

淡江大學學生修讀輔系辦法

TKU Regulations on Students Undertaking an Academic Minor

- 88.01.21 教育部台(88)高(二)字第 88004253 號函核備
88.12.02 教育部台(88)高(二)字第 88150083 號函核備
93.06.25 教育部台高(二)字第 0930080704 號函核備
94.8.11 教育部台高(二)字第 0940105760 號函核定
94.10.19 94 學年度第 1 學期教務會議修正通過
95.04.28 教育部台高(三)字第 0950036260 號函備查
95.05.18 室秘法字第 0950000010 號函公布
95.10.25 95 學年度第 1 學期教務會議修正通過
96.02.13 教育部台高(二)字第 0960015180 號函備查
96.03.13 室秘法字第 0960000009 號函公布
97.05.09 96 學年度第 2 學期教務會議修正通過
97.07.07 教育部台高(二)字第 0970122543 號函備查
97.07.23 室秘法字第 0970000041 號函公布
98.05.08 97 學年度第 2 學期教務會議修正通過
98.07.08 教育部台高(二)字第 0980113539 號函備查
98.07.23 室秘法字第 0980000049 號函公布
99.10.27 99 學年度第 1 學期教務會議修正通過
99.11.30 室秘法字第 0990000067 號函公布
100.10.19 100 學年度第 1 學期教務會議修正通過
100.11.29 處秘法字第 1000000031 號函公布
100.12.08 教育部臺高(二)字第 1000221130 號函備查
102.10.25 102 學年度第 1 學期教務會議修正通過
102.11.27 處秘法字第 1020000072 號函公布
102.12.17 教育部臺教高(二)字第 1020183587 號函備查
103.10.29 103 學年度第 1 學期教務會議修正通過
103.11.27 處秘法字第 1030000066 號函公布
104.04.23 教育部臺教高(二)字第 1040054069 號函備查
106.05.05 105 學年度第 2 學期教務會議修正通過
106.06.06 處秘法字第 1060000026 號函公布
106.08.18 教育部臺教高(二)字第 1060085571 號函備查
108.05.17 107 學年度第 2 學期教務會議修正通過
108.06.12 處秘法字第 1080000010 號函公布
Secretariat Regulation No. 1080000010 (06/12/2019)
108.07.25 教育部臺教高(二)字第 1080094356 號函備查
108.10.23 108 學年度第 1 學期教務會議修正通過
108.11.19 處秘法字第 1080000050 號函公布
108.12.12 教育部臺教高(二)字第 1080179398 號函備查
109.10.28 109 學年度第 1 學期教務會議修正通過
109.11.26 處秘法字第 1090000053 號函公布
109.12.30 教育部臺教高(二)字第 1090177410 號函備查
110.01.11 處秘法字第 1100000003 號函公布

第一條 本辦法依大學法第二十八條規定訂定之。

Article 1

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

第二條 各系、所、學位學程學生(不包括延修生)得自每學年度第二學期申請加修一個輔系,研究生得申請修讀同級或向下一級之輔系、所、學位學程,經主修系、所、學位學程及輔系、所、學位學程主任同意轉教務處備查。但修讀後未滿一年者不得退選。大陸地區學生申請輔系,須於教育部核定當學年度得招收陸生之校系、所、學位學程範圍內辦理。

Article 2

Students from each academic department (not including fifth year students who have extended the

duration of study) who wish to undertake an academic minor may apply to do so in the second semester of each academic year. Their application, after being approved by the chairs of their major and minor departments, will then be sent to the Office of Academic Affairs for future reference. Students who have taken minor courses for less than one year are not permitted to drop their minor. When applying for an academic minor, students from Mainland China must select a department that is among the Ministry of Education's list of approved departments for Mainland Chinese students for that academic year.

第三條 選定輔系、所、學位學程者，其應修輔系科目及學分由各系、所、學位學程訂定。

Article 3

The specific courses and number of credit points required as part of the minor will be decided by each individual department.

