

## **TKU Regulations on Students Undertaking an Academic Minor**

Secretariat Regulation No. 1120000013 (06/14/2023)

(英文譯本僅供參考，法規之實施概以中文版為準。)

The English version is provided for reference only. The practice of the regulations shall be based on the Chinese version.)

### **Article 1**

These regulations were formulated in accordance with Article 28 of *the University Act*.

### **Article 2**

Students of the university (not including those who extend their study period) may apply for an academic minor in the second semester of each academic year. Graduate students may apply for a minor in a department, institute, and degree program at the same level or at a lower level, within the time specified in the academic calendar via an online registration application. However, students with less than one year of enrollment may not apply for withdrawal. Mainland Chinese students can only apply for a minor in a department, institute, and degree program that has gained official approval from the Ministry of Education (MOE) to admit students from Mainland China for that academic year.

### **Article 3**

For those who have registered a minor in a department, institute, and degree program, the subjects and credits required as part of the minor shall be determined by the respective department, institute, and degree program.

### **Article 4**

The courses of a minor in a department, institute, and degree program shall be selected in accordance with the approved list for minor courses published by TKU. A minimum of twenty (20) credits is required for a bachelors program; a minimum of ten (10) credits for a masters program; and a minimum of 8 credits for a doctoral program. If courses in this list include compulsory courses from the student's major department, institute, and degree program, the student may instead select other compulsory courses offered by the minor department, institute, and degree program. If there are not enough of these other compulsory courses to make up the required credits, the student, after gaining the approval of the minor department chair, is obliged to make up these credits by taking elective courses offered by the minor department, institute, and degree

program and send a written report to the Office of Academic Affairs for future reference.

#### **Article 5**

The academic credits and grades of each course taken in students' major and minor departments, institutes, degree programs are combined at the end of each semester. The limits on the total number of study credits shall be handled in accordance with the *TKU Study Regulations*.

The credits obtained by students in the minor departments, institutes, and degree programs are not included in the calculation of the graduation credits of the major departments, institutes, and degree programs. If for some reason a student is unable to continue taking a minor, he or she shall, within two weeks from the commencement of the add or drop period of each semester, register online to withdraw from the minor. After a student has relinquished his or her qualification to take a minor, whether or not any of the credits obtained in the minor courses shall be included as part of the major credits required for graduation shall be determined by the regulations of the major department, institute, and degree program.

#### **Article 6**

Students enrolled in minor departments, institutes, and degree programs shall join regular classes and may take extra summer courses. In the event that enrollment in the minor department, institute, and degree program results in an excessively high number of students in the original class, necessitating the opening of additional classes, the student is obliged to pay tuition fees for this particular course.

#### **Article 7**

Bachelor's degree students pursuing a minor in a department, institute, or degree program during an extended study period and graduate students with a study duration of five academic semesters or more (including the fifth semester) shall pay the relevant fees in accordance with the tuition and miscellaneous fee standards set by the university.

#### **Article 8**

Students who have completed the subjects and credits required by the minor department, institute, and degree program, the name of the minor department, institute, and degree program shall be printed on their graduate books, academic transcripts, and degree certificates.

#### **Article 9**

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Students who have completed the required subjects and credits of the major department, institute, and degree program, but have not completed the required subjects and credits of the minor department, institute, and degree program shall apply for withdrawal before December 31 within the first semester, and before June 30 in the second semester to discontinue their minor and obtain the graduation qualification of the major department, institute, and degree program.

**Article 10**

This set of regulations will take effect on the date of its publication after being passed in an academic affairs meeting. The same applies to any later amendments made.