

The NCHU Regulation for Credit Exemption

Enacted in the 27th Academic Affairs Meeting on Nov. 4th, 1992
No. 70900 official letter approved by Ministry of Education on Dec. 24th, 1992
Amended (Article 12) in the 28th Academic Affairs Meeting on Apr. 25th, 1994
No. 025157 official letter approved by Ministry of Education on May. 17th, 1994
Amended (Article 6) in the 29th Academic Affairs Meeting on Nov. 29th, 1994
No. 003538 official letter approved by Ministry of Education on Jan. 23rd, 1995
No. 009098 official letter approved by Ministry of Education on Feb. 28th, 1995
Amended (Article 7) in the 34th Academic Affairs Meeting on Oct. 23rd, 1997
Amended (Article 6) in the 36th Academic Affairs Meeting on Oct. 20th, 1998
No. 90086307 official letter (Articles 1, 6, 7, & 13) approved by Ministry of Education on Jun. 20th, 2001
No. 91002319 official letter (Article 5) approved by Ministry of Education on Jan. 10th, 2002
Amended (Articles 2, 3, 6, 7, 9, & 10) in the 44th Academic Affairs Meeting on Oct. 31st, 2002
No. 91186579 official letter approved by Ministry of Education on Dec. 5th, 2002
Amended (Articles 2, 6, & 13) in the 46th Academic Affairs Meeting on Oct. 23rd, 2003
Amended (Articles 1-12) in the 48th Academic Affairs Meeting on Oct. 21st, 2004
Amended (Articles 5, 7, & 13) in the 51st Academic Affairs Meeting on Mar. 30th, 2006
No. 0950138148 official letter (Articles 1-13) approved by Ministry of Education on Sep. 21st, 2006
Amended (Article 6) in the 52nd Academic Affairs Meeting on Oct. 27th, 2006
No. 0950138148 official letter approved by Ministry of Education on Sep. 21st, 2006
Amended (Articles 2, 6, 7, 8, 10, & 11) in the 54th Academic Affairs Meeting on Oct. 25th, 2007
No. 0970019456 official letter approved by Ministry of Education on Feb. 4th, 2008
Amended (Article 10) in the 55th Academic Affairs Meeting on Mar. 28th, 2008
No. 0970121507 official letter approved by Ministry of Education on Jul. 2nd, 2008
Amended (Article 6) in the 56th Academic Affairs Meeting on Oct. 27th, 2008
No. 0980006762 official letter approved by Ministry of Education on Jan. 13rd, 2009
Amended (Articles 10 & 13) in the 58th Academic Affairs Meeting on Oct. 26th, 2009
No. 0980122690 official letter approved by Ministry of Education on Jul. 15th, 2009
Amended (Article 5) in the 59th Academic Affairs Meeting on Mar. 30th, 2010
No. 0990089825 official letter approved by Ministry of Education on Jun. 3rd, 2010
Amended (Articles 4, 6, & 7) in the 60th Academic Affairs Meeting on Nov. 1st, 2010
No. 1000023301 official letter approved by Ministry of Education on Feb. 15th, 2011
Amended (Article 10) in the 63rd Academic Affairs Meeting on Mar. 27th, 2012
No. 1010107180 official letter approved by Ministry of Education on Jun. 15th, 2012
Amended (Articles 5, 8, & 10) in the 64th Academic Affairs Meeting on Oct. 23rd, 2012
No. 1020009173 official letter (Articles 5 & 10) approved by Ministry of Education on Feb. 4th, 2013
Amended (Article 8) in the 65th Academic Affairs Meeting on Mar. 25th, 2013
No. 1020095993 official letter approved by Ministry of Education on Jun. 26th, 2013
Amended (Articles 4 & 6) in the 70th Academic Affairs Meeting on Oct. 28th, 2015
Amended (Articles 2, 3, 5 & 6) in the 71st Academic Affairs Meeting on Mar. 29th, 2016
No. 1050087044 official letter approved by Ministry of Education on Jun. 30th, 2016
Amended (Article 2) in the 73rd Academic Affairs Meeting on Mar. 28th, 2017
No. 1060075918 official letter approved by Ministry of Education on Jun. 7th, 2017
Amended (Articles 4 & 12) in the 76th Academic Affairs Meeting on Oct. 31st, 2018
No. 1070229760 official letter approved by Ministry of Education on Jan. 30th, 2019
Amended (Article 6) in the 78th Academic Affairs Meeting on Oct. 30th, 2019
No. 1090003018 official letter approved by Ministry of Education on Jan. 10th, 2020
Amended (Article 5) in the 79th Academic Affairs Meeting on May. 5th, 2020
No. 1090089571 official letter approved by Ministry of Education on Jul. 28th, 2020
Amended (Article 8) in the 85th Academic Affairs Meeting on Apr. 20th, 2023
[Amended \(Article 1, 3 & 13\) in the 86th Academic Affairs Meeting on Nov. 6th, 2023](#)

Article 1 This Regulation is adopted [pursuant to Article 20 of the University Guidelines](#).

Article 2 The following students in NCHU may apply for credit exemption:

1. Transferred undergraduate or graduate students from other departments (graduate institutes, degree programs).
2. Transferred students from other universities.
3. Newly enrolled students who had studied in NCHU or other universities.
4. Enrolled students who had studied in universities wither in Taiwan or abroad with the permission of NCHU.
5. Students who take courses in advance and can provide proof of credits or academic transcript before passing the entrance exam of the University.
6. Students who can meet the requirements of other rules established by the University.

