

中國醫藥大學學則 China Medical University Academic Regulations

第一篇 總則

General Principles

第一條 本校依據大學法暨其施行細則、學位授予法、相關教育法規及本校實際需要訂定中國醫藥大學學則（以下簡稱本學則）。

China Medical University (CMU) hereby formulates the Academic Regulations (“the Regulations”) in accordance with the University Act, the Enforcement Rules of the University Act, the Degree Conferral Act, and relevant educational regulations.

第二條 本校學生之入學、註冊、抵免、選課（含校際選課）、成績、請假、曠課、扣分、轉系、休學、復學、轉學、退學、更改姓名、實習、出國、畢業、雙重學籍等學籍事宜，悉依本學則規定處理。經教育部認定屬影響學生正常學習之重大災害，依據「中國醫藥大學維護突遭重大災害學生學習權益處理原則」處理。

CMU shall regulate student status including admission, registration, credit transfer, course selection (including cross-university course selection), grades, leave, absence, deduction, transfer of department, suspension, resumption, transfer of school, withdrawal, change of name, internship, study abroad, graduation, double enrollment and other related matters in accordance with the Regulations. If the Ministry of Education determines that a major disaster affects students’ normal study, it will be handled in accordance with the “China Medical University Principles for Protecting the Learning Rights and Interests of Students Facing Major Disasters.”

第二篇 大學部 Undergraduate Program

第一章 入學 Admission

第三條 大學部學生入學資格如下：

學士後學士班：國內外大學校院畢業，取得學士以上學位者。

學士班：依大學法第二十三條、入學大學同等學力認定標準及相關法規規定持境外學歷報考者，應符合大學辦理國外學歷採認辦法、香港澳門學歷檢覈及採認辦法、大陸地區學歷採認辦法或入學大學同等學力認定標準第九條等規定。外國學生應依教育部「外國學生來台就學辦法」與本校「外國學生招生規定」申請入學。

大陸地區學生應依教育部「大陸地區人民來臺就讀專科以上學校辦法」申請入學。

僑生應依教育部「僑生回國就學及輔導辦法」申請入學，港澳生應依教育部「香港澳門居民來臺就學辦法」申請入學。

本校「招生規定」、「外國學生招生規定」另訂之，報請教育部核定後公布實施。

Admission requirements for undergraduate students:

Post-bachelor degree program: Those who have graduated from domestic or overseas universities or colleges and have obtained a bachelor's or higher degree.

Undergraduate program: In accordance with Article 23 of the University Act and the Standards for Recognition of Equivalent Educational Levels for University Admission and relevant regulations, applicants with overseas academic certificates must comply with the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao, Regulations Governing the Recognition of Educational Records from Mainland China, or Article 9 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

International students should apply for admission in accordance with the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" and "China Medical University Regulations Regarding International Student Admission."

Students from mainland China should apply for admission in accordance with the Ministry of Education's "Regulations Regarding Mainland Chinese Students Enrolling in Colleges and Universities in Taiwan."

Overseas Chinese students should apply for admission in accordance with the Ministry of Education's "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan," and Hong Kong and Macao students should apply for admission in accordance with the Ministry of "Regulations Regarding Hong Kong and Macao Residents Studying in Taiwan."

The "China Medical University Admission Regulation" and "China Medical University Regulations Regarding International Student Admission" are stipulated separately and will be implemented after being approved by the Ministry of Education.

第三條之一 本校學生經核准得同時在本校或國內外大學修讀學位。

本校學生申請雙重學籍應向原就讀系所提出，須經系所主任、院長及教務長核可。

With approval, students may simultaneously pursue degree studies at CMU and other domestic or overseas universities.

Students applying for double enrollment should submit application to their original department, and be approved by the Director of Department, the Dean of Department, and the Dean of Academic Affairs.

第四條

本校招收轉學生之資格規定如下：

符合入學大學同等學力認定標準第四條規定者。

持境外學歷報考者，應符合大學辦理國外學歷採認辦法、香港澳門學歷檢覈及採認辦法、大陸地區學歷採認辦法或入學大學同等學力認定標準第九條等規定。

The qualifications for admission of transfer students:

Those who meet the requirements of Article 4 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

Applicants with overseas academic certificates must comply with the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao, Regulations Governing the Recognition of Educational Records from Mainland China, or Article 9 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

第五條

本校應於每學年開學前舉行各項入學招生考試及轉學考試，並組織招生委員會辦理招生事務，「招生委員會設置辦法」另訂之，並報請教育部備查。

CMU shall hold entrance examination and transfer examination before the beginning of each academic year. An Admissions Committee shall be organized to handle admission affairs. The “Regulations for Establishment of Admissions Committee” shall be set out separately and submitted to the Ministry of Education for record.

第六條

凡經錄取之新生及轉學生，應於規定日期辦理註冊入學手續，逾期不辦者撤銷其錄取資格。新生因嚴重疾病住本校附設醫院或公立醫院治療，治療期間確需超過兩個月以上；服役或因其他重大事故不能入學者，得於規定註冊日期截止前，由家長具函並附確實有效證明文件，向教務處申請保留入學資格，經核准後，得暫緩一年或役畢入學，毋需繳納任何費用。

新生及轉學生因懷孕或分娩並持有證明者，得於註冊開始前，向學校申請保留入學資格，入學資格保留年限依學生懷孕、分娩或撫育三歲以下子女之需要申請，經核准後，得暫緩一年。

參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取本校後，申請保留入學資格或於入學後申請休學，期間以3年為限且不納入原定保留入學資格或休學期間之計算。

外國學生之註冊入學學期(年)依「外國學生來臺就學辦法」辦理，入學資格最多保留一學年。

Admitted students shall complete the registration procedures on the given date. Those who fail to do so will have their admission qualifications revoked. New students who are hospitalized for serious illnesses for more than two months, or who are unable to enroll due to military service or other major accidents, may apply to the Office of Academic Affairs to retain their admission qualifications by submitting a letter signed by their parents with valid supporting documents before the deadline for registration. Upon approval, they may postpone their enrollment for one year or until they complete the military service, without paying any additional fees. New students and transfer students who are pregnant or have given birth may apply to retain their admission qualifications with valid supporting document before the start of registration. The number of years for which the admission qualifications are retained depends on the student's pregnancy, childbirth, or the need to raise a child under three years old. Upon approval, the qualification may be postponed for one year.

Students who have participated in the Youth Education and Employment Savings Accounts Program during high school may apply to retain their admission qualifications or apply for a leave of absence after admission. The period is limited to 3 years and is not included in the calculation period of the original retention of admission qualifications or leave of absence. The registration semester (year) for international students is handled in accordance with the "Regulations Regarding International Students Undertaking Studies in Taiwan" and their admission qualification are retained for a maximum of one year.

第七條

新生及轉學生應於規定註冊期限內繳驗畢業證書、或教育法令所規定之有效學力證明文件，並完成網路註冊，始符合註冊入學之規定。

因故無法如期繳驗畢業證書或其他學歷證明文件者，應填具證件補繳切結書，並於規定緩繳期限內補繳。逾期未補繳者，即取銷其入學資格。

New students and transfer students must submit their graduation certificates or valid academic certificates required by the Education Act within the prescribed registration period and complete online registration. Those who are unable to submit their certificates on time shall sign the Affidavit for the Submission of Missing Identification Documents and hand in the certificates within the prescribed period. Those who fail to do so within the deadline will be disqualified from admission.

第八條 新生及轉學生所繳證明文件，如有偽造、假借、冒用、塗改等情事，一經查明即開除學籍，不發給任何證明文件，並通知其家長或監護人。如畢業後始發覺者，除勒令撤銷其畢業證書外，並公告撤銷其畢業資格。

Students found to have forged, misrepresented, impersonated, or altered any information on the application documents will be expelled. No certification documents will be issued and their parents or guardians will be notified. If the facts are discovered after graduation, the graduation qualifications will be revoked and the diploma will be cancelled.

第九條 學生入學前已修習及格之科目與學分數，具合法證明者，得由本校酌予抵免，並提高編級。抵免學分之申請及提高編級等相關事宜，依本校「學生辦理抵免學分要點」辦理。

Students who have passed the courses and hold credits before admission may apply for credit transfer with a proof. Matters related to credit transfer shall be handled in accordance with the “Guidelines for Students Applying for Credit Transfer.”

