

國立中央大學學生修讀輔系、輔學程辦法

Regulations for NCU Students Pursuing a Minor or a Minor Program

88.05.12 教育部台(88)高(二)字第 8051816 號函核備
89.07.26 教育部台(89)高(二)字第 89091112 號函核備
90.07.24 教育部台(90)高(二)字第 90105167 號函核備
95.08.23 教育部台高(二)字第 0950113677 號函備查
96.08.08 教育部台高(二)字第 0960118819 號函備查
100.08.16 教育部臺高(二)字第 1000146321 號函備查
105.09.12 教育部臺教高(二)字第 1050094655 號函備查
106.09.29 教育部臺教高(二)字第 1060102242 號函備查
109.07.27 臺教高(二)字第 1090104860 號函備查

Referred to MOE's Official Document Tai (88) Gao II, No. 88051816, May 12, 1999
Referred to MOE's Official Document Tai (89) Gao II, No. 89091112, Jul. 26, 2000
Referred to MOE's Official Document Tai (90) Gao II, No. 90105167, Jul. 24, 2001
Referred to MOE's Official Document Tai Gao (II), No. 0950113677, Aug. 23, 2006
Referred to MOE's Official Document Tai Gao (II), No. 0960118819, Aug. 8, 2007
Referred to MOE's Official Document Tai Gao (II), No. 1000146321, Aug. 16, 2011
Referred to MOE's Official Document Tai Jiao Gao (II), No. 1050094655, Sep. 12, 2016
Referred to MOE's Official Document Tai Jiao Gao (II), No. 1060102242, Sep. 29, 2017
Referred to MOE's Official Document Tai Jiao Gao (II), No. 1090104860, Jul. 27, 2020

第一條

本辦法依據大學法、及其施行細則、學位授予法暨本校學則規定訂定之。

Article 1

The Regulations for NCU Students Pursuing a Minor or a Minor Program (hereafter referred to as the Regulations) were stipulated per the University Act, the Enforcement Rules of the University Act, the Degree Conferral Act, and the Study Regulations of National Central University (NCU).

第二條

學士班學生自第二學年起至修業年限最後一年第二學期止（不包括延長修業年限），得申請修讀輔系、輔學程。

研究生自入學第二學期起至第四學期止，經指導教授同意，得申請加修本校其他同級且性質不同之系(所、學程)為輔系(所、學程)，並以一學系(所、學程)為限。碩士在職專班學生及產業碩士專班學生不適用。

本辦法所稱學程為學位學程。

Article 2

Undergraduate students may apply to pursue a minor or a minor program in the period between their second academic year and the second semester in the final year of their standard duration of study (the period does not include the extended duration of study).

Postgraduate students, upon their thesis advisors' approval, may apply to pursue a minor (department, graduate institute, or program) in a different department (graduate institute or program) at NCU, provided that the minor is at the same level as but of a nature distinct from their major (department, graduate institute, or program). The application period is between a postgraduate student's second and fourth semesters. A postgraduate student can apply to only one minor department (graduate institute or program) for pursuing a minor. Students of in-service master's programs and those of industrial master's programs cannot apply to pursue a minor.

The program that the Regulations refer to is a degree program.

第三條

學生申請修讀輔系(所、學程)，應於本校校曆規定之申請期限內，向主系(所、學程)提出申請，經審查其確具修讀輔系(所、學程)能力者，送請加修輔系(所、學程)主管同意後，送教務長核准。

各學系(所、學程)得訂定修讀輔系(所、學程)申請資格及條件，其名額、應修習科目及學分數由各加修輔系(所、學程)訂定，並公告周知。

學士班學生申請修讀輔系、輔學程與本校第二專長性質相同者，僅能擇一申請修讀。有關性質認定，由加修輔系、輔學程決定之。

Article 3

Students who wish to apply to pursue a minor (department, graduate institute, or program) shall submit their application to their major department (graduate institute or program) within the designated application period specified on the school calendar. After the applicants' major department reviews the applicants' qualifications for pursuing a minor and confirms that the applicants are qualified to pursue a minor, the application will be submitted to the director of the department (graduate institute or program) that offers the minor. Once approved by the director, the application will be submitted to the vice president of academic affairs for final approval.

