

# National Taipei University of Nursing and Health Sciences

## Guidelines for Intercollegiate Course Selection

Amended and Reinstated by the Academic Affairs Meeting on June 16, 2021

- Article 1. The National Taipei University of Nursing and Health Sciences Guidelines for Intercollegiate Course Selection (hereinafter, “the Guidelines”) are formulated in accordance with Article 25 of the Enforcement Rules of the University Act, the Constitution of NTUNHS, and the actual circumstances at the University.
- Article 2. The scope of intercollegiate course selection at the University shall cover the courses offered at local universities and independent colleges and under the norms of cooperation and reciprocity.
- Article 3. Intercollegiate courses offered at the University shall be stated on the instructor workforce sheet and made available for query by students from other universities.
- Article 4. Students may register for courses at other universities if the course is not offered at the University during the current semester. This rule does not apply to undergraduates who are repeating their studies or deferring their graduation.
- Article 5. Students who intend to undertake an intercollegiate course shall seek the approval of the directors of the departments in both universities as well as the instructor offering the course.
- Article 6. NTUNHS students who are undertaking intercollegiate courses shall make their payments in accordance with the regulations of other universities and before the deadline specified in Article 7. They shall submit the Intercollegiate Course Selection Application to the Office of Academic Affairs. Course schedule conflicts shall be handled in accordance with the Policy for Course Registration.
- Article 7. Intercollegiate course selection shall be conducted during the add/drop period of the current semester. Course selections made after the deadline shall not be accepted.

- Article 8. The University shall collect credit fees, internship instruction fees, and material expenses from students from other universities who are undertaking intercollegiate courses. Fee collection shall be handled in accordance with the intercollegiate course selection agreement made with other universities.
- Article 9. In general, undergraduate students may not undertake more than two intercollegiate courses per semester. The total credits earned by postgraduate students from intercollegiate courses shall not exceed one-third of the minimum graduation credit requirement specified by their department.
- Article 10. Students who are undertaking intercollegiate courses shall complete their course registration procedures alongside the Intercollegiate Course Selection Application:
1. Once the completed Intercollegiate Course Selection Application has been approved and signed by the directors of the departments in both universities as well as the Office of Academic Affairs, the student shall complete their intercollegiate course registration procedures.
  2. Students who fail to complete their course registration procedures according to the University's regulations shall not have their grades recognized.
- Article 11. The course instruction, examination, and grading measures of NTUNHS shall apply to students from other universities who undertake intercollegiate courses at the University. Once their grades have been uploaded by the instructor, the Office of Academic Affairs shall forward the grades to their affiliated university.
- Article 12. Students from other universities who have completed their intercollegiate course registration procedures at the University shall not drop their intercollegiate courses or apply for a refund unless the course registration falls below the minimum number of students. Course withdrawals shall be handled in accordance with the University's Policy for Course Withdrawals.
- Article 13. NTUNHS students shall not apply to undertake intercollegiate courses and NTUNHS shall not accept intercollegiate course selection applications from students from other universities that do not comply with these Guidelines.
- Article 14. Matters not covered in these Guidelines shall be handled in accordance with the Constitution of NTUNHS and other relevant regulations.

Article 15. The Guidelines and their amendment shall become effective upon the resolution of the Academic Affairs Meeting.