第十條 本校學生因違犯校規或操行成績不及格退學者，不得再報考本校轉學考試。

Students who drop out due to violation of school rules or failing the conduct grade are not allowed to take the transfer examination of CMU.

第二章 繳費、註冊、選課、出國或至大陸地區進修 Payment, Registration, Course Selection, Study Abroad or at Mainland China

第十一條 學生每學期註冊日期及應繳各項費用，於開學前公告之。

The registration date and the payment for each semester will be announced before the start of the semester.

第十二條 學生於學期開始時應到本校指定之處所或銀行繳納各項費用，其繳費之標準，於每學期註冊前列單公告之。

學生因故退學或休學，其退費標準，依教育部規定辦理。

Students should pay the fees at the designated location or bank at the beginning of each semester. The payment standards will be announced before registration for each semester. If a student drops out or takes a leave of absence, the refund standard will be handled in accordance with the regulations of the Ministry of Education.

第十三條 新生、轉學生須如期完成註冊，舊生則應於每學期規定時間內完成繳費手續。因特殊事故，無法於規定期限內繳納各項費用及完成註冊手續者，應於事前檢具報告或證明文件向教務處註冊課務組申請延期繳費及註冊。未經核准延期，或經核准延期，逾期仍未繳費及註冊者視為無意願就學，新生取消入學資格，

舊生應令休學，但其已休學期滿者應令退學。教務處應於休、退學處分前告知各相關學生。

休學之申請依本校「學生申請休學辦法」辦理之。

New students and transfer students must complete registration on time, and current students must complete the payment within the deadline each semester. If one is unable to complete the payment or the registration procedures within the deadline due to special circumstances, one should submit a report or supporting documents to the Office of Academic Affairs-Registration and Curriculum Division to apply for an extension of payment and registration. Students who fail to pay or register after the approved extension is due will be deemed to have no intention to enroll. New students will be disqualified from admission, and current students will be asked to suspend their studies. If the suspension period has expired, one will be expelled. The Office of Academic Affairs shall notify the students before suspension or expulsion.

Application for suspension will be processed in accordance with the “Guidelines for Students Applying for Suspension.”

第十四條

學生選課須依照本校「學生選課作業辦法」規定，選課未經核准者，其所修科目學分不予承認。已修習及格之同一科目學分不得重複選修，重複修習及格之科目，其學分及成績均不予採計；本校「學生選課作業辦法」另訂之。

Students must follow the CMU “Guidelines for Course Selection” when selecting courses. Credits for courses taken without approval will not be recognized. Passed courses cannot be retaken. If a course is repeated and passed, the credits and grades will not be counted. The “Guidelines for Course Selection” is set separately.

第十四條之一 學生得於暑期期間，依本校「暑期開班授課辦法」修習暑期班課程。

一 學生選修他校課程，依本校「校際選課辦法」辦理。

Students may take summer courses according to the “Regulations for Summer Courses.”

Students who choose to take courses at other universities must follow the CMU “Regulations for Cross-University Course Selection.”

第十五條

學生每學期所選學分數：

一、上限二十八學分，下限九學分。學生每學期修讀學分數未達最低應修學分數者，須加修學分至規定最低應修學分數，未符合本規定者予以強制休學。例外情況如下：

(一)前一學期學業平均成績達八十分或名次排名為全班(系)前百分之十者，始得超修；每學期超修至多六學分。

(二)修讀輔系、雙主修、學分學程或預修生，上限三十四學分。

(三)非前述身分學生因不可抗力之特殊情況，經專案簽請導師、系主任及教務長核可者，得不受前述最高或最低應修學分之規定，以上限三十四學分、下限需修習一科為原則。

(四)延長修業年限學生，至少須修習一科，學分不限。

(五)因重補修等因素未分發見實習者，其修課及繳費規定與延長修業年限學生相同。

(六)醫學系、中醫學系、牙醫學系、學士後中醫學系全學年見實習以全學年計算成績，每學期修讀學分數依各系學分認定表辦理；無法如期見實習而須重補修課程者，比照第四目延長修業年限學生辦理。

(七)94年次以後學士班專案就學役男(以下簡稱專案就學役男)因申請就學期間服役或其他特殊情況，以上限三十四學分為原則。

二、整合課程應依實際授課時數比例配置學期學分數，並列入學生當學期修習學分數計算，受前款規定之限制。

三、學生符合超修規定者，於原定修業期限內超修之學分，不予收取學分費。

The number of credits that students should take per semester:

1. A maximum of 28 credits and a minimum of 9 credits. Students who do not meet the minimum required credits must take courses to reach the minimum requirement. Those who fail to meet the requirements will be subject to compulsory suspension of study. The exceptions are as follows:
 - (1) Students may take additional courses if their academic average score in the previous semester is above 80 points or their ranking is in the top 10% of the class (department). The maximum of additional credits per semester is 6 credits.
 - (2) For students pursuing a minor, double major, credit program, or preparatory course, the maximum credit is 34 credits.
 - (3) Students who are not in the above-mentioned status may be exempted from the maximum or minimum credit requirements due to special circumstances of force majeure, with the approval of the mentor, the Director of Department, and the Dean of Academic Affairs. Students in this situation can take a maximum of 34 credits and a minimum of one course.
 - (4) Students who extend their study period must take at least one course, with no limit on the number of credits.
 - (5) For those who are not assigned to internship due to retaking courses, their course taking and fee payment regulations are the same as the students that extend their study period.
 - (6) For students in the School of Medicine, School of Chinese Medicine, School of Dentistry, and School of Post-baccalaureate Chinese Medicine in full-year internship, their grade will be calculated as full-year grade. The number of

credits taken per semester is based on the course requirement for graduation of each program. Those who are unable to attend the internship as scheduled and need to retake the courses should follow the same regulations as students extending the period of study in (4) in the preceding paragraph.

- (7) For male conscripts born after 1995 enrolled in the undergraduate program, if served in the military during the study period or there are other special circumstances, the maximum credits are 34 credits in principle.
2. The credits for integrated courses shall be allocated according to the ratio of actual teaching hours and included in the calculation of students' credits for the semester, subject to the restrictions of the preceding paragraph.
 3. Students who meet the requirements for taking additional courses will not be charged credit fees for the additional courses taken within the original study period.

第十六條 學生加退選科目，於每學期開課後在規定時間內辦理之，經學生上網確認，即完成網路選課程序，選課須知另訂之。

Students may add or drop courses within the specified time after the start of each semester. Once students confirm online, the online course selection process is completed. The "Guidelines for Course Selection" is set separately.

第十七條 學生加選及退選科目未經核准，其加選者，成績學分均不予承認；其退選者，成績以零分(X)計算，並併入該學期所修總學分平均核計。學生選修他校課程，應經本校及他校同意，相關細節依本校「校際選課辦法」辦理。

If the added or dropped courses are not approved, the grades and credits of the added courses will not be recognized, while the grades of the dropped courses will be calculated as 0(X) and included in the credit average calculation of the semester. Students who wish to take courses at other universities must obtain consent from both CMU and the other university, and the relevant details shall be handled in accordance with the CMU "Regulations for Cross-University Course Selection."

第十七條之一 學生申請出境進修，得由各學院、系、所依教育部及本校規定辦理審查。學生出境進修期間未辦理休學者，仍應在本校辦理註冊手續，其出境間所修讀之科目、學分於出境前事先簽准，本校得依教育部相關規定予採認。

99學年度第2學期起本校學生經學術交流至教育部所列大陸地區學校認可名冊，非醫療法所稱醫事人員相關科系短期研修學分，且符合大學法施行細則第23條規定者，得依本校學生辦理抵免學分要點辦理。

Students applying to study overseas shall be reviewed by their college and department (institute) in accordance with the regulations of the Ministry of Education and CMU. Students who do not apply for suspension during their

overseas study period should still complete the registration procedures at CMU. The courses and credits taken during overseas study period must be approved in advance before going abroad, and CMU may admit the credits in accordance with the relevant regulations of the Ministry of Education.

