

# Tzu Chi University of Science and Technology

## Academic Regulations

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### Title I General Provisions

Article 1 The Students' Enrollment Rules (hereinafter referred to as the Rules) are formulated according to the University Act, the Enforcement Rules of the University Act, the Degree Conferral Act, and other relevant regulations. All matters related to student enrollment shall be handled according to the Rules.

Article 2 Students can file an appeal to the Student Appeals Review Committee if they need to make any request or appeal for matters related to enrollment.

### Title II Undergraduate school

#### Chapter 1 Admission

Article 3 A person who satisfies any of the following eligibility criteria can be admitted to the first-year studies of a two-year undergraduate program in any department of the university upon passing the entrance examination

(screening):

- I. A graduate from a public or registered private junior college.
- II. A graduate from a public or registered private college of continuing (supplementary) education who was awarded a qualification certificate issued by an education administration authority.
- III. A graduate who has adequate academic ability to take the entrance examination according to the relevant rules.

Article 4 A person who satisfies any of the following eligibility criteria can be admitted to the first-year studies of a four-year undergraduate program in any department of the university upon passing the entrance examination (screening):

- I. A graduate from a public or registered private senior high school.
- II. A graduate from a public or registered private comprehensive senior high school.
- III. A graduate who has adequate academic ability to take the entrance examination according to relevant rules.

Article 5 At the beginning of each academic year, the university organizes an open and public entrance examination for the two- and four-year programs of all departments. The measures for recruitment are stipulated separately and reported to the competent authority for approval.

Article 6 The university also accepts overseas Chinese students, foreign students, and students from the frontier allocated by the Ministry of Education according to the regulations of the Ministry of Education. The measures for the recruitment of foreign students are reported separately to the competent authority for approval.

Article 7 Admitted new students shall visit the campus within the specified period to complete the enrollment procedure; if the enrollment procedure has not been completed before the deadline, the university will cancel the admission qualification.

Article 8 When a student is unable to enroll in the designated semester due to serious illness or exceptional incidents, he/she should present evidential documents in the application to retain the admission qualification before the enrollment deadline. Upon the approval of the university, the admission qualification can be retained for one year. If a student is still

unable to enroll after the retention period, he/she can apply for a further extension of the admission qualification without any fees, and the university shall consider the application case by case. The student shall visit the campus with the deferment approval certificate to apply for enrolment before the start of the next academic year. In special circumstances, the following principles apply:

- I. If a new student applies for deferment due to mandatory military service, after being approved, he/she should submit a certificate of discharge after leaving the military services, to retain the admission qualification until he/she is enrolled in the next academic year.
- II. A student who is, or has a spouse or partner who is pregnant, has been pregnant (induced abortion, spontaneous abortion or has adopted), or has given birth, or a student who is bringing up a child (children) under the age of three, can apply to the university with proof for retaining the admission qualification before the enrollment begins.
- III. A senior high school graduate who has joined the Youth Education and Employment Saving Accounts Program can apply to retain the admission qualification after being admitted to the university, for a maximum period of deferment of three years, which is not included in the original period of the retention of the admission qualification.

Article 9 During enrollment, a student should submit valid certifications of academic credentials (abilities). If there is a valid reason, a student can apply to enroll first and provide such certifications later, however, the documents should be submitted before a designated date, or the admission qualification will be canceled. The student must also fill in the student enrollment form in person during enrollment.

Article 10 A student's enrollment information should be archived and kept permanently. It should include the student number, name, gender, date of birth, national ID no., nationality (applicable to foreign students), place of residence (applicable to overseas Chinese students), student status, level of education level during enrollment, year and month of

enrollment, faculty and department, the study status such as suspension of studies, resumption of studies or being transferred to a new department, grade points of courses taken, graduation year and degree awarded (or the record of withdrawal), as well as the names and mailing addresses of parents or guardians. If a student, an alum, or a school leaver wishes to change his/her name, or the date of birth registered at the university, he/she should produce the proof issued by the household registration authority.

**Article 11** If a student is found to have cheated in the entrance examination, or if the certifications submitted during enrollment are found to be forged, borrowed, or altered, the student shall be expelled immediately. If the fraud is found after graduation, his/her certificate of degree/diploma shall be revoked, and the university shall announce the revocation of his/her qualification.

