

# NATIONAL TAIWAN UNIVERSITY

## Regulations Governing Change of Major for Undergraduate Students

May 04, 1996	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 1995–96
December 17, 1997	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, fall semester, Academic Year 1997–98
December 16, 1998	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, fall semester, Academic Year 1998–99
March 31, 2000	Filed for reference by the Ministry of Education (MOE) via official letter Tai (89) Kao (2) Tzu No. 89038089
April 02, 2001	Filed for reference by the MOE via official letter Tai (90) Kao (2) Tzu No. 90043845
March 15, 2004	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year 2003–04
June 11, 2004	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 2003–04
March 18, 2005	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year 2004–05
May 20, 2005	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 2004–05
March 17, 2006	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year 2005–06
January 09, 2009	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, fall semester, Academic Year 2008–09
June 11, 2010	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 2009–10
October 15, 2010	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, fall semester, Academic Year 2010–11
October 12, 2012	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, fall semester, Academic Year 2012–13
January 09, 2015	Amended and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, fall semester, Academic Year 2014–15
March 17, 2017	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year 2016–17
October 18, 2019	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, fall semester, Academic Year 2019–20
April 15, 2020	Filed for reference by the MOE via official letter Tai Chiao Kao (2) Tzu No. 1090048116
October 23, 2020	Amended and passed by the 1 <sup>st</sup> Academic Affairs Meeting, fall semester, Academic Year 2020–21
June 18, 2021	Amend and passed by the 2 <sup>nd</sup> Academic Affairs Meeting, spring semester, Academic Year 2020-21.
July 12, 2021	Filed for reference by the MOE via official letter Tai Chiao Kao (2) Tzu No. 1100088428

- Article 1 The *National Taiwan University* (“the University”) *Regulations Governing Change of Major for Undergraduate Students* (“the Regulations”) are formulated in accordance with Article 28 of the *University Act* to handle matters related to students’ applications for change of major.
- Article 2 The term “change of major” herein shall include change of division in the same department and change of degree program.
- Article 3 Undergraduate students in all departments may apply to change majors after completing more than one academic year of study and before the start of the

first semester of their final year of study (not including extension of study).

Before the second year of study begins, students may apply to change to another major as second-year students. Before the third year of study begins, students may apply to change to their additional major or a similar major as third-year students or to a dissimilar major as second-year students. Before the fourth year of study begins, students with justifiable cause may apply to change to their additional major or a similar major as fourth-year students or to an approved minor as third-year students. Students in higher years of study may apply to change to a similar major or an approved minor at an appropriate year of study based on courses and credits taken.

Students shall be allowed to change major once. They shall satisfy the graduation requirements of the accepting department in order to graduate.

For students who change major to a lower year of study, the credit and course requirements shall be subject to the required course list stipulated for those enrolled in that year of study. Repeated year(s) of study shall not be counted towards the program length in the accepting department.

Article 4 Students applying to change major shall submit an application to the Office of Academic Affairs in accordance with the announced method by the deadline announced in the academic calendar. Late submissions shall not be accepted.

Article 5 Applications to change the original major shall be approved by the competent department chair and college dean. This provision shall not apply, however, to students with justifiable cause and the approval of their dean and the Vice President for Academic Affairs.

If enrollment guidelines prohibit students from changing major after admission, those regulations shall prevail.

Article 6 Applications to change major shall be approved by the chair and dean of the accepting department and college, reviewed by the responsible academic affairs division, and then approved and finalized by the Vice President for Academic Affairs.

Article 7 Applications to change major may not be withdrawn or modified to another major after the deadline.

Students ineligible for change of major in accordance with relevant regulations who are found *ex post facto* to have changed major shall have their eligibility revoked.

Article 8 For each department, the number of incoming students via a change of major in each year of study may not exceed 30 percent of the sum of the original admissions quota and admission via placement by the MOE. The number of students changing major to a degree program as second-year students may not exceed the approved quota as stipulated in the degree program's proposal. The number of students changing major to a degree program as third-year students or students in higher years of study may not exceed 30 percent of the approved quota for second-year students as stipulated in the degree program's proposal.

- Article 9 Each department shall formulate its own regulations for screening students changing major, compile a list of preferred incoming students, and present the list to the Office of Academic Affairs for the Vice President of Academic Affairs' approval.
- If the screening process includes written tests, the test subjects and date(s) shall be set the accepting department.
- Each department shall announce its regulations for screening students' change of major in advance following a review by the Office of Academic Affairs.
- Article 10 The Regulations shall apply to change of major by overseas Chinese students, Mainland Chinese students, international students, and students with disabilities. If students are indeed unable to continue their studies in the original major because of incompatible interests, they may apply to change major with the responsible division—for overseas and Mainland Chinese students, the Overseas Students Advising Division; for international students, the Office of International Affairs; for students with disabilities, the Student Counseling Center—with the signatures of and comments from the chairs of both departments. Admission requirements may be relaxed with the approval of the chair of the accepting department.
- Article 11 Once the list of students changing major is announced, students approved to change major may not apply to resume studies in the original major and year of study without approval of the departments and colleges concerned and the Vice President for Academic Affairs.
- Students may apply to return to their original major and year of study during the stipulated timeframe with the Office of Academic Affairs after completing one year of study in the approved new major. This provision shall not apply to students with justifiable cause and with the special signed approval of the departments and colleges concerned and the Vice President for Academic Affairs.
- Article 12 Matters not addressed herein shall be handled in accordance with the relevant laws and regulations stipulated by the MOE.
- Article 13 The Regulations shall be passed by the Academic Affairs Meeting, implemented on the date of promulgation, and then submitted to the MOE for reference. The same shall apply when amendments are made.