

Tamkang University Method for Taking an Inter-school Minor

TKU Regulation No. 1070000002 (01/04/2018)

Article 1

These regulations were instituted in accord with Article 28 of the University Law and Article 25 of Its Implementation Rules and TKU regulations.

Article 2

These regulations for Taking an Inter-school Minor refer to students who have received the approval of department of their original school and the department of the school they desire to take a minor at as for the minor courses at the other school.

The inter-school minor department should be within the scope and work details of the agreement to cooperate between this school and the other school as implemented within a written contract.

Article 3

Students of other schools who meet the conditions of the various departments of TKU which are recruiting other school's students for taking a minor should make out an application according to the stipulated time limits of TKU; those over the time limit will not be accepted. After obtaining the qualifications to take a minor, the students should in accord with TKU's "Inter-school Elective Course Implementation Method" process course selections before the deadline of adding or dropping courses each semester.

Article 4

Students from other schools taking a minor at a department of TKU should complete at least 20 credit hours of specialized courses as specified by the minor department; the courses and credit hours of a minor should be determined by each department.

Article 5

When the courses of a TKU minor department and the required courses of their original school are the same for the students of other schools who take a minor at TKU, they should not be considered as TKU minor courses; they should be considered elective credits among the required courses for a minor or other related courses. Whether related required courses are the same or not, shall be determined by related departments of TKU and the other school.

Article 6

When students of other schools take a minor at a TKU department, if for some reason they are unable to continue to study, they should within two weeks after the add-drop period at TKU make out an application to discontinue their study; with the approval of the chairs of the TKU minor department and the major

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department of the other school, the application of discontinuance shall be sent to the individual offices of academic affairs at the two schools for reference. Whether the courses already completed of the TKU minor shall be considered as elective credits of the original school's department should be handled in accordance with the related regulations of the original school's department.

Article 7

Students of other schools taking a TKU minor who apply to discontinue said minor and expect to use the credits they have taken at their original school to qualify as graduation credits for this year, should make out an application within two weeks after the add-drop period of this semester.

Article 8

As for students of other schools taking a TKU minor who extend their study time to the whole two year limit, in the case of courses and credits they have already completed at their original school department and in the case of courses and credits of the minor department they should complete but have not yet done so, the students should discontinue the minor and graduate from their original school.

Article 9

Students from other schools who take minor courses at TKU should pay the charge of the standard fee rate of TKU. If students take computer or language courses, they must pay additional practice fees.

After a student discontinues a minor, the expenses of courses already taken and paid for will not in any case be refunded.

Article 10

The passing grades of courses and credits required for a TKU minor department by students from other schools who take minor courses at TKU should be sent to the Office of Academic Affairs on the related forms for verification of whether they meet the qualifications of a minor. If verification has not been completed, then a student should not request the issuance of related certification verifying the minor.

Article 11

TKU students who have received their department's approval and who meet the listed conditions of qualification which the department of the other school recruiting minor students can go to the other school to take a minor.

When the courses and credits required by the other school's minor department have been completed with passing grades are upon investigation by the two schools found to meet the regulations of the major department and the minor department, the names of the minor school and department shall be printed on the diploma.

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Article 12

The handling of the application qualifications, the times to apply for courses, courses to take, the amount of credits, tuition standard, and an inability to take courses due to certain reasons by TKU students going to other schools to take a minor shall be undertaken in accord with “Tamkang University’s Procedure for Students Taking a Minor” and the related regulations of the school and department offering the minor.

Article 13

This set of regulations was passed in an academic affairs meeting and approved by the TKU President. It will take effect on the date of its publication, and will be submitted to the Ministry of Education for future reference. The same applies to any later amendments made.