

# **Chung Yuan Christian University Regulations for Admissions to Post-Baccalaureate Second Specialty Bachelor's Degree Programs**

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## **Article 1**

In order to build a learning society, meet the needs of industry employment, cultivate a second specialty and provide cross-disciplinary learning opportunities, Chung Yuan Christian University (hereinafter referred to as the university) offers a post-baccalaureate second specialty bachelor's degree program (hereinafter referred to as the program) to strengthen the public's workplace Employment ability, enhance national competitiveness, in accordance with Article 24 of the University Act and the Ministry of Education's "Guidelines for the Review of Post-Bachelor's Second Specialty Bachelor's Degree Programs for Universities and Colleges" to establish the "Chung Yuan Christian University Post-Bachelor's Second Specialty Bachelor's Degree Program" "Regulations on Admissions to Programs" (hereinafter referred to as "Regulations").

## **Article 2**

Our school has established an admissions committee in accordance with the "Criteria for the Establishment of the Admissions Committee of Chung Yuan Christian University" to formulate admissions guidelines, handle admissions matters based on the principles of fairness, justice, and openness, and handle emergency matters related to admissions.

## **Article 3**

The program is open to students who have obtained a bachelor's degree or above.

## **Article 4**

The eligibility requirements for the application are to graduate from a domestic university or independent college registered by the Ministry of Education, or to graduate from a foreign university or independent college recognized by the Ministry of Education, with a bachelor's degree or above, and male students have completed military service or have no military service obligations, and meet the requirements of the admission brochure. Applicants who meet the prescribed conditions may register for the admission examination for this program.

Applicants with overseas academic qualifications must comply with the regulations of the University's Regulations on the Recognition of Foreign Academic Credentials, the Regulations on the Examination and Recognition of Academic Credentials in Hong Kong and Macao, or the Regulations on the Recognition of Academic Credentials in Mainland China.

### **Article 5**

The enrollment classes and quotas will be implemented after being approved by the Ministry of Education. The curriculum design of the enrollment classes must focus on industry needs and cultivate cross-disciplinary talents with the aim of promoting employment or strengthening workplace capabilities.

This program adopts the principle of individual enrollment in the second semester of each academic year. It is limited to once per academic year and the quota cannot be divided into batches for enrollment.

### **Article 6**

Admission is mainly based on a written review, including academic performance, field relevance, competitions, and certification performance. If necessary, interviews, written tests, practical or hands-on examinations may be added and clearly stated in the admission brochure.

If the interview, practical or hands-on approach is adopted, it should be recorded in audio, video or detailed text. The written record should be completed before the Admissions Committee decides on the admission list. For those with exceptionally high or low scores, the score sheet should be noted. State the reason.

### **Article 7**

The admission brochure should list in detail the admission class, department, duration of study, number of admissions, eligibility criteria, examination items, examination date, registration procedures, scoring criteria, admission method, transfer principle, ranking of equal scores, registration procedures, and replacement procedures. Regulations, score review, admission dispute resolution procedures and other relevant regulations should be announced at least 20 days before accepting applications.

### **Article 8**

If the number of applicants for each program does not reach 15 after the registration deadline, the Admissions Committee may, with the approval of the Admissions Committee, stop enrolling in that program for that academic year and refund the registration fee in full without interest. Applicants may not objection.

The above-mentioned provision of suspension of enrollment due to failure to meet the number of applicants shall be clearly stated in the enrollment brochure.