Starting from the second semester of the 2010 academic year, students who have participated in academic exchanges at schools in mainland China that are on the approved list by the Ministry of Education and have obtained credits for short-term training in medical-related departments other than those stipulated in the Medical Care Act and meet the requirements of Article 23 of the Enforcement Rules of the University Act may apply for credit transfer according to the Guidelines for Students Applying for Credit Transfer.

第十八條 醫學系、中醫學系、牙醫學系、學士後中醫學系等四系學生在醫院臨床實習期間，不得同時加修其他學分（同時修讀不同學制之學生得不受此限）；實習辦法另訂之。

Students in the School of Medicine, School of Chinese Medicine, School of Dentistry, and School of Post-baccalaureate Chinese Medicine are not allowed to take additional credits during their clinical internship period. (Students who study different academic systems at the same time are not subject to this restriction.) The regulation for internship is set separately.

第十九條 學生不得同時修讀上課時間衝突之科目，否則，其同時所修兩科目之成績，均以零分(X)計。

Students are not allowed to take courses with conflicting schedule. Otherwise, the grades of both courses will be counted as 0(X).

第三章 修業年限、學分成績 Study Duration, Credits, and Grades

第二十條 本校採用學年學分制，中醫學系分甲組及乙組，101 學年度前(含)入學者，甲組得依雙主修辦法之規定申請雙主修，其修業年限八年（含西醫實習一年，中醫實習一年）；乙組修業年限七年（含中醫實習一年）。自 102 學年度起入學者，中醫學系甲組得依雙主修辦法之規定申請雙主修，其修業年限為七年；乙組修業年限為七年。醫學系 101 學年度前(含)入學者，其修業年限為七年(含實習一年)；自 102 學年度起入學者，其修業年限六年。牙醫學系修業年限六年、學士後中醫學系修業年限五年，均含實習一年。藥學系 106 學年度前（含）入學者，修業年限五年（含實習），自 107 學年度起入學者，入學時就讀藥學組者，修業年限為五年（含實習）；入學後另經公開徵選管道，就讀臨床藥學組者，修業年限為六年（含實習）。二年制在職專班修業年限三年，其餘各學系均為四年，所修學分總數除體育為必修課程外，各學系應修滿本校所規定之全部學分；實習成績不及格者，不得畢業。

本校學生在規定修業年限內未能修足應修科目學分或完成實習者得延長修業年限，以二年為限。

選定雙主修學生於延長修業年限二年後，已修畢本系應修科目學分，而未修畢另一主修學系應修科目學分者，得申請再延長修業期限一年。

身心障礙生修讀學士學位，因身心狀況及學習需要，得延長修業年限，至多四年。

學生休學之該學期成績不予計算，休學期間亦不納入修業年限。

降級轉系者，其在二學系重複修習之年限，不列入轉入學系之最高修業年限併計。

學生因懷孕、分娩或撫育三歲以下子女之需要得延長修業年限，最長以四年為限。

CMU adopts the academic-year-credit system.

School of Chinese Medicine: The program is divided into Group A and Group B. For students enrolled before 2012 academic year, Group A students may apply for a double major in accordance with the regulations of double major, and their study duration is 7 years (including one year of medicine internship and one year of Chinese medicine internship). For Group B students, their study duration is 7 years (including one year of Chinese medicine internship).

School of Medicine: For students enrolled before 2012 academic year, their study duration is 7 years (including one year of internship). For students enrolled since 2013 academic year, their study duration is 6 years.

School of Dentistry: Study duration is 6 years (including one year of internship).

School of Post-baccalaureate Chinese Medicine: Study duration is 5 years (including one year of internship).

School of Pharmacy: For students enrolled before 2017 academic year, their study duration is 5 years (including internship). For students enrolled since 2018 academic year, the study duration for Pharmacy Division is 5 years (including internship); for those enrolled in the Clinical Pharmacy Division through an open recruitment, their study duration is 6 years (including internship).

Two-Year In-Service Program: Study duration is 3 years.

Other programs not mentioned above: Study duration is 4 years.

Except for physical education which is a compulsory course, students must complete all require credits. Students who fail the internship will not be qualified to graduate.

Students who fail to complete the required course credits or internship within the prescribed duration may extend their study duration to a maximum of two years.

For double major students, if after two years of extension have completed the credits of their original department but have not completed the credits of the other department, may apply for an additional extension for one year.

Undergraduate students with disabilities may extend their study duration to a maximum of four years due to their physical or mental conditions and learning needs.

For students apply for suspension, their grade for that semester will not be calculated. The period of suspension will not be included in the study duration.

For students transfer to a lower grade, the years of repeated study in the original and the new departments will not be included in the maximum years of study period of the new department.

Students may extend their study period for a maximum of four years due to pregnancy, childbirth, or the need to raise children under three years old.

第二十條之一 凡四年制各學系學生，其應修最低畢業學分總數，不得少於 128 學分；五年制以上各學系，應依修業年限之不同酌予提高應修最低畢業學分總數；二年制在職專班學生，應修最低畢業學分總數，不得少於 72 學分。

For four-year program, the minimum graduation credits shall not be less than 128 credits. For programs with five years or longer, the minimum graduation credits shall be increased according to the duration of study. For two-year in-service program, the minimum graduation credits shall not be less than 72 credits.

第二十條之二 入學前畢業年級相當於國內高級中等學校二年級之國外或香港澳門地區同級同類學校畢業生，其畢業應修學分應增加 12 學分。但已畢業離校二年以上或以臺灣師範大學僑生先修部結業成績分發入學者，不在此限。

For students whose graduation year before admission correspond to the second year of high school in Taiwan, or to schools of the same level in overseas countries or Hong Kong and Macau, the required credits for graduation shall be increased by 12 credits. However, this restriction does not apply to students who have graduated for more than two years or who were admitted based on their graduation results from the Academy of Preparatory Programs for Overseas Chinese Students.

第二十一條 學生在規定修業年限屆滿前一學期或一學年，修滿該學系規定全部科目學分，具備下列標準者得提前畢業：
一、每學期學業平均成績達八十分以上且歷年學業成績總平均佔該系該年級排名前百分之十以內。
二、每學期操行成績達八十分以上。

惟專案就學役男或學生因不可抗拒之特殊原因，且修滿該學系畢業規定科目學分者，得檢具相關證明，經簽請系主任、院長及教務長核准後，得不受前項之限制。

未符合上述規定者，仍應註冊入學，其應修學分數，由系主任參照第十五條規定決定之。未符合上述規定者，仍應註冊入學，其應修學分數，由系主任參照第十五條規定決定之。

Students who have completed all the required credits one semester or one academic year before the designated study period and meet the following criteria may apply for early graduation:

1. Average academic grade in each semester is above 80 points and the academic grade performance over the years ranks within the top 10% of the department.
2. The conduct grade in each semester is above 80 points.

However, conscripts or students with special circumstances of force majeure that have completed the required credits for graduation may submit relevant certificates and be exempted from the restrictions of the preceding paragraph after the approval by the Director of Department, the Dean of Department, and the Dean of Academic Affairs.

Those who do not meet the above requirements must still register, and the required number of credits for the semester will be determined by the Director of Department in accordance with Article 15.

第二十二條 轉學生轉入本校後，必須修畢轉入年級以後規定應修之科目與學分，且必須修滿本學則第二十條規定之修業年限。轉學生應修之科目，已在原校修習及格，其學分數不低於本校科目表規定者，得申請列抵免修，其辦法另訂之。惟自轉入年級起，每學期至少應修學分數不得減少。

Transfer students, after transferring to CMU, must complete the required courses and credits from the year of transfer onward and the study duration must comply with the regulations mentioned in Article 20. Transfer students who have passed courses in their original university with credits not less than the requirements of the CMU department may apply for credit transfer. Guidelines for Students Applying for Credit Transfer is set separately. However, from the year of transfer onward, the minimum credits required per semester must not be reduced.