## Chapter 2 Fee payment, enrollment, course selection, credit transfer, and waiver

**Article 12** Students should pay all kinds of fees and complete all the procedures stipulated in the enrollment notice within the designated period in each semester. A student failing to register within three weeks after the start of his/her first semester shall be ordered to withdraw, except for those who have applied for a suspension of studies or have withdrawn. For special cases, the tuition and miscellaneous fees to be paid shall be decided and approved by the principal on a case-by-case basis.

**Article 13** Students should register at the campus in person on the designated date. A student can apply in advance to postpone the enrollment due to serious illness or exceptional incidents, and the deferral period shall not be longer than two weeks. A new student who fails to apply for a postponement of enrollment or fails to enroll his/herself after the approved deferral period will have his/her admission qualification canceled, while a current student failing to apply for a suspension of studies shall be ordered to withdraw.

**Article 14** Students' course selection is subject to the university's "Student Course Selection Regulations", and the regulations of the course selection of the university are separately stipulated.

Article 15 A student should add or drop courses within the designated period of each semester. The record shall be approved by the head of the department and sent to the Curriculum Division, Office of Academic Affairs. The option to add/drop courses after the deadline shall not be accepted. Credits involving courses that have not been added/dropped as stipulated by the regulations shall not be recognized, and the grade point of a course dropped by the student himself/herself is counted as zero. The total credits after course add/drop should not be lower than or exceed the credits that should be gained in each semester.

Article 16 A student should not take courses with time conflicts. Once discovered, the grade points of the courses with time conflicts shall be zero.

Article 17 If a student is approved to retake a course that bears the same name as a course that he/she has passed due to special reasons, the record of the course taken previously with the same name as the retaken course shall be canceled.

Article 18 The university may offer remedial courses as needed during summer breaks, and the regulations are stipulated separately.

Article 19 The students at our university can apply for cross-university course selection. A student who wishes to take a course at another university shall gain approval from this university and the other university, and the credits involved shall not exceed one-third of the credits taken in the current semester. The measures of cross-university course selection are stipulated separately.

Article 20 Freshmen and transfer students can apply to have their courses taken or credits gained transferred to this university (upon passing an examination if necessary) and be counted as credits for graduation. In this case, they have to study for a least a year of study before graduation.   
The above-mentioned qualification for the transfer or waiver of credits have to be applied according to the regulations of credit transfer and waiver of the university:

I. Students can apply for credit transfer and waiver within two weeks before the start of the semester.

II. Freshmen of four-year and two-year programs can apply for the transfer or a maximum waiver of 20 credits.

III. Transfer students from other universities and transfer students from other departments can apply for the transfer or waiver of credits no more than the credits required to be taken in the semester before the transfer (20) credits for undergraduate students).

IV. Dropout students of the university are not subject to the restrictions in the preceding rules II and III.

Article 21-1 In the transfer of credits and waiver of courses, the credits and courses can not be transferred repeatedly, and shall be handled according to the following rules:

I. The names and the content of the courses are identical.

II. The course names are different but the content of the courses is identical.

III. The course names are different but the content of the courses is similar.

VI. When the credits gained in the course taken is higher than that of the course to be exempted, the lower one shall prevail.

When the credits gained in the course taken are lower than that of the course to be exempted, a student can make up for the remaining credit(s) by taking a relevant course offered by this university. The responsible teaching unit shall designate a course for the student to make up for the remaining credit(s), and the student shall apply for a transfer or waiver after completing the course. If the university does not offer a relevant course for the student to make up for the credit(s), no transfer or waiver of credits shall be allowed.

V. A student with (a) continuing education credit certificate(s) should apply for the transfer or waiver according to Article 14 of the “Enforcement Regulations Governing the Continuing Education Offered by Junior Colleges and Institutions of Higher Education.” After gaining approval, the student has to finish the designated period of study of the respective program, which shall be no less than a year, and gain at least half of the credits required for graduation.

## VI. The “Measures of Credit Transfer and Waiver” are stipulated separately.

Article 21 The extra-curricular achievements of students who meet the following requirements can be exchanged for credits at the time of graduation, however, such credits shall not exceed one-fourth of the credits for graduation.

- I. If achievements in work, education and training, as well as research and development with a nature identical or similar to the curriculum, meet the requirements of the curriculum, students can apply for exemption from the internships or experiments.
- II. Students who have participated in extra-curricular education and training or research and development that were organized and approved by the schools they graduated from and meet the requirements of the curriculum, can apply to have the experience transferred into the credits for professional courses.
- III. The measures of recognizing extra-curricular achievements are stipulated separately.

