

# 臺北醫學大學學生抵免學分要點

## Taipei Medical University

### Regulations Governing Student Credit Transfer and Waiver

108 年 12 月 02 日教務會議修正通過

Amended and approved by the Academic Affairs Committee Meeting on December 2nd, 2019

109 年 01 月 30 日北醫校教字第 1090000300 號令修正，全文 10 條

Amended by document No. 1090000300 TMU Xiao Jiao Tze on January 30th, 2020 for 10 articles

- 一、 本校為辦理學生抵免學分事宜，依大學法及本校學則訂定「臺北醫學大學學生抵免學分要點」（以下簡稱本要點）。

Article 1 To administer credit transfer and waiver, the *Regulations Governing Student Credit Transfer and Waiver* (hereinafter referred to as the Regulations) were formulated in accordance with the *University Act* and TMU's relevant laws and regulations.

- 二、 下列學生得申請抵免學分：

- (一) 新生(含重考或重新申請入學者)。
- (二) 轉學生。
- (三) 依照法令規定准許先修讀本校承認之學分後考取修讀學位者。
- (四) 校內學士班學生修習碩士班及博士班課程並考取碩士班及博士班；碩士班學生修習博士班課程並考取博士班。
- (五) 同時於校內及兩校間具雙重學籍身分者。
- (六) 經本校核准修讀雙聯學制，修習之科目學分持有證明者。
- (七) 經本校核准之認證考試及格證明。

Article 2 The following students may apply for credit transfer and waiver:

1. Freshmen students, including those who retook college entrance examinations or reapplied for admission.
2. Transfer students.
3. Students who have obtained credits recognized by TMU before admission in accordance with relevant regulations.
4. Graduate students of master's programs who have taken courses offered by the programs and obtained credits before admission; graduate students of Ph.D. programs who have taken courses offered by the programs and obtained credits

before admission.

5. Students who at the same time register at TMU and another school.
6. Students approved by TMU to enroll in a dual degree program and have the certificates of courses and credits taken.
7. Students who have passed the examinations recognized by TMU.

三、 第二點所列各類學生抵免學分多寡與轉(編)入年級規定如下：

- (一) 新生(含重考或重新申請入學)或依法令規定先修習本校承認之學分後考取修讀學位之大學部新生，其抵免學分數以該系所學位學程一年級應修學分總數為原則，若抵免必修學分總數達二十八學分或已達一年級所有必修學分數(含拇山人文講座及必修英文)者，得提高編級至二年級；若抵免必修學分總數達五十六或已達一、二年級所有必修學分數者，得提高編級至三年級，各系所學位學程另有規定者，從其規定。
- (二) 新生(含重考或重新申請入學)或依法令規定先修習本校承認之學分後考取修讀學位之碩博士生，其抵免科目成績須達研究生及格標準，已列入各學制畢業學分之科目不得申請抵免；得經就讀系所學位學程審核後，准予免修。抵免學分數以應修畢業學分數(不含論文學分數)二分之一為限，曾於本校修讀碩、博士學位而未取得學位者或經核准國外入學之雙聯學制者，抵免學分數不受二分之一為限。系所學位學程有較嚴格規定者，所屬學生應從其規定。抵免後碩士班修業年限不得少於一年，博士班修業年限不得少於二年。
- (三) 轉學生學分抵免以轉入年級前所修科目為基準，抵免科目學分以轉入前報名所填之肄(畢)業院校修讀者為原則。轉入二年級者，其抵免學分總數以轉入該系所學位學程一年級應修學分總數為原則；轉入三年級者，其抵免學分總數以轉入該系所學位學程一、二年級應修學分總數為原則。自轉入年級起，每學期至少應修學分數不得減少。
- (四) 第二點第一至二款學生，經核准修讀輔系或雙主修者，得再次申請抵免科目學分經由加修學系審核通過後，酌情抵免。但不得更

改原抵免之科目學分，亦不得再申請提高編級。

- (五)五年制專科學校畢(結)業學生，其專科一年級至三年級修習之科目不得辦理抵免。
- (六)校內學士班學生選修碩士班及博士班課程，日後考取碩士班及博士班，碩士班學生選修博士班課程，日後考取博士班，其修習課程達研究生及格標準得酌予抵免。
- (七)曾修習服務學習課程者，得予抵免。
- (八)雙重學籍學生若於他校就讀後再進入本校就讀(新生)，得酌予抵免；若於本校就讀後再進入他校就讀或同時入學就讀，則他校修習學分不予抵免，在本校擁有雙重學籍者抵免比照跨校辦理。
- (九)學生於碩士修讀期間已修畢本校研究倫理課程，日後考取本校博士班，得予抵免。
- (十)學生得抵免本系開放之他系選修學分數，學分數佔比依各系所學位學程規定辦理。

