

National Kaohsiung University of Hospitality and Tourism
Departmental Students Matriculating in Dual Major Implementation Measures
學生修讀雙主修實施辦法

103年5月29日教務會議修正通過(修正§4、§11、§14)
103年6月23日教育部臺教技(四)字第1030086390號函備查
Received for future reference by MOE Tai-Jiao-Ji (4) Tzu No. 1030086390 dated June 23, 2014

第一條 為增廣學生學習領域，並增加學生畢業後就業機會，依據大學法、大學法施行細則暨本校學則，訂定本辦法。

Article 1 To expand the students' learning domains, and also to excel the students' post-graduation employment opportunities, the measures have been expressly promulgated in accordance with the University Act, Enforcement Rules of the University Act and university school constitution.

第二條 本校四年制學生自二年級起至四年級第一學期止，其前一學年成績優異，得申請修讀其他學系為雙主修；二年制學生自三年級第二學期起至四年級第一學期止，其前一學期成績優異者，得申請修讀其他學系為雙主修。

Article 2 School four-year system students, starting from the sophomore year to the senior year first semester, who achieve outstanding grades in the previous school year, may apply to matriculate in other academic department as dual major; two-year system students, starting from the junior year second semester to the senior year first semester, who achieve outstanding grades in the previous semester, may apply to matriculate in other academic departments as dual major.

第三條 四年制學生申請修讀雙主修，其前一學年學業平均成績須達八十分，或其成績名次在該班學生人數百分之十以內，且操行成績在七十五分以上，體育、軍訓成績在七十分以上。二年制學生申請修讀雙主修，其前一學期學業平均成績須達八十分，或其成績名次在該班學生人數百分之十以內，且操行成績在七十五分以上，體育成績在七十分以上。(各系如有更嚴格規定者，從其規定)

Article 3 Of four-year system students applying to matriculate in dual major whose previous school year's academic grade point average needs to reach eight points, or whose grade rankings within top ten percent of said class student count, and whose disciplinary grades are also at seventy-five points or higher, and physical education and military training grades at seventy points or higher. Of two-year system students applying to matriculate in dual major, whose previous semester's academic grade point average needs to reach eighty points, or whose grade rankings within the top ten percent of said class student count, and whose disciplinary grades are at seventy-five points or higher, and physical education grades at seventy points or higher. (if the department has stricter regulations, the regulations shall prevail).

第四條 申請修讀雙主修之學生，應於每一學期辦理加退選期限內，持在校歷年成績單與申請書先向主系系主任提出申請，經審查同意後，送請加修系系主任審查同意後，再送**教務處**彙辦。

Article 4 Students applying to matriculate in dual major shall present whose school history grades and the application to first present the application to the department dean, within each semester's course addition/withdrawal period, and upon reviewed and consented, is forwarded to the extra-matriculation department dean's review and approval, before it is forwarded to **the academic affairs office** for consolidated processing.

第五條 修讀雙主修之學生，除應修滿主系規定之必修科目與最低畢業學分外，並須修畢另一加修系之院及系全部專業必修科目學分，且不得少於四十學分，始可取得雙主修資格。

Article 5 Students matriculating in dual major shall not only complete the primary major department-specified requisite subjects and minimum graduation credits, and also needs to complete one extra-matriculation department's institutional and departmental all professional requisition course credits, and which also may not fall below forty credits, before they are eligible to acquire the dual major qualification.

修讀雙主修科目中，如有與本學系、學程科目名稱及性質相同之專業必修科目，應於申請修讀雙主修時，經雙主修學系、學程認可免修，並指定其另修專業（門）科目與學分補足之。

Among the dual major subjects matriculated, in the wake of professional requisite subjects offered by the academic department bearing similar academic module subject name and nature, students shall, at the time of applying to matriculate in dual major obtain the dual major academic departments and academic modules' recognition to be exempt from taking the courses, and other professional (specialty) courses and credits shall be specified to supplant the short credits.

第六條 各學系、學程學生修讀雙主修，所須修讀之他系、學程科目及學分數，應依據申請時該學年度入學新生課程標準為原則。

Article 6 Various academic department, academic module students matriculating in dual major who need to matriculate in other departments, academic module subjects and credits shall principally heed to said school year's admitted new students curriculum standards at the time of application.

