

Regulations for Dual Degree by University of Taipei and Overseas Universities

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Article 1 The regulations are enacted by University of Taipei (hereafter referred to as “the University”) to broaden students’ horizons and to facilitate the dual degree programs between the University and overseas universities and colleges (hereafter the "Overseas Universities").

Article 2 The Overseas Universities offering dual degree programs with the University under an agreement must meet the following requirements:

1. Sign an agreement or a memorandum with the University.
2. Be included on the reference list of academic institutions provided by the Ministry of Education.

The University may sign agreements or memorandums with Overseas Universities in Mainland China, Hong Kong, and Macau under the approval of relevant regulations.

Article 3 Dual degree students referred to in the Regulations shall be students who study for 2 semesters or more in the university or the Overseas Universities signing agreements or memorandums with the University and continue relevant studies in these universities regarding the contracts. Students who meet graduation qualifications of both universities shall be awarded degrees conferred by both universities respectively.

Article 4 The selection of dual degree students shall be handled on the principle of impartiality, fairness, and openness by the selection committees established in **departments (institutes, or degree programs)**.

The establishment, selection, and regulations of the selection committees referred in the aforementioned article shall be **approved by the meetings of the departments (institutes, or degree programs), examined by the Office of Research and Development and the Office of Academic Affairs, approved in a College Affairs Meeting, and approved by the President.**

The selection of dual degree program stipulated in Paragraph 1 may be handled jointly or separately by departments (institutes, or degree

programs) or colleges.

Article 5 Students of the University who apply for dual degree program shall be ROC citizens who meet the requirements stipulated in **Point** 3 of University of Taipei's Regulations Governing the Implementation of Undergraduates Taking **Overseas** Courses.

Article 6 The University and Overseas University shall sign agreements or memorandums for dual degree programs based on reciprocal principles: **Departments (institutes, or degree programs) shall decide on the matters of courses and credit exemptions of exchange students with the overseas counterparts in advance. Drafts of agreements and memorandums in Chinese and English shall be approved in relevant meetings in departments (institutes, or degree programs), examined by the Office of Research and Development and the Office of Academic Affairs, approved in an College Affairs Meeting, approved by the President, and implemented after officially being signed by the two universities.**

Officially signed agreements or memorandums in the aforementioned paragraph shall be submitted to relevant units of the University.

Article 7 Officially signed agreements or memorandums in the aforementioned article shall include:

1. Application qualifications.
2. Quota of recruitment for dual degree programs.
3. Plan of bridging courses.
4. Recognition of courses and credits.
5. Term of study in the two universities.
6. Agreement on co-advising thesis or dissertation.
7. Degree Conferral.
8. Enrollment, grading, and school record management such as suspension and resumption of school.
9. Payments.
10. Modification and termination of agreements.
11. Other matters.

The total number of dual degree students and quota of recruitment to dual degree programs shall not exceed the university's total quota for overseas students approved by the Ministry of Education.

Article 8 Dual degree students who take courses overseas for thesis writing shall have their Chinese and English agreements for co-advising thesis or dissertation signed and then examined and approved in a meeting of departments (institutes, or degree programs).

The agreements for co-advising thesis or dissertation in the aforementioned paragraph shall include:

1. Name of the graduate student.
2. Name of the thesis or dissertation advisor.
3. Topic of the thesis or dissertation.
4. Term of study and how it is allocated between the two universities.
5. In which language the thesis or dissertation and its abstract shall be written.
6. Composition of the degree examination committee and the process of oral defense.
7. Publication and ownership of the thesis or dissertation.
8. Modification and termination of the agreement.
9. Other matters.

Article 9 The stipulations of selecting dual degree students shall be enacted by selection committees.

The application process, qualifications, application forms, the quota of recruitment, examinations, grading method, ranking of candidates of the same grades, enrollment of accepted students, replacement by backup candidates, transfer of recruitment quota, selection dispute and other relevant matters for the aforementioned paragraph shall be expressly specified in the stipulations of the selection respectively.

Article 10 Students of the university in dual degree program shall not exceed 10% of the annual total quota of recruitment approved by the Ministry of Education and shall be modified by the colleges in view of the need of **departments (institutes, or degree programs)**.