## **Article 9**

The admission principles for this program are as follows:

1. The Admissions Committee shall determine the minimum admission standard before the announcement of the admission results. Candidates whose scores are above this standard and within the admission quota shall be listed as regular admitted students. The remaining non-regular admitted students may be listed as reserve admitted students. If the number of candidates who have achieved the minimum admission standard is less than the enrollment quota, the reasons may be submitted to the school-level admissions committee for approval and the under-enrollment may not be made, and the candidates may not be listed as reserve candidates. The admission list should be officially announced after confirmation by the school-level admissions committee.
2. If there are vacancies after the admitted students register, the number of vacancies can be filled by the reserve students before the deadline specified in the school's admission brochure. The deadline for making up the place shall not exceed the start date of classes specified in the school's calendar for the semester of the year of admission.
3. If there are two or more candidates who are the last to be admitted with the same total score and the total score of the reserve candidates is the same, the admission order will be determined according to the method of handling the same scores as specified in the brochure. If the scores are still the same, the order of increase will be used. All admissions will be made through quota method.
4. If there are special circumstances that require additional admissions, the school-level admissions committee should hold a meeting to decide, and submit the meeting minutes together with relevant supporting documents in accordance with the following regulations:
  - (1) Applicants who are admitted as additional students with the same scores should report to the Ministry of Education within two weeks after the start date of classes in the school calendar for the semester of the year of admission.
  - (2) If the additional admissions are due to administrative negligence within the school, an admissions review report should be attached and the application can only be processed after being approved by the Ministry of Education within one month after the facts are confirmed.

## **Article 10**

Admitted students must enroll in the current academic year and are not allowed to apply to retain their admission qualifications. If you need to apply for a place of stay due to pregnancy, childbirth, or raising a child under three years old and have a certificate, you may apply in accordance with the school regulations.

## **Article 11**

After the admitted students register and complete the course period, complete the required courses and credits, and pass the exam, the university will confer a bachelor's degree and issue a degree certificate. The words "Post-Bachelor's (class name) Program" will be added to the bachelor's certificate.

### **Article 12**

If a candidate has doubts about his/her individual scores, he/she may apply for a score review within the time limit specified in the brochure. The score review is limited to recalculating the test paper scores and cumulative scores. Candidates are not allowed to apply for reading, photocopying, copying, photographing, re-marking, or re-grading. , scoring criteria, reference answers to test questions, or the names of the test setters, examiners, reviewers, and interviewers.

Candidates' scores may be reviewed only once.

### **Article 13**

If a candidate believes that the decision made by the Admissions Committee of our school regarding him/her is inappropriate and has damaged his/her rights, he/she may file a written appeal to the Admissions Committee of our school within seven days from the day after he/she becomes aware of the decision. . Starting from the day after the appeal is accepted, the Admissions Committee shall make a formal reply to the candidate after making a resolution within one month. If necessary, a special task force shall be formed to conduct an impartial investigation and handle the case, and the candidate shall be informed of the administrative relief procedures.

### **Article 14**

When handling examination affairs, the school shall be careful in setting questions, printing examination papers, making examination papers, marking examination papers, sealing examination papers, supervising examinations, calculating examination results, announcing examination results, and registering students. Blood relatives or in-laws should take the initiative to avoid registering for the exam.

Participants have the obligation to keep the trial work confidential.

### **Article 15**

When enrolling or registering, admitted students must submit certificates and supporting documents in accordance with the school's regulations.

If there is any cheating in the entrance examination or the academic and experience certificates submitted are forged, altered, forged, used by others, false or do not meet the application qualifications, if it is verified to be true, the admission qualification of those who have not been admitted will be cancelled, and those who have been admitted will be expelled

No academic certificates will be issued to students. If the violation is discovered after graduation, in addition to ordering the cancellation of their degree certificates, their graduation qualifications will be revoked by public announcement.

### **Article 16**

All examination and scoring data should be kept properly for one year. However, if an appeal is filed in accordance with the regulations, it should be kept until the end of the appeal procedure or the end of the administrative relief procedure.

### **Article 17**

All revenue and expenditure of the Admissions Committee shall be handled in accordance with accounting regulations.

### **Article 18**

In addition to being handled in accordance with the admission brochure, other matters not covered here will be handled in accordance with relevant laws and regulations.

### **Article 19**

This regulation shall be adopted by the Admissions Committee and reported to the Ministry of Education for approval before being promulgated and implemented, and the same shall apply to amendments.