

# **Regulation Governing the Credit-Hour Exemption for the Undergraduate Students**

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

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

## **I. The Objective of the regulation**

To handle matters concerning the credit-hour exemption of the undergraduate 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 undergraduate 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 sixty or higher (inclusive).

## **III. Exemption application**

The application should be submitted 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. and the syllabus of the courses considered for credit exemption.

## **IV. Credit exemption limit**

The upper limit is 50 credit hours for the professional subjects and the common subjects, if the students are admitted as the sophomores of the Program. On the other hand, the upper limit is 100 credit hours, if the students are admitted as the juniors of the Program.

## **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. For those who are admitted as the freshmen of the Program

(1) Their courses with similar related ones listed in the first year curriculum of the Program can be considered for exemption, but duplication of credit exemption is not permissible.

(2) The exemption of the elective courses is capped at 9 credits and requires similarity in course name and content with the ones listed in the first year curriculum of the Program.

2. For those who are admitted as the sophomores of the Program

(1) Their courses with similar related ones listed in the first year curriculum of the Program can be considered for exemption, but duplication of credit exemption is not permissible.

(2) The two mandatory courses listed in the second year curriculum of the Program, Semiconductor Optics Laboratory and Electronic Circuits Lab.(I), cannot be exempted.

(3) The exemption of the elective courses listed in the second year curriculum of the Program is capped at 9 credits and requires similarity in course name and content.

3. For those who are admitted as the juniors of the Program

(1) Their courses with similar related ones listed in the first and the second year curriculum of the Program can be considered for exemption, but duplication of credit exemption is not permissible.

(2) The exemption of the elective courses listed in the third year curriculum of the Program is capped at 9 credits and requires similarity in course name and content.

## **VII. Other Provisions**

1. The students, who are admitted as the sophomores of the Program, are not eligible to apply for credit exemption for the mandatory courses listed in the third and the fourth year curriculum of the Program. Similarly, The students, who are admitted as the juniors of the Program, are not eligible to apply for credit exemption for the mandatory courses listed in the fourth year curriculum of the Program.

2. 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. Credits from different but related subjects can be combined or credits from different semesters of the same subject can be combined for the purpose of credit exemption.

3. The students re-entering the University and transferring into the Program, or the students transferring into the Program from another department in the University, shall follow the University's credit exemption regulations for courses previously taken in the Program or the original department. They are not bound by the aforementioned credit exemption principles.

4. Transferring students who have completed mandatory courses prior to their year of transfer are exempt from the restriction specified in Article 6 of the Notes on Mandatory and Elective Courses, which states “Courses must be initially taken within the Program for recognition.”

5. 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.