

NATIONAL TAIWAN UNIVERSITY

Summer Session Regulations

November 19, 2013 Passed by the University's 2,787th Administrative Meeting
January 03, 2014 Amended and passed by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2013–14
November 24, 2020 Passed by the University's 3,082th Administrative Meeting
January 08, 2021 Amended and passed by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2020–21

Article 1 The National Taiwan University (NTU or “the University”) formulates the NTU *Summer Session Regulations* (“the Regulations”) to provide greater flexibility for faculty members to extend their research and teaching efforts beyond regular semesters and create more learning opportunities for students.

Article 2 The Regulations shall apply only to the following two types of summer session courses submitted by the Office of Academic Affairs for announcement:

Type I: courses offered in either the fall or spring semester of the current academic year

Type II: elective courses offered in neither the fall nor the spring semester of the current academic year

Summer session courses not in the two categories shall be processed in accordance with the regulations of the course offering department.

Article 3 The period of instruction of a summer session course shall span at least six weeks. One credit may be issued for every 18 hours of instruction. Each student may register for up to 16 credits of summer session courses. The academic calendar and course registration guidelines for summer sessions shall be formulated separately and announced before courses are offered.

Article 4 Summer session courses shall be proposed by course offering departments. Type II courses shall first pass a review by the department-level curriculum meeting, and then be announced and made available for registration.

For summer session courses offered in conjunction with foreign institutions, course instructors at the University shall be responsible for submitting course applications in accordance with the provisions governing summer session course offering.

Article 5 Provisions on the minimum enrollment for summer session courses are as follows:

Type I: A Type I course shall have at least 16 NTU students registered. Courses with fewer than 16 students shall not be offered. With justifiable cause, an application shall be submitted to the course offering department for approval and the Vice President for Academic Affairs for agreement, after which the course may be offered. The minimum registration count for service learning courses shall be handled in accordance with the University's *Enforcement Rules for Service Learning Courses*.

Type II: A Type II course shall have at least five NTU students registered.

Courses with fewer than five students shall not be offered.

Article 6 NTU students who meet the conditions for academic dismissal or withdrawal from the University in the spring semester of the current academic year may not register for summer session courses.

Non-NTU students may, with the approval of the course offering department and their home institution, take summer session courses offered at the University approved for non-NTU students by signing up during the online course registration window indicated on the University's academic calendar.

A "non-NTU student" shall be a student currently enrolled at a domestic or foreign tertiary educational institution other than the University.

Article 7 The credit hour fees for summer session courses shall be assessed as follows:

1. NTU students:

Type I: Credit hour fees for all Type I courses shall be assessed in accordance with the fee schedule for students in the College of Science, except for service learning courses (free of charge) and courses of a special nature, which shall be announced before classes start. However, students taking a Type I course with fewer than 16 registrants shall each pay a share of the cost to make up the difference.

Type II: In principle, Type II courses shall be offered free of charge, but the following students shall still pay credit hour fees in accordance with the fee schedule for students in the College of Science:

- 1) Undergraduate students approved for an extension of study who took only nine credit hours (or fewer) in the regular semester
- 2) Students who were suspended during the spring semester of the current academic year

2. Non-NTU students:

The credit hour fees for both Type I and Type II courses shall be assessed in accordance with the fee schedule for students in the College of Science. However, non-NTU students taking a Type I course with fewer than 16 registrants shall pay a share of the remaining cost of the course to make up the difference in numbers.

In addition to the credit hour fees, non-NTU students shall pay an administrative service fee of NT\$ 1,000 per course.

Article 8 The regulations for assessing students' academic performance in summer session courses are as follows:

1. The titles, credits, and grades for summer session courses shall be recorded under the current academic year and indicated as "summer session" on the academic transcript.
2. The credits and grades for summer session courses shall be included in students' graduation GPAs.
3. Matters not addressed in this article shall be handled in accordance with the applicable provisions stipulated in the University's *Academic Regulations*.

- Article 9 Students may, with the course instructor's approval, apply to withdraw from a summer session course before two thirds of the period of instruction elapses. A withdrawn course shall still be recorded on the student's academic transcript, indicated with a grade of "W" (withdrawn).
The credit hours for withdrawn summer session courses shall not counted towards the total graduation credits. Course fees already paid shall not be refunded after withdrawals, and unsettled fees shall still be paid.
- Article 10 Matters related to leave, absenteeism, and grade deduction in summer session courses shall be processed in accordance with Chapter II, Section IV of the University's *Academic Regulations*.
- Article 11 Summer session course-related administrative affairs shall be processed by the relevant units appointed by the Vice President for Academic Affairs. Work allowances for the administrative staff shall be issued in accordance with the University's *Directives for the Performance Evaluation of the Five Categories of Self-Raised Revenues*.
- Article 12 The regulations governing instructors' teaching hours are as follows:
Type I: Except for courses of a special nature that are granted special approval, the hourly pay for instructors teaching Type I summer session courses shall be issued in accordance with the University's *Summer Session Hourly Lecture Fee Standards*. Summer session teaching hours for Type I courses may not be counted towards instructors' basic teaching hours for the regular academic year. Instructors of service learning courses shall receive no pay, but the teaching hours may be counted towards their basic teaching hours for the current or following academic year. Instructors exceeding the basic teaching hour requirements for the current academic year may be issued additional hourly pay in the following academic year.
Type II: Instructors teaching Type II summer session courses shall not be issued hourly compensation, but the teaching hours may be counted towards the basic teaching hours for the current or following academic year. Instructors exceeding the basic teaching hour requirements for the current academic year may be issued additional hourly pay in the following academic year.
- Article 13 Each instructor may teach up to four Type I courses per summer.
- Article 14 For provisions in Articles 3, 5, 7, and 12, course offering departments with justifiable cause may submit an application to the dean of the college and the Vice President for Academic Affairs for approval and then process matters as a separate case.
- Article 15 The Regulations shall be passed by the Administrative Meeting and Academic Affairs Meeting and then implemented on the date of promulgation.