

National Yang Ming Chiao Tung University Directions for Auditing Courses

Approved at the 2nd Academic Affairs Meeting of the 2020 Academic Year on May 26, 2021

Approved by the Principal on June 29, 2021

1. In order to make full use of teaching resources, expand teaching effectiveness, and provide further education opportunities for the public, National Yang Ming Chiao Tung University (“NYCU”) has formulated these Directions in accordance with and on the basis of the Implementation Rules Governing Continuing Education at Junior Colleges and Above promulgated by the Ministry of Education.
2. Basic requirements for applying for auditing courses:
 - (1) Applicants for undergraduate-level courses must be eligible to apply for the entrance examination for bachelor's degree.
 - (2) Applicants for graduate-level courses must be eligible to apply for the entrance examination for master's degree.
 - (3) Those without any relevant diploma may take auditing courses only if filing a special application which has been reviewed and approved by NYCU.
3. Courses available for auditing:
 - (1) All departments, institutes and teaching units may offer bachelor's and master's programs suitable for auditing courses on the principle of maintaining teaching quality and giving priority to ordinary students regarding course selection.
 - (2) Each department, institute or teaching unit shall submit relevant information on the courses available for auditing to its respective college for approval by within the prescribed time limit; thereafter, such information shall be submitted to the Academic Affairs Office for further handling.
4. Maximum number of students enrolled in per auditing course:
 - (1) The maximum number of students enrolled per undergraduate-level auditing course shall be six.
 - (2) The maximum number of students enrolled per graduate-level auditing course shall be five.
5. Admission procedure:
 - (1) The enrollment of auditing students shall be conducted by way of application. The Academic Affairs Office and each course offering unit shall be responsible for accepting and reviewing the applications, respectively.
 - (2) Those who intend to participate in auditing courses shall apply before the deadline set by NYCU in each semester. The eligibility of an enrolled auditing student shall be valid for the current semester only.
 - (3) Each applicant for auditing courses shall pay for an application fee of NT\$300.

(4) Auditing students whose application has been approved shall pay their tuition fees before the deadline for course registration.

6. Rules for taking auditing courses credit:

(1) The grades of auditing courses taken shall be based on a ranking system, with “C-“ as pass for undergraduate-level courses, and “B-“ as pass for graduate-level courses. The Admissions Affairs Office will issue a Continuing Education Credit Certificate to auditing students that have passed an course.

(2) The maximum number of auditing courses credits that exchange students, foreign students, and students recommended by high schools may earn in each semester shall comply with relevant regulations or be approved on a case-by-case basis.

7. Tuition:

(1) The tuition fee per credit shall be NT\$2,000 for bachelor's programs, NT\$4,000 for master's programs, and NT\$2,500 for master's programs taken by students who have obtained a bachelor's degree (or equivalent) and have been admitted to NYCU master’s program as incoming student.

(2) The fees for exchange students, foreign students, and students recommended by high schools to attend auditing courses shall be determined in accordance with relevant regulations or be approved on a case-by-case basis.

(3) If any course is closed due to failure to reach the minimum number of NYCU’s students required for a course or otherwise, the tuition fees paid by auditing students will be refunded in full. If an auditing student drops a course for any reason, the refund of the tuition fee shall be handled in accordance with the refund policy stated in the Implementation Rules Governing Continuing Education at Junior Colleges and Above promulgated by the Ministry of Education.

8. Miscellaneous:

(1) Students admitted to auditing courses may use the digital learning platform of NYCU. For the use of NYCU’s library resources, please refer to the library rules of each NYCU campus.

(2) If auditing students become admitted to NYCU in the future through the entrance examination, they may apply for a transfer of credits and a waiver of certain courses according to the relevant rules of their respective department.

(3) If any auditing student commits improper conduct or otherwise affects teaching quality or the learning of other students (or members) in a course and takes no remedial action after being notified by the department offering the course and the Academic Affairs Office, their enrollment qualification may be cancelled, and no refund shall be given to them.

(4) All auditing students who attend NYCU shall be part of its continuing education students; a mark of "continuing education" shall be affixed to the credit certificates issued to them.

(5) The Academic Affairs Office shall be in charge of the status, grades, and credit certificates in respect of the auditing students enrolled in NYCU courses.

9. These Directions have been implemented after being passed by an Academic Affairs Meeting and approved by the Principal. The same applies to any amendment hereto.