

# The NCHU Regulation for Dealing with Student's Academic Affairs and Status While Staying Abroad

Amended (Articles 2 & 6, Added Article 7) in the 44<sup>th</sup> Academic Affairs Meeting on Oct. 31<sup>st</sup>, 2002  
Amended (Article 11) in the 51<sup>st</sup> Academic Affairs Meeting on Mar. 30<sup>th</sup>, 2006  
No. 0950138148 official letter (Articles 2, 3, 4, 5, 6, 7, 8, 10, 11) approved by Ministry of Education on Sep. 21<sup>st</sup>, 2006  
Amended (Articles 1 & 9) in the 52<sup>nd</sup> Academic Affairs Meeting on Oct. 27<sup>th</sup>, 2006  
No. 0950138148 official letter approved by Ministry of Education on Sep. 21<sup>st</sup>, 2006  
Amended (Articles 2, 6, & 7) in the 54<sup>th</sup> Academic Affairs Meeting on Oct. 25<sup>th</sup>, 2007  
No. 0970019456 official letter (Article 3) approved by Ministry of Education on Feb. 4<sup>th</sup>, 2008  
Amended (Article 11) in the 58<sup>th</sup> Academic Affairs Meeting on Oct. 26<sup>th</sup>, 2009  
No. 0980122690 official letter approved by Ministry of Education on Jul. 15<sup>th</sup>, 2009

Article 1 This Regulation is adopted pursuant to Article 28 of the University Law and the NCHU Student Study Regulation.

Article 2 This Regulation is applicable to the following students:

1. Students who are recommended by their department, graduate institute, or degree program to conduct research overseas or study abroad for course credits.
  2. Students who are chosen by the government to conduct research overseas or study abroad for course credits.
  3. Students who are chosen as exchange students by NCHU to study at overseas universities which have cooperative relationship with NCHU.
  4. Students who are recommended by graduate institutes and approved by the University to conduct dissertation-related research overseas.
  5. Students who participate in international exhibition tours or apprenticeship as required by their department, graduate institute, or degree program.
  6. Students who represent the country or NCHU to take part in international events or conferences.
  7. Students who represent the country to take part in international artistic competitions.
- Students who are chosen to represent the country to train abroad or to take part in competitions.

Students who need to leave the country to visit a critically ill lineal relative or spouse, or attend the funeral of a lineal relative or spouse.

Article 3 Students are only allowed to conduct research or study abroad at universities recognized by the Taiwan Ministry of Education; universities that are not recognized by the MOE must be recognized by the competent authority of the location's national government or by a professional evaluation organization.

Article 4 The duration of a student's stay abroad is limited as follows:

Duration of stay abroad for students who leave the country due to personal reasons is limited to one third of a semester.

Duration of stay abroad for students who leave the country on an official leave is limited to one third of the semester.

Duration of stay abroad for students who leave the country due to suspension of study is governed by the NCHU Student Study Regulation.

Duration of stay abroad for students who leave the country for internship is limited to 3 months.

Duration of stay abroad for students who leave the country according to sub-paragraphs 1, 2, 3, 4 of Article 2 is limited to 1 year, but PhD students without military obligations may extend the period for 6 months for one time.

Article 5 Students who miss the registration deadline or examinations while staying abroad are permitted to register or take make-up examinations no later than one week before the end of their permitted stay abroad.

Article 6 For students who go abroad according to sub-paragraph 1, 2, 3, and 4 of Article 2 but do not apply for suspension of study, the credits earned abroad may be accepted based on discretion of each department, graduate institute, or degree program. In addition, the aforementioned student's stay abroad may be counted as part of a student's permitted duration of study (for a maximum of one year).

Article 7 For students who study aboard and take courses recognized by the department, graduate institute, or degree program of NCHU, the courses taken and the grades will be recorded in the NCHU transcript for the corresponding semester. The grade conversion shall be handled and completed by the department, graduate institute, or degree program before the result is sent to the NCHU Office of Academic Affairs for record.

Article 8 Students who, while staying abroad, violate University rules, or are charged with inappropriate conduct or fail to return to NCHU are subject to disciplinary actions according to the Students Reward and Punishment Regulations and the NCHU Students Study Regulation.

Article 9 Students who have not completed their military service and intend to leave the country must follow "The Guidelines on Postponing Military Recruitment for Higher Education," "The Regulation on the Departure of the Male Military Recruits," and other applicable regulations regarding military services.

Article 10 Matters such as application of passport, receiving or ceasing to receive grants or scholarships for students going abroad are governed by other relevant regulations.

Article 11 This Regulation and any amendments hereto shall be announced and implemented after being passed in the school's Academic Affairs Meeting and submitted to the Ministry of Education for future reference.