

建國科技大學學則

Chienkuo Technology University Regulations

94年3月10日台技(四)字0940031001號函核准
95年12月25日修訂, 96年1月8日台技(四)字0950200092號函核准
96年12月26日修訂, 97年1月4日台技(四)字0960206165號函備查
97年12月17日校務會議通過
依教育部98年1月6日台技(四)字0970262058號函修正
98年01月20日台技(四)字第0980011689號函備查
98年6月17日校務會議通過
98年07月21日台技(四)字第0980126527號函備查
98年11月11日校務會議修正通過
98年12月09日台技(四)字第0980211488號函備查
98年6月9日校務會議修正通過
99年11月24日校務會議修正通過
99年12月10日台技(四)字第0990209864號函備查
100年6月22日校務會議修正通過
100年8月24日校務會議修正通過
100年09月30日臺技(四)字第1000171043號函備查
101年3月14日校務會議修正通過
101年6月27日校務會議修正通過
101年07月23日臺技(四)字第1010134890號函備查
102年7月30日校務會議修正通過
102年10月3日臺教技(四)字第1020146979號函備查
102年11月20日校務會議修正通過
102年12月06日臺教技(四)字第1020182391號函備查
103年6月18日校務會議修正通過
103年11月19日校務會議修正通過
103年12月03日臺教技(四)字第1030174837號函備查
104年12月23日校務會議修正通過
105年01月27日臺教技(四)字第1050004134號函備查
106年7月19日校務會議修正通過
106年08月15日臺教技(四)字第1060114642號函備查
107年6月20日校務會議修正通過
107年07月10日臺教技(四)字第1070103577號函備查

第一篇 總則 General Principles

第一條 本學則依據大學法、大學法施行細則、學位授予法、學位授予法施行細則及有關規定訂定之，據以處理學生學籍及有關事宜。

These regulations are established in accordance with University Act, Enforcement Rules of University Acts, Degree Conferral Law, Enforcement Rules of Degree Conferral Law and relevant regulations to accommodate the needs of Chienkuo Technology University.

第二篇 大學部 University

第一章 新生、入學 Entrance into CTU

第二條 本校學院部設置二年制、四年制兩種學制及學士後第二專長學士學位學程，二年制招收專科學校畢業生或具有同等學力資格者，修業期限以二年為原則。四年制招收高級中等

學校畢業生或具有同等學力資格者，修業期限以四年為原則。學士後第二專長學士學位學程：招收經教育部立案之國內大學、獨立學院畢業，或於符合教育部採認規定之國外大學或獨立學院畢業，取得學士以上學位，且已服畢兵役或無兵役義務者。以傳授專業理論及實務技能，著重實作與實習，養成高級專業實務人才為宗旨。

There are three types of degrees in CTU college as follows:

Two-year degree—for enrolling vocational school graduates or those of equivalent qualification, the duration of study is basically two years.

Four-year degree—for enrolling senior high school graduates or those of equivalent qualification, the duration of study is basically four years.

Postgraduate conversion program—for enrolling the graduates of universities or institutes, or of foreign universities or institutes on the reference list of Ministry of Education, with bachelor's degree or above, having performed military service. Aiming at instructing professional theories and practical skills, this program values practice and develops highly professional personnel.

第二條 本校招收新生時，應於招考前三個月擬定各系招生名額及招生規定報請教育部核定。

The enrollment quotas and eligibilities for each department should be submitted to the Ministry of Education for approval three months before the recruitment examination.

第三條 報考本校一年級新生之報考資格，應繳驗之證明文件悉依招生簡章規定辦理。

The required documents of application for admission to CTU should be submitted in accordance with the admission guidelines.

第四條 依外國學生入學辦法申請核准入學本校者，稱為外國學生。外國學生入學辦法另訂並報請教育部核定。

International students' entrance into CTU shall be in accordance with the admission regulations for international students, which shall be exclusively established and submitted to the Ministry of Education for approval.

第五條 凡經入學考試錄取之新生應於規定日期來校辦理入學手續，逾期不辦理者，取消入學資格。

The new students who are admitted to CTU should complete the registration by specified date, otherwise, they will be disqualified.

第六條 新生因重病或特殊事故，不能於該學期入學時，應依學校規定，檢具有關證明文件於註冊截止前申請保留入學資格，經學校核准後，始可於次學年入學，保留入學資格期間毋須繳納任何費用。

Due to severe disease or unusual incidents, the new students unable to be enrolled should apply for maintenance of admission qualification with relevant documents before the deadline of registration. After approval, they can enroll in school in next school year without any payment for the maintenance.

學生因懷孕或分娩並持有證明者，入學資格保留年限依學生懷孕、分娩或撫育三歲以下子女之需要申請。

For the students who apply for maintenance of admission qualification due to pregnancy or

childbirth and hold the certificates, the duration is based on their requirements of pregnancy, giving birth, or nurturing children younger than 3.