Article 3 The rules for exempting courses are as followed:

1. Both the names and the contents of the two courses are the same.
2. The names of the two courses are different but the course content is the same.
3. Courses with different credits:
 - (1) Students who use courses with more credits to exempt courses with less credits can only get credits from courses with less credits.
 - (2) Students who use courses with less credits to exempt courses with more credits should take courses designated by his/ her department to make up the differences. Those unable to get enough credits cannot exempt the courses.
 - (3) Full-year courses can be used to exempt courses in the first or second semester.
 - (4) The exemption of PE courses should be approved by the Athletic Department with the sole exception of compulsory PE courses which is not be limited by rule (2).
4. Students cannot use courses in bachelor programs to exempt courses in master and doctoral programs.
5. Students from junior colleges cannot exempt courses from the first year to the third year.

Article 4 The rules for the grades of the exempted courses are as follows:

1. Students must receive a score of 60 or above for an undergraduate course for the course to be qualified for exemption. Graduate students must receive a score of 70 or above for the course to be qualified for exemption.
2. Except for junior college graduates, exempted courses should be the ones that have not been accounted into the minimum number of credits for graduation. Those that have been accounted into the minimum number of credits for graduation and have been listed among the professional mandatory courses for the department (graduate institute) of study may apply for exemption, so long as it does not affect the number of credits necessary for graduation. This mutatis mutandis Credit Exemption.
3. Students who are permitted with dual academic status (except for dual-degree program) will not be credited for courses taken at another school.
4. Each department (or office) may increase the criteria for course exemption depending on the university or class where the students took the course; each department (or office) may decide not to exempt.

Article 5 The rules for the credit exemptions are as follows:

1. Students transferring into undergraduate or extension programs (degree programs) shall not have more than 45 credits exempted; third-year students shall not have more than 90 credits exempted. Required courses such as physical education, service learning, and general education, as well as previously completed courses with the same course name and credit numbers

- also required by the new program, are excluded from the exemption limit.
2. Students transferring into master's/PhD programs (degree programs) shall not have more than half of the total required graduation credits exempted.
 3. Students from other universities transferring into the first semester of the second year of undergraduate or extension programs shall not have more than 45 credits exempted; students transferring into the second semester of the second year shall not have more than 67 credits exempted; students transferring into the third year shall not have more than 90 credits exempted.
 4. Newly admitted students who had studied in NCHU's or other university's undergraduate programs or extension programs shall not have more than 110 credits exempted.
 5. Newly admitted master's/PhD students and students in graduate programs for working professionals shall not have more than half of total required graduation credits (not included dissertation) exempted. The exempted credits application of students who graduated from the University and take graduate programs in the University can be approved by their departments and are not limited by this rule.
 6. Students who had studied in other universities in Taiwan or abroad may have certain number of credits exempted according to specific implementation regulations of each department (graduate institute, or degree program).

Article 6 Rules for class year recognition after exempting credits are as follows:

1. Transferred students from other departments (graduate institutes, degree programs) must study in the class year which they applied to, and are not permitted to study at a higher class level.
2. Students in the undergraduate or extension programs who have over 40 credits exempted may enter the second year class; those who have 80 credits exempted may enter the third-year class; those who 110 credits may enter the fourth year class.
3. Students who enter higher class level should at least study in the University for 1 year and complete the graduation requirements of the higher class level.
4. Students who want to move up to higher class level can only apply for entering higher class level once and should fill out the class level alteration form and submit it to the director of his / her department (or degree program) and the head of the Department of Academic Affairs for approval. Those who have received approval cannot apply for alteration or cancellation.

Article 7 For students transferring into another department (graduate institute, degree program) or for NCHU students who are permitted to study in other universities in Taiwan, both the credit number and the grades of the exempted courses will be acknowledged by NCHU.

For newly-admitted students, students who transfer into NCHU from other universities, and students approved to be on the exchange program to the other universities in foreign countries or in Mainland China, only the credit number of

the exempted courses will be recognized by NCHU.

- Article 8 Students shall apply for credits exemption according to the posted deadline and are limited to one application only. Students are not permitted to apply for credit exemption after finishing the exemption process or after the date of expiry.
- Given special circumstances, students shall submit documents detailing their situation. Undergraduate and graduate students must receive approval from their advisors and then their department heads and the Vice President for Academic Affairs for credit exemption in extraordinary circumstances.
- Article 9 Newly admitted and transferred students in departments (graduate institutes, degree programs) shall apply for credit exemption and complete the process within 2 weeks after the registration date. Registered NCHU students who study abroad shall apply and complete the process for credit exemption within a month after the completion of the studies. Seniors need to complete the process for credit exemption before leaving school.
- Article 10 Evaluation on the exempted courses and credits is determined by each academic unit (college, department, institution, degree program, office, and center). Examination is administered when necessary to determine whether exemption should be granted. All academic units shall follow the evaluation guidelines strictly when carrying out preliminary and secondary reviews.
- Article 11 Students shall apply for credit exemption by submitting the application form and transcripts for review and evaluation. The Dean of Office of Academic Affairs is responsible for evaluation and the granting of permission.
- Article 12 These regulations and any amendments hereto shall be reviewed at the Academic Affairs Meetings, publicly announced, [and implemented](#).