

NCHU Regulations for Course Registration between Undergraduate Programs and Extension Education Programs

Amended (Articles 1 & 5) in the 29th Academic Affairs Meeting on Nov. 29th, 1994
Amended (Article 2) in the 31st Academic Affairs Meeting on Oct. 18th, 1995
Amended (Articles 1 & 5) in the 34th Academic Affairs Meeting on Oct. 23rd, 1997
Amended (Articles 1, 2, 4, 5, 6, & 7) in the 40th Academic Affairs Meeting on Oct. 26th, 2000
Approved (Articles 1 & 5) in the 44th Academic Affairs Meeting on Oct. 31st, 2002
Approved (Article 1) in the 47th Academic Affairs Meeting on Mar. 25th, 2004
Amended (Article 1) in the 60th Academic Affairs Meeting on Nov. 1st, 2010
Approved (Article 1) in the 65th Academic Affairs Meeting on Mar. 25th, 2013

- Article1 NCHU students in undergraduate programs and extension education programs under any of the following circumstances may take courses in each others' programs:
1. Students in the fourth year of study who have schedule conflicts between required courses and courses they must retake or repeat.
 2. Graduating students who wish to take elective courses not offered in their own undergraduate or extension programs.
 3. Students who have course schedule conflicts due to pursuit of a double major or minor degree.
 4. Students whose average grades in the previous semester rank among the top 10% of the class.
 5. Graduating students who have course schedule conflicts which may affect their graduation.
 6. Students who wish to take courses in the other program for special reasons may submit a written application. The aforementioned application shall be approved by the course instructor and the chair of the department/program.
- Article2 Courses taken under the aforementioned conditions shall not exceed 1/3 of a student's total course credits.
- Article3 Students under the aforementioned conditions shall complete course registration before the deadlines designated by both programs.
- Article 4 The course subjects and number of students allowed from the other program are determined by each department (program). Students shall be admitted into the program on a first-come, first-serve basis until the class is full.
- Article 5 Course fees for undergraduate students taking extension program courses are based on NCHU course selection regulations; extension program students taking undergraduate courses will be required to pay credit fees.
- Article 6 Students must exercise their best judgment when taking courses offered in the other program. Unless otherwise permitted, the students are not allowed to drop or add courses once they finish the course registration process.
- Article 7 This regulation and any amendments hereto shall be implemented after being

reviewed and passed in the school's Academic Affairs Meeting.