參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取本校後，申請保留入學以三年為限且不納入原定保留入學資格之計算。

After receiving admission to CTU, the duration of maintenance of admission qualification is 3 years at most for the senior high school graduates who take part in “the plan of the youth’s saving account for education and occupation”.

第二章 轉學、轉系 Transferring to other schools or departments

第八條 本校各系原核定新生名額，遇有缺額時，除第一學年及應屆畢(結)業年級外，各學期得招收轉學生。轉學考試相關事宜，由本校轉學生招生委員會，擬定招生規定，報教育部核定後辦理之。

The admission for transferring students of other schools is based on the available spots of each department in each semester except for the first school year and graduating classes.

第九條 四年制學生因特殊原因於第一學年第一學期開始得申請轉入各系(組)一年級第二學期肄業，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。

The four-year system students: can apply for transferring to another department/class in their first semester of 1st school year; completing studies in their second semester of 1st school year can apply for transferring to relevant department/class before the 2nd school year starts; completing studies in their second grade can apply for transferring to relevant department/class before the 3rd school year starts; completing studies in their 3rd grade can apply for transferring to relevant department/class before the 4th school year starts; only one transferring for each student, and the graduation requirements should meet the credits and subjects of the intended departments/classes.

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

The overlapped duration of studies in both departments/classes for those who descend their grades to transfer to other departments/classes will not be counted in the maximum duration of transferring to other departments/classes.

第十條 二年制學生因特殊原因，於一年級第二學期得申請轉入性質相近系(組)就讀，但以一次為限，且必須修滿轉入系(組)規定之科目及學分數，方得畢業。

The two-year system students can apply for transferring to another relevant department/class in their second semester of 1st school year, but only one transferring for each student, and the graduation requirements should meet the credits and subjects of the intended departments/classes.

第十一條 本校日間部、進修推廣部學生，得相互轉系(組)。

The students of day school can transfer to the department/class of the division of continuing education and vice versa.

第十二條 本校辦理學生轉系（組），其轉入年級學生名額，以不超過該系（組）原核定及分發新生名額加二成為限。

The quota of transferring to another department/class should not exceed the approved number plus 20% of new students of intended departments.

第三章 輔系、雙主修 Minor & Double Major

第十三條 本校學生自二年級起得申請修讀輔系或雙主修。

CTU students can apply for minor or double major since their 2nd grade.

第十四條 學生修讀輔系相關辦法另訂之並報請教育部備查。

The relevant regulations of minor studies should be exclusively established and submitted to the Ministry of Education for approval.

第十五條 學生修讀雙主修相關辦法另訂之並報請教育部備查。

The relevant regulations of double major studies should be exclusively established and submitted to the Ministry of Education for approval.

第十六條 本校學生修讀他校輔系、雙主修須依本校與他校交流合作相關辦法辦理。

CTU students apply for minor studies and double major studies in other schools in accordance with relevant regulations of academic cooperation between CTU and other schools.

第四章 休學、復學、退學、開除學籍 Suspension, Reentry, Withdrawal, Expulsion from school

第十七條 本校學生因故得申請休學一學年，須報請學校核准。延修生缺修學分需於延長修業期限之第二學期補修者，得休學一學期。休學累計以二學年為原則，期滿因重病、懷孕、從事實務工作或其他特殊事故等無法及時復學者，得專案報請學校核准延長年限，學生於休學期間應徵服役，須檢同徵集令影本，向學校申請延長休學期限，俟服役期滿，檢同退伍令申請復學。

CTU students are allowed to apply for suspension for one school year for some reason, which needs to be approved by school. Delay graduated students in need of making up their credits in the 2nd semester of extended school year can suspend schooling for one semester. The grand total of suspension is basically two school years, if students can't return to school in expected period due to severe sickness, pregnancy, jobs, or other unexpected incidents, they can make project application for approving the extension. Those who serve in the military during suspension should apply for extension with the copy of call-up notice and return to school with military discharge documents when enlistment ends.

學生於休學期間應徵服役或因懷孕、分娩或撫育三歲以下子女申請休學者，休學期間不計入休學年限。

Students serve in the military during suspension or apply for suspension due to pregnancy, childbirth, or nurturing babies younger than 3, their suspension will not be counted.

參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取本校後，申請休學以三年為限且不納入原定休學期間之計算。

After receiving admission to CTU, the duration of suspension is 3 years at most for the senior high school graduates who take part in “the plan of the youth’s saving account for education and occupation”.

第十八條 學生於學期中途休學者，最遲應於期末考試前，提出申請，經核准後，該休學學期內已有之成績概不計算。

Students who intend to suspend during the semester should make application no later than the final exam, their academic records during the semester will not be counted.

