中國醫藥大學各學系修讀學士學位學生轉系辦法
China Medical University Regulations for Transfer between Departments for Undergraduate Students

第一條　依據大學法第二十八條及本校學則相關規定，訂定轉系辦法（以下簡稱本辦法）。

These regulations are stipulated in accordance with Article 28 of the University Act and relevant provisions of the University Academic Regulations.

第二條　本校學生轉系除教育部法令另有規定外，悉依本辦法辦理之。

Unless otherwise specified by the Ministry of Education, student transfers between departments at the University shall be handled in accordance with these Regulations.

第三條　轉系考試委員會於辦理轉系考試前組成，委員由教務長、註冊課務組組長及轉系試務相關之院、系及處室等主管擔任之，開會時由教務長擔任主席主持會議，研討有關轉系考試之各項事宜。

A Transfer Examination Committee shall be formed prior to the transfer examination. The committee members shall include the Dean of Academic Affairs, the Director of the Registration and Curriculum Division, and heads of colleges, departments, and administrative offices related to the transfer examination. The Dean of Academic Affairs shall serve as the chairperson to preside over meetings and discuss matters concerning the transfer examination.

第四條　轉系之申請、考試、成績核計等相關業務由教務處統一負責辦理。

The application, examination, score calculation, and other related matters for transfer shall be uniformly handled by the Office of Academic Affairs.

第五條　學生申請轉系須於教務處規定期限內，依公告方式向教務處提出申請，逾期不予受理。

Students applying for transfer shall submit their applications to the Office of Academic Affairs within the designated period as announced. Late applications will not be accepted.

第六條　一、各學系學生如認為所就讀學系與其志趣不合，得於每年暑假依本辦法之規定申請轉系。

二、學生修業滿一學年以上者，於下一學年開始前，得申請轉入其他學系。惟各學系訂有轉入年級限制與相關規定者，從其規定。

三、申請轉入中醫學系之學生，限申請轉入中醫學系乙組，於轉入後，依據「中國醫藥大學中醫學院中醫學系學生修讀醫學院醫學系雙主修辦法」之規定不得申請加修醫學系為雙主修。

四、陸生申請轉系須在教育部當學年度核定招收陸生之系組範圍內辦理，且不得申請轉入低於當學期就讀年級之學制班次。

1. Students who consider their current department incompatible with their interests may apply for transfer during the summer vacation each year in accordance with these Regulations.
2. Students who have completed at least one academic year may apply for transfer to another department before the start of the next academic year. However, if the target department has restrictions on the year of transfer and related requirements, those regulations shall prevail.
3. Students applying for transfer to the School of Chinese Medicine shall only be permitted to transfer into Group B. After transferring, they are not allowed to apply for a double major in the School of Medicine in accordance with the "Regulations for Students in the School of Chinese Medicine Pursuing a Double Major in the School of Medicine."
4. Mainland Chinese students applying for transfer shall be limited to departments approved for admitting Mainland Chinese students in that academic year by the Ministry of Education and are not allowed to transfer to programs of a lower year level than their current study level.

第七條　申請各學系轉系相關規定如下：

一、醫學系、中醫學系乙組、牙醫學系、藥學系：

(一)申請資格：

1.學業成績：歷年學業總平均百分數達 80（含）以上。

2.英文檢定：須檢附入學前兩年內起算之符合下列各學系訂定任一之校外英文檢測鑑定成績證明正本。

系別／檢測類別	醫學系、中醫學系乙組 、牙醫學系檢定標準	藥學系 檢定標準
1.托福紙筆測驗 (TOEFL ITP or TOEFL PBT)	520 以上(含)	500 以上(含)
2.托福電腦測驗 (TOEFL CBT)	190 以上(含)	173 以上(含)
3.托福網路測驗 (TOEFL IBT)	68 以上(含)	61 以上(含)

4.多益測驗(TOEIC)	640 以上(含)	590 以上(含)
5.雅思(IELTS)	5.0 以上(含)	4.5 以上(含)
6.劍橋英檢 (First Certificate in English)	FCE 以上(含)	PET 以上(含)
7.全民英檢(GEPT)	中高級以上(含)	中級以上(含)

(二)評分方式：

1.第一階段筆試(佔總考試成績 0%)

(1)考試科目為「自然科學」。

(2)依筆試成績擇優篩選醫學系、中醫學系乙組、牙醫學系各 5 倍招生名額及藥學系 1.4 倍(小數點以下無條件進位)招生名額參加第二階段面試。

(3)以筆試成績擇優篩選可參加面試最後一名，如有二人（含）以上筆試成績相同者，則可同時參加第二階段面試。

2.第二階段面試(佔總考試成績 100%)

