

國立中山大學學生修讀輔系辦法

Regulations for Applying for Minor Studies

85.10.2 本校第六十九次教務會議通過
Approved at the 69th Academic Affairs Council meeting on October 2, 1996
93.10.8 本校第一〇一次教務會議修正通過
Amended and approved at the 101st Academic Affairs Council meeting on October 8, 2004
93.12.10 台高(二)字第0930164272 號函同意備查
Filed in the Ministry of Education (ref. no. 0930164272) on December 10, 2004
101.06.11 本校第 132 次教務會議通過修正第 4、11 條條文
Article 4 & 11 amended and approved at the 132nd Academic Affairs Council meeting on June 11, 2012
108.03.13 本校第 159 次教務會議修正通過
Amended and approved at the 159th Academic Affairs Council meeting on March 13, 2019
101.08.03 台高(二)字第1010142374 號函同意備查第 4、11 條條文
Article 4 & 11 filed in the Ministry of Education (ref. no. 1010142374) on August 3, 2012
108.06.10 臺教高(二)字第1080079332 號備查第7~10 條
Article 7-10 filed in the Ministry of Education (ref. no. 1080079332) on June 10, 2019
108.07.15 臺教高(二)字第 1080102176 號備查第 1、2、4、11 條
Article 1, 2, 4, 11 filed in the Ministry of Education (ref. no. 1080102176) on July 15, 2019
113.03.22 本校第179次教務會議修正通過
Amended and approved at the 179th Academic Affairs Council meeting on March 22, 2024

第一條、 本辦法依據大學法第二十八條及本校學則第十八條規定訂定之。

I. These regulations are formulated in accordance with Article 28 of the *University Act* and Article 18 of the *Academic Regulations*.

第二條、 本校各學系(學位學程)學士班學生得修讀本校其他學系(學位學程)或他校學士班學系(學位學程)為輔系。

II. Undergraduate students of individual departments/degree programs shall be eligible to apply for a minor at the University or at a partner university.

本校各系所(學位學程)碩、博士班學生得修讀本校其他系所(學位學程)同級或向下一級為輔系。

Graduate students shall be eligible to apply for a minor of their same grade or one grade lower at the University or a partner university.

修讀學士班輔系之專業(門)科目至少應達二十學分以上；修讀碩、博士班輔系之專業(門)科目至少應達九學分以上。各系所(學位學程)輔系科目學分表另定，經教務會議通過後公告。

Undergraduate and graduate students taking a minor shall complete at least twenty and nine credits for the professional courses in their minor, respectively. Individual departments/institutes/degree programs (herein after referred to as the “units”) shall stipulate and announce the “Table of Required Course Credits for Minor Studies” after getting the approval from the Academic Affairs Council.

第三條、 如選修輔系學生人數過多時，得單獨開班。

III. An additional class may be offered if there is an excessive number of students taking a minor.

第四條、 本校學士班各學系（學位學程）學生得自一年級第二學期起至四年級止（不含延長修業年限），依照本校行事曆規定日期，申請修讀他系（學位學程）為輔系，或依他校規定時程申請修讀他校學士班學系（學位學程）為輔系。

IV. Undergraduate students shall be eligible to apply for a minor at the University or within the undergraduate program of a partner university from the spring semester of their freshman year to their fourth year (excluding extended study period), based on the stipulated period of the University or partner universities' calendar.

本校學士班學生未事先申請加修輔系資格，而自行修滿第二條第三項規定之科目學分者，得准於預計畢業學期，向輔系學系（學位學程）提出「學分審核」申請，並以該學年度之輔系科目學分表為審核標準。「學分審核」得包含預計畢業學期修習之科目學分，經審核通過後，取得輔系資格畢業。第一學期應於十月底前提出，第二學期應於三月底前提出，逾期不予受理。

Undergraduate students who have not applied for a minor qualification in advance, but have independently completed the required credits as stipulated in Article 2, Section 3, may apply for a "credit review" to the minor department in their expected graduation semester. The review criteria will be based on the minor subject credit list for the current academic year. The "credit review" may include credits for courses planned to be completed in the expected graduation semester. Upon successful review, the student will be eligible for graduation with a minor. Applications for the first semester should be submitted by the end of October, and for the second semester, by the end of March. Late applications will not be accepted.