第十九條 休學生復學時，應入原肄業學系相銜接之學年或學期肄業；學期中途休學者，復學時，應入原休學之學年或學期肄業。原肄業系組變更或停辦時，得輔導學生至適當系組肄業。

As for reentry, students should return to school in the semester or school year following the completed studies in their original department; those who suspend during the semester should return to school in the semester or school year of which studies are not completed. If their original departments are changed or shut down, they will be arranged to suitable ones after consultation.

第二十條 學生有下列情形之一者，應予退學：

Students who commit one of the following acts will be expelled from the school:

一、逾期未註冊或休學逾期未復學者。

Students who do not complete registration or fail to return in expected time.

二、操行成績不及格者。

Students who fail in conduct.

三、修業期限屆滿，經依規定延長二年仍未修足所屬學系規定應修之科目與學分者。

Students who fail to complete the studies for the subjects and credits during the extension of 2 years after original study period.

四、學期學業成績不及格科目之學分數連續兩學期達修習學分總數三分之二者，但延修生學期修習科目不足九學分者或領有身心障礙手冊者或學士後第二專長學士學位學程學生，不在此限。

Students whose credits of failed subjects are over 2/3 of all in 2 successive semesters, except for the delay graduated students whose study credits are fewer than 9 in the semester or students with disability card or those of postgraduate conversion programs.

五、依本學則其他有關條文之規定應令退學者。

Students who should be expelled according to other regulations hereinafter.

六、無前列各款事由而自動申請退學者。

Students who apply for withdrawal without abovementioned circumstances.

第二十一條 學生肄業或休學期間，如有違犯校規或其他不端情事者，學校得按其情節輕重，依據學生獎懲辦法之規定，予以適當之處分。

During their studies or suspension, students who violate the school rules or do other misconducts will be punished upon the cases according to the "CTU Student Merit and Penalty Regulations".

第二十二條 學生退學如在校肄業滿一學期具有成績得向學校申請發給修業證明書，但開除學籍者，不得發給修業有關之任何證明文件。

Students who withdraw from school can apply for the certificate showing courses attended if they complete the studies of a whole semester. However, students who are expelled from school will not receive any certificates.

第二十三條 學生假借、冒用、偽造或變造學歷(力)證明文件入學、入學考試舞弊經學校查證屬實或判刑確定者，應開除學籍。開除學籍者，不發給修業有關之任何證明文件。

Students who use false documents or make counterfeit documents for admission, or cheat during entrance exam, which are proved to be true or sentence affirmed, will be expelled from school and not receive any certificates of courses attended.

第五章 學生申訴 Students' Appeal

第二十四條 學生各項權益保障、申訴及救濟管道及處理程序，依本校學生申訴制度設置辦法之規定辦理。

For students' right protection, appeal, access to remedy and procedures, the regulations are established according to CTU students' appeal system.

第二十五條 依規定應予退學或開除學籍學生，依本校學生申訴制度提出申訴者，申訴結果未確定前，不因申訴之提起，而停止原處分之執行。但在校生得繼續在校肄業。

前項受處分學生經校內申訴，未獲救濟者，得依法提起訴願及行政訴訟；原處分經上級主管機關決定或行政法院判決顯係違法或不當時，本校應另為處分，另為處分得復學之學生，因特殊事故無法及時復學時，由本校輔導復學；其復學前之離校期間，得補休學。

Students who appeal against being withdrawn or expelled according to school regulations, before the result is affirmed, will still be punished in spite of the appeal. But the students with school status can go on studying. The former students who are not given relief through the appeal can make administrative litigation according to laws; if the original punishment is determined to be wrongful or improper by superior authority or administrative court, the school have to give another punishment. Students given another punishment can get back to school but fail to return in expected time for some reason, CTU will give assistance; the duration of leaving school before reentry can be handled as suspension.

第六章 學分、成績 Credits & Academic Records

第二十六條 本校採學年學分制，二年制各系修業期限以二年為原則，所修學分總數，至少須滿七十二學分。四年制各系修業期限以四年為原則，所修學分總數，至少須滿一二八學分。畢業年級相當於國內高級中等學校二年級之國外或香港、澳門同級同類學校畢業生，以同等學力報考大學學士班者，應以各系規定畢業學分，增加十二學分，為其畢業學分。學士後第二專長學士學位學程修業年限為一至二年，至少須修滿四十八學分，學生入學前已修讀學士學位層級以上相關領域同性質科目學分得辦理學分抵免，惟其畢業應修學分數仍不得少於四十學分。各系得視實際需要，經系務及教務等相關會議通過後提高應修學分總數。學生在規定期限內未能修足規定學分者，得延長修業期限，至多得延長二學年，唯身心障礙學生因身心狀況及學習需要，至多得延長四學年。學生因懷孕、分娩或撫育三歲以下子女之需要，得延長修業期限。修讀雙主修學生之延長修業期限另依本校學生修讀雙主修辦法之規定辦理。