Article 22 Students who have studied in and passed the university’s credit courses relevant to professional curricula can apply to transfer the credits into credits for graduation after passing the entrance examination, and the measures of transferring such credits are stipulated separately.

### III. Transferring to a different university or a different department

Article 23 If the students enrolled fall short of the planned class size of a department, the vacancies will be filled according to the rules stipulated by Articles 3 and 6 of the Admission Regulations of the University. If there are vacancies for freshmen in the two-year programs of this university, we only accept transfer students in the second semester of the first academic year. If there are vacancies for freshmen in the four-year programs offered by the departments, we accept transfer students in all semesters except for the first academic year and the last academic year. The measures for recruiting transfer students are stipulated separately and reported to the Ministry of Education for the record.

Article 24 Transfer students who have graduated from another university shall study

for no less than a year in this university after being enrolled. Transfer students who have graduated from continuing education institutions shall study for no less than two years in this university after being enrolled.

Article 25 Except for the first semester of the first academic year and the second semester of the last academic year, students can transfer between departments after gaining the required credits within the study period. However, when transferring between departments, students cannot transfer to a program with a different duration for completion. The quota for a department to accept transfer students shall not exceed 20% of its planned freshman class size (including the additional number). The measures of transferring between departments are stipulated separately.

#### Chapter 4 Duration of study, minors and double majors, credits, and grades

Article 26 This university adopts a credit system based on academic years. The two-year curriculum offered by all departments shall take no less than two years to complete, and the total number of credits shall be no less than 72. The four-year programs offered by all departments take four years to complete in principle, and the total number of credits shall be no less than 128.

Students who have graduated from overseas schools equivalent to Taiwan's senior high schools or private junior colleges but have a shorter duration of study are regarded as having the adequate academic ability and can apply to the undergraduate programs of this university. The required credits for graduation shall be increased by at least 12, and the exact number of the additional credits and the courses to be taken shall be determined by each department (academic program).

Article 27 Students who fail to gain the required credits in the designated duration of study may extend the duration of study for a maximum of two academic years. After the extended period expires, if a student still fails to finish his/her studies due to a serious illness or exceptional incidents, he/she can apply for a further extension of two academic years on a case-to-case basis. Students with disabilities attending undergraduate

programs can extend the duration of study for up to four years due to their physical and mental conditions as well as learning needs. For students who are pregnant, giving birth, or raising a child (children) under the age of three, the period of extension shall be determined on a case-by-case basis.

**Article 28** Students who study in the departments of this university can choose a minor or a second major after approval. Students who choose a minor or a second major shall gain at least 20 credits from the compulsory courses of the discipline they minor in, or all credits from the compulsory courses of the second major. The relevant measures are stipulated separately and reported to the competent authority for the record.

**Article 29** Students who choose to study double majors but fail to complete the required courses and credits after two years of extension, can apply for a further extension of one year.

**Article 30** Regarding the credits of each course, in principle, 18 hours of teaching in a semester translates into one credit, while two to three hours of internships and experiments every week of a semester translates into one credit.

**Article 31** After deducting the transferred or waived credits, the credits gained by each student in each semester shall be no less than 10 credits and no more than 28 credits. Students who have extended their studies, transfer students, overseas students, students of continuing education, and students with special conditions can be exempted from this rule if approved on a case-to-case basis.

**Article 32** Students' performance is determined by two aspects: academic grades and conduct, on a scale of 0 to 100 points, with 100 as the full mark and 60 as the passing score. The conversion between the 100-point scale system and the letter grading system is as follows:

- I. 90 to 100 points equals 4.3 grade points (A+).
- II. 85 to 89 points equals 4.0 grade points (A).
- III. 80 to 84 points equals 3.7 grade points (A-).
- IV. 77 to 79 points equals 3.3 grade points (B+).
- V. 73 to 76 points equals 3.0 grade points (B).
- VI. 70 to 72 points equals 2.7 grade points (B-).

VII. 67 to 69 points equals 2.3 grade points (C+).

VIII. 63 to 66 points equals 2.0 grade points (C).

IX. 60 to 62 points equals 1.7 grade points (C-).

X. 50 to 59 points equals 1.0 grade points (D).

XI. Points under 49 equals 0 grade points (E).

**Article 33** If a student is unable to attend the midterm or final examination as a result of hospitalization with a serious illness, or due to a force majeure, he/she will be allowed to take a make-up examination after formally applying for leave. The make-up examination shall be held within two weeks of the end of the examination.

