

# 建國科技大學新南向產學合作國際專班學生轉系科（組）實施要點

## Directions for CTU Students of International Programs of Industrial-Academia Collaboration to Change Majors

109 年 5 月 27 日教務會議初訂通過

Adopted on 27/5/2020

一、建國科技大學（以下簡稱本校）為辦理新南向產學合作國際專班學生轉系科(組)業務，特依據本校學則相關規定訂定「建國科技大學新南向產學合作國際專班學生轉系科（組）實施要點」（以下簡稱本要點）。

I. Based on “Chienkuo Technology University (hereinafter referred to as CTU) Regulations,” CTU have regulated “Directions for CTU Students of International Programs of Industrial-Academia Collaboration to Change Majors” (hereinafter referred to as “the directions”) exclusively for the students of abovementioned programs.

二、本要點適用於本校新南向產學合作國際專班學生。

II. The directions are applicable to CTU students of International Programs of Industrial-Academia Collaboration.

三、本要點所稱轉系科(組)係指日間部學生轉至日間部相同學制其它系科(組)。

III. The applicants of Day Division can only apply for transferring to other departments of the same education system of Day Division.

四、新南向產學合作國際專班學生申請轉系科(組)須經本校轉部暨轉系科(組)審議委員會審議通過。

IV. The applications will be examined by CTU committee of changing majors/ division for approval.

五、轉系科(組)相關規定如下：

V. The related rules of changing majors are as follows:

(一)應屆畢業班學生、延修生、休學生及碩士班學生不得申請轉系科(組)。

i. The students in the following circumstances are unqualified : currently a fourth-year undergraduate, delay-graduation, suspension, and master-degree.

(二)第二學年開始以前得申請轉入性質相近系(組)二年級肄業，於第三學年開始以前申請，可轉入性質相近系(組)三年級或性質不同系(組)二年級肄業，於第四學年開始以前申請者，可轉入性質相近系(組)三年級肄業，但以一次為限，必須修滿轉入系(組)規定之科目及學分數，方得畢業。

ii. Freshman having completed their 1<sup>st</sup> year may apply for a change of major similar in nature to current one provided they do so prior to the beginning of their 2<sup>nd</sup> academic year; those having completed their sophomore year and intending to change majors similar in nature to current one shall be placed at the junior or sophomore level provided the application is made

prior to the beginning of their junior year; those having completed their junior year and intending to change majors similar in nature to current one shall be placed at the junior level provided the application is made prior to the beginning of their senior year; each student has only one chance to apply for changing majors and must meet the requirements of the new department to graduate.

(三)降級轉系科(組)者，其在兩系科(組)重複修習之年限，不計入轉入系科(組)之最高年限。

iii. For the students degraded after changing majors, the overlapping period of schooling will not be counted in the maximum length of schooling of the new department.

(四)申請轉系學生須符合本校外國學生入學規定應具備之語言能力。

iv. The applicants are required of the language ability specified in the regulations for international students.

(五)須具備足夠在台就學之財力證明。

v. Financial statement is required to certify the applicant have adequate money for living.

前項(四)、(五)語言能力及財力證明併同申請書須送交國際合作及交流處審核。

The aforementioned language ability and financial statement in point “iv.” and “v.” shall be submitted along with the application form to the office of international affairs (OIA).

六、凡欲申請轉系科(組)且符合第五點相關規定之學生，須於每學期第六週內填具申請書，經家長或監護人簽名同意後，送請轉出及轉入系科(組)之系主任簽注意見，學生申請書送教務處註冊組彙整。

VI. Students attempting to apply for changing majors and meeting the qualifications listed in point “V.” must obtain the signature of a parent or legal guardian before presenting their application forms to their current department and the department into which they seek entry for approval within the 6<sup>th</sup> week of each semester. After that, the application forms will be delivered to the office of academy.

七、轉系科(組)學生成績之相關規定如下：

VII. The ranking of changing majors decided by the applicants' academic records :

(一)符合申請轉系科(組)條件者，依其前一學期成績順序排列決定轉系科(組)名單，若無前一學期成績者，須待當學期成績計算後方依序排列。

i. The order of precedence depends on the qualified applicants' academic records of previous semester or those of current semester if the former one is not available.

(二)如已提出申請但達退學規定者或辦理休學申請者，則取消資格。

ii. The applicant will be unqualified if they are to be expelled or apply for suspension.

八、核准轉系科(組)學生名單由教務單位個別通知。

VIII. The Office of Academic Affairs will notify each student for approval.

九、經核准轉系科(組)學生應依規定辦理學分抵免。

IX. The students who are approved to change majors should apply for transfer of credits and waiver of courses in accordance with related regulations.

十、經核准轉系科(組)學生應依各系收費標準之規定繳交學雜費用。

X. The students who are approved to change majors should pay for the tuition fees based on the standard of the new department.

十一、本要點經教務會議通過，陳請校長核定後公布實施，修正時亦同。

XI. The aforementioned procedures shall be implemented and entered into force upon approval by the principal after being agreed by the Academic Affairs Committee, same as any amendment occur.