

# **Guidelines on the International Joint Degree Programs between National Changhua University of Education and International Institutions of Higher Education**

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## Article I

The Guidelines the International Joint Degree Programs between National Changhua University of Education and International Institutions of Higher Education (hereafter “Guidelines”) are adopted in accordance with Article 45 of the National Changhua University of Education (hereafter “NCUE” or “University”) General Regulations to broaden the visions of its student body, facilitate international academic cooperation, and enhance scholarly exchange of its departments and programs with international institutions of higher education.

## Article II

A dual-degree is conferred upon students who have successfully fulfilled all requirements for graduation of both universities that offer International Joint Degree Programs (“IJDP”) in accordance with the Memorandum of Understand on Cooperation (“MoUC”) entered into by NCUE and a contracted international institution.

## Article III

An international institution is eligible to be partnered with NCUE in offering an IJDP if it:

- a. Has signed an academic exchange agreement with NCUE;
- b. Meets all the requirements of Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education and Regulations on Recognition of Degrees from Mainland China stipulated by the Ministry of Education (“MoE”) or, if not listed in the MoE system, has been accredited by foreign educational authorities or professional accreditation organizations and has been verified by the Republic of China embassy or representative office.

## Article IV

The minimum study periods at NCUE for NCUE students engaging in the IJDP are:

--Bachelor’s degree: 4 academic semesters

--Master’s degree: 2 academic semesters

--Ph.D. degree: 3 academic semesters

Students seeking IJDP shall at least spend 32 months undertaking such studies at both institutions if pursuing Bachelor’s degree, 12 months if pursuing a Master’s degree, and 24 months if pursuing a

Ph.D. degree.

#### Article V

Any NCUE department or program seeking to offer such IJDP shall provide a draft MoUC on Conducting IJDP both in English and Chinese. The draft then has to be reviewed and adopted by the governing boards at the department (or graduate institute) and the college levels, following which it will be approved by NCUE Office of Research and Development and Office of Academic Affairs before it can be signed and ratified by NCUE and its counterpart.

The aforementioned MoUC shall include:

- (a) Eligibility
- (b) Admission criteria
- (c) Curriculum design for interconnecting courses
- (d) Criteria of credit waiver and transfer
- (e) Duration in which courses may be taken at both institutions
- (f) Joint thesis/dissertation supervision
- (g) Degree conferral
- (h) Registration, leave of absence/withdrawal, readmission/reinstatement, dismissal/expulsion
- (i) Amendment and termination of MoUC
- (j) Miscellaneous

All departments and programs may, at their discretion based on their practical needs, reach an agreement with international institutions interested in conducting an IJDP on particular curriculum design and requirements for completion/graduation. The ad hoc agreement may be effective following adoption at the NCUE Academic Affairs Meeting and will be documented for reference.

#### Article VI

Departments and programs seeking to recommend students for overseas programs or admit international students pursuing Master's or Ph.D degrees shall prepare an Agreement on Joint Thesis/Dissertation Supervision ("Agreement"), which shall be reviewed and adopted by a department/program meeting prior to being signed and implemented.

The aforementioned Agreement shall contain the following details:

- (a) Full name of researcher/student.
- (b) Full name of supervising professor(s)
- (c) Title of thesis/dissertation
- (d) Terms of degree completion and minimum residency requirements at both institutions
- (e) Language(s) in which the thesis/dissertation and its abstract shall be written
- (f) Formation thesis/dissertation review committee and conduct of oral examination
- (g) Publication and copyright ownership of thesis/dissertation
- (h) Amendment and termination of the Agreement
- (i) Miscellaneous

#### Article VII

Applicants seeking to enroll in an IJDP shall submit their applications in accordance with the requirements by their intended institutions to their departments/offices before the deadline stipulated by such institutions.

#### Article VIII

International institutions conducting IJDPs in conjunction with NCUE shall submit a list of applicants with the following supporting documents to a designated unit of NCUE prior to the University's deadline for processing and review:

- (a) 2 photocopies of the application form;
- (b) 1 photocopy of valid international student I.D., whereas students from non-English speaking countries shall submit documents accompanied by English translation;
- (c) 2 photocopies of academic transcripts (stamped and sealed by the issuing institution and accompanied by English translation if not written in English);
- (d) 1 photocopy of a recent health check certificate written either in Chinese or English containing HIV status;
- (e) Financial statement;
- (f) Other applicable documents as may be required by the Agreement.

Applications of incoming international students seeking IJDP's at NCUE will be processed by a designated unit of the University, which will review their qualifications and credentials before submitting to their intended departments/programs for further assessment and consideration.

#### Article IX

Students undertaking an IJDP may combine credits earned from both institutions. However, the credits earned locally at both institutions shall respectively reach at least one third of the minimum total credit requirement for graduation. Residency policy regarding enrollment in the last semester or academic year shall be specified in the MoUC in accordance with Article V of the Guidelines.

#### Article X

Admitted students to an IJDP at NCUE shall provide health and injury insurance documents that cover the entire period of their studies at the University. Uninsured students may purchase insurance programs locally from University-contracted agents. Those who fall into the categories of "international students" or "overseas Taiwanese students" are eligible for their respective regulations with regarding to their matriculation status, grading, scholarships, accommodation, and advising on student life.

#### Article XI

Courses successfully completed and the associated credits earned by an IJDP international student at his or her home institution or by an NCUE student undertaking an IJDP at an international institution may be applied to credit waiver policy within the maximum limit of undertaking studies at NCUE in accordance with the University's Regulations on Credit Waiver Policy. Students who meet the minimum graduation requirements of their departments/programs after having their credits waived may be conferred upon the University's degree.

#### Article XII

NCUE students failing to fulfill academic requirements at an international institution yet having spent at both his or her home and host institutions for a period no more than the NCUE maximum time limit of studies may apply, with a specific statement and supporting documents, to the NCUE Office of Academic Affairs for resuming his or her studies at the original department/program and at a level suited to his or her status. Credits earned and courses successfully taken abroad may be

waived in accordance with the University Regulations on Credit Waiver Policy.

#### Article XIII

Male students admitted to an IJDP that have not completed their mandatory military service pursuant to the Republic of China law are subject to Regulations for Exit of Draftees stipulated by the Ministry of Internal Affairs.

#### Article XIV

International students pursuing an IJDP at NCUE shall abide by all applicable laws and regulations of the Republic of China as well as those of the University. Matters not covered in the Guidelines shall be resolved pursuant to applicable regulations set forth by the Ministry of Education and/or the University.

#### Article XV

The Guidelines, including its amendments, will be promulgated and put into effect following adoption at the University General Academic Affairs Meeting and submitted to the Ministry of Education for documentation.