第二十三條 本校各學系所開課程，分必修與選修科目，均按學分計算；每學期（十八週）每週上課講演一小時為一學分，討論實習或實驗二至三小時為一學分。凡一科目分為講演及實驗或實習二種作業者，其學分及成績均分別計算。

There are compulsory and elective courses, all of which are calculated based on credits. In each semester (18 weeks), one hour of lecture per week is one credit; two to three hours of discuss internship or experiment is one credit. If a course

consists of two types (both lecture and experiment or internship), the grade will be calculated separately.

第二十四條 本校學業成績考查分為下列各種：

- 一、日常考查：由各教師隨時就學生上課勤惰、聽講筆記、課業討論、讀書報告、練習實驗等項考查之。
- 二、平時考試：由教師於上課時間內舉行之。
- 三、期中考試：於每學期中在規定時間內舉行之。
- 四、期末考試：於每學期終了在規定時間內舉行之。

The academic performance assessment includes:

1. Daily assessment: based on students' attendance, notes, discussions, reports, experiments, etc.
2. In-class examination: held by the instructor during class time.
3. Midterm examination: held within the specified time during each semester.
4. Final examination: held within the specified time at the end of each semester.

第二十五條 學業成績種類：

- 一、平時成績：以日常考查、平時考試或參酌筆記、實驗、作業、報告等評定之。
- 二、期中成績：以期中考試評定之。
- 三、期末成績：以期末考試評定之。
- 四、學期成績：以平時成績、期中成績及期末成績合併核計。
- 五、畢業成績：以各學期成績之總平均為畢業成績。

Academic grades include:

1. Regular performance: based on daily assessments, in-class exams, notes, experiments, homework, reports, etc.
2. Midterm grade: based on midterm examination.
3. Final grade: based on final examination.
4. Semester grade: overall grade by combining regular performance, midterm grade and final grade.
5. Graduation grade: the average of the grades for each semester.

第二十六條 本校學生成績分為學業（包括實習）、操行二種，各種成績均以一百分(A+)為滿分，六十分(C-)為及格。醫學、中醫、牙醫、後中醫等四系實習成績以學年併計。

The performance grade of CMU students includes academic (including internship) grade and conduct grade. The full score is 100(A+) and the passing score is 60(C-). The internship grade for students in the School of Medicine, School of Chinese Medicine, School of Dentistry, and School of Post-baccalaureate Chinese Medicine will be included in the grade of the year.

第二十七條 學業平均成績計算方式如下：

一、學期及歷年學業平均成績

(一)各科目成績乘該科目學分數之總和為績分總數，學生所修科目之學分總和為學分總數。

(二)以績分總數除以學分總數為學業平均成績。

(三)包括不及格科目(含零分)及體育、全民國防教育軍事訓練選修課程之科目。

(四)不含暑修成績。

二、畢業成績

以各學期(含暑修)修習課程績分總數除以學分總數。

The academic average grade is calculated as follows:

1. Academic average grade of the semester and over the years

(1) Total score: The sum of the scores of each course multiplied by the number of credits for that course. Total credits: The total number of credits for the courses taken by the student.

(2) The academic average grade is the total score divided by the total number of credits.

(3) Failed courses (including courses marked as 0), physical education courses and military training of the national defense education courses are included.

(4) Summer courses are not included.

2. Graduation grade

The sum of total score of all courses taken (including summer courses) divided by the total number of credits.

第二十八條 學生成績評量之相關細節，依據本校「學生成績作業要點」辦理。

The relevant details of student performance evaluation are handled in accordance with the CMU "Guidelines for Student Performance Assessment."

第二十九條 凡曠考之科目該次成績以零分(X)計算。

Any missed exam will be marked as 0(X).

第三十條 各科目學期成績由任課教師參照學期成績評定標準核計，並於教務處規定之成績登錄截止日前完成線上成績登錄。

惟確屬計算錯誤或漏登成績，得由任課教師申明成績錯誤之事實，或檢具漏登成績之考卷，報請系主任、院長及教務長簽核同意後，始得更正。但最遲於次一學期開學後兩週內辦理，逾期概不受理。

The instructor shall calculate the semester grades according to the assessment standards and complete the online grade submission before the deadline specified by the Office of Academic Affairs.

However, if there is a calculation error or missing of grades, the instructor may state the fact of the error or submit the test papers with missing grades, and the correction may only be made after obtaining the approval from the Director of Department, the Dean of Department, and the Dean of Academic Affairs. The correction application must be made within two weeks after the start of the following semester at the latest. Applications submitted after the deadline will not be accepted.

第三十一條 學生必修科目，學期成績不及格者，應令重修。
Students who fail a compulsory course are required to retake it.

第三十二條 (刪除) (Deleted)

第三十三條 學生如因公、產、病（限公、私立教學醫院證明）或親喪及不可抗力之變故，不能參加期中或期末考試者，應附有效證明文件，事前向學務處軍訓暨生活輔導組請假，並經任課教師核准後，方得補考，否則以曠考論。

If a student is unable to take the midterm or final exam due to official work, maternity, illness (with proof from hospital), bereavement and force majeure, an application for leave shall be made in advance with the Office of Student Affairs-Military Education, Guidance and Counseling Division, with a valid proof. With the approval by the course instructor, a make-up exam can be taken. Otherwise, it will be considered as missed exam.

第三十四條 期中或期末考試請准假者，其補考必須在任課教師規定時間內完成，否則該次成績以零分(X)計算。

公假、產假、因重病住院治療及直系親屬暨配偶之喪假補考者，其補考成績以授課教師評定之實際成績計算。

其他原因補考，概以六十分(C-)為限。補考不及格者，依實際成績登記。

Students apply to leave for midterm or final exam shall complete the make-up exam within the time specified by the instructor, otherwise the score will be calculated as 0(X).

For those who take the make-up exam due to official work, maternity, illness, or bereavement, their grade of the make-up exam will be calculated based on the actual score assessed by the instructor. For those who take the make-up exam due to other reasons, the maximum score is 60(C-). Those who fail at the make-up exam will be recorded according to the actual score.

第三十五條 學生考試時經查出有作弊行為者，除該次成績以零分(X)計算外，並視情節輕重，分別予以該科學期成績零分(X)、記過、退學、或開除學籍處分。考試規則另訂之。

Students who are found to have cheated during an exam will have their score given as 0(X) and, depending on the severity of the offense, will be given a 0(X) for the entire semester, a demerit, expulsion, or dismissal. Examination rules shall be set separately.

第四章 請假、曠課、扣分 Leave, Absence, Score Deduction

第三十六條 學生因故不能上課者，事前須向學生事務處請假，其因病假逾二日者，須附「本校附設醫院或公、私立教學醫院之診斷書」；未成年學生請事假，須經監護人之同意。

If unable to attend course for some reasons, students must apply for leave with the Office of Student Affairs in advance. If the sick leave exceeds two days, a “medical proof from hospital” must be attached. Underage students applying for personal leave must obtain the consent of their guardians.

第三十七條 學生上課未到，其經准假者為「缺課」，未經准假者為「曠課」，曠課一小時以缺課三小時計。

If a student is absent from class with an approved leave, it is recorded as “absence.” If the absence is unapproved, it is recorded as “truancy.” One hour of truancy counted as three hours of absence.

第三十八條 學生每學期之缺課，如一科目達該學期授課總時間五分之一者，扣該科學期成績百分之五；達四分之一者，扣該科學期成績百分之十；達三分之一者，不得參加該科學期考試，該科學期成績以零分(X)計算。任課教師亦得視學生缺曠課之情形斟酌扣分。

惟學生因懷孕或照顧三歲以下子女，而核准之事(病)假、產假，其缺席不扣分；致缺課時數逾全學期達三分之一者，該科目成績得視需要與科目性質以補考或其他補救措施彈性處理，補考成績並按實際成績計算。

If a student misses one-fifth of the total course hours, 5% of the semester grade will be deducted; if one-fourth, 10% of the semester grade will be deducted; if one-third, the student will not be allowed to take the exam for that semester and the grade will be marked as 0(X). The instructor may also deduct score based on students' absences.

However, student who are approved to leave due to pregnancy or raising children under three years old will not be deduct score for absence. If the hours of missed course exceed one-third of the entire semester, the grade may be handled flexibly through make-up exams or other measures as needed, and the grade of make-up exam will be calculated based on the actual score.