According to different systems, two-year system students must earn at least 72 credits within two school years basically in order to graduate while four-year system students must earn at least 128 credits within four school years basically in order to graduate. Students of Hong Kong, Macao or foreign origins who have enrolled in undergraduate studies and have education backgrounds equivalent to the second year of a domestic high school are required to earn an additional 12 credits before graduation. Postgraduate Conversion Program students must earn at least 48 credits within 1~2 school years, and those who have studied relevant subjects in similar field can waive the credits but the required credits for graduation should not be fewer than 40. Each department can raise the total credits after adopted in department and academic affairs conferences upon actual demands. Students can extend their studies for two more school years at most if they fail to earn all the credits within expected time, only disabled students can extend for four more school years to maximum upon their demands. Students can extend their studies due to pregnancy, childbirth or nurturing children younger than 3. The extension for double major students are according to relevant regulations.

第二十七條 日間部學生每學期修習學分數，二年制一年級不得少於十六學分，不得多於二十七學分；二年級不得少於九學分，不得多於三十六學分。四年制一至三年級不得少於十六學分，不得多於二十七學分，四年級不得少於九學分，不得多於三十六學分，學士後第二專長學士學位學程學生得另案處理。

Two-year system: the 1st grade students should earn 16 credits at least 20 at most; the 2nd grade students should earn 9 credits at least 36 at most.

Four-year system: the 1st ~3rd grade students should earn 16 credits at least 27 at most, the 4th grade students should earn 9 credits at least 36 at most.

The study credits for Postgraduate Conversion Program students is exclusively handled.

進修推廣部學生每學期修習學分數，二年制一年級不得少於九學分，不得多於二十

七學分；二年級不得少於九學分，不得多於三十六學分，轉學生另案處理。四年制一至三年級不得少於九學分，不得多於二十七學分，四年級不得少於九學分，不得多於三十六學分。

Two-year system students in Division of Continuing Education: should earn 9 credits at least 27 at most in their 1st grade; 9 credits at least 36 at most in their 2nd grade, and the credits for transferring students is exclusively handled.

Four-year system students in Division of Continuing Education: should earn 9 credits at least 27 at most during their 1st~3rd grade; 9 credits at least 36 at most in their 4th grade.

第二十八條 本校學生有下列情形之一者，得申請抵免科目學分。「科目學分抵免辦法」另訂之。
CTU students who meet the following requirements can apply for credits waiver and transference according to “credits waiver and transference regulations”.

一、學生入學前已修習及格之科目與學分。

The subjects and credits have been studied and earned before entrance.

二、學生在學期間從事與學習課程相關實務工作。

Students have worked in the field related to the courses during their studies.

三、學生入學前就業實習之實務經驗與所學相關者。

Students have practical work experience related to the courses before entrance.

第二十九條 學生成績分為學業（包括實習）與操行二種。各種成績核計採百分記分法或等第記分法。百分記分法以一百分為滿分，以六十分為及格；等第記分法以丙等為及格。百分記分法與等第記分法及點數之對照依下列規定計列：

There are two kinds of evaluation for students, academic records and conduct. The marks are given either in percentile or ranking. The full marks of the former one is 100 points, and 60 is a pass; in ranking, “C” is a pass. The parallel texts as follows:

一、八十分以上者為甲（A）等，點數四點。

80 or above is equivalent to “A”, 4 points.

二、七十分以上未滿八十分者為乙（B）等，點數三點。

70 to 79 is equivalent to “B”, 3 points.

三、六十分以上未滿七十分者為丙（C）等，點數二點。

60 to 69 is equivalent to “C”, 2 points.

四、五十分以上未滿六十分者為丁（D）等，點數一點。

50 to 59 is equivalent to “D”, 1 point.

五、未滿五十分者為戊（E）等，點數零點。

Lower than 50 is equivalent to “E”, 0 point.

第三十條 學生因請假（公假除外）或曠課致某一科目缺課時數達全學期該科目授課總時數三分之一者，不得參加該科目期末考試，該科目期末考試成績以零分計，其餘成績保留計算。

Students whose absent hours reach to 1/3 of all of that subject in the semester due to leaves (except for official leave) or skipping classes, can not attend the final exam of that subject, and the score will be recorded zero as the rest of others not changed.

學生因懷孕、撫育三歲以下子女之照顧或其他重大事故，而核准之事(病)假、產假，其缺席不扣分；致缺課時數逾全學期授課時數三分之一者，該科目成績得視需要與科目性質以補考或以其他補救措施彈性處理，補考成績並按實際成績計算。

Due to pregnancy, nurturing children younger than 3 or other serious cases, there's no deduction from the students' marks for their leaves which have been granted; if the absent hours exceed 1/3 of all of that subject in the semester, they should make up the exam upon the demands or make it up by other remedies.

