

Yang Ming Chiao Tung University Implementation Rules for Exchange Students Participating in the University System of Taiwan

Approved at the 2nd Academic Affairs Meeting of the 2021 Academic Year on December 16, 2021

1. These Implementation Rules have been established in accordance with the University System of Taiwan Directions for the Acceptance of Exchange Students, in order to facilitate academic exchanges within the University System of Taiwan (i.e., National Central University, National Chengchi University, National Tsing Hua University, and National Yang Ming Chiao Tung University, collectively, “Partnering Universities”), share teaching resources, and encourage students of National Yang Ming Chiao Tung University (“NYCU”) to study a diversified range of disciplines.
2. If a college, department or degree program of NYCU plans to send their undergraduate students to any Partnering University or to accept exchange students therefrom, it shall obtain a pre-approval from the college, department, or degree program of NYCU and such Partnering University sending or accepting exchange students.
3. Each of the relevant colleges, departments and degree programs of NYCU and Partnering Universities shall provide required and elective courses that may be reciprocally recognized by both parties for their exchange students to select.
4. The number of exchange students that may be sent or received by each college, department or degree program of NYCU shall be limited to 5% of the total undergraduate students enrolled in such college, department, or degree program.
5. Each exchange student is entitled to one semester or up to one academic year for study. Only one Partnering University may be applied to per application. Those whose domestic and foreign exchange applications have been approved are not allowed to re-apply for this exchange student program.
6. Exchange student application procedure, review and selection, admission and timeline:
 - (1) The qualifications, application period, application method, recognized elective course content and selection procedures of NYCU students attending Partnering Universities shall be determined by each college, department and degree program. The list of students enrolled by each college, department and degree program shall be sent to the Continuing Education Center of Office of Academic Affairs at NYCU for further handling within the prescribed time limit. The Center shall consolidate

NYCU-wide information and forward it to Partnering Universities for review. After Partnering Universities have reviewed and approved the applications, the Center shall publish the admission list and forward any notice requiring attention.

- (2) For exchange students from Partnering Universities wishing to attend NYCU, Partnering Universities shall submit their applications to Continuing Education Center of the Office of Academic Affairs at NYCU within the prescribed time limit. The Center shall forward the applications to the respective college, departments and degree programs of NYCU for review. The Center shall publish the admission list and forward any notice requiring attention .

- (3) Application Timeline for Exchange Students:

For NYCU students who apply for exchange student programs at Partnering Universities and have been selected and approved by each college, department and degree program thereof, the list of the enrolled applicants shall be submitted to the Continuing Education Center of NYCU between May 15th to 30th or November 15th to 30th of each year.

For students from Partnering Universities who apply for exchange student program at NYCU, the list of enrolled applicants shall be submitted to the Continuing Education Center of NYCU between June 1st to 15th or December 1st to 15th of each year.

7. Exchange Student Enrollment Payment, Course Selection, Grade Processing and Length of Enrolment Calculation:

- (1) NYCU students shall still register and pay full tuition and miscellaneous fees at NYCU during the period of exchange student program at Partnering Universities. However, they are not required to pay the miscellaneous fees or tuition fees of Partnering Universities. NYCU students who wish to take courses from Partnering Universities during the course selection period are required to fill in the application form and be approved by respective units of NYCU and their original department before they may take the courses. All credits and grades taken by the students shall be sent to NYCU by Partnering Universities at the end of semester. The relevant colleges, departments and degree programs of NYCU shall determine whether the courses are included in their graduation credits.
- (2) During the period when students from Partnering Universities exchange at NYCU, course selection procedures shall be handled in accordance with the regulations of NYCU. No additional tuition, miscellaneous fees or credit fees shall be payable by them. Only courses for in-service adults and

summer courses offered by NYCU shall be handled, and their tuition be paid, in accordance with the respective regulations of NYCU. At the end of the semester and after the completion of School-leaving Procedure, the registration team of NYCU may send all credits and grades taken at NYCU to the Partnering Universities. The relevant colleges, departments and degree programs of the Partnering Universities will determine whether the graduation credits will be calculated towards the students' graduation credits.

(3) NYCU students who attend exchange student programs at Partnering Universities shall return to NYCU to continue their studies for at least one semester after the end of exchange period. The exchange period at Partnering Universities shall be calculated towards length of enrolment.

8. During the period of study for exchange students from Partnering Universities attending NYCU, the accommodation, dormitory fees and other related matters shall be handled in accordance with the regulations of NYCU. NYCU shall also issue student certificate to exchange students. By presenting their student certificates, exchange students may use facilities of NYCU in accordance with the rules of each unit of NYCU.
9. Any matters not covered in these Directions shall be handled in accordance with the University System of Taiwan Directions for the Acceptance of Exchange Students and applicable laws and regulations of NYCU.
10. These Directions have been implemented after being approved by an Academic Affairs Meeting. The same applies to any amendment hereto.