

National Kaohsiung University Guidelines of Students' Status During the Period of Studying Abroad

Passed in the eleventh Administration Meeting on April 18, 2001.

Article 1. The guidelines, relative to students' studying abroad prior to graduation, have been established to manage their academic issues and status.

Article 2. These guidelines are applicable to students listed below:

(1) Students who have been recommended by their departments/institutes and have been approved by NUK to go to universities abroad to do research or to study for credits.

(2) Students who are selected by governmental organizations to go to universities abroad to do research or to study for credits.

(3) Exchange students selected by NUK and sent to the foreign universities that have cooperative programs with NUK.

(4) Students who are required to go abroad for learning or internship in accordance with the curriculum or research for their departments/institutes.

(5) Students who represent NUK or the Taiwan and go abroad to participate in international activities or conferences.

(6) Students who represent Taiwan and go abroad to participate in international competitions.

(7) Students who are selected as athletic representatives for Taiwan and go abroad for site training or contests.

(8) Students whose lineal relatives or spouse are critically ill or have passed away and they need to go abroad to visit them or to attend a funeral or memorial service for them.

Article 3. Foreign universities for research or further study that CYCU students may attend prior to graduation must be acknowledged and approved by the Ministry of Education of Taiwan.

Article 4. Regulations for the periods of time and study abroad are as follows:

(1) Going abroad for business: the absence period shall not exceed one third of the total hours per semester of a student.

(2) Going abroad for public reasons: the absence period shall not exceed one third of the total hours per semester of a student.

(3) Going abroad with suspension: subject to the limits of suspension stated in relevant NUK regulations.

(4) Going abroad for internship: the absence period shall not be longer than three months.

(5) Students who go abroad for further study as per the first three paragraphs of Article 2 may last no longer than one year; for those doctoral program students, they can

Further extend six months at most and only once. Whether the students should proceed for suspension is determined by each

department/institute.

Article 5. If enrollment or tests within a semester are affected by the absence while being abroad, students may make up for the enrollment requirements or tests after returning to

school. Those who go abroad for special projects may authorize a substitute to carry out the enrollment procedures.

Article 6. Students who go abroad as per the first three paragraphs of Article 2 study and obtain credits for some subjects abroad may be recognized based upon NUK procedures for

transferring credits. The duration of time for study abroad may be counted in the academic study period, subject to a maximum extension of one year. Credits obtained from

studying abroad shall be recorded in the students' transcript. Students approved by the Ministry of Education of Taiwan for study abroad shall be noted with the approval

number in the remark column on the transcript.

Article 7. If students violate NUK regulations, perform illegal actions, or fail to return NUK, actions may be taken in accordance with the disciplinary rules and regulations of NUK.

Article 8. Students who have not yet served their military service should follow NUK rules and regulations for departure for military service.

Article 9. Prior to going abroad, students shall follow the relevant provisions to apply for passports; to receive, suspend or compensate public expenses and scholarships, as well as

complying with any other applicable regulations and issues.

Article 10. The guidelines are passed in the Administration Meeting, reported to MOE for any possible examination, and then announced to carry into execution.

When there is a need to make amendments, the procedure is the same as the aforementioned.