第三十一條 學期測驗成績與平時成績合併核計。學期成績積分總和除以學分總和，為學期學業成績。各學期之學業平均成績，為其畢業成績。學期學業成績與畢業成績按四捨五入計算均保留至小數點後一位計算。

The grades of exams will be combined with general grades. The academic records of the semester is the result that the sum of semester grade points are divided by the sum of credits. The average grade points of each semester are their graduate average.

第三十二條 學生學期學業成績不及格者，均不予補考，必修科目應令重修。

If students fail the academic records of the semester, they can't make up the exam but need to study makeup courses.

第三十三條 學生入學考試試卷，應妥為保管一年，以備查閱或備主管教育行政機關調閱。學生在校各種考試試卷，保存時間為二年，但依規定提起申訴者，應保存至申訴程序結束或行政救援程序終結為止。學生各項成績，應妥為登錄，並永久保存。

The papers of entrance exam should be kept for one year for the superior authority of education to check. Students' test papers at school should be kept for two years, while the students who appeal according to regulations, their test papers should be kept until the procedure ends or the procedure of administrative remedy finishes. Students' records should be keyed in and preserved permanently.

第三十四條 學生於成績公佈後若對於成績有疑議，得於次學期開學前，向任課教師反映。學生各項成績經教師評定送交教務處註冊組（進修推廣部教務組）後，不得更改；但如發現登錄或核算錯誤而需更正者，應由原任課教師於次學期開學一週內檢附相關資料向各所屬系（所、室、組）提出書面申請，並列席系（所、室、組）務會議說明，經系（所、室、組）務會議審查通過後，教務長（進修部主任）核准後始可更改成績。成績更改辦法另訂之。

Students having doubts on their grades can reflect to the teachers. The grades once evaluated by teachers are submitted to the registration section of Academic Affairs Office, they can't be altered; if the grades are found incorrect and need to be corrected, the teachers of that subject should submit the written application with relevant documents within one week from the start day of next semester to relevant department (college, section, office) and attend the conference to explain, after examined and approved in the conference, and the dean of academic affairs office approves, the grades can be altered. The regulations of altering grads are exclusively established.

第七章 選課 Select Courses

- 第三十五條 學生須依規定選課，選課辦法另定之。
Students select the courses according to regulations which are exclusively established.
- 第三十六條 重複修讀已及格或已核准抵免之科目，其學分不計入畢業學分數內。
The credits of the subjects that have been studied and passed before or waived will not be counted in the graduation requirements.
- 第三十七條 未按規定辦理選課者，其成績、學分概不承認。不得修讀上課時間互相衝突之科目，衝堂各科目之學期成績均以零分計。
Students do not select the courses according to regulations, their grades and credits will not be recognized. They can't select two courses that overlap, or the grades of that semester will be zero.
- 第三十八條 本校學生修讀他校課程需經本校與他校核准，未經核准，本校概不承認。校際選課辦法另訂之。
CTU students can study the courses of other schools only after CTU approve, or it will not be recognized. The regulations of inter-college course taking will be established exclusively.

第八章 雙聯學制 Dual Degree

- 第三十九條 為辦理雙聯學制，本校得與國外大學或教育部認可名冊內所列之大陸地區高等學校或機構簽訂學生交流計畫，共擬相互承認之課程，並共同授予學位。
CTU can sign agreements of school exchange with international universities or the colleges on the reference list of China schools from the Ministry of Education, for both parties to grant the courses and degrees jointly.
- 第四十條 本校修習雙聯學制之大學部學生，在國外大學或教育部認可名冊內所列之大陸地區高等學校或機構之修業時間、修習學分數，得予併計為畢業之修業期限及修習學分數。四年制在兩校修業時間合計至少須滿三十二個月。學生在兩校當地修習之學分數，累計需各達最低畢業學分數之三分之一以上，有關學分抵免事宜，並依本校「學生抵免學分辦法」辦理。雙聯學制實施要點另訂之。
CTU students study dual degree in international universities or the colleges on the reference list of China schools from the Ministry of Education, the duration and credits of their studies will be counted in the graduation requirements. For four-year system students, they have to study in both schools for 32 months at least in total. The credits that are earned in each school should separately reach 1/3 of the least graduation requirements. The credits waiver and transference are according to "the regulations of credits waiver and transference". The guidelines for dual degree are exclusively set up.

第九章 畢業、學位授予 Graduation & Degree Conferral

- 第四十一條 應屆畢（結）業缺修學分，須於延長修業期限之第二學期重修或補修者，第一學期

得申請休學，免予註冊。註冊者至少應選修一個科目。

Graduating students who need to extend their studies for making up the courses in the 2nd semester of the extended school year can apply for suspension in the 1st semester without registration. Those who are enrolled should study at least one subject.

