

NATIONAL TAIWAN UNIVERSITY

Regulations Governing the Implementation of Inter-University Course Selection

- October 24, 2014 Amended by the 1st Academic Affairs Meeting, fall semester, Academic Year 2014–15
- October 16, 2015 Amended by the 1st Academic Affairs Meeting, fall semester, Academic Year 2015–16
- June 14, 2019 Amended by the 2nd Academic Affairs Meeting, spring semester, Academic Year 2018–19
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Article 1 The *National Taiwan University* (NTU or “the University”) *Regulations Governing the Implementation of Inter-University Course Selection* (“the Regulations”) are formulated in accordance with Article 25 of the *Enforcement Rules of the University Act*, with adjustments made to fit actual circumstances at the University.

Article 2 The scope of inter-university course selection shall be courses offered by universities and independent colleges, and it shall be implemented in a cooperative and mutually beneficial manner.

Article 3 Departments, graduate institutes, degree programs, and colleges seeking to conduct inter-university course selection shall draft an inter-university course selection agreement and attach a brief introduction of the status of the non-NTU department, graduate institute, degree program, or college. Inter-university course selection shall be implemented upon passage by department/graduate institute/degree program meetings and approval of the Vice President for Academic Affairs.

Inter-university course selection agreements between NTU and another institution shall be drafted by the Office of Academic Affairs and submitted to the President for approval before implementation.

Article 4 An inter-university course selection agreement shall include the following items:

1. Scope of subjects or courses available for inter-university course selection
2. Number of inter-university course selection students allowed
3. Duration of agreement

Article 5 NTU students may only take courses at other institutions if such courses are not offered at the University in that semester. The inter-university course selection process shall be completed from the start of course pre-registration to the final day of course add/drop period set by the University. Credits for courses taken at other institutions may not exceed $\frac{1}{3}$ of minimum graduation credits for master’s and doctoral degree students, or $\frac{1}{3}$ of all credits in a semester for undergraduate students.

Article 6 Students taking courses at another institution shall fill out an inter-university course selection form and complete the course selection process in

accordance with the following rules:

1. The inter-university course selection form shall contain four copies, which shall be formulated by the Office of Academic Affairs for students to use. NTU students may select courses by submitting the form to the competent course selection authority at the course offering institution with the signed approval of their home department/graduate institute/degree program. Two copies shall be submitted to the course offering department and the competent academic affairs division at the course offering institution. The other two copies shall be signed by the course offering department and the competent academic affairs division at the course offering institution, which shall then be returned to students' home department/graduate institute/degree programs and the competent academic affairs division at the University for recordation and grade calculation.
2. Non-NTU students may select for NTU courses by submitting an inter-university course selection form with at least three copies issued by their respective institution, with the signed approval of their home department/graduate institute/degree program and the competent academic affairs division at their home institution, to the course offering department for stamping and recordation, paying credit fees at the Cashier Division, and submitting the form to the competent academic affairs division at the University for a stamp of approval. Two copies shall be submitted to the course offering department and the competent academic affairs division at the University for grade recordation. The other copy (or two copies) shall be submitted to students' home department/graduate institute/degree program or the competent academic affairs division for recordation.
3. Grades for inter-university courses shall not be recognized if students fail to select courses in accordance with the NTU regulations.

For institutional-level inter-university course selection agreements between NTU and another institution, the course selection process and payment scheme shall be subject to said agreements.

- Article 7 For non-NTU students selecting NTU courses, the instruction, examination, and grade calculation regulations of the University shall apply. Course instructors shall record such students' grades separately and enter them into the University's online grade submission system following the conclusion of the final examination week. The Office of Academic Affairs shall forward these grades to students' home institutions for recordation.
- Article 8 Unless stipulated by the Regulations, NTU students may not select courses at another institution, nor shall course offering departments at the University accept course selection by non-NTU students.
- Article 9 Matters not addressed herein shall be subject to the University's *Academic Regulations* and other applicable regulations.
- Article 10 The Regulations shall be passed by the Academic Affairs Meeting, promulgated and implemented, and then submitted to the Ministry of Education for reference.