

國立中山大學及高雄醫學大學辦理學士班學生轉校辦法

Regulations for Handling Undergraduate Student's Transfer with the Kaohsiung Medical University

114.01.21 「中山高醫攻頂大學聯盟」教務工作圈第15次會議修正通過

Approved at the 15th Academic Affairs Working Circle meeting of the NSYSU-KMU Top University Alliance on January 21, 2025

114.02.11 高雄醫學大學113學年度第2次教務會議修正通過

Approved at the 2nd Academic Affairs Council meeting of KMU on February 11, 2025

114.03.21 國立中山大學第183次教務會議修正通過

Approved at the 183th Academic Affairs Council meeting on March 21, 2025

114.04.23 教育部臺教高(四)字第1140040292號函核定

Ministry of Education Response via Letter Taigaojiao (4) (No. 1140040292) on April 23, 2025

第一條、 依教育部核定一百一十四至一百一十五學年度「國立中山大學及高雄醫學大學學生轉校計畫」，辦理國立中山大學及高雄醫學大學（以下簡稱兩校）學生申請轉校事宜，訂定本辦法。

I. These regulations are established to govern the transfer applications of students between National Sun Yat-sen University and Kaohsiung Medical University (hereinafter referred to as "the two universities"), in accordance with the "Student Transfer Program between National Sun Yat-sen University and Kaohsiung Medical University" Program approved by the Ministry of Education for the 2025 and 2026 academic years.

第二條、 兩校學生因個人生涯規劃及志趣考量，得申請轉入兩校不同性質之學系與學位學程學士班，有關性質之認定由各學系與學位學程認定之；惟跨校學程，不在此限。

II. Undergraduate students at both universities may apply for transfer to departments or degree programs of different nature to their original one at the partner university to meet their personal career planning or interests. Issues relevant to the nature of the disciplines shall be determined by individual departments or degree programs while inter-university programs are not subject to this restriction.

前項兩校開放招收轉校之學系與學位學程以非涉及師資培育、醫學與其他政府部門訂有人力控管規定為限。

The departments or degree programs stipulated in the previous Paragraph shall exclude those related to teacher training, medical discipline, and other government-controlled manpower.

第三條、 兩校辦理學生申請轉校作業，其申請時程、名額、資格條件及審查程序等，依轉入學校規定辦理。

III. Transfer procedures for the two universities, such as the application deadline, quota, qualification, and review procedure, shall be handled in

accordance with regulations of the university to be transferred into.

第四條、 學士班學生修業滿一學年以上者，第二學年起，於學年開始前得申請轉校，申請應符合各學系與學位學程訂定之申請標準。

IV. Undergraduate students who complete one academic year of studies may apply for transfer before the beginning of their second academic year. The application shall meet the application standards established by the department or degree program.

第五條、 兩校學生互轉名額如下：

V. The transfer quota between the two universities shall be as follows:

一、 以學系與學位學程核定新生名額核算之缺額為限，不含保留入學、休學或外加名額造成之缺額。

1. The transfer quota shall be limited to vacancies in the admission quota of freshmen grade of the department or degree program, excluding vacancies due to deferred admissions, suspension of studies, or supplementary quota.

二、 兩校實際錄取人數差距以三名為限，並以不超過兩校學士班缺額（以缺額較多者為母數計算）之百分之二十為限；且兩校互轉後及校內原轉學招生辦理完竣後，兩校各年級名額內學生總數不得超過各該學年度原核定新生總數。

2. The actual difference in the number of students admitted by the two universities through this transfer program shall not exceed three students. Additionally, the total number of transferred students shall not exceed 20% of the number of undergraduate vacancies, calculated based on the university with the greater number of vacancies. After the completion of the inter-university transfer and the original intra-university transfer admissions, the total number of students within each grade level at both universities shall not exceed the originally approved freshman enrollment quota for the respective academic year.

三、 辦理轉校後，各學系與學位學程之師資質量仍應符合專科以上學校總量規模與資源條件標準相關規定。

3. After transfer, the quality of faculty in departments or degree programs shall still meet the *Standards for Allocation of Admission Quotas and Resources to Higher Education Institutions*.

教育部或衛生福利部另有規定者，依其規定辦理。

For matters governed by regulations established by the Ministry of Education or the Ministry of Health and Welfare, regulations thereof shall

prevail.

第六條、 兩校學生有下列情形之一者，不得申請轉校：

VI. Under any of the following circumstances, students shall not apply for transfer:

- 一、 修業未滿一學年者。
 1. students not yet completed one academic year of studies
- 二、 在休學期間者。
 2. students in the suspension of their studies
- 三、 已核准在原就讀學校轉系、學位學程或依本辦法轉校一次者。
 3. students approved to transfer within their university, or transferred in the past under these regulations.
- 四、 依各校相關規定不得申請轉系、學位學程者。
 4. students not allowed to transfer due to relevant regulations of each university
- 五、 受各種入學方式之規定限制不得轉系者。
 5. students not allowed to transfer due to admission restrictions.

第七條、 申請轉校學生，經原就讀學校審查通過後，由原就讀學校教務處彙整資料遞送申請轉入之學校，依轉入學校規定之審查標準錄取，經核准轉校學生名單，由兩校正式公告。

VII. After transfer applications are reviewed and approved by the original university, its Office of Academic Affairs shall compile and deliver the applications to the receiving university. Admissions shall be based on the review standards stipulated by the receiving university. The list of approved transfer students shall be officially announced by the two universities.

第八條、 兩校學生申請轉校以一次為限，至多可選填二個志願。

VIII. Students applying for transfer shall only apply once with a maximum of two choices of departments or degree programs.

凡轉校學生核准後，不得再行請求更改或轉回原就讀學校就讀，並需完成轉入學系與學位學程規定之畢業條件，方可畢業。申請轉校未經通過者，仍回原就讀學校學系與學位學程肄業。

After the transfer is approved, the student may not request to alter the department or degree program or transfer back to their original university. Students transferring shall complete the graduation requirements stipulated by the department or degree program they transferred into.

Those whose transfer applications are not approved shall continue their studies at and graduate from the original university.

- 第九條、轉校學生於轉入後，由轉入學校之學系與學位學程輔導其入學及選課，並應依轉入學校相關規定辦理學分抵免。
- IX. After the transfer process is complete, the department or degree program of the receiving university shall assist the student in enrollment and course selection, and the student shall apply for credit transfer in accordance with the regulations of the receiving university.
- 第十條、兩校各學系與學位學程得自訂轉校審查標準，審查標準含筆試科目者，考試科目及日期均由轉入學校規定，並依轉入學校之程序核定。
- X. Departments and degree programs of the two universities shall stipulate their own transfer exam standards. If the standards include a written exam, the exam subjects and dates shall be determined by the receiving university in accordance with its procedure.
- 第十一條、本辦法經「中山高醫攻頂大學聯盟」教務工作圈會議審議，提送兩校教務會議審議通過，並報教育部核定後實施，修正時亦同。
- XI. These regulations are deliberated by the Academic Affairs Working Circle of NSYSU-KMU Top University Alliance, submitted to the Academic Affairs Council meeting of both universities and the MOE for approval before implementation. Amendments to these regulations shall follow the same procedure.