本校碩、博士班各系所（學位學程）學生得自一年級第二學期起，依照本校行事曆規定日期，申請修讀他系所（學位學程）為輔系申請修讀輔系須經學生所屬系所（學位學程）主管及加修輔系系所（學位學程）主管核准，送教務處登記。

Graduate students shall be eligible to apply for a minor starting the spring semester of their first year in accordance with a stipulated period of the University calendar, and their applications shall be submitted to the Office of Academic Affairs (OAA) for registration after being approved by the heads of their affiliated and intended units.

學生修讀他校輔系，以簽有校級學術合作協議或訂有輔系相關合作辦法之學校為原則，並依雙方學校規定辦理。

In principle, students may study a minor at other universities which have signed an agreement with the University for academic cooperation or for students' minor studies. Relevant matters shall be handled in accordance with the regulations of both universities.

輔系以二學系（所、學位學程）為限。

Students may apply for a maximum of two minors.

- 第五條、 輔系應修學分應在主系最低畢業學分數以外加修，選修輔系之課程不得與主系課程相同。
- V. Students taking a minor shall take its credits on top of the minimum credits for graduation in the unit of their major. The courses they take in their minor shall not be the same as those in their major.
- 第六條、 選修輔系學生，其每學期學業成績，以主系及輔系課程與學分合併計算，並依照本校學則有關規定辦理。
- VI. The semester grade of students taking a minor shall be calculated based on course grades and credits of both their major and minor, and handled in accordance with relevant provisions in the *Academic Regulations*.
- 第七條、 學生修習輔系課程於規定修業年限內學校需另行開班，應繳交學分費。
- VII. Students taking a minor shall pay the credit fees of a course if the University needs to offer an additional class for the course within their stipulated study period.
- 學士班學生因修習輔系而延長修業年限，修習學分數在九學分（含）以下者，應繳交學分費，在十學分（含）以上者，應繳交全額學雜費。
- Undergraduate students extending their study period due to minor studies shall pay the credit fees when the number of credits taken is nine or below but shall pay the full tuition and miscellaneous fees when the number is ten or above.
- 碩、博士班學生不得因修習輔系而延長修業年限。
- Graduate students shall not extend their study period for minor studies.
- 第八條、 凡修滿輔系規定之科目與學分成績及格者，其畢業生名冊、歷年成績表、學位證（明）書應加註輔系所屬校、系所（學位學程）名稱，不另授予學位。
- VIII. Students completing the required courses and credits in their minor studies with a passing grade shall have the name of the university and the affiliated unit where they receive the minor indicated on their graduate roster, transcript, and the degree certificate. The students shall

not receive a separate degree for a minor.

第九條、 學士班學生如不能於規定修業年限內修滿輔系應修之科目與學分者，延長修業年限至多二年；延長修業年限屆滿，未修足輔系規定之科目與學分者，不得申請發給有關輔系之任何證明。

IX. Undergraduate students taking a minor shall be eligible to extend their study period up to two years if they fail to complete the required courses and credits in their minor within the stipulated study period; those who still fail to complete the said requirements of their minor within the extended study period shall not apply for any certificates relating to the minor.

碩、博士班學生，修業年限屆滿，未修足輔系規定之科目與學分者，不得申請發給有關輔系之任何證明。

Graduate students taking a minor shall not apply for any certificates relating to their minor if they fail to complete the required courses and credits of their minor within the stipulated study period.

第十條、 本辦法如有未盡事宜，悉依大學法及其施行細則、學位授予法及本校學則有關規定辦理。

X. Matters not covered herein shall be handled in accordance with the *University Act, Enforcement Rules of the University Act, and Degree Conferral Act, and the Academic Regulations.*

第十一條、 本辦法經本校教務會議通過，經校長核定後實施，修正時亦同。

XI. These regulations are approved by the Academic Affairs Council and the President before implementation. Amendments to these regulations shall follow the same procedure.