

# NATIONAL TAIWAN UNIVERSITY

## Directives for Credit Recognition for Courses Taken Abroad by Students

June 07, 2013 Passed by the 2<sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 2012–13  
March 22, 2019 Amended by the 1<sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year 2018–19

- Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Directives for Credit Recognition of Courses Taken Abroad by Students* (“the Directives”) to regulate the recognition of course credits acquired abroad by students.
- Article 2 Beginning in Academic Year 2012 (after August 1, 2012), credits for courses taken abroad by NTU students during University-approved or self-initiated overseas studies may be recognized with the prior written approval of students’ home departments/graduate institutes/degree programs.
- Article 3 Students shall produce proof of course completion and other necessary documents to apply for credit recognition within two months after returning to Taiwan following the end of the semester of overseas studies. Whether these course credits may be recognized and counted towards graduation and the number of credits to be recognized shall be reviewed by each department/graduate institute/degree program and then submitted to the Office of Academic Affairs for approval. Credits recognized as such shall not be counted towards semester or cumulative GPAs. Graduating students shall complete the credit recognition application process by the end of the first week of classes of the following semester at the latest.
- Article 4 For credit calculation for each type of courses, 1 credit may be recognized for every 18 full hours of lecture or every 36–54 full hours of internship, practicum, and laboratory. Credit numbers with decimals shall be rounded.
1. For credits taken at an overseas institution that adopts the European Credit Transfer and Accumulation System (ECTS), 1 credit shall be recognized for every 2 ECTS.
  2. Each department/graduate institute/degree program may confirm the number of credits to recognize in reference to syllabi, lecture hours, or other signed and approved regulations.
- Article 5 The criteria for credit recognition review are as follows:
1. Courses taken and passed abroad may be applied for recognition. Each department/graduate institute/degree program may set a higher passing grade for credits to be recognized, which shall prevail upon announcement to its students.
  2. Courses taken abroad to be recognized as a required course at the University but with more credits shall be recorded as having the same credits as the NTU course. For courses with fewer credits than the required NTU course, students’ home departments/graduate institutes/degree programs shall assign additional courses to make up the

difference. No credits shall be recognized if no courses of a similar nature are offered at the University.

3. Students may apply for recognition of liberal education or English (or foreign language) course credits by preparing syllabi, weekly class schedules, and reading materials for a preliminary review by the Center for General Education and Department of Foreign Languages and Literatures (or Department of Japanese Language and Literature).
4. Each department, graduate institute, and degree program may deem certain courses as not available for recognition or reduce the number of credits recognized in reference to the nature of each course.
5. If necessary, each department, graduate institute, and degree program may notify applicants to attend a screening test and approve the recognition for courses with a passing grade.
6. Course already taken and passed at the University after admission shall be ineligible for recognition.
7. Except with the special signed approval of the Vice President for Academic Affairs, the number of transferred and recognized course credits approved for graduate students shall not exceed 50% of the graduation credits required by each department, graduate institute, degree program.

Article 6 Students who have already graduated, suspended their studies, or been dismissed during overseas studies may not apply for recognition for any courses and credits taken abroad.

Article 7 Matters not addressed herein shall be subject to the University's *Academic Regulations* and other applicable regulations.

Article 8 The Directives shall be passed by the Academic Affairs Meeting and then implemented on the date of promulgation.