第五章 轉系、輔系、雙主修、學程、雙聯學制 Transfer, Minor, Double Major, Program, Dual Degree

第三十九條 學生如因就讀學系與其志趣不合，修業滿一學年以上者，得依本校「各學系修讀學士學位學生轉系辦法」之規定申請轉系。惟教育法令或招生簡章規定入學後不得轉系者，從其規定。

學生申請轉系須依教務處公告及規定期限提出申請，逾期不予受理。

Students who have completed at least one year of study may apply for a department transfer if their current department does not align with their interests, in accordance with the CMU "Regulations on Department Transfer for Undergraduate Students." However, if the education law or the admission brochure stipulates that students are not allowed to change departments after admission, such provisions shall prevail. Students applying for transfer must submit the application according to the deadline specified by the Office of Academic Affairs. Applications submitted after the deadline will not be accepted.

第四十條 本校各學系得互為輔系，各學系得依本校「學生修讀輔系辦法」訂定學生修讀輔系實施要點。

學生得於主系修業期間(不包括延長修業年限)，向設置輔系之學系申請修讀輔系。申請程序、課程學分及成績計算，依前項法規規定辦理。

學生跨校修讀輔系，須依兩校合作協議或合作學校所訂之學生跨校輔系相關規定辦理。若他校學生修讀本校輔系，則另依本校「跨校修讀輔系、雙主修實施要點」辦理。

Each department may set the regulation for students taking minor in accordance with the CMU "Guidelines for Students Taking Minor."

Students may apply to take minor during the major study period (excluding the extended period). The application procedure, course credits and grade calculation shall be handled in accordance with the guidelines in the preceding paragraph.

Students who wish to take minor at another university must follow the collaboration agreement between the two universities or the relevant regulations set by the partner university. If non-CMU students wish to take minor in CMU, matters shall be handled in accordance with the CMU "Guidelines for Taking Minor or Double Major Cross-Universities."

第四十一條 學生得於主系修業期間(不包括延長修業年限)，向設置雙主修之學系申請修讀雙主修;申請程序、課程學分及成績計算，依本校「學生修讀雙主修辦法」及修讀學系所訂學生修讀雙主修實施要點之規定辦理。

本校中醫學系甲組學生得依「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，申請加修醫學系為雙主修。

修讀雙主修學生，修滿主修學系規定之最低畢業應修科目學分、加修學系全部專業必修科目及指定選修學分，成績及格，始取得雙主修畢業資格。其學位證書等相關證明文件，應註明主修學系暨加修學系之學位名稱。

學生跨校修讀雙主修，須依兩校合作協議或合作學校所訂之學生跨校雙主修相關規定辦理。若他校學生修讀本校雙主修，則另依本校「跨校修讀輔系、雙主修實施要點」辦理。

Students may apply to take double major during the major study period (excluding the extended period). The application procedure, course credits and grade calculation shall be handled in accordance with the CMU “Guidelines for Students Taking Double Major” and the regulations of the departments.

Students in Group A of the School of Chinese Medicine may apply to take Medicine as a double major in accordance with the “Regulations on Students of the School of Chinese Medicine Taking Double Major in the School of Medicine.”

Students studying for a double major must complete the minimum credits required by the original major, complete all the compulsory courses and designated elective credits of the additional major, and pass all the exams to obtain the double major qualification. The diploma and other relevant documents shall specify the degree of both the original major and the additional major.

Students who wish to take double major at another university must follow the collaboration agreement between the two universities or the relevant regulations set by the partner university. If non-CMU students wish to take double major in CMU, related matters will be handled in accordance with the CMU “Guidelines for Taking Minor or Double Major Cross-Universities.”

第四十二條 學生得依本校「學分學程暨微學程設置辦法」之規定，申請修讀各項學程。修畢學程所規定之科目及學分者，發給學程學分證明。

Students may apply to study for credit program in accordance with the CMU “Guidelines for Credit Programs and Micro-credit Programs.” A certificate will be issued to students who have completed the required courses and credits of the program.

第四十二條 之一 學生得依「中國醫藥大學雙聯學制實施辦法」之規定修讀雙學位，其辦法另訂之，並送教育部備查。

Students may apply to study for a dual-degree program according to the CMU “Guidelines for Dual-degree Programs.” The regulations shall be set out separately and submitted to the Ministry of Education for record.

第六章 休學、復學、轉學、退學 Suspension, Resumption, Transfer, Dismissal

第四十三條 學生如因重病（須有公、私立教學醫院住院證明）或特殊事故，具有確實有效之證明，經家長或監護人同意得申請休學一學期或一學年，休學年限累計以不超過二學年為原則。如休學二年期滿，因特殊案例(如因不可抗力之因素)須延

長休學年限者，得專案簽請導師、系主任、院長及教務長或研究生事務長核准後，再予延長一學年。但休滿三年者，不得再申請休學。

學生因服役或懷孕、分娩或撫育三歲以下子女、參加青年教育與就業儲蓄帳戶方案而申請休學者，其休學期間不計入休學年限中。

學生申請休學相關細節，依本校「學生申請休學辦法」辦理。

Students may apply for a one-semester or one-year suspension due to serious illness (a proof from hospital is required) or special circumstance, with valid proof and the consent of their parents or guardians. The total years of suspension shall not exceed two academic years, in principle. If the two-year suspension is due and an extension is necessary (such as force majeure), the period may be extended for an additional one academic year with the approval of the mentor, the Director of Department, the Dean of Department, and the Dean of Academic Affairs or the Dean of Graduate Student Affairs. Those who have suspended for three years are not allowed to make extension.

If a student applies for suspension due to military service, pregnancy, childbirth, raising children under three years old, or participating in the Youth Education and Employment Savings Accounts Program, the period will not be included in suspension limit.

The details of students applying for suspension shall be handled in accordance with the CMU "Regulations for Students Applying for Suspension."

第四十三條 學生出境期限達學期授課三分之一者，應依前條規定辦理休學。但下列情況不在此限：

一、經就讀系（所）推薦、本校核准至國外大學或教育部認可之大陸地區學校研究或修讀課程學分者。

二、經本校選送外國或教育部認可名冊所列大陸地區姊妹校作為交換學生者。

三、經本校選送有合作關係之外國或教育部認可名冊所列大陸地區大學修業者。

四、政府機關遴選至外國或教育部認可名冊所列大陸地區大學研究或修讀科目學分者。

If being out of the country for one-third of the semester, students shall apply for suspension in accordance with the regulations of the preceding paragraph.

However, this restriction does not apply to students with the following conditions:

1. Those recommended by the department (institute) and approved by the university to do research or take courses at overseas universities or at schools in mainland China recognized by the Ministry of Education.

2. Those being selected by the university as exchange students at overseas universities or at schools in mainland China recognized by the Ministry of Education.
3. Those being selected by the university to study at overseas partner universities or at schools in mainland China recognized by the Ministry of Education.
4. Those being selected by a government agency to study at overseas universities or at schools in mainland China recognized by the Ministry of Education.

第四十三條之二 本校學士後中醫學系學生或醫學、中醫、牙醫學系學生修業滿四學年課程，且已修畢該學系規定之科目 128 學分以上，經教育部「入學大學同等學力認定標準」之規定考取並就讀碩士班者，於修讀碩士學位期間可向原肄業學系申請休學一至四學年或同時就讀學士學位，如繼續修讀博士學位者，可再申請延長休學年限二至七學年或同時就讀學士學位。

前項休學期間不列入原肄業學系休學年限計算。

For students in School of Post-baccalaureate Chinese Medicine, or students in the School of Medicine, School of Chinese Medicine and School of Dentistry that have completed four years of courses and have completed the 128 credits or more required by the department, and have been admitted to the master's program according to the "Standards for Recognition of Equivalent Educational Levels for University Admission" by the Ministry of Education, may apply for 1-4 year suspension with the original department or continue to study at the bachelor's degree at the same time. If continue to study for PhD program, may apply for 2-7 years suspension or continue to study at the bachelor's degree at the same time. The period of suspension referred to in the preceding paragraph will not be included in the suspension limit of the original department.

