

## TKU Regulations on Students Undertaking an Academic Minor

Secretariat Regulation No. 1130000016 (07/10/2024)

(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 14 of *the Degree Conferral Law* and Article 28 of *the University Act*.

### Article 2

Undergraduate students (excluding those with extended study periods), as well as master's and doctoral students (including those in the executive master's programs) of the university, may apply online within the timeframe specified in the academic calendar during the second semester of each academic year to register for an academic minor in another department for the following academic year. The department selected for the minor may not be applied for as a minor specialty or second major. However, students with less than one year of enrollment in the minor program are not permitted to withdraw.

Students enrolled in the daytime program may only apply for a minor in departments, institutes, or degree programs offered within the daytime system. Students in the continuing education program may only apply for a minor in departments, institutes, or degree programs offered within the continuing education system. Undergraduate students may apply for a minor or degree program at the same level, while master's and doctoral students (including those in executive master's programs) may apply for a minor in a department, institute, or degree program at the same level or one level below. Mainland Chinese students who apply for a minor must do so within the scope of departments, institutes, or degree programs authorized by the Ministry of Education to admit Mainland Chinese students for the relevant academic year.

### Article 3

For those who have registered a minor in a department, institute, or 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 bachelor's program; a minimum of ten (10) credits for a master's 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, and 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.

#### **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**

For 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**

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.