中國醫藥大學學生修讀輔系辦法

China Medical University Guidelines for Students Pursuing Minor

第一條　本校為擴展學生學習領域，培養第二專長，爰依據大學法第二十八條及其施行細則第二十五條規定，訂定中國醫藥大學學生修讀輔系辦法（以下簡稱本辦法）。

To broaden students' fields of study and cultivate a second area of expertise, these Guidelines are stipulated in accordance with Article 28 of the University Act and Article 25 of its Enforcement Rules.

第二條　本校學士班各學系得互為輔系；各學系得依本辦法訂定本校各學系學生修讀輔系實施要點，內容包含可接受選修輔系學生（以下簡稱輔修生）之名額、標準、條件與應修科目學分，並提教務會議核備。

碩、博士班學生得修讀本校同級碩、博士班為輔系所，各系所得依本辦法訂定本校各系所學生修讀輔系實施要點，並提研究生教育委員會核備；但一般碩士班與碩士在職專班不得互為輔系所。

All undergraduate departments of the University may serve as minor departments. Each department may, in accordance with these Regulations, formulate its own implementation guidelines for admitting students from other departments to pursue a minor. The guidelines shall specify the number of students accepted, eligibility criteria, conditions, and required courses and credits, and shall be submitted to the Academic Affairs Meeting for approval.

Master's and PhD students may pursue a minor in a program of the same level within the University. Each department may establish its own implementation guidelines in accordance with these Regulations and submit them to the Graduate Education Committee for approval. However, students in general master's programs and in-service master's programs may not pursue each other's programs as minors.

第三條　學士班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選修輔系。

碩、博士班學生得自入學起至第四學期開學前止，申請加修其他系所同級碩、博士班為輔系所。

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。

Undergraduate students may apply to pursue a minor in another department during their regular period of study (excluding extended years).

Master's and PhD students may apply to pursue a minor in a program of the same level from the time of enrollment until the beginning of the fourth semester.

Students intending to pursue a minor at another university must comply with the inter-institutional agreements or the relevant regulations of the host institution. Students from other institutions who wish to pursue a minor at CMU shall follow the University's "Guidelines for Inter-University Minors and Double Majors."

第四條　學士班學生申請選修輔系，須於規定期限內向教務處辦理申請手續，經主系系主任同意及輔系審查通過後，送教務處備查。
碩、博士班學生申請修讀輔系所，須於規定期限內辦理申請手續；經主系所主任/所長及指導教授同意，並經輔系所審查通過後，送研究生事務處備查。
Undergraduate students applying for a minor must submit their application to the Office of Academic Affairs within the designated period, with the consent of the director of the original department and the approval from the intended minor department, before submission to the Office of Academic Affairs for record.
Graduate students applying for a minor must also apply within the designated period, with the consent of the director of the original department and their academic advisor, and obtain approval from the intended minor department, before submission to the Office of Graduate Student Affairs for record.

第五條　學士班輔修生至少應選修輔系所指定之專業科目二十學分，專業科目以輔系申請核准學年度之畢業學分認列表為準。並在主系規定最低畢業學分數以外加修之。選修輔系之科目不得與主系必修科目相同。
碩、博士班學生修讀其他系所同級碩、博士班為輔系所，由各加修系所自訂應修科目及學分數。
Undergraduate students pursuing a minor must complete at least 20 credits in the professional subjects designated by the minor department. These subjects must be based on the graduation credit list in effect for the academic year in which the student is approved for the minor. The required credits for the minor shall be taken in addition to the minimum credits required for graduation in the original department.
Courses taken for the minor may not duplicate required courses in the original department.
Graduate students pursuing a minor in another same-level graduate program shall fulfill the course and credit requirements as determined by the minor department.

第六條　輔修生每學期所修主系所與輔系所課程學分及成績應合併計算，其選課仍受學期最高選修學分數之限制；其選修輔系課程成績不及格者，應依照本校學則相關規定辦理。
Each semester, credits and grades for both original and minor department courses shall be calculated together. Students are still subject to the maximum credit limit per semester, and regulations on failed credits for minor courses shall be handled in accordance with University Academic Regulations.

第七條　學士班輔修生因修讀輔系而須延長修業年限者，其延長修業年限最多二年；其繳費規定與一般延修生相同。
Undergraduate students who need to extend their study period due to pursuing minor may extend for up to two years. The tuition and fees shall be paid in accordance with the regulations for extended study students.

第八條　凡修滿輔系所規定之專業必修科目與學分，成績及格者，其歷年成績表、畢業生名冊及學位證書等相關證明文件，均應加註輔系所名稱，但不另授予學位。
Students who have completed all required minor courses and credits with passing grades shall have the title of the minor department annotated on their academic transcript, graduation list, and diploma. However, a separate degree will not be conferred.

第九條　學士班修讀輔系之學生已符合主系畢業資格，但未能修畢輔系科目學分者，得延長修業年限，以二年為限，但總修業年限仍應符合大學法修業年限規定。反之，得向教務處提出放棄修讀輔系之申請，其歷年成績表及畢業相關證件不予加註輔系名稱。
碩、博士班學生修習輔系所者，其修業年限不因其具輔系所身分而延長。
Undergraduate students who have met the graduation requirements for their original department but have not completed the credits for the minor may apply to extend their study period, for up to two years. However, the total period of study must still comply with the maximum limits set by the University Act. Otherwise, students may apply to the Office of Academic Affairs to withdraw from the minor. In such cases, the title of the minor department will not be annotated on their transcript or graduation documents. The study period for graduate students will not be extended due to pursuing a minor program.

第十條　大陸地區學生修讀輔系所之系所限教育部核准招收陸生之系所。
Mainland Chinese students applying for minor shall be limited to departments approved for admitting Mainland Chinese students by the Ministry of Education.

第十一條　本辦法如有未盡事宜，悉依本校學則及相關規定辦理。
Matters not addressed herein shall be subject to the China Medical University Academic Regulations and relevant regulations.

第十二條　本辦法經教務會議、校務會議通過，陳請校長發布實施，修訂時亦同。
These regulations shall take effect after approval by the Academic Affairs Meeting, Administrative Affairs Meeting, and subsequent promulgation by the President. Amendments follow the same procedure.