(1)面試內容含國際時事與新知

(2)依申請轉系學生之面試成績及所填志願次第進行分發。

(3)如有二人（含）以上面試成績相同者，依序以「筆試成績」、「歷年學業總平均百分數」等成績分數高低順序排列，成績較高者優先分發錄取。

(三)申請醫學系、中醫學系乙組、牙醫學系、藥學系者，限定轉入各學系之二年級。

二、醫學檢驗生物技術學系、物理治療學系、生物醫學影像暨放射科學學系、護理學系、醫務管理學系、營養學系、中國藥學暨中藥資源學系、職業安全與衛生學系、生物醫學工程學系:

(一)評分方式：

1.面談(佔 50%)

2.書面審查(佔 50%)：須檢附書面審查資料為自傳、讀書計畫、歷年成績單及其他有利審查資料。

(二)同分參酌序：

1.面試 2.讀書計畫 3.歷年學業總平均百分數 4.其他有利審查資料。

(三)申請者，可依其已修科目與學分轉入各學系之二或三年級。

視覺或辨色力異常(色盲)、言語、聽力及行動有嚴重障礙影響醫療工作者，申請時宜慎重考慮。

三、生物科技學系、運動醫學系、公共衛生學系、藥用化妝品學系:

(一)評分方式：

1.面談(佔 50%)

2.書面審查(佔 50%)：須檢附書面審查資料為自傳、讀書計畫、歷年成績單及其他有利審查資料。

(二)同分參酌序：

1.面試 2.讀書計畫 3.歷年學業總平均百分數 4.其他有利審查資料。

(三)申請者，可依其已修科目與學分轉入適當年級。

視覺或辨色力異常(色盲)、言語、聽力及行動有嚴重障礙影響醫療工作者，申請時宜慎重考慮。

The specific regulations for departmental transfers are as follows:

School of Medicine, School of Chinese Medicine (Group B), School of Dentistry, School of Pharmacy:

1. Eligibility:
   (1) Academic performance: Cumulative average score must be 80% or above.
   (2) English proficiency: Applicants must submit an original copy of a recognized external English proficiency test certificate taken within two years prior to admission, meeting the requirements set by each department.

Test	School of Medicine, Chinese Medicine (Group B), Dentistry	School of Pharmacy
TOEFL ITP or TOEFL PBT	520 or above	500 or above
TOEFL CBT	190 or above	173 or above
TOEFL IBT	68 or above	61 or above
TOEIC	640 or above	590 or above
IELTS	5.0 or above	4.5 or above
First Certificate in English	FCE level or above	PET level or above
GEPT	High-intermediate level or above	Intermediate level or above

2. Scoring method:
   (1) Stage 1: Written examination
   - Subject: Science
   - Based on written examination scores, the top candidates will be selected to advance to the second stage: five times the number of available transfer slots for the Schools of Medicine, Chinese Medicine (Group B), and Dentistry; 1.4 times the number of slots for the School of Pharmacy (rounded up to the nearest whole number).

- If the last selected candidate shares the same score with one or more applicants, all such applicants may advance to the second stage.

(2) Stage 2: Interview
- Content includes current international affairs and new knowledge.
- Department allocation will be based on interview scores and the order of students' preferences.
- If two or more applicants have the same interview score, rankings shall be determined in order by written exam score and then by cumulative average academic score, with higher scores given priority.

3. Transfers are limited to the second year of the respective departments.

Department of Medical Laboratory Science and Biotechnology, Department of Physical Therapy, Department of Biomedical Imaging and Radiological Science, Department of Nursing, Department of Health Services Administration, Department of Nutrition, Department of Chinese Pharmaceutical Sciences and Chinese Medicine Resources, Department of Occupational Safety and Health, Department of Biomedical Engineering:

1. Scoring method:
   (1) Interview (50%)
   (2) Document review (50%): required documents include autobiography, study plan, academic transcripts, and other supporting materials.
2. Tie-breaking sequence:
   (1) Interview (2) Study plan (3) Cumulative average academic score (4) Other supporting materials
3. Applicants may transfer into the second or third year depending on completed courses and credits.

✧ Applicants with visual or color vision deficiencies (color blindness), or those with severe speech, hearing, or mobility impairments that may affect medical work should consider carefully before applying.

Department of Biological Science and Technology, Department of Sports Medicine, Department of Public Health, Department of Cosmeceutics:

1. Scoring method:
   (1) Interview (50%)
   (2) Document review (50%): required documents include autobiography, study plan, academic transcripts, and other supporting materials.
2. Tie-breaking sequence:

(1) Interview (2) Study plan (3) Cumulative average academic score (4) Other supporting materials

3. Applicants may transfer into an appropriate year level depending on completed courses and credits.

✧ Applicants with visual or color vision deficiencies (color blindness), or those with severe speech, hearing, or mobility impairments that may affect medical work should consider carefully before applying.