**Article 34** The score of the make-up examination shall be calculated as follows:

For students who are on leave due to official reasons, giving birth, hospitalization with serious illness, or the loss of an immediate family member(s) or a spouse, their examination scores shall be counted in full. For students who are allowed to take leave due to other reasons and take the make-up examination, the part over 60 points shall be discounted to 80%, while those who fail shall have their scores counted in full.

**Article 35** If a student is discovered to be cheating in an examination, the score of the examination shall be counted as zero. In addition, the student shall be punished according to the rewards and punishments measures for students, depending on the seriousness of the fraud.

**Article 36** The students' academic performance is assessed by three methods: regular tests, midterm exams, and final exams.

**Article 37** The grade of each course in a semester shall be calculated by the scores given by teachers in regular tests, midterm exams, and final exams. A week after the final examination of a course, the scores shall be submitted to the Office of Academic Affairs, while an online performance report shall be filled in for the record of the Enrollment Team.

**Article 38** Those who fail academic courses shall not be allowed to take make-up examinations, and shall not be given credits. Those who fail the compulsory courses will have to retake the examination. Teachers are responsible for submitting the grades of students to the Enrollment Team for permanent records. After the grades are submitted, no change

shall be made to them, except for omissions, mistakes, or wrong calculations. In such cases, the course teacher shall produce a written explanation to the Enrollment Team. Once verified in an academic affairs meeting, the application for the change of the scores shall be submitted to the Enrollment Team of the Office of Academic Affairs.

Article 39 The grade point average and the final graduation result of a student shall be calculated as follows:

- I. The grade point of a course is obtained by multiplying the score gained in the course by the credits of the course.
- II. The sum of the credits of the courses taken in a semester is the total credits of the semester (excluding the transfer and waived credits)
- III. The grade points gained in all courses taken in the semester are the total grade points gained in the semester.
- IV. The grade point average of the semester is obtained by dividing the total grade points gained in the semester by the total credits of the semester, including the scores and the credits of the failed courses.
- V. The final graduation result is obtained by dividing the sum of the total grade points gained in all semesters (including summer courses) by the sum of total credits in all semesters (including summer courses).

Article 40 Students who are absent from the midterm and final examinations of a course get a zero score for the whole course. Those who are absent from regular tests are scored zero for the tests that they fail to attend.

Article 41 All scores gained by students shall be rounded to the nearest whole number, and the score of each course in a semester shall also be rounded up to the nearest whole number, while the grade point average of a semester and the final grade point are rounded to two decimal places.

Chapter V Leave of absence, suspension of studies, resumption of studies, and withdrawal

Article 42 Students who are unable to attend classes for valid reasons shall ask for a leave of absence according to the relevant rules. However, students' absences from mid-term and final examinations should be approved in advance by the Office of Academic Affairs.

Article 43 Failing to attend classes without a leave of absence is regarded as truancy,

and failing to take an examination is regarded as truancy of examination.

Article 44 If a student fails to attend one-third of the total teaching hours of a course in a semester with a leave of absence (except due to official reasons), he/she shall not be allowed to attend the examinations of the course and shall be given a zero score for the course. For a student who is, or has a spouse or partner who is pregnant, has been pregnant (induced abortion, spontaneous abortion or has adopted baby[ies]), or has given birth, or a student who is raising a child (children) under the age of three, so that he/she fails to attend one-third of the total teaching hours of a course in a semester, the assessment shall be completed with a make-up examination or other flexible means, according to the needs and the nature of the subject. The score obtained in the make-up examination shall be counted in full.

Article 45 A student shall be suspended in any of the following situations, and should formally apply for temporary leave from the university through the Enrollment Team:

- I. If the student fails to attend one-third of the total teaching days in a semester since the first day of classes.
- II. If the Disciplinary Committee of the university decides at a meeting that the student should be suspended. (During the semester, the deadline for applying for a suspension of studies is the last business day before the start of the final examinations).

Article 46 Students can apply for a suspension of studies with the consent of their parents or guardians for valid reasons. After the approval of the principal, the students can apply for temporary leave from the university through the Enrollment Team.

