

Guidelines for the Implementation of Freshmen Chinese at National Central University

Approved at the Academic Affairs Committee Meeting on June 24, 2005
Verified and Approved at the Academic Affairs Committee Meeting on Dec. 26, 2007
Verified and Approved at the Academic Affairs Committee Meeting on Jun. 11, 2008

1. Courses offered in fulfillment of the University's Freshmen Chinese requirement are to be planned and administered by the Teaching and Research Center for Freshman Chinese at the Department of Chinese Literature [hereafter referred to as "the Center"].
2. Regarding the Freshman Chinese Writing Test and Chinese Proficiency Placement Test for First-Year Students:
 - I. All first-year students are required to take the Freshman Chinese Writing Test. The results of the writing test will be classified as either "Pass" or "Fail." Those who fail to pass this test must receive remedial instruction from the Center. How this instruction is to be graded shall be left to the individual instructors to decide.
 - II. All first-year students should finish course selection on schedule; selection crossing other time slots is not accepted; no student may take courses taught by the same instructor in both semesters of any given academic year.
 - III. First-year students of reinstatement are required to take the Freshman Chinese Writing Test as well.
3. Regarding the Freshman Chinese Writing Test and Chinese Proficiency Placement Test for First-Year Overseas Chinese Students:
 - I. First-year overseas Chinese students are required to take the Chinese Proficiency Placement Test for First-Year Overseas Chinese Students. Those who fail to take this test are not permitted to take the Freshman Chinese course sequence.
 - II. Students whose test results place them at a beginning level (students of the Department of Chinese Literature are excluded) are required to take one year of four-credit pre-session of Mandarin I and II (LN0403 and LN 0404) before being permitted to take the Freshman Chinese sequence. The credits of the pre-session will not be counted as graduation credits.
 - III. Students whose test results place them at the intermediate-level (students of the Department of Chinese Literature are excluded) are required to take the Chinese for Overseas Chinese Students course sequence offered by the Department of Chinese Literature and are not permitted to take Chinese courses offered in other time slots.

- IV. Students whose test results place them at the advanced-level (students of the Department of Chinese Literature are excluded) shall take the Freshman Chinese course sequence.
 - V. Oversea Chinese students of the Department of Chinese Literature placed at the beginning level should take the pre-session of Mandarin I and II (LN0403 and LN 0404) for overseas Chinese students besides first-year Chinese course sequence implemented by NCU Language Center; the credits of the pre-session are not counted as graduation credits. Students whose test results are placed at the intermediate and advanced level can directly take the indicated Chinese courses sequence of the Dep. Of Chinese Literature.
4. Regarding the Chinese course of Foreign Students:
- I. Foreign students of the Dep. Of Chinese Literature are required to take the Chinese Proficiency Placement Test. Students whose test results place them at a beginning level are required to take one year of four-credit pre-session of Mandarin I and II (LN0403 and LN 0404) before being permitted to take the Freshman Chinese sequence. The credits of the pre-session will not be counted as graduation credits.
 - II. Foreign students of the Dep. Of Chinese Literature should also take the Freshman Chinese Writing Test. Students who do not take or failed the test are required to take remedial instructions.
 - III. Only the students of the Department of Chinese Literature are required to take the Chinese course sequence implemented by the department; others are required to take the six-credit Mandarin course implemented by NCU Language Center; credits exemption of Chinese course sequence should be processed before graduation.
5. Regarding the makeup Chinese course of second-year and above repeaters:
- I. Repeaters of second-year and above do not need to take the Chinese Proficiency Placement Test (overseas Chinese and foreign students are excluded); repeaters can select freshmen Chinese course during indicated date; no student may take courses taught by the same instructor in both semesters of any given academic year.
 - II. Guidelines of Course taking are applied to all Overseas Chinese and foreign students
6. The aforementioned guidelines shall be implemented and entered into force upon approval by a meeting of the Academic Affairs Committee. The same procedure applies to any amendment of these guidelines.