Each department (graduate institute or program) may stipulate its own application qualifications and requirements for pursuing a minor. The quota, courses, and number of course credits required by the

minor shall be stipulated by each department (graduate institute or program) that offers the minor. After the stipulation is completed, each department (graduate institute or program) that offers the minor shall also make the relevant announcement.

Undergraduate students applying to pursue a minor or a minor program whose nature is similar to a second specialty provided by NCU can choose only one between the minor and the second specialty to pursue. Whether the nature of a minor is different from a second specialty shall be determined by the authorities of each department (graduate institute or program) that offers the minor.

第四條

學士班輔系、輔學程之課程應以本校各學系、學程必修科目表為依據，至少修習其專業科目二十學分以上，並由各學系、學程決定其專業必修科目至少三十學分以供學生修習。

學士班輔系、輔學程應修科目學分，以申請學年度教務章則所訂之輔系、輔學程科目表為準。

研究生之最低應修科目及學分，由各輔系(所、學程)自訂。

Article 4

The courses of the undergraduate program's minor or minor program shall be based on the table of required courses of each department/program. Undergraduate students shall take courses worth at least 20 credits in total from that table, and each department/program shall select required professional courses worth at least 30 credits in total for students to take.

For undergraduate students pursuing a minor or a minor program: the list of their required professional courses and the number of credits of the courses shall be based on the table of required courses for a minor or a minor program provided in the regulations of academic affairs stipulated in the academic year of the current application.

For postgraduate students pursuing a minor or a minor program: the minimum number of required courses they shall take and the minimum number of course credits they shall earn shall be stipulated by each department (graduate institute or program) offering the minor or the minor program.

第五條

If any professional courses of the minor department (graduate institute or program) are similar in nature to those of the major department (graduate institute or program), the former courses can be exempted upon approval of the director of the minor department (graduate institute or program). If

the number of credits a student will earn becomes smaller than the number of credits required by the minor department (graduate institute or program) because those courses have been exempted, the minor department (graduate institute or program) shall designate alternative courses for students to fill the gap between the number of credits they have cumulated and the number of credits required for graduation with a minor or a minor program.

For postgraduate students pursuing a minor or a minor program and exempt from taking those similar courses mentioned in the previous paragraph, they shall earn at least nine credits of the courses required for graduation with a minor or a minor program.

第六條

修讀輔系(所、學程)學生其已修習及格之科目學分，如未計入該生主系(所、學程)之最低畢業學分且合於輔系(所、學程)應修課程學分，得經輔系(所、學程)審查同意後，採認其學分。

Article 6

If a student pursuing a minor or a minor program had earned certain course credits that did not count towards the minimum number of course credits required by his/her major department (graduate institute or program) for graduation, those course credits may be recognized after the minor department (graduate institute or program) reviews and approves them if they are regarded as the credits of the required courses designated by the minor department (graduate institute or program).

第七條

凡修讀輔系(所、學程)學生，其每學期學業成績應以主系(所、學程)及輔系(所、學程)科目與學分合併計算，並依照本校學則有關規定辦理。

Article 7

The grades and number of credits of both major and minor departments' (graduate institutes' or programs') courses taken in each semester by a student pursuing a minor shall be calculated together and handled per the relevant provisions of NCU's Study Regulations.

第八條

輔系(所、學程)課程，應視為學生之選修科目。

Article 8

The courses offered by a minor department (graduate institute or program) to students pursuing a minor or a minor program at the minor department (graduate institute or program) shall be regarded as elective courses for the students.

第九條

修讀輔系(所、學程)學生，擬終止修讀輔系(所、學程)者，應至教務處申請放棄修讀輔系(所、學程)資格。放棄修讀輔系(所、學程)資格學生，當學期已選定之課程，不得於加退選期限截止後要求退選。放棄修讀輔系(所、學程)資格後，已修習及格之輔系(所、學程)科目學分是否採計為主系(所、學程)選修學分，應經主系(所、學程)主管認定。

Article 9

If a student pursuing a minor or a minor program intends to terminate his/her pursuit of the minor or the minor program, he/she shall apply to the Office of Academic Affairs for relinquishing the qualification for pursuing a minor or a minor program. Students who relinquished their qualification for pursuing a minor or a minor program shall not demand to drop the courses they have selected for the current semester after the add/drop period ends. After a student relinquished the qualification for pursuing a minor or a minor program, whether the credits he/she earned from taking the courses offered by the minor department (graduate institute or program) shall be recognized as the credits of the elective courses designated by the major department (graduate institute or program) shall be determined by the director of the major department (graduate institute or program).