Article 47 Students who apply for a suspension of studies can leave for one semester, one academic year, or two academic years after approval is granted by the university. The accumulated duration of the suspension shall not, in principle, exceed two years. For special cases, the following rules apply:

- II. If a student is unable to resume his/her studies in time after the suspension period, he/she may be given a further suspension of

one year upon application on a case-to-case basis.

- II. A student who is, or has a spouse or partner who is pregnant, has been pregnant (induced abortion, spontaneous abortion or has adopted baby[ies]), or has given birth, or a student who is raising a child (children) under the age of three, can apply for a suspension of studies following the same rules for male students drafted to military service. The duration of the leave shall not be counted as the suspension period, to protect the student's right to education.
- III. If a student is drafted to military service during the suspension period, he should produce a copy of the recruitment notice when applying for the extension of the suspension period. After the end of the military service, the student shall produce the discharge notice to apply for the resumption of studies.
- IV. A senior high school graduate who has joined the Youth Education and Employment Saving Accounts Program can apply for a suspension of studies after enrollment, for a maximum of three years, and the duration of the leave shall not be counted as the suspension period.

Article 48 Students who fail to resume their studies before the end of the approved suspension period shall be deemed to have withdrawn from the university.

Article 49 During the suspension period, if a student performs well or violates the university rules, the university may reward or punish the student according to the degree of influence of the event.

Article 50 Students on a temporary leave shall apply for the resumption of their studies before the end of the approved suspension period. After being approved, they shall continue their studies in the connecting academic year or semester in the department that they had studied in. Students who suspend their studies in the middle of the semester should start over in the same academic year or semester when they resume their studies. The scores that they had gained in the semester during which they suspended their studies shall be canceled.

Article 51 A student shall withdraw in any of the following situations:

- I. If the student fails to enroll himself/herself before the deadline or fails

to resume his/her studies before the end of the suspension period.

II. If the student's academic performance falls under any of the following circumstances, except for those who take courses under nine credits (inclusive) in a semester.

(I) In two semesters, the student fails in courses with credits that account for two-thirds (inclusive) of the total course credits (excluding the transfer and waived credits) of each semester.

(II) In two semesters in a row, the student fails in courses with credits that account for half (inclusive) of the total course credits (excluding the transfer and waived credits) of each semester.

(III) Overseas students (foreign students, overseas Chinese students, Hong Kong and Macao students, and mainland students), ethnic Mongolian and Tibetan students, aboriginal students, and students of parents officially dispatched overseas who fail in courses with credits that account for two-thirds (inclusive) of the total course credits (excluding the transfer and waived credits) of each semester, in two semesters in a row.

(4) Students with disabilities are not subject to the rules of expulsion due to academic performance. (The identification of students with disabilities is based on relevant regulations)

III. If the student fails to complete all courses and earn enough credits for graduation as stipulated by the respective departments before the end of the study period.

IV. If the student fails in conduct performance.

V. If the student enrolls himself/herself in another university at the same time.

VI. If the student seriously violates the university rules, which prompts the Disciplinary Committee of the university to decide on a meeting that the student should withdraw.

VII. If the student voluntarily withdraws, irrelevant to the reasons mentioned in the preceding paragraphs.

Article 52 A student who withdraws or is ordered to withdraw can apply for a

certificate of study issued by the university if he/she has finished the studies of one or more semesters at the university and has earned scores. However, a student who is expelled cannot receive a certificate of study and will have no chance to be admitted to the university again.

Article 53 Students who are ordered to withdraw or those who are expelled can file an appeal according to the university's student appeal system. The students can continue to study at the university before there is a judgment.

## Chapter 6 Graduation and degree

Article 54 Students who have completed their studies, completed the compulsory courses, earned the required credits with passing grades, and with passing grades in conduct in all semesters, shall be allowed to graduate. After reviews under relevant regulations, they will be awarded a bachelor's degree and receive a degree certificate.

Article 55 During the study period, students who meet the following criteria can apply for graduating one academic year or semester early:

- I. Completing all compulsory courses and required credits, with an average academic score of over 80 in all semesters.
- II. With conduct scores above 80 in all semesters.
- III. Being one of the top 10% of students with the best performance in the class of the same department in all semesters.

The measures of applying for early graduation are stipulated separately and reported to the competent authority for the record.