Article 3 Students who meet the requirements listed in Article 2 may apply for credit transfer and waiver, and second- or third-year entry transfer according to the following rules:

1. Freshmen students, including those who retook entrance exams or reapplied for admission, and those who have obtained credits before admitted to TMU in accordance with relevant regulations: the number of credits transferred shall be based on the total number of credits required for the first-year of the student's bachelor's program/degree program. Should there be 28 compulsory credits transferred, or should the total number of compulsory credits required for the first year be transferred, including the credits of Forum of Humanity & Medicine and compulsory English courses, the student may transfer directly into the second grade of the bachelor's program/degree program; should there be 56 compulsory

Credits transferred, or should the total number of compulsory credits required for the first and second year be transferred, the student may transfer directly into the third grade of the bachelor's program/degree program, unless otherwise stipulated by the institutes, departments, or academic units deemed relevant.

2. First-year graduate students, including those who retook entrance exams or reapplied for admission, and those who have obtained credits before admitted to the master's/Ph.D. program: the grade of the course applied for credit transfer and waiver shall meet the passing standard for graduate students. If the credits applied for transfer and waiver were included in the graduation requirements for the student's previous degree, the transfer and waiver shall not be approved; but the student may be exempted from taking the course with the same title with the approval of the institutes, departments, or academic units deemed relevant. The maximum number of credits transferred shall not exceed one-half of the total credits required for graduation (not including the credits of thesis/dissertation courses). Graduate students who have enrolled in a different master's or Ph.D. program at TMU but have not obtained a degree, or those approved by TMU to study overseas under the dual degree programs may be exempted from the limits. Should there be stricter regulations stipulated by the institutes, departments, or academic units deemed relevant, the regulations shall prevail. After credit transfer and waiver, master's students shall study at TMU for no less than one year; Ph.D. students, no less than two years.
3. Transfer students: credits applied for transfer and waiver shall be limited to courses taken at the school which the student listed when signing up for the transfer examinations. For students transferring directly to the second year, the maximum

number of credits transferred shall be based on the total number of credits required for the first year of the degree/degree program. For students transferring directly to the third year, the maximum number of credits transferred shall be based on the total number of credits required for the first and second year of the degree/degree program. Starting from the year of transfer, the number of credits required each semester must not be reduced.

4. Students who meet the requirements of Item 1 or 2 of Article 2, if approved by TMU to have a second major or a minor, may apply for credit waiver and transfer for a second time. The waiver and transfer application shall be reviewed by the department deemed relevant and granted approval given the situation. Yet courses and credits transferred the first time must not be revised, and the student may not apply for transferring to a higher grade.
5. Students graduating from a five-year junior college or completing a five-year junior college program: courses taken between the first and the third year of the junior college are not eligible for credit transfer and waiver.
6. Master's students who have taken Master's courses during the time when studying in bachelor's programs at TMU; Ph.D. students who have taken Ph.D. courses during the time when studying in bachelor's or Master's programs at TMU: should the grade of the course be above the passing standard for graduate students, the student may apply for credit transfer and waiver.
7. Students who have taken service learning courses may apply for credit transfer and waiver.
8. Double registration students: if the student had registered at

another school before enrolled at TMU, the student shall be considered as a freshmen student and may apply for credit transfer and waiver. If the student had registered at TMU first before enrolled at another school, credits obtained at the latter shall not be waived. The procedure of credit transfer and waiver shall be administered in accordance with regulations governing credit transfer and waiver of cross-campus students.

9. Ph.D. students who have taken research ethics courses during the time when studying in master's programs at TMU may apply for credit transfer.

10. Students may apply for credit transfer and waiver of elective courses of other departments. The maximum number of elective credits transferred shall be determined in accordance with regulations of the institutes, departments, or academic units deemed relevant.