第十條

修讀輔系(所、學程)學生畢業時，若已修滿輔系(所、學程)規定之科目與學分，成績及格者，其學位證書、歷年成績表及其他相關之證明文件均加註輔系(所、學程)名稱，否則不得申請發給有關輔系(所、學程)之任何證明，亦不得在法令規定年限外請求留校補修輔系(所、學程)科目與學分。

Article 10

As students pursuing a minor or a minor program graduate from NCU, they will have the title of their minor department (graduate institute or program) added to the documentation including their diplomas and their transcripts of all semesters if they have passed the courses and earned the course credits required by their minor department (graduate institute or program). If the title of their minor

department (graduate institute or program) is not added to the documentation mentioned above, the students cannot apply for any documentation related to a minor or a minor program, and neither can they request for staying in school to take makeup courses or earn course credits after the end of the standard/extended duration of study regulated by related statutes.

第十一條

學士班學生修讀輔系、輔學程，於延長修業年限屆滿後，未修足輔系、輔學程之科目與學分，不得再申請延長修業年限，並不得申請發給有關輔系、輔學程之任何證明。

研究生不得因修讀輔系(所、學程)而延長修業年限。

Article 11

If an undergraduate student pursuing a minor or a minor program has not completed the courses and earned enough course credits required by his/her minor department/program when the extended duration of his/her study ends, the student shall not apply for extending the duration of his/her study again, and neither shall he/she apply for any documentation related to a minor department/program.

A postgraduate student shall not apply for extending the duration of his/her study due to his/her pursuit of a minor (at a department or a graduate institute) or a minor program.

第十二條

學士班學生修習輔系、輔學程課程於規定修業年限內學校需另行開班，應繳交學分費，學生因修讀輔系、輔學程而延長修業年限，修習學分數在九學分以下者，應繳交學分費；在十學分以上者，應繳交全額學雜費。

研究生修讀輔系(所、學程)課程，依學分費標準繳交學分費；惟博士班本籍生依本校學分費繳費辦法第三條規定繳交基本學分費。

Article 12

If an extra class needs to be opened for undergraduate students taking courses in a minor department or a minor program within the standard study period, the students shall pay the credit fee. If an undergraduate student extends his/her duration of study to take courses in a minor department or a minor program, he/she shall pay the credit fee when the number of course credits he/she tries to earn is below nine (nine included), and he/she shall pay the full amount of tuition and incidental fees

when that number is above ten (ten included).

Postgraduate students taking courses in a minor department (graduate institute) or a minor program shall pay the credit fee according to the credit fee standards. However, per Article 3 of the NCU Regulations Governing the Payment of Credit Fees, Taiwanese doctoral students shall pay the basic credit fee.

第十三條

學士班學生得自行修習輔系、輔學程所須科目學分，並於應屆畢業之當學期申請取得輔系、輔學程資格審核。

符合前項規定者，得依第三條規定提出申請。

Article 13

Undergraduate students may, of their own accord, take the courses required for a minor or a minor program and apply for the evaluation of the qualification for obtaining a minor or a minor program in the semester where they are expected to normally graduate without extending their duration of study.

Those who meet the requirement of the previous paragraph may apply for the evaluation of the qualification for obtaining a minor or a minor program per Article 3.

第十四條

本辦法如有未規定事宜，悉依本校學則及有關法令之規定辦理。

Article 14

Matters not covered by these Regulations will be handled per the Study Regulations of NCU and relevant laws.

第十五條

本辦法經教務會議通過後實施，修正時亦同。

Article 15

These Guidelines shall be implemented upon approval by the Academic Affairs Committee. The same procedure applies to any amendment to these Guidelines.