Article 56 Students graduating in the current academic year but fail to earn all required credits and need to retake the course or catch up with the credit requirement in the second semester of the extended study period have to apply for the suspension of studies in the first semester and are exempt from registration. Those who register should take at least one credit.

## Title III Graduate school

### Chapter 1 Admission

Article 57 Applicants with a bachelor's degree awarded by a public or registered private university, an independent college, or an overseas university

recognized by the Ministry of Education, or with adequate academic ability according to the rules, can study in the master's programs offered by the university's graduate school upon passing the entrance examination or the screening organized by the university's graduate school.

## Chapter 2 Enrollment and course selection

Article 58 The fee payment and enrollment of graduate students shall follow the same rules mentioned in Articles 12 and 13 of the Students' Enrollment Rules.

Article 59 The course selection of graduate students shall follow the academic rules set forth by the respective research institutes.

Article 60 The number of credits that graduate students should earn in each semester shall be determined by the academic rules set forth by respective research institutes. The limitation on course selection relating to credits shall follow the university's Student Course Selection Regulations.

## Chapter 3 Leave of absence, truancy, and deduction of scores

Article 61 The leave of absence, truancy, and the deduction of scores of graduate students shall follow the same rules mentioned in Articles 42, 43, and 44 of the Students' Enrollment Rules.

## Chapter 4 Duration of study, credits, and grades

Article 62 The duration of study for graduate students in the master's programs shall be one to four years; in-service graduate students can extend their duration of study for a year.

Article 63 The minimum number of credits for the graduation of graduate students in the master's programs shall follow the academic rules set forth by the respective research institutes, and shall be approved by the academic affairs meetings before being implemented.

Article 64 For the academic performance of graduate students, 100 is the full mark and 70 is the passing score. Those who fail a course shall not be allowed to take a make-up examination, and those who fail a compulsory course have to retake it. If a graduate student chooses to take the foundation

courses offered by the undergraduate school, the credits shall not be included in the minimum number of credits for graduation. The average of the grade point average and the results of the degree examination is the final graduation result.

Article 65 The score of a make-up examination of master's programs shall be calculated as follows:

For students who are on leave due to official reasons, giving birth, hospitalization with serious illness, or the loss of an immediate family member(s) or a spouse, their examination scores shall be counted in full. For students who are allowed to take a leave due to other reasons and take the make-up examination, the part over 70 points shall be discounted to 80%, while those who fail shall have their scores counted in full.

Article 66 The assessment of the conduct of graduate students shall follow the rules stipulated in the university's Academic Regulations.

Article 67 The assessment and the degree examination of the graduate students shall follow the university's Measures of Degree Examination.

Article 68 For students who are pregnant, giving birth, or raising a child (children) under the age of three, the period of extension shall be determined on a case-by-case basis.

## Chapter V Suspension of studies, resumption of studies, and withdrawal

Article 69 For cases in which graduate students wish to retain their admission qualifications, suspend their studies, resume their studies, or in which graduate students are to withdraw from the program or violate the university's rules, the rules stipulated in Chapter II of the Students' Enrollment Rules shall be followed.

Article 70 If a graduate student fails to complete all courses, earn enough credits for graduation, or pass all examinations required by the academic rules of the respective research institute, the student shall be ordered to withdraw.

## Chapter 6 Graduation and degree

Article 71 Students who have completed the compulsory courses and earned the required credits within the study period, pass all tests related to the examinations required by the academic rules of the respective research institutes, and with passing grades in conduct in all semesters shall be allowed to graduate and be awarded a master's degree.

Article 72 Other matters that have not been specified in this chapter shall follow the same rules that apply to the undergraduate school, stipulated in Chapter II of the Students' Enrollment Rules.

#### Title IV Supplementary Provisions

Article 73 If a student goes abroad during the study period, the regulations regarding their studies and student statuses are stipulated separately.

Article 74 If a student at our university suffers a major disaster verified by the education authority, arrangements for flexible study shall be made for the student with the approval of an internal meeting of the university. Such arrangements involve the entrance examination, admission qualification, enrolment, payment and course selection, leave of absence, performance assessment, credit transfer and waiver, suspension of studies, withdrawal, resumption of studies, refund, study period, and criteria for graduation, which shall follow rules that are separately stipulated.

Article 75 The Students' Enrollment Rules are approved by the principal after being confirmed by the university council and have been reported to the Ministry of Education for the record. The same procedures apply when the Rules are being revised.