四、 抵免學分之原則：

必選修學分採計年限及科目由系所學位學程認定之；通識學分之採計由通識教育中心一般通識組及語言中心核定；體育及軍訓科目之抵免，由體育教學組及軍訓室分別負責辦理。抵免以順位為原則。

(一)科目名稱、內容相同者。

(二)科目名稱不同而內容相同者(例：中國近代史與中國現代史)。

(三)科目名稱、內容不同而性質相同者(例：電腦概論與電子計算機導論)。

Article 4 Principles of credit transfer and waiver:

The following units are responsible for the review and approval of credit transfer and waiver: institutes, departments, and academic units deemed relevant are responsible for the credits of compulsory and elective courses; the Section of Liberal Arts at Center for General Education and Language Center, general education courses; the Section of Physical Education, physical education courses; Military Education Section, military training courses.

Credit transfer and waiver shall be handled based on the following

order:

1. Courses with the same title and content.
2. Courses with different titles but same content (e.g. Chinese Modern History and The Modern History of China).
3. Courses with different titles and contents, but the two are similar in nature (e.g. Introduction to Computers and Introduction to Computer Science).

五、 不同學分數互抵後之處理：

- (一) 以多抵少者：抵免後，以少學分登記。
- (二) 以少抵多者：抵免部份學分數後無法補足另一部份學分數者，則不予抵免或應再行修補下學期學分數，若其補修科目已停開，由系所學位學程指定性質相近之課程修習。

Article 5 The rules for handling courses with different credits shall be as follows:

1. In cases where the transferred credits are more than the required: the number of required credits will be transferred.
2. In cases where the transferred credits are fewer than the required: the transfer and waiver shall be approved by making up the difference in credits. Should there be no supplementary courses available, the transfer and waiver shall be approved by taking similar courses recognized by the institutes, departments, or academic units deemed relevant. Otherwise, the credits shall not be transferred.

六、 抵免學分之申請與流程：

- (一) 抵免學分申請期限，應於入(轉)學當學年度依本校行事曆公告期限辦理完成，已核准抵免及現修讀之課程不得辦理；若於入學第一學期上課後未逾學期三分之一申請提高編級核可者，於當學年度提高編級，若於入學第一學期上課後逾學期三分之一申請提高編級核可者，則於隔學年度提高編級。
- (二) 學生採線上申請，並檢附歷年成績表、修(肄)業證明書(雙重學籍者免附)、課程大綱或授課進度表，經各審查單位負責審查，由註冊組負責複審。

- (三) 複審完畢後登錄於成績系統。
- (四) 申請學分抵免之科目經核准後，不得更改。
- (五) 經核准通過之學分抵免科目如重覆修習，不列入於畢業學分內。

Article 6 Application and procedure of credit transfer and waiver:

1. Application period for credit transfer and waiver: the application shall be submitted in the academic year of enrollment in accordance with TMU's academic calendar. Credits that have been approved for transfer and waiver and courses taken at the current semester are not eligible for credit transfer and waiver. Should students apply for transferring to a higher grade before one third of the semester of admission and the application be approved, the students will be transferred to a higher grade the same academic year. Should students apply for transferring to a higher grade later than one third of the semester of admission and the application be approved, the students will be transferred to a higher grade in the next academic year.
2. The application of credit transfer and waiver shall be submitted online, and shall be attached with academic transcripts, certificates of completion/incompletion, and syllabuses or teaching schedules (double registration students are exempted from submitting the certificates of completion/incompletion). The application will be reviewed by relevant units and further reviewed by the Registration Section.
3. After the review is completed, the credits will be entered in TMU's Academic Information System.
4. Once the application of credit transfer and waiver is approved, there shall be no revision.
5. Should courses transferred be taken repeatedly, the credits of the courses will not be included in the required credits for graduation.

七、 抵免學分登錄：應將抵免科目學分(成績免登錄)登記於歷年成績表，



並註明入學之相關學籍資料。

Article 7 Listing of transferred and waived credits: courses and credits transferred and waived shall be listed on students' academic transcripts, which shall also include the students' previous school registration information.

八、 凡符合教育部採認之境外大學院校修讀之科目學分，得依本要點酌予抵免。

Article 8 Credits obtained at overseas universities recognized by the Ministry of Education (MOE) shall be approved for credit transfer and waiver in accordance with the Regulations.

九、 有關抵免學分如有未盡事宜，悉依教育部相關法規辦理

Article 9 Any matters related to credit transfer and waiver not mentioned here in shall be handled in accordance with the relevant laws and regulations of MOE.

十、 本要點經教務會議通過後公告施行，並報教育部備查，修正時亦同。

Article 10 The above Regulations take effect upon promulgation with approval by the Academic Affairs Committee Meeting and submission to MOE for approval. Amendments shall follow the same procedure.

(英文版僅供參考，若有歧義，以中文版為準。)

*(The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.)*