第四十二條

本校學生依大學法之規定修業期滿，並修足應修之科目與學分數，並通過本校及各系規定之各項能力考核，成績及格，有實習年限者，實習完畢，成績及格，准予畢業者由本校依學位授予法及相關規定，授予學士學位，發給學位證書。學士後第二專長學士學位學程應加註「學士後○○○學程」字樣。修讀雙主修學生，修滿主系及另一主修系組應修科目及學分數者，其畢業生名冊、歷年成績表及學位證書均加註另一主修系組名稱。修讀輔系者，其畢業生名冊、歷年成績表及學位證書均加註輔系名稱。

CTU students who study the required courses and earn the credits in expected duration, pass all the exams, complete their internships, and meet the graduation requirements, will receive the diploma according to Degree Conferral Act and relevant regulations.

The diploma of Postgraduate Conversion Program students will be added

“Post-graduate Degree” on. Double major students who have completed their studies on both majors, their diploma, the graduation list and the transcripts of all semesters will be stated both majors. Students study minor programs, their diploma, the graduation list and the transcripts of all semesters will be stated both the original major and the second major.

第四十三條

四年制各系學生修業期間，合於下列標準者，得申請提前一學年或一學期畢業：

Four-year system students who meet the requirements as follows can apply for graduation one semester or one school year earlier before schedule:

一、修滿畢業應修之必修與選修科目與學分。

Study and earn the required & selective subjects and credits.

二、各學期學業平均成績均在八十分以上，且各學期名次均在該班級學生數前百分之五以內。

Average grade point of each semester is 80 or above, and the ranking is in top 5% of their class.

三、操行成績各學期均在八十分以上。

The conduct records of each semester is 80 or above.

四、有實習年限者，並已完成實習。

Students have completed their internships.

不符合提前畢業規定者，仍應依規定辦理註冊，並修習規定之應修學分數。

Students who do not meet the requirements above should complete registration according to regulations and study to earn the required credits.

第四十四條

應屆畢業生於最後一學期所修習之科目，其成績尚未全部算出之前，即使已修滿該系（組）之科目、學分，仍具在學生身份，不得要求退修其他尚未算出成績之科目，且不得要求發給學位證書；須待所修習科目之成績均算出且符合畢業資格之條件，

方得於規定日期領取學位證書。

The graduating students who have earned the required credits before all the results come out in their last semester can not withdraw the courses and ask for getting the diploma; they have to wait until all of their results come out and meet the graduation requirements and can receive the diploma in expected time.

第三篇 研究所 Graduate School

第四十五條 除本篇另有規定外，碩、博士班研究生之註冊、選課、學分抵免、雙聯學制、成績考核、缺曠課、保留入學資格、休學、復學、退學、開除學籍、畢業等事項，悉依大學部之規定辦理。

Except for the regulations exclusively laid down in this chapter (graduate school) hereinafter, other affairs of students of Master degree and Doctor's degree will be handled according to the regulations of CTU university.

第四十六條 凡在公立或已立案之私立大學或獨立學院或教育部認可之國外大學或獨立學院有關學系畢業得有學士學位或具有同等學力規定之資格，經本校各系（所）碩士班招生考試錄取者，得入本校各系（所）碩士班就讀。

Students with bachelor's degree of domestic or international universities or colleges that are recognized by the Ministry of Education or equivalent qualification can enter the graduate school of CTU once they are admitted after entrance exam.

凡在公立或已立案私立大學或獨立學院或教育部認可之國外大學或獨立學院有關學系畢業得有碩士學位或具有同等學力規定之資格，經本校各系（所）博士班招生考試錄取者，得入本校各系（所）博士班就讀。

Students with master's degree of domestic or international universities or colleges that are recognized by the Ministry of Education or equivalent qualification can enter the graduate school of CTU once they are admitted after entrance exam.

外國學生經申請並獲核准後，得入本校碩、博士班肄業，其辦法另訂之。

International students who apply for admission and are approved can enter the graduate school of CTU, the regulations are exclusively established.

但以同等學力或非相關科系畢業錄取之研究生應加修大學部相關學系基礎科目與學分，由各系（所）另訂之。

However, the students with master's degree whose background is not related with their intended department are required to take the courses of relevant subjects at University. The regulations are exclusively established by each department.

第四十七條 研究生每學期所修科目與學分，由各該系（所）定之。但第一學年每學期不得少於六學分，不得多於十八學分。

The required subjects and credits of each semester for graduate students are regulated by each department. The credits earned in the semester of the 1st school year should be 6 at least, 18 at most.

第四十八條 碩士班修業年限以一至四年為限。博士班修業期限以二至七年為限。在職進修研究

生未在規定修業期限修滿應修課程或未完成學位論文者，因特殊需要得酌予延其修業期限以一年為限。學生因懷孕、分娩或撫育三歲以下子女之需要，得延長修業期限。

The duration of studies for master's degree students is 1~4 years, doctor's degree 2~7 years. In-service Master's Program students who fail to complete the requirements or essays in expected time can extend their studies for one year at most upon demands. Students can extend their studies due to pregnancy, childbirth or nurturing children younger than 3.