第四十四條 學生休學，除勒令休學者外，必須於學生資訊系統線上申請，並附上家長（或監護人）簽章同意聯及相關證明，經導師、系主任、院長及教務長或研究生事務長簽核同意後生效。

Except for students on compulsory suspension, students must apply for suspension online in the Student Information System and attach a signed consent form of the parents (or guardians) and relevant proof. The application will take effect after being approved by the instructor, the Director of Department, the Dean of Department, and the Dean of Academic Affairs or the Dean of Graduate Student Affairs.

第四十五條 學生學期中請假逾三分之一者，視為學習不完整應令休學，且依本校學則第四十八條之規定，學生休學期滿者應令退學。教務處於休、退學處分前應告知各相關學生。

If a student takes leave for more than one-third of the semester, it will be deemed that the study is incomplete and he or she shall be asked to suspend the study. In addition, according to Article 48 of this Academic Regulations, the student shall be expelled after the suspension period expires. The Office of Academic Affairs should inform the students before imposing suspension or expulsion.

第四十六條 學生在休學期間內不得請求轉系；其在休學之學期內已有之學期成績概不計算。

Students are not allowed to apply to transfer to another department during suspension. The academic grade obtained during the semester of suspension will not be counted.

第四十七條 休學學生應於休學期滿前申請復學（含專案就學役男完成服役或新訓驗退者），經教務長核准後應入原肄業學系相銜接之學年或學期肄業；學期中途休學者，復學時，應入原休學之學年或學期肄業。

Students on suspension should apply for resumption of study before the suspension period expires (including conscripts who have completed their military service or have been discharged). Upon approval by the Dean of Academic Affairs, students shall continue their studies in their original department in the subsequent grade level. Students who applied for suspension during the semester shall continue their studies in the same academic year or semester from which they took the leave.

第四十八條 學生有下列情形之一者應令退學：

一、休學期滿逾期未申請復學或未繼續申請休學者。

二、操行成績不及格者。

三、學期學業成績連續二次不及格科目之學分數達該學期修習學分總數二分之一者，應令退學。(休學前後兩學期視同連續)

僑生、外國學生、陸生、港澳生、海外回國升學之蒙藏生、原住民族籍學生、派外人員子女學生及符合教育部規定條件之大學運動績優學生，學期學業成績連續二次不及格科目之學分數達該學期修習學分總數三分之二者，應令退學。(休學前後兩學期視同連續)

惟身心障礙生或學期修習科目(含體育、全民國防教育)學分總數未達九學分者，不受此款之限制。

四、修業年限屆滿經依第二十條延長修業年限後，仍未修足應修之科目與學分者。

五、未經本校同意，同時具有雙重學籍者。

六、在學中請人冒替考試者。

Students who have any of the following circumstances shall be expelled:

1. Those who have not applied for resumption of study or have not applied for further suspension after the suspension period expires.
2. Those who fail the conduct grade.
3. Those who fail one-half of the total credits for two consecutive semesters. (The two semesters before and after the suspension period are regarded as consecutive)

For overseas Chinese students, international students, students from mainland China, Hong Kong and Macao, Tibetan and Mongolian nationals, indigenous students, students that are children of dispatched personnel, and students with outstanding athletic performance who meet the requirement stipulated by the Ministry of Education: those who fail two-third of the total credits for two consecutive semesters. (The two semesters before and after the suspension period are regarded as consecutive)

However, students with disabilities or students whose total credits (including physical education courses and military training of the national defense education courses) is lower than 9 credits are not subject to this restriction.

4. Those who have not completed the required courses and credits after the study duration and the extended period (according to Article 20) have expired.
5. Those who have a dual student status without the consent of CMU.
6. Those who ask others to take the exam on their behalf.

第四十八條 學生有下列情形之一者應令撤銷入學資格：

- 之一
- 一、入學或轉學資格經審核不合者。
 - 二、請人冒考入學考試或轉學考試者。

Students with the following conditions shall have their admission qualifications revoked:

1. Those whose admission or transfer qualifications are found to be unqualified after review.
2. Those who ask others to take the entrance or transfer exam on their behalf.

第四十九條 學生因故自請退學須經家長或監護人之同意，報經教務長、校長核准。

Students who wish to withdraw for any reason must obtain the consent of their parents or guardians and the approval of the Dean of Academic Affairs and the President of CMU.

第五十條 自請或勒令退學學生，如在校修滿一學期以上具有成績，其入學資格經教育部核准有案者，得於辦妥離校手續時發給修業證明書。

For students who voluntarily withdraw or being expelled, if they have completed one semester or more and have academic records, with admission qualification

approved by the Ministry of Education, can be issued a certificate of course completion after completed the departure procedure.

第五十一條 學生於肄業期間，如有違犯校規或其他不端情事者，得按其情節輕重，分別予以申誡、記過、勒令退學或開除學籍之處分。

如學生已屆畢業時間，因該等處分涉及畢業成績中操行成績評核，則暫緩核發學位證書。

If a student violates school rules or misconduct during the period of study, according to the severity of the offense, he or she may be given a warning, recorded a demerit, asked to drop out, or expelled from the university.

If a student is about to graduate, the issuance of the diploma will be postponed because the punishment involves the conduct grade in the graduation grade.

第五十二條 依規定應予休、退學或開除學籍學生，如有異議或認有其他損及學生個人權益時，得說明具體事實依學生申訴辦法去向學生申訴評議委員會提起申訴，合乎申訴要件者，在申訴結果未確定前，不因申訴之提起，而停止原處分之執行；但在校生得繼續在校肄業。學生申訴辦法另訂之，並報教育部核定。

前項受處分學生經校內申訴，未獲救濟者，得依法提起訴願及行政訴訟；原處分經上級主管機關（教育部）決定或行政法院判決顯係違法或不當時，學校應另為處分。

依前項規定經學校另為處分准予復學之學生，因特殊事故無法及時復學時，應輔導復學；其復學前之離校期間，並得補辦休學。

If a student who is supposed to be suspended, dropped out or expelled has objections or believes that his or her personal rights are damaged, he or she may file an appeal with the Student Appeal Review Committee in accordance with the Student Appeal Procedures. For those who meet the appeal requirements, before the appeal result is determined, students that are enrolled may continue their studies. However, the execution of the original disciplinary action remains effective. The Student Appeal Procedures shall be set out separately and submitted to the Ministry of Education for record.

If a student does not receive relief after appealing within CMU, he or she may file an appeal or administrative litigation in accordance with the law. If the original disciplinary action is illegal or inappropriate as determined by the higher-level competent authority (Ministry of Education) or the administrative court, CMU should impose another disciplinary action.

If a student who have been allowed to resume their studies are unable to resume in time due to special circumstances, he or she should be given guidance to resume their studies. Student may also apply for suspension during the period of absence before the resumption of study.

第五十三條 開除學籍之學生，不發給有關學業之證明書。

Students who are expelled will not be issued with any academic certificates.

第七章 畢業、學位 Graduation, Degree

第五十四條 應屆畢業生缺修學分，須於延長修業年限之第二學期重讀或補修者，第一學期得申請休學，免予註冊，註冊者至少應選修一科目，如未請准休學亦不註冊者，勒令退學。

New graduates who have missing credits that need to retake the course in the second semester of the extended duration of study may apply for suspension during the first semester and be exempted from registration. Those who register must take at least one course. Those who do not apply for suspension and do not register will be expelled.

第五十五條 學生須符合下列各項規定，始得授予學位與學位證書。

一、修業期滿，並修足本校規定科目與學分數且成績均及格者，或合於第二十一條規定而提前畢業者。

二、達本校英文能力鑑定標準，其標準依本校「學生英文能力鑑定實施辦法」辦理。

三、完成本校「服務學習課程實施要點」規定。

四、完成本校「通識教育活動實施要點」規定之通識教育活動時數。

五、完成本校「學生基礎心肺復甦術訓練實施要點」規定。

Students must meet the following requirements to obtain the degree and receive the diploma.

1. Complete their study period, complete the required credits and pass all examinations, or meet the qualification to graduate early in accordance with the provisions of Article 21.
2. Meet the English proficiency assessment standard. The standards are based on the CMU "Regulations for Student English Proficiency Assessment."
3. Meet the requirement of CMU "Regulations for Student Service Learning Courses."
4. Complete the hours of the general education activities required on the CMU "Regulations for General Education Activities."
5. Meet the requirement of CMU "Regulations for Basic Cardiopulmonary Resuscitation Training for Students."

