

# Regulation Governing the Credit-Hour Exemption for the Graduate Students

Dept. of Electrical Engineering (Program C), Yuan Ze University

Amended & Approved:  
by the faculty at #111-06 meeting on Mar. 25, 2023  
by the faculty at #112-03 meeting on Sep. 21, 2023

## I. The Objective of the regulation

To handle matters concerning the credit-hour exemption of the graduate students, the Program Office has established this operational regulation in accordance with the relevant provisions of the University's credit-hour exemption policy.

## II. Exemption qualification

1. For those students who have previously studied at this university or another institution and have regained enrollment status in this Program in accordance with the provisions,
2. and for those students who, in accordance with the provisions, have previously earned credits in relevant graduate programs at this university or another institution, and subsequently gained admission to this Program,
3. their grades obtained for the courses considered for credit exemption must be seventy or higher (inclusive).

## III. Exemption application

The application should be processed according to the University's application procedure and within the designated timeframe, along with the submission of the following documents:

1. the credits of the courses considered for exemption,
2. one copy of the transcript,
3. Application Form for Recognition of Graduate Program Course Credits,
4. and the syllabus of the courses considered for credit exemption.

## IV. Credit exemption limit

1. The total number of the credit exemptions for the graduate program is capped at one-half of the minimum graduation credits (excluding thesis credits).
2. If the courses taken and considered for exemption are offered by the University's 5-year integrated program or pre-doctoral master's program, the upper limit is set at three-fourths of the minimum graduation credits (excluding thesis credits).

3. The students, who re-enter the Program and have previously taken courses within this department, shall follow the University's credit exemption regulations and are not subject to the limitations regarding exempted subjects and credit counts.

## **V. Exemption review procedure**

After the initial review by the Program, the results will be directly submitted to the Office of Academic Affairs of the University for further examination.

## **VI. Principles of credit exemption**

1. subjects with identical names and contents,
2. subjects with different names but identical contents,
3. subjects with identical names and contents but different credit values, according to the following:
4. only consider the case that the credit value of the course you have taken is greater than or equal to that of the one to be exempted. The lesser value of credits shall be recorded after credit exemption.

## **VII. Exception**

During the credit exemption process, in the event of special cases, the matter shall first be submitted to the Curriculum Committee for examination, and then brought before the Program Faculty Meeting for a final decision.

## **VIII. Enaction and Amendment**

The regulation herein will come into effect after approval by the Program Faculty Meeting. Amendment to the regulations shall follow the same procedure.