

## **Course Credit Waiver Guidelines for Students in the Department of Economics at National Central University**

Approved at the Departmental Affairs Committee Meeting on November 23, 2004  
Appraised and ratified at the Academic Affairs Committee Meeting on December 30, 2004  
Revised at the Departmental Affairs Committee Meeting on May 23, 2006  
Revised and approved at the Academic Affairs Committee Meeting on June 13, 2007

Article 1 These guidelines are provided in accordance with the *National Central University Credit Waiver Guidelines*.

Article 2 Course credit waiver stipulations for undergraduate students:

1. For students transferring from other universities or retake students:

- (1) Undergraduate students may apply to be advanced to a higher grade level based on the number of course credit hours waived. Students who succeed in waiving 40 or more course credit hours of the minimum number of credit hours required for graduation shall be placed at the sophomore level; those who succeed in waiving 78 or more course credit hours shall be placed at the junior level.
- (2) Students seeking to be advanced to a higher grade shall file their applications for advancement together with the application for waiver of course credits; no student may apply more than once. Once an approval is granted, students may not file for a further change of status or withdraw their application.
- (3) Students who are placed at the sophomore level may waive up to 50 course credit hours; students who are placed at the junior level may waive up to eight course credit hours.
- (4) Course credit hours that can be waived:
  - 4.1 Courses sharing the same subject areas and credit hours with those in the transfer exam can be waived.
  - 4.2 Courses that are one semester long or have insufficient credit hours cannot be used to waive courses that are two semesters long.
  - 4.3 Junior college transfers cannot apply for a course credit waiver for courses which are not identical to those in the transfer exam or courses they have taken in the first three years in the junior college.
  - 4.4 The processing of credit waiver applications for courses with the same titles but divergent credit hours shall be conducted by the responsible instructor(s) in accordance with the University's *Credit Waiver Guidelines*.

2. For students pursuing a minor or double major or transfers from other departments in the University:

- (1) Courses with the same titles and credit hours can generally be exempted or waived.
- (2) Courses that are one semester long or have insufficient credit hours cannot be used to waive courses that are two semesters long.
3. Economic majors may not waive departmental requirements (Principles of Accounting excepted) with courses taken from other universities or other University departments. However, undergraduate seniors who are repeating a course they have already failed twice are not subject to this restriction.

Article 3 Course credit waiver stipulations for graduate students:

1. Scope of course credit waivers is as follows:
  - (1) Student who have taken graduate courses offered by the Department within five years of their admission into the Department and have received a grade of no less than 70 points may apply for a course credit waiver.
  - (2) If the waiver is for courses taken from other graduate programs at National Central University or at other universities within five years of the student's admission into the Department, the Department shall decide whether the waiver shall be determined on the basis of an exam or a review of the relevant documents. If such courses are identical to those required by the Department, the students may apply for a course credit waiver or apply to take another relevant course designated by the Department; the application is reviewed at a general meeting of the Institute faculty.
  - (3) Students who have taken and passed courses offered by the non-degree EMBA program of the School of Management at NCU within five years of their admission into the Department may apply for a course credit waiver; all such applications are to be reviewed at a general meeting of the Institute faculty.
2. Any course credit hours for courses which have previously been counted toward the student's minimum graduation requirements for a degree cannot be waived.
3. The maximum number of course credit hours that can be waived is as follows:
  - (1) Master's students may waive up to eight course credit hours, but students admitted into the "five-year direct-entry master's program" are not subject to this restriction. However, all master's students are required to take at least one credit hour of graduate course during their term of study in the master's program.
  - (2) Doctoral students may waive up to nine course credit hours, but students who have taken doctoral courses offered by the Department prior to their admission are not subject to this restriction. However, all doctoral students are required to take at least one credit hour of graduate courses during their term of study in the doctoral program.

Article 4 Students who wish to apply for a course credit waiver for course credit hours earned prior to their admission into the Department should do so within the course selection deadline of their first semester at the University; students may not apply more than once.

Article 5 Credits earned from courses offered by a foreign institute accredited by the Ministry of Education may, where appropriate, be waived in accordance with the relevant stipulations in these guidelines.

- Article 6 Matters not covered in these guidelines shall be conducted in accordance with the relevant rules and regulations of the University's *Credit Waiver Guidelines*.
- Article 7 The aforementioned guidelines shall be implemented and entered into force upon approval by a meeting of the Departmental Affairs Committee and appraisal and ratification by a meeting of the Academic Affairs Committee. The same procedure applies to any amendment of these guidelines.