

國立中興大學台灣人文創新學士學位學程學生抵免學分辦法

National Chung Hsing University Bachelor Program in Taiwan Humanities and Creativity Credit Transfer Regulations

111 年 1 月 4 日學程事務委員議通過

Amended and approved by the Program Affairs Committee Meeting on January 4, 2022.

一、本學程為辦理學生抵免學分事宜，依據「國立中興大學抵免學分辦法」訂定本辦法。

This regulation is formulated for handling student credit transfers in accordance with the "National Chung Hsing University Credit Transfer Regulations."

二、申請抵免學分之通則如下：

- (1) 曾在教育部認可之國內外大專院校就讀者得提出申請。
- (2) 科目名稱相同方可抵免。
- (3) 科目名稱不同，但內容實際相同者得附上原課程大綱，申請抵免。
- (4) 專科學校一年級至三年級課程不得申請抵免，專四、五年級課程可申請抵免。
- (5) 全學年課程，學分足夠者可抵免全學年課程，學分不足者得以抵免上學期，但仍須補修下學期課程，否則學分不予採認。
- (6) 抵免學分得以多抵少，不得以少抵多。
- (7) 抵免課程之成績不列入學期成績中計算。
- (8) 申請抵免學分以一次為限，抵免後與超過申請期限均不得再提出申請。
- (9) 抵免學分由本學程學程主任審核之，並得徵詢相關教師之意見。

The general principles for applying for credit transfer are as follows:

- (1) Applicants must have previously attended a domestic or foreign university recognized by the Ministry of Education.
- (2) Only courses with the same course title are eligible for credit transfer.
- (3) If the course titles differ but the content is substantially the same, the applicant may attach the original course syllabus to apply for credit transfer.
- (4) Courses taken in the first to third years of a vocational school are not eligible for credit transfer. However, courses in the fourth and fifth years may be eligible.
- (5) For full academic year courses, if the credits are sufficient, the entire academic year's course may be transferred. If the credits are insufficient, only the first semester may be transferred, but the student must make up the second semester course; otherwise, the credits will not be recognized.

- (6) Credit transfers may be applied for in a one-to-one ratio or in excess; however, transfers cannot be applied for in reverse (i.e., fewer credits transferred than required).
- (7) The grades of transferred courses will not be included in the calculation of the semester grade point average (GPA).
- (8) Credit transfer applications are limited to a one-time submission. No further applications can be submitted after the transfer or after the application deadline has passed.
- (9) Credit transfers are subject to review by the Program Director, who may consult with relevant faculty members for their opinion.

三、抵免學分之上限規定如下：

- (1) 學士班或進修學士班轉入二年級之轉學位學程生，至多得抵免 20 學分；轉入三年級者，至多 30 學分，但校必修(體育、服務學習、通識)課程及已修習本學程開設之相同科目名稱及學分數，不在此限。
- (2) 經本校核准到國內外學校修課完畢之在學學生，其可抵免之科目與學分數由本學程認定。

The following are the maximum limits for credit transfer:

- (1) For students transferring to the second year of the Bachelor's program or Continuing Education Bachelor's program, the maximum transferable credits are 20 credits. For those transferring to the third year, the maximum is 30 credits. However, mandatory university courses (physical education, service learning, general education), as well as courses with the same course titles and credits offered by this program, are not subject to this limit.
- (2) For students who have received approval to take courses at domestic or foreign institutions, the transfer of courses and credits will be recognized by the program based on its own evaluation.

四、轉學位學程生與經本校核准到國內學校修課完畢之在學學生，其抵免科目除採計學分外，並採計成績。入學新生、轉學生及經核准至國外及大陸地區之交換生，其抵免科目僅採計學分，不採計成績。

Transfer students and students who have received approval to take courses at domestic institutions will have their transferred courses both credited and graded. For incoming freshmen, transfer students, and students who have been approved to study abroad or in Mainland China as exchange students, only the credits for the transferred courses will be counted, and the grades will not be included.

五、學生應按規定期限辦理學分抵免，而且申請抵免學分以一次為限，辦完抵免後與超過期限後均不得再提出申請抵免。

Students must apply for credit transfer within the specified deadline. Credit transfer applications can only be submitted once. Once the transfer is processed

or the deadline is exceeded, no further applications can be made.

- 六、新生、轉學生與轉學位學程生抵免學分之申請，應於入學(復學)、轉學、轉學位學程該學期註冊日起二週內辦理完畢。在學學生至國內外他校修課之抵免，則須於修課完畢取得成績後一個月內辦理抵免，如為應屆畢業生必須完成抵免申請手續才能離校。

Freshmen, transfer students, and transfer students from other programs must complete their credit transfer applications within two weeks from the registration date of the semester in which they enroll (or re-enroll) or transfer. For students who take courses at other domestic or foreign universities, the transfer application must be submitted within one month after obtaining the grades. Students who are about to graduate must complete the credit transfer application before leaving the university.

- 七、本辦法經學程事務委員會通過後，報請教務處備查，修訂時亦同。

These regulations are effective once approved by the Program Affairs Committee and filed with the Office of Academic Affairs. Any revisions will follow the same procedure.

【英文翻譯僅供參考，若文義與中文版不同，概以中文版為準】

The English translation is for reference only. In case of any discrepancies between the English and Chinese versions, the Chinese version shall prevail.