第四十九條 碩士班研究生至少須修滿廿四學分（論文六學分另計）。博士班研究生至少須修滿十八學分（論文六學分另計），如須提高畢業應修學分數，由各（系）所訂定，並報校核定後實施。

Students of Master's degree must earn 24 credits at least (the 6 credits of essay excluded). Students of Doctor's degree must earn 18 credits at least (the 6 credits of essay excluded). Any raise of graduation required credits is regulated by each department and submitted to school for approval.

第五十條 研究生為研究需要，經相關各系（所）主管之同意，得選修他所科目，其學分並准列入畢業學分內計算。以同等學力或非相關科系畢業考取之研究生，所須加修大學部相關學系基礎科目之學分，不得列入畢業學分計算。

For the demands of research, the graduate students can take the selective courses of other institutes after approved by heads of each institute, and the credits earned in other institutes will be counted in graduation requirements. The graduate students with equivalent qualification or whose background is not related will have to take the courses of relevant subjects at University, but the credits will not be counted in the graduation requirements.

第五十一條 研究生學業成績以一百分為滿分，七十分為及格；不及格者不得補考，必修科目應予重修。

The full mark of graduate students is 100 points, and 70 is a pass; they can not make up the exam when failing, they have to take the required courses again.

第五十二條 研究生之學位考試，以口試為原則，由本校定期辦理之。必要時，各系（所）並得另訂辦法，自行舉行學科考試。碩博士學位考試辦法另訂之，並報請教育部核備。

The final oral examination graduate degree is held regularly by school. If necessary, each faculty can hold subject exams of which regulations are exclusively established. The regulations of graduate degree examination are set up exclusively and submitted to the Ministry of Education for approval.

第五十三條 研究所畢業生之學業平均成績與學位考試成績之平均，為其畢業成績。非研究所開設之課程，不列入學業平均成績之計算。

The average of students' subject grades and degree exams is their graduation result. The courses taken out of graduate school are not counted in subject grades.

第五十四條 研究生有下列情形之一者，應令退學：

Graduate students who commit one of the following acts will be expelled from the school:

一、修業期限屆滿而仍未修滿應修科目與學分者。

Students who fail to complete the required courses and credits in expected time.

二、博士班研究生資格考核不及格，不合重考規定，或經重考一次仍不及格者。

The students of doctor's degree who fail on the qualification examination and can not make up the exam according to regulations or fail on the makeup exam.

三、學位考試不及格，不合重考規定，或經重考一次仍不及格者。

Students who fail on the graduate degree examination and can not make up the exam according to regulations or fail on the makeup exam.

四、除論文外，學期學業成績全部零分者。

The students who get zero on all academic records.

五、逾期經通知後仍未完成註冊或休學逾期未復學者。

Students who do not complete the registration after noticed or fail to return to school in expected time from suspension.

六、操行成績不及格者。

Students who fail on conduct grades.

第五十五條 研究生合於下列各項之規定者，准予畢業：

Graduate students who meet the requirements as follows are permitted to graduate:

一、在規定年限內，修滿規定科目與學分，成績及格。

Students who complete the required courses and earn the credits in expected duration.

二、通過本校規定之學位考試。

Passing the examination of graduate degree.

三、操行成績各學期均及格。

Students who get the passing marks on conduct evaluation of each semester.

第五十六條 合於前條規定之碩士班研究生，由本校發給學位證書，授予碩士學位。合於前條規定之博士班研究生，由本校發給學位證書，授予博士學位。

The students of Master's degree who meet the requirements of last article (55.) will be conferred the diploma of Master's degree by CTU, likewise, the students of Doctor's degree will be conferred the diploma of Doctor's degree.

第四篇 學籍管理 School Rolls

第五十七條 本校建立之學生學籍記載表包括：學號、姓名、性別、出生年月日、身分證統一編號、外國學生國籍、僑生僑居地、入學學歷、入學年月、所屬院系班、休學、復學、轉系、輔系、所修科目學分成績、畢業年月、所授學位(或退學紀錄)、家長或監護人之姓名、通信地址等，學生學籍記載表永久保存。

The school rolls include: student number, name, gender, birthday, ID number, nationality, address of overseas Chinese students, educational background, date of

entrance, faculty, suspension, reentry, transferring to another faculty, minor, subject grades, graduation date, conferral degree (or withdrawal), parents' or custodians' name and address, etc., which are preserved permanently.

第五十八條 學生姓名、身分證號碼及出生年月日，以身分證所載者為準。

Students' name, ID number and birthday should be in accordance with their ID card.