第四條 輔系、所、學位學程課程應以本校核定之輔系、所、學位學程科目表為依據。學士班至少二十學分；碩士班至少十學分；博士班至少八學分。凡輔系、所、學位學程科目表中之課程，已為主修系、所、學位學程必修課程，得以輔系、所、學位學程其他必修課程抵充之。若其他必修課程不足抵充其學分差額時，得經輔系、所、學位學程主任之核准，以該輔系、所、學位學程之選修課程抵充之，並檢具書面報告送教務處備查。

Article 4

Minor courses should be selected in accordance with the approved list for minor courses published by TKU. If courses in this list include compulsory courses from the student's major department, the student must instead select other compulsory courses offered by the minor department. If there are not enough of these other compulsory courses to make up the required credits, the student, after gaining the approval of the department chair, must make up these credits by taking elective courses offered by the minor department and send a written report to the Office of Academic Affairs for future reference.

第五條 修讀輔系、所、學位學程學生，每學期主修系、所、學位學程與輔系、所、學位學程各科學分數及成績合併計算，其修習學分總數之限制依照本校學則規定辦理。

學生修習之輔系、所、學位學程學分不計入主修系、所、學位學程畢業學分計算，因故無法繼續修讀者，應於每學期加、退選後兩週內提出放棄申請，放棄修讀輔系、所、學位學程資格後，其已修習及格之輔系學分是否計入主修系、所、學位學程畢業學分，依主修系、所、學位學程規定認定。

Article 5

The academic credits and grades of each course taken in students' major and minor departments will be combined at the end of each semester. If the restrictions on total credits taken or the total number of failed courses reaches a point whereby students are expelled from study, this process of expulsion will be carried out in accordance with related provisions in the *TKU Study Regulations*. Minor department course credits that a student has taken are not calculated as part of the major department course credits required for graduation. If for some reason a student is unable to continue taking a minor, he or she should within two weeks after the add or drop period of a semester apply to withdraw from the minor. After a student has relinquished his or her qualification to take a minor, whether or not any of the passing course credits for the minor department courses already taken will be included as part of the major department course credits required for graduation depends upon the major department's regulations.

第六條 修讀輔系、所、學位學程學生，應隨班上課，或選修暑修課程；若因修讀輔系、所、學位學程造成原班選課人數過多，而需另行開班，應繳交

學分費。

Article 6

Students who take an academic minor must continue to take courses from their original department and, if necessary, take extra courses during the summer vacation. If taking a course offered by the student's minor department causes class numbers to exceed the maximum quota, and as a result, an extra class is scheduled, the student will be obliged to pay course tuition fees for this particular course.

第七條 修讀輔系、所、學位學程學士班學生於延長修業年限期間，研究生修業五學期(含)以上者，應依本校學雜費收費標準繳交相關費用。

Article 7

If, due to undertaking an academic minor, students are forced to extend their duration of study; and if, during the extension of study, the student only takes nine or less academic credits, the student must pay – in full – the course tuition for these nine or less credits. For students who obtain 10 or more minor-based academic credits during the extension of study, payment should be made as follows: daytime degree students must pay the entire amount of miscellaneous fees; evening degree students must pay all course tuition and miscellaneous fees.

第八條 凡修滿輔系、所、學位學程規定之科目與學分成績及格者，其畢業生名冊、歷年成績單、學位證書應加註輔系、所、學位學程名稱。

Article 8

Students who complete all required minor courses with at least passing grades will have the names of their minor departments printed on their graduate books, all academic transcripts, and certificates of graduation.

第九條 修讀輔系、所、學位學程之學生，已修畢主修系、所、學位學程之應修科目與學分，而未修畢輔系、所、學位學程應修科目與學分者，第一學期應於十二月三十一日前，第二學期應於六月三十日前申請放棄輔系，取得主修系、所、學位學程畢業資格。

Article 9

If a student undertaking an academic minor completes all graduation requirements related to courses and credits under their major degree program, but has not yet completed all courses and credits under their minor degree program, they must, if during the first semester before December 31st or if during the second semester before June 30th, apply to discontinue their academic minor at the beginning of the following semester and graduate under their major degree program.

第十條 本辦法經教務會議通過，陳請校長公布實施，並報教育部備查；修正時亦同。

Article 10

This set of regulations will take effect on the date of its publication after being passed in an administrative affairs meeting and approved by the TKU President. After approval, it must be submitted to the MOE for future reference. The same applies to any later amendments made.