

National Sun Yat-Sen University

Guidelines for Undergraduate Students Selecting Minors

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- Article 1 The Guidelines are established according to Article 24, Section 3 of the University Act.
- Article 2 A department shall allow the students of another department to select it as their minor.
The student who takes a minor study must take specialized courses that the department of the minor study requires and obtain more than 20 credits. The subjects and credit hours are announced separately.
- Article 3 Separate lessons may be given if the number of students who take minor studies exceeds what it is expected to be.
- Article 4 Undergraduate students may apply for a minor degree of study from the second academic year to the fourth academic year (extended period of schooling not included) according to the calendar. The application must be approved by the chairman of the department concerned and submitted to the Office of Academic Affairs for registration.
Not more than two departments can be selected as a minor. It shall not be changed once selected. The student who changes the department may apply for selection of the original department as minor.
- Article 5 The credit hours of the minor study must be added to the required minimum credit hours for graduation from the major department. The courses of the minor study shall not be same as those of the major study.
- Article 6 The academic grade of students who takes minor studies is calculated for each semester by combining the credit hours of the major and minor studies. The calculation is made according to the academic policies of the university.
- Article 7 For a student who takes a minor, the university must give additional lessons for the given period of study and charge fees for the credit hours.
A student who extends the study period for the minor studies must pay for the credits less than 9 credits (incl.) or pay the full tuition and incidental fees for the credits more than 10 credits (incl.).
- Article 8 All transcripts, academic degree certificates, and name list of graduates of the student who has finished the given courses and obtain all required credits shall be marked with the name of the minor department. No academic degree will be granted separately.
- Article 9 A student who does not finish the courses or obtain the required credits within the given study period may extend the study period for no more than two years. No certificate of the minor study will be granted to the student who does not finish the courses or obtain the required credits after the extended study period expires.
- Article 10 The matters that are not covered by The Guidelines are subject to the University Act, its

implementation bylaws and the academic policies of the university.

Article 11 The Guidelines are approved at the meeting of academic affairs of the university and implemented after submitted to the Ministry of Education for reference. The same procedure is applicable to amendment of The Guideline.

(These guidelines are enacted in Chinese, which shall prevail in case of any discrepancy between the English translation and the Chinese original.)