第五十五條 之一 學士班學生學位中文、英文名稱、授予要件、學位證書之頒給及註記等規定，依據本校「學士學位授予辦法」辦理，「學士學位授予辦法」另訂之，並報教育部備查。

The Chinese and English title of the bachelor's degrees, the requirements for awarding, the issuance and annotation of diploma and relevant matters should be handled in accordance with the CMU "Regulations for Bachelor's Degree Conferral." The "Regulations for Bachelor's Degree Conferral" shall be set out separately and submitted to the Ministry of Education for record.

第八章 學籍管理 Student Status Management

第五十六條 入學新生姓名、出生年月日，應以身分證所載者為準，入學資格證件所載與身分證所載不符者，應即更正。

The name and date of birth of new enrolled students shall be based on that on their IDs. Any discrepancies between the admission qualification certificate and the ID shall be corrected immediately.

第五十七條 學生對有關本身學籍問題，須向教育部請求或申述時，應由本校核轉之。

When a student needs to make a request or appeal to the Ministry of Education regarding their student status, CMU should convey the request.

第五十八條 畢業生與在校肄業生有關學籍記錄與學業成績登記，均以教務系統登載資料為準。

The record of student status and academic performance of graduates and current students shall be based on the information recorded on the academic system.

第五十九條 畢（肄）業校友及在學學生如需申請更改姓名、出生年月日，應繳交戶政機關發給之有效證件，送請註冊課務組核准後，登記於各項學籍資料上。

Graduates, students who dropped out, or current students who wish to change their name or date of birth should submit a valid certificate issued by the household registration authority and submit it to the Office of Academic Affairs-Registration and Curriculum Division for approval to make the changes.

第三篇 進修部 In-service Program

第一章 入學資格 Admission

第六十條 進修部學生入學資格如下：

碩士在職專班：依大學法第二十三條、入學大學同等學力認定標準及相關法規規定。

學士二年制在職專班，應具下列資格之一：

一、國內外專科學校畢業者。

二、符合入學大學同等學力認定標準第三條規定者。

持境外學歷報考者，應符合大學辦理國外學歷採認辦法、香港澳門學歷檢覈及採認辦法、大陸地區學歷採認辦法或入學大學同等學力認定標準第九條等規定。

Admission requirements for in-service program students:

In-service master's program: In accordance with Article 23 of the University Act and the Standards for Recognition of Equivalent Educational Levels for University Admission and relevant regulations.

Applicants for the two-year in-service undergraduate program must meet one of the following qualifications:

1. Those who have graduated from domestic or overseas junior colleges.
2. Those who meet the qualification of Article 3 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

Applicants with overseas academic certificates must comply with the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao, Regulations Governing the Recognition of Educational Records from Mainland China, or Article 9 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

第二章 繳費、註冊、選課 Payment, Registration, Course Selection

第六十一條 進修部每學期註冊日期及應繳學分學雜費標準，於學期始業前公告，新生應如期親自到校註冊，舊生則應於每學期規定時間內完成繳費手續；逾期者，比照第十三條規定辦理。

The registration date and the tuition fees will be announced before the start of the semester. New enrolled students must complete on-site registration on time, and current students must complete the payment within the deadline each semester. Those who fail to register or pay on time will be handled in accordance with Article 13 in this regulation.

第六十二條 進修部學生每學期註冊所選學分數，不得少於九學分；每學期修習學分數上限比照大學部規定。

The number of credits that students in the in-service program must take for each semester shall not be less than 9 credits, the maximum number of credits taken each semester is the same as that of the undergraduate students.

第六十三條 進修部加退選科目於每學期開課後，在規定時間內辦理之，並經系主任核准後，送註冊課務組登記生效。

Students may add or drop courses within the specified time after the start of each semester. It will take effect after approved by the Director of Department and submitted to the Office of Academic Affairs-Registration and Curriculum Division.

第三章 修業年限、學分成績 Study Duration, Credits, and Grades

第六十四條 進修部之修業年限以三年為原則。

The study duration for in-service program is 3 years in principle.

第六十五條 進修部學生如因公、產、病（經公、私立教學醫院證明）或親喪及不可抗力之變故，不能參加期中或學期考試者，應附有效證明文件，事前向學務處軍訓暨生活輔導組請假，並經任課教師核准後，方得補考。否則以曠考論。

If an in-service program student is unable to take the midterm or final exam due to official work, maternity, illness (with proof from hospital), bereavement and force majeure, an application for leave shall be made in advance with the Office of Student Affairs-Military Education, Guidance and Counseling Division, with a valid proof. With the approval by the course instructor, a make-up exam can be taken. Otherwise, it will be considered as missed exam.

第四章 學籍管理 Student Status Management

第六十六條 進修部畢（肄）業校友及在學學生，如需申請更改姓名或出生年月日，應繳交戶政機關發給之有效證件，送請註冊課務組核准後，登記於各項學籍資料上。

Graduates, students who dropped out, or current students of in-service program who wish to change their name or date of birth should submit a valid certificate issued by the household registration authority and submit it to the Office of Academic Affairs-Registration and Curriculum Division for approval to make the changes.

第六十七條 進修部畢（肄）業校友及在校學生有關學籍記錄與學業成績登記等，一律以教務系統登載資料為準。

The record of student status and academic performance of graduates, students who dropped out, or current students of in-service program shall be based on the information recorded on the academic system.

第五章 其他 Others

第六十八條 凡進修部與大學部共通之規定者，準用第二篇有關之規定。

If there are common regulations between in-service program and undergraduate program, the relevant regulations under the "Undergraduate Program" shall apply.

第六十九條 (刪除) (Deleted)

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第四篇 研究所 Graduate School

第一章 入學 Admission

第七十三條 研究所學生入學資格如下：

博士班、碩士班：依大學法第二十三條、入學大學同等學力認定標準及相關法規規定。

持境外學歷報考者，應符合大學辦理國外學歷採認辦法、香港澳門學歷檢覈及採認辦法、大陸地區學歷採認辦法或入學大學同等學力認定標準第九條等規定。

外國學生應依教育部「外國學生來台就學辦法」與本校「外國學生招生規定」申請入學。

大陸地區學生應依教育部「大陸地區人民來臺就讀專科以上學校辦法」申請入學。

僑生應依教育部「僑生回國就學及輔導辦法」申請入學，港澳生應依教育部「香港澳門居民來臺就學辦法」申請入學。

Admission requirements for graduate students:

Master's and PhD program: In accordance with Article 23 of the University Act and the Standards for Recognition of Equivalent Educational Levels for University Admission and relevant regulations.

Applicants with overseas academic certificates must comply with the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao, Regulations Governing the Recognition of Educational Records from Mainland China, or Article 9 of the Standards for Recognition of Equivalent Educational Levels for University Admission.

International students should apply for admission in accordance with the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" and "China Medical University Regulations Regarding International Student Admission."

Students from mainland China should apply for admission in accordance with the Ministry of Education's "Regulations Regarding Mainland Chinese Students Enrolling in Colleges and Universities in Taiwan".

Overseas Chinese students should apply for admission in accordance with the Ministry of Education's "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan", and Hong Kong and Macao students should

apply for admission in accordance with the Ministry of “Regulations Regarding Hong Kong and Macao Residents Studying in Taiwan.”

第七十三條 研究所甄試入學錄取生，符合入學資格條件者，得申請提前一學期註冊入學。之一 其收費標準及修業規定比照入學學年度第一學期新生辦理。

Students admitted through the graduate school entrance examination who meet the admission requirements may apply to register one semester in advance. The tuition fee and regulations are the same as those for new students enrolled in the first semester of the academic year.