Quota for the aforementioned paragraph may be reported to Ministry of Education for special approval in view of special needs.

Article 11 The selection of dual degree program students in the university shall be handled every January, and the results shall be announced in February on principle.

Article 12 Dual degree program students in the university should abide by the following regulations in Overseas University:

1. Finish the enrollment in the university and pay the tuition and course credit fees in accordance with relevant regulations or agreements.
2. Consult on matters of courses as well as recognition and exemption of credits with the Head of their **departments (institutes, or degree programs)** before departure for overseas.

3. Submit the materials of courses selected overseas back to their **departments (institutes, or degree programs)**, transfer and report the materials to the Office of Academic Affairs for course registration and reference them so that the credits taken overseas are allowed to be counted as credits for graduation.
4. After students return to the ROC, credit exemption shall be handled in accordance with relevant regulations of the University and those of their **departments (institutes, or degree programs)**.
5. Matters of departure shall be handled by students themselves.
6. Students shall bear their expenses of living overseas, insurance, accommodation, round-trip tickets, visas, etc.
7. Entries and exits of draftees shall be handled in accordance with Regulations for Exit of Draftees and other relevant regulations.
8. Students who are not able to attend the overseas universities on schedule shall be considered to have relinquished their qualifications and cannot apply for postponement. The students shall inform their academic departments and the Office of Academic Affairs as early as possible for proper management.
9. Students who fail to complete the studies in the overseas universities due to certain reasons yet have not exceed the term of study in both universities may submit a report and relevant credentials to the competent authorities and, apply for returning to the proper class of the original **departments (institutes, or degree programs)** to continue studies. Courses and credits completed in the overseas universities may be handled in accordance with relevant regulations governing credit exemption.
10. When dual degree program students study overseas, they shall follow the rules of that country and the overseas universities' regulations governing course selection, grading, accommodation, and daily life guidance.

Article 13 Overseas universities shall send the compiled names of exchange students and related forms and tables to the competent authorities under the University's Office of Academic Affairs by every April 30.

Dual degree program students in the aforementioned paragraph shall present the following materials:

1. Two copies of enrollment application.
2. A translation of student identification card issued by overseas universities.

3. Two Chinese or English transcripts for all semesters with stamps of the overseas universities.
4. A Chinese or English health report with HIV/AIDS test results.
5. Financial statement.
6. Other documents pursuant to the agreements.

The University's competent authorities shall send enrollment notifications by June 15, whose content shall include information about course selection, accommodation, payment, and personal health and accident insurance policy.

Article 14 The academic term of the dual degree program students who attend this University shall be in accordance with the following regulations:

1. The academic term for undergraduates shall be no less than three semesters and no less than 32 months in the two universities.
2. The academic term for graduate students shall be no less than two semesters and no less than 12 months in the two universities.
3. The academic term for PhD students shall be no less than three semesters and no less than 24 months in the two universities.

Credits completed in the two universities shall be combined, but the credits shall account for at least one-third of the total credits for graduation respectively. After credit exemption is approved, students who meet the graduation requirements stipulated by their **departments (institutes, or degree programs)** shall be awarded a degree conferred by the University.

Whether the student is required to enroll in the University in the last semester or term shall be clearly stipulated in the agreement by the student's **departments (institutes, or degree programs)** in accordance with the Article 7 of the regulation.

Article 15 Students who are accepted by the University for a dual degree program shall present credentials for health and accident insurance that covers the students' term of study. Students who have not been included in insurance policies shall submit insurance fees during the enrollment process, so the University can take out the insurance on the students' behalf. Registration, grading, scholarships, accommodation, and daily life guidance for overseas Chinese students and other overseas students shall be handled in accordance with relevant regulations respectively.

Article 16 Overseas students shall obey the law of the ROC and all the regulations of the University while attending the University.

Article 17 Other incomplete matters shall be handled in accordance with relevant regulations of the Ministry of Education or the University.

Article 18 The Regulations shall be implemented after being approved by a University Affairs Meeting and promulgated by the President of the University. The Regulations shall be reported to the Department of Education, Taipei City Government and transferred to the Ministry of Education for future reference. The same applies when the Regulations are amended.