

Course Credit Waiver Guidelines for Students in the Graduate Institute of Construction Engineering and Management at National Central University

Approved at the Institutional Affairs Committee Meeting on October 02, 2001
Appraised and ratified at the Academic Affairs Committee Meeting on October 11, 2001
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- Article 1 These guidelines are provided in accordance with the *National Central University Credit Waiver Guidelines*.
- Article 2 Applications for course credit waivers are restricted to courses taken within three years of the student's admission into the master's program of the Graduate Institute of Construction Engineering and Management. Students who wish to apply for a course credit waiver should do so within the deadline as specified in the academic calendar of their first semester at the University or (in the case of transfer students) first semester in the program; no students may apply more than once.
- Article 3 Students who meet any of the following criteria may apply for a waiver:
- I. Have studied at a university prior to their admission into the University.
 - II. Have taken and passed any graduate courses prior to their admission into the graduate program of the Department.
 - III. Are transfer students from other graduate departments within the University.
- Article 4 Students who have taken relevant courses while enrolled in a previous degree program and passed such courses with a grade of no less than 70 points may apply for a course credit waiver.
- I. If the waiver is for courses taken from the Institute, the full credit hours shall be granted upon confirmation of documents attesting to that fact
 - II. If the waiver is for courses taken from other graduate programs at other universities or at National Central University, the Institute shall decide whether the waiver shall be determined on the basis of an exam or a review of the relevant documents.
 - III. Courses defined as "core courses" by the Institute cannot be waived.
 - IV. The maximum number of course credit hours that can be waived is 12.
- Article 5 Any course credit hours for courses which have previously been counted toward the student's minimum graduation requirements for a degree cannot be waived.
- Article 6 Matters not covered in these guidelines shall be conducted in accordance with the relevant rules and regulations of the Ministry of Education and of the University.
- Article 7 The aforementioned guidelines shall be implemented and entered into force upon approval by a meeting of the Institutional Affairs Committee and appraisal and ratification by a meeting of the Academic Affairs Committee. The same procedure

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applies to any amendment of these guidelines.