

Regulations on Co-Implementation of International Dual Degrees Program Offered by NCYU and a Contracted University Abroad

Approved by 1st Academic Affairs Meeting of 2004 academic year (Nov.30,2004)

Article 1. The purpose of offering Co-Implementation of International Dual Degrees Program (hence, CIDDP) with contracted universities abroad is to broaden National Chiayi University (hence NCYU) students' global vision, and to promote international academic cooperation opportunities and internationalism of NCYU.

Article 2. The transnational dual-degree system herein means that both universities in accordance with the signed agreement assist students who have complete the required study period in the home university to study at the host university and receive a dual degree from both universities till successfully fulfilling all requirements for graduation of both universities.

Students who take CIDDP herein are required to accord with these regulations below:

- (1) Undergraduate students shall complete at least 4 semesters.
- (2) Master students shall complete at least 2 semesters.
- (3) Doctoral students shall complete at least 2 semesters.

Students pursuing bachelor degree must study for at least 36 months at the two universities in total.

All credits from both universities will be counted together. The credits taken at either university should be 1/3 or above the total credit number required for graduation. Whether students participating in CIDDP should study at NCYU for the last semester or academic year shall be regulated by related departments in accordance with Article 4 and stipulated in the agreement.

Article 3. Foreign Institutions co-implementing CIDDP with NCYU shall meet the following requirements:

- (1) In an academic exchange agreement with NCYU
- (2) Ratified by educational authority of the country of origin or its authorized professional groups, and confirmed by the Foreign Missions of the Republic of China abroad.

Article 4. Prior to the implementation of the program, related departments shall devise a "Co-Implementation of International Dual Degrees Program Agreement" proposal in both English and Chinese versions. By the resolution of related meetings at department or graduate institute and College/School levels, this proposal shall be submitted to the Office of Research and Development and the Office of Academic Affairs for review, and to the NCYU President for approval. After being submitted to

and discussed by the Administrative Council Meeting and signed by both parties, the agreement is valid for implementation.

The content of the mentioned “CIDDP Agreement” shall include the following items:

- (1) Application requirements.
- (2) Selection guidelines.
- (3) Design of connected curricula.
- (4) Credit transfer.
- (5) Period of study at both schools.
- (6) Agreement on joint instructions on master's thesis and doctoral dissertation.
- (7) Conferment of degrees.
- (8) Academic status management regarding matriculation, leave of absence, status restoration, etc.
- (9) Tuition fees and quota limit.
- (10) Regulations for the amendment and termination of the agreement.
- (11) Other matters pertaining to this agreement.

Article 5. Master and Ph. D. postgraduates recommended to Foreign Institutions or accepted to NCYU for the program shall sign an “Agreement on Joint Instructions on Master's Thesis and Doctoral Dissertation” proposal in both English and Chinese in accordance with Item 6 of Article 4. By the resolution of related meetings at department or graduate institute and College/School level, this proposal shall be submitted to the Office of Research and Development and the Office of Academic Affairs for review, and be approved by NCYU President. After being submitted to and discussed by the Administrative Council Meeting and signed by both parties, the agreement is valid for implementation.

The content of the afore-mentioned “Agreement on Joint Instructions on Master's Thesis and Doctoral Dissertation” shall include the following items:

- (1) Name of the graduate student.
- (2) Name of the academic advisor(s).
- (3) Topic of the thesis/dissertation.
- (4) Guidelines for the period of study and the distribution of study period at both universities.
- (5) Language used in thesis/dissertation and abstract/summary.
- (6) Constitution of Degree Examination Committee and methods of oral

examination/defense.

(7) Presentation and copy rights of master's thesis and doctoral dissertation.

(8) Regulations for the amendment and termination of the agreement.

(9) Other matters pertaining to this agreement.

Article 6. In accordance with actual needs, individual department can fix the program curriculum stipulating required courses and credits with Foreign Institutions in cooperation to implement the program and submit it to the Office of Academic Affairs at NCYU for review.

Article 7. For NCYU students applying for admission to CIDDP, their application, required forms and documents shall be submitted to related departments / graduate institutes before the due date of application.

Article 8. Foreign Institutions in cooperation with NCYU to implement the program shall collect the list of all applicants together with the following forms and documents and mail them to the Office of Academic Affairs at NCYU before February 28 of each year to proceed to selection and enrollment.

(1) Two sets of application forms.

(2) One copy of student identification document (with translation copy in Chinese or English).

(3) Two copies of transcript in Chinese or English (sealed by Foreign Institutions).

(4) One copy of health certificate in English or Chinese (including HIV test report).

(5) Financial statement.

(6) Other documents required under the agreement.

Article 9. For students from Foreign Institutions applying for admission to the program at NCYU, their application shall be received by the Office of Academic Affairs at NCYU and for preliminary review of the qualification and the required forms and documents. The application of qualified applicants for the first review shall be submitted to the Office of Research and Development for the second review in accordance with the agreements, and then submitted to related departments for screening and selection procedure.

Article 10. Students admitted to the program at NCYU shall present documents of insurance for health and injury; (insurance validity shall cover their stay at NCYU) upon enrollment. If no insurance document is being presented, students shall pay the insurance fee upon

enrollment to entrust NCYU to insure on students' behalf.

Article 11. For overseas Chinese, foreign students, etc. that are admitted to the program at NCYU, their academic status, grade evaluation, scholarship, accommodation, life guidance, etc. shall be processed in accordance with relevant guidelines.

Article 12. Students admitted to the program at NCYU may transfer the credits which they have received from their first/original institutions in accordance with NCYU' s “Guidelines for Credit Transfer.”

Article 13. NCYU students admitted to the program at Foreign Institutions may apply to transfer the credits that they have received from Foreign Institutions in accordance with NCYU’s “Guidelines for Credit Transfer” within the study period stipulated by NCYU. With accreditation approved, the degree shall be conferred to the students by NCYU if graduation requirements of individual department are met.

Article 14. NCYU students admitted to the program at Foreign Institutions may apply to return to their original department at NCYU at the appropriate year level together with an explanatory report and related documents to the Office of Academic Affairs at NCYU two weeks before the beginning of class in accordance to the NCYU academic calendar provided that their total period of study at both schools does not exceed that stipulated by NCYU. The credits which they have received from Foreign Institutions may be transferred in accordance with NCYU' s “Guidelines for Credit Transfer.”

Article 15. Students from Foreign Institutions shall adhere to all laws of the Republic of China and regulations of NCYU during their study at NCYU.

Article 16. Matters pertaining to the program without expressed provisions in the above terms and conditions shall be managed in accordance with related regulations of the Ministry of Education of the Republic of China and NCYU.

Article 17. The program will be valid for implementation upon approval of the Academic Affairs Meeting; any amendment shall be made under the same condition.