第五十九條 在校生及畢業校友申請更改姓名、出生年月日者，應檢附戶政機關發給之證明文件，報請學校辦理。畢業校友之學位證書，由學校改註加蓋校印。

Enrolled students or alumni who apply for changing names or birthdays should submit the certificates issued by household registration office to school. The change on alumni's diploma will also be made by school with school stamp.

第六十條 本校應於學期開始後二個月內造具各學系新生及轉學生名冊、統計表連同錄取榜(名)單，存校備查；具有保留入學資格者，另附名冊備查(格式同新生名冊)。

The school rolls of new students and transferring students of each faculty along with the statistical tables and admission lists should be collected and preserved for reference within two months after the start of the semester. Students who retain their student status should be exclusively enrolled for reference (the same format as new students').

第六十一條 轉系生名冊、退學生名冊及在校生更改姓名、出生年月日名冊，由學校列管，並於授予學位名冊註記更改事項。

Any change of names or birthdays on the school rolls of transferring students, withdrawing students and enrolled students are handled by school and will be noted on the rolls of degree conferral.

第六十二條 本校應於畢業生畢業後六個月內，造具授予學位名冊及統計表存校備查。

The rolls of degree conferral and statistical tables should be compiled within six months after the graduation for reference.

第五篇 附則 Supplementary Provision

第六十三條 本校學生獎懲辦法、操行成績考查辦法及其他有關事項另訂之。

The regulations of CTU student merit and penalty, the evaluation of conduct grades, and other relevant affairs are exclusively established.

第六十四條 本校學生突遭經教育主管機關認定之重大災害，經校內會議決議後，有關該生入學考試及資格、註冊、繳費及選課、請假、成績考核及學分抵免、休學、退學、復學、退費及修業期限與畢業資格條件等彈性修業機制規定另訂之。

If students suffer from what is recognized as serious disasters by superior authority of education, once the resolution is made in conferences, any relevant affairs about their studies will be exclusively regulated with flexibility.

第六十五條 本學則如有未盡事宜，悉依相關法令辦理之。

Any unstated matters are according to relevant regulations.

第六十六條 本學則經本校校務會議通過，陳請校長核定後公布實施，修正時亦同。

These regulations have been discussed and approved during a meeting of school affairs

and took effect after the president's approval. Future amendments to this regulation will go through the same process.

建國科技大學學則(修正條文對照表)

	修訂條文內容	原條文內容	備註
第九條	<p>四年制學生因特殊原因於第一學年第一學期開始得申請轉入各系(組)一年級第二學期肄業，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。</p> <p>降級轉部或轉系(組)者，其在兩系(組)重複修習之年限，不計入轉入系(組)之最高年限。</p>	<p>四年制學生因特殊原因於第一學年第一學期開始得申請轉入各學系一年級第二學期肄業，第二學年開始以前得申請轉入性質相近學系二年級肄業，於第三學年開始以前申請，可轉入性質相近學系三年級或性質不同學系二年級肄業，於第四學年開始以前申請者，可轉入性質相近學系三年級肄業，但以一次為限，必須修滿轉入學系規定之科目及學分數，方得畢業。</p> <p>同系轉組者，應比照前項規定辦理。</p> <p>降級轉系(組)者，其在兩系(組)重複修習之年限，不計入轉入系(組)之最高年限。</p>	<p>一、更正「學系」為「系」，並加上(組)。</p> <p>二、刪除：同系轉組者，應比照前項規定辦理。</p> <p>三、增列：轉部或</p>
第十條	<p>二年制學生因特殊原因，於一年級第二學期得申請轉入性質相近系(組)就讀，但以一次為限，且必須修滿轉入系(組)規定之科目及學分數，方得畢業。</p>	<p>二年制學生因特殊原因，於一年級第二學期得申請轉入性質相近學系就讀，但以一次為限，且必須修滿轉入學系規定之科目及學分數，方得畢業。</p> <p>同系轉組者，應比照前項規定辦理。</p>	<p>一、更正「學系」為「系」，並加上(組)。</p> <p>二、刪除：同系轉組者，應比照前項規定辦理。</p>
第十一條	<p>本校日間部、進修推廣部學生，得相互轉系(組)。</p>	<p>本校日間部、進修推廣部學生，經考試得相互轉系。</p>	<p>一、刪除：經考試。</p> <p>二、增加：(組)</p>
第十二條	<p>本校辦理學生轉系(組)，其轉入年級學生名額，以不超過該系(組)原核定及分發新生名額加二成為限。</p>	<p>本校辦理學生轉系，其轉入年級學生名額，以不超過該學系原核定及分發新生名額之二成為原則。</p>	<p>一、參考臺灣大學轉系辦法，明訂轉系後學生名額以不超過該系原核定名額加二成為限。</p> <p>二、更正「學系」為「系」。</p> <p>三、增加：(組)</p>

