day of promulgation after being adopted by the University Academic Council and ratified by the President.

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