第七十四條 學生成績優異並具研究潛力，經原就讀或相關系、所、院、學位學程助理教授以上二人推薦，並經擬就讀系、所、院、學位學程之相關會議通過及校長核定後，得准逕修讀博士學位。本校「學生逕修讀博士學位辦法」另訂之。

Students with excellent academic performance and research potential may be allowed to pursue a PhD degree directly after being recommended by two or more assistant professors of the department that they are currently studying in, or by faculty in relevant department, institute, college, or program. After approval by the relevant meetings of the department, institute, college, or program to be studied and the approval of the President of CMU, students may directly pursue a PhD degree. The “Regulations for “Direct Admission to PhD Program” is set separately.

第七十五條 (刪除) (Deleted)

第二章 繳費、註冊、選課 Payment, Registration, Course Selection

第七十六條 研究生每學期註冊日期及應繳各項費用之標準，於每學期開學前公告之。

The registration date and the tuition fees will be announced before the start of the semester.

第七十七條 新生須如期完成註冊，舊生則應於每學期規定時間內完成繳費手續，逾期者，比照第十三條規定辦理。

New enrolled students must complete registration on time, and current students must complete the payment within the deadline each semester. Those who fail to register or pay on time will be handled in accordance with Article 13 in this regulation.

第七十八條 研究生選課及加退選科目，均應於每學期規定期限內辦理之，經研究生上網確認，即完成網路選課程序。

Graduate students shall complete course selection and add or drop courses within the specified time after the start of each semester. Once students confirm online, the online course selection process is completed.

第三章 修業年限、學分、成績 Study Duration, Credits, and Grades

第七十九條 研究生分一般生及在職生，其認定標準以報考時之身分為準，入學後不得更改。碩士班研究生修業年限為一至四年，博士班研究生修業年限二至七年。在職碩士班研究生修業年限為二至五年，在職博士班研究生修業年限三至九年，逕行修讀博士學位者，自轉入博士班起，其修業年限依照前項規定辦理。

The status (full-time or part-time) of a graduate student is based on the status at application and cannot be changed after admission.

The study duration:

Full-time students in master's program: 1-4 years.

Full-time students in PhD program: 2-7 academic years.

Part-time students in master's program: 2-5 years.

Part-time students in PhD program: 3-9 academic years.

For those who directly pursue a PhD degree, the study duration shall be in accordance with the regulations of PhD program in the preceding paragraph from the time of transfer.

第八十條 碩士班研究生至少應修滿二十四學分，論文學分另計；博士班研究生至少應修滿十八學分，論文學分另計。逕修讀博士學位之學士學位應屆畢業生至少應修滿三十六學分，論文學分另計；碩士班學生至少應修滿三十學分（含碩士班期間所修學分數），論文學分另計。

前項應修學分數，研究所（組）另有規定者，從其規定。

Master's students should complete at least 24 credits, excluding thesis credits; PhD students should complete at least 18 credits, excluding thesis credits. Bachelor's degree graduates who directly pursue a PhD degree must complete at least 36 credits, excluding thesis credits; Master's degree student who directly pursue a PhD degree must complete at least 30 credits (including the credits taken during master's program), excluding thesis credits. If the graduate institute (program) has other regulations on the required credits, such regulations shall prevail.

第八十一條 研究生每一科目成績以一百分(A+)為滿分，未達七十分(B-)者為不及格，不給學分。碩士班、博士班畢業生之學業平均成績與學位考試成績之平均，為其畢業成績。

For graduate students, the full score is 100(A+). Those who score below 70(B-) will be considered fail and no credits will be given. The graduation score will be the average of the academic average score and degree examination score.

第八十二條 研究生成績有下列情形之一者，應令退學。

一、碩士班一般生修業四學年屆滿，在職生修業五學年屆滿；博士班一般生修業七學年屆滿，在職生修業九學年屆滿，而仍未修足應修科目與學分者。

二、博士學位候選人之資格考核不合格，經重考一次仍不合格者。

三、學位考試不及格，不合重考規定或合於重考規定，經重考一次仍不合格者。

四、研究生全學期所修二科以上學期成績全部零分(X)者。

五、操行成績未滿七十分(B-)者。

Graduate students who have any of the following circumstances shall be expelled:

1. Those who have not completed the required courses and credits after the expiration of the study duration. Full-time students in master's program: 4 years, part-time students in master's program: 5 years; full-time students in PhD program: 7 years, part-time students in PhD program: 9 years.
2. A candidate for a PhD degree has failed the qualification assessment for two times.
3. Those who failed the degree examination and do not meet the requirements for re-examination, or those who meet the requirements for re-examination but still fail at the re-examination.
4. Those who received 0(X) in two or more courses they have taken in the semester.
5. Those whose conduct grade is below 70(B-).

第八十三條 研究生學位考試及學位中文、英文名稱、授予要件、學位證書之頒給及註記等規定，依照本校「研究生學位授予暨學位考試辦法」之規定辦理。「研究生學位授予暨學位考試辦法」另訂，並報教育部備查。

The graduate degree examination, the Chinese and English title of the degrees, the requirements for awarding, the issuance and annotation of diploma and relevant matters should be handled in accordance with the CMU "Regulations for Graduate Degree Conferral and Examinations." The "Regulations for Graduate Degree Conferral and Examinations" shall be set out separately and submitted to the Ministry of Education for record.

第四章 轉所、輔系所及雙主修 Transfer, Minor, Double Major,

第八十四條 研究生修業一學期以上，因特殊情形，經原肄業研究所及擬轉入之研究所雙方主任(所長)認可，簽請研究生事務長同意，得轉所。

Graduate students who have completed one semester or more may apply for transfer with the approval of the director of the original institute, the director of the institute they intend to transfer, and the Dean of Graduate Student Affairs.

第八十四條 之一 研究生得申請輔系所及雙主修，修讀相關細節，依本校「學生修讀輔系辦法」及「學生修讀雙主修辦法」辦理。

Graduate students may apply to take minor or double major according to the CMU “Guidelines for Students Taking Minor” and “Guidelines for Students Taking Double Major.”

第五章 畢業、學位 Graduation, Degree

第八十五條 研究生合於下列各項規定者，准予畢業。

一、在規定年限內修滿規定科目與學分。

二、達本校英文能力鑑定標準，其標準依本校「學生英文能力鑑定實施辦法」辦理。

三、研究生論文及學位考試符合本校「研究生學位授予暨學位考試辦法」之相關規定。本校「研究生學位授予暨學位考試辦法」另訂之，並報教育部備查。

Graduate students must meet the following requirements to graduate:

1. Complete the required courses and credits within the study duration.

2. Meet the English proficiency assessment standard. The standards are based on the CMU “Regulations for Student English Proficiency Assessment.”

3. The thesis and degree examination must comply with the relevant regulations in the CMU “Regulations for Graduate Degree Conferral and Examination.” The “Regulations for Graduate Degree Conferral and Examination” shall be set out separately and submitted to the Ministry of Education for record.

第八十六條 合於前條規定之研究生，授予碩士、博士學位。

Graduate students who meet the requirements of the preceding article shall be awarded master’s or PhD degree.

第六章 其他 Others

第八十七條 凡碩、博士班與大學部共通之規定者，准用第二篇有關之規定。

If there are common regulations between graduate school and undergraduate program, the relevant regulations under the “Undergraduate Program” shall apply.

第六篇 附則 Supplementary Provisions

第八十八條 入學學生（研究生）達兵役年齡經判定甲、乙體位役男，或已服完兵役退伍之後備軍人身分者，得依『高級中學以上學校學生申請緩徵作業要點』、『專科以上學校學生申請儘後召集作業要點』及相關兵役法規辦理緩徵及儘後召集。

Conscript students (including graduate students) who reached the age of military service with regular physical condition, or those who have completed military service and were discharged, may apply for deferral postponement in accordance with the “Guidelines for Deferral of Military Service for Students in Higher Education Institutions,” “Guidelines for Postponement of Military Recall for

Students in Junior Colleges and Higher Education Institutions” and relevant regulations.

八十九條 本學則未盡事宜，依教育部有關法令規定辦理。

Matters not addressed herein shall be subject to the relevant regulations of the Ministry of Education.

第九十條 本學則經校務會議通過後，自發布日施行，並報教育部備查，修正時亦同。

These regulations are subject to approval by the University Affairs Meeting and implemented on the date of promulgation, and submitted to the Ministry of Education for record. Amendments follow the same procedure.