第八條　重考生外校所修科目成績，不得作為申請轉系審核之依據。

Grades of subjects taken at other universities by exam-retaking students shall not be considered for transfer application review.

第九條　下列學生不得申請轉系：

一、在本校修業未滿一學年者。

二、已核准轉系二次者。

三、正在休學期間者。

四、二年制在職專班、學士後中醫學系及研究所學生。

五、延長修業年限者。

The following students are not allowed to apply for transfer:

1. Those who have not completed one academic year at the University.
2. Those who have already been approved for transfer twice.
3. Those who are on a leave of absence.
4. Students enrolled in two-year in-service programs, the Post-Baccalaureate Chinese Medicine Program, and graduate programs.
5. Students who have extended their study period.

第十條　轉系名額，應受下列規定人數之限制：

一、轉系名額以學系學生招生、退學所生之缺額，不含保留入學資格、休學或外加名額造成之缺額，辦理轉系後，各年級名額內學生總數不得超過各該學年原核定之新生總數。

二、醫學系轉系名額為該系學生招生、退學所生之缺額為限，不含保留入學資格、休學或外加名額造成之缺額，由醫學系依據教學設備及維護醫學教育品質等考量提報招收人數。

三、陸生轉系名額須在各學制班次核定招收陸生總名額及系組範圍內自行流用。

The quota for departmental transfers shall be subject to the following restrictions:

1. Transfer quotas shall be based on vacancies resulting from enrollment or withdrawal, excluding those caused by reserved admission status, leave of absence, or additional quotas. After the transfer, the total number of students in each year level shall not exceed the originally approved number of new students for that academic year.

2. For the School of Medicine, transfer quotas shall be limited to vacancies resulting from enrollment or withdrawal, excluding those caused by reserved admission status, leave of absence, or additional quotas. The School of Medicine shall submit the proposed number of transfer admissions based on teaching resources and the maintenance of medical education quality.
3. The quota for Mainland Chinese students transferring shall be within the total approved quota and department scope for Mainland Chinese students in each program, and allocated internally.

第十一條　轉系學生應依教務處公告轉系相關規定於期限內完成申請，連同歷年中文成績單乙份及各學系規定繳交之書面審查資料，送教務處審查報名資格。

Students applying for transfer shall complete their application within the deadline announced by the Office of Academic Affairs. The application must include one copy of the Chinese transcript of all academic years and other required documents specified by the target department for document review, and be submitted to the Office of Academic Affairs for qualification review.

第十二條　學生申請轉系若同時符合報考二年級、三年級或四年級資格者，只能擇一報考，每人最多填寫兩個志願，於申請期限截止後，不得請求撤銷或變更所填之志願。

If a student is eligible to apply for the second, third, or fourth year, they may only choose one year level to apply for. Each student may indicate up to two department preferences. After the application deadline, no requests for withdrawal or modification of preferences will be accepted.

第十三條　分發與錄取：

一、轉系考試委員會依申請轉系學生之考試成績及所填志願次第進行分發，成績未達委員會訂定之錄取標準可不足額錄取。

二、經達核准轉系最低標準之最後一名如有二人以上總分相同者，依各學系訂定之「同分參酌序」順序比較，以分數較高者優先錄取，分數完全相同者，則同時錄取。

三、評分項目成績有一項（含）以上為零分者，即使總成績達核准轉系最低標準亦不予錄取。

四、陸生之招收名額、報名、考試、分發及錄取等轉系相關事宜，另依相關規定單獨辦理。

Allocation and admission:

1. The Transfer Examination Committee shall allocate and admit students based on their examination scores and the order of preferences indicated. If applicants do not meet the minimum admission standards set by the committee, the available transfer quotas may remain unfilled.

2. If the last admitted candidate with the minimum required score has the same total score as other applicants, the ranking shall follow the tie-breaking sequence established by each department, with higher scores given priority. If the scores are exactly the same, all such applicants will be admitted.
3. If a student receives a score of zero in one or more evaluation items, they shall not be admitted, even if their total score meets the minimum admission standard.
4. The quotas, application, examination, allocation, and admission for Mainland Chinese students shall be handled separately in accordance with relevant regulations.

第十四條　經核准轉系學生，不得請求再回原學系就讀。
Students approved for transfer shall not request to return to their original department.

第十五條　轉系學生應完成轉入學系規定之所有課程學分及相關畢業條件後，方可畢業。
轉系學生應補修之科目與學分，由各學系指定專人輔導其選課。
Transferred students must complete all course credits and graduation requirements stipulated by the new department before graduation.
Each department shall assign an advisor to guide transfer students in completing required courses and credits.

第十六條　本辦法經教務會議通過，呈請校長公告實施，修正時亦同。
These regulations shall take effect after approval by the Academic Affairs Meeting and subsequent promulgation by the President. Amendments follow the same procedure.