各學系、學程應訂定雙主修課程表及審查標準等相關規定，經院務會議審議通過後，並提送教務會議通過後，公布實施。

Various academic departments, academic modules shall formulate the dual major curriculum schedule, review standards and related regulations, which are announced and

implemented upon approved before an institution review meeting, and also submitted before the academic affairs meeting for approval.

第七條 加修他系科目，有先後修習限制者，仍應依規定修習；加修他系學分與本系學分合計應受該學期規定上、下限學分之限制。

Article 7 Matriculating other departments' additional subjects that come with a sequential matriculating restriction shall still complete the matriculations as regulated; the total of the additional matriculation of other departments' credits and shall be subject to restrictions of said semester-specified upper/lower thresholds in credits earned.

第八條 修讀雙主修之學生，修讀加修學系之必修科目應在學期中修習為原則，但如與主系所修科目授課時間衝突時，而假期有開班授課者，亦得參加假期班修習，其繳費標準依假期班規定辦理。

Article 8 Students matriculating on dual major whose matriculation on extra academic department's requisite subjects principally need to be taken during the semester; however, when conflicting with whose primary major subjects' lecturing hours, while there are lecturing classes opened during the break time, who may also participate in the break time class to matriculate, with the fee remittance standard to be sought per break time class regulations.

第九條 學生因修讀雙主修課程而於規定修業年限內學校需另行開班，應繳學分費。學生因修讀雙主修而延長修業年限，修習學分數在九學分以下者應繳學分費，在十學分以上者，繳交全額學雜費。

Article 9 Students who matriculate in dual major requiring to complete within the specified matriculation year cycle, where the school needs to open a class separately, shall remit the credit fees. Students who matriculate in dual major to require extending whose matriculation year cycle, with matriculating credits up to nine credits, shall remit the credit fee, whereas with matriculating credits at ten points or more, shall remit the full amount of tuition and bursar fee.

第十條 修讀雙主修學生，每學期所修之科目學分應與主系所修科目學分合併計算，並登記於主系歷年成績表內。其修習學分總數之限制與不及格學分數達退學標準時之處理，應依本校學則相關規定辦理。

Article 10 Students matriculating in dual major whose subject credits matriculated in each system shall be combine with whose primary major course credits matriculated in calculation, and also registered in the primary major department's history grade reports. The restriction on the total matriculating credits and the processing of failed credits reaching the dismissal standard shall be sought per relevant regulations set forth under the university school constitution.

第十一條 修讀雙主修之學生，中途因故無法繼續加修他系科目學分時，應於次學期加退選截止前提出放棄申請，經報請主系及加修學系同意後，送教務處彙辦後，得放棄雙主修資格。

Article 11 Students matriculating in dual major who should be unable to continue matriculating other departments' subjects and credits intermittently, shall present a forfeiture application prior to the next semester's course addition/withdrawal cutoff, and upon declaring to the department head and the additional matriculating academic department for consent, is forwarded to the academic affairs office for consolidated processing, who may then forfeit their double major qualification.

第十二條 學生在放棄加修雙主修後，其已修習及格加修系科目學分，是否採計為主系之科目學分，應由主系認定。

Article 12 Of students who relinquish the additional matriculation of a dual major, the issue whether the matriculated and passed additional matriculated subject credits can be calculated towards the primary major department's course credits is to be reckoned by the department dean.

第十三條 凡修滿雙主修學系、學程規定之科目與學分，成績及格者，其應屆畢業或畢業名冊、學位證書、學位證明書、歷年成績表均加註雙主修學系及、學程學位名稱。未修滿他系全部必修科目與學分而已修達輔系規定之標準者，得准核給輔系資格。唯已採計輔系之學分，不得重複採計為本系之應修畢業學分。

Article 13 Of those completing a dual major departmental, academic module-specified subjects and credits with satisfactory grades, the graduating students or the graduation album, degree diplomas, degree certificates, history grade reports shall be footnoted with dual major departments and academic degree names. Those not fully completing other department's entire requisite subjects and credits but have reached a secondary major department-specified standard may be approved for granting a secondary major qualification, provided that of the secondary major department credits already adopted may not be repeatedly calculated as the department's mandated graduation credits.

第十四條 修讀雙主修學生，延長修業年限兩年屆滿，已修畢主系應修畢業科目學分，而加修系必修科目學分未修畢時，如願放棄雙主修資格者，主系准予畢業，但畢業後不得重返補修不足雙主修學分。若不願放棄雙主修資格者，得再延長修業年限至多一學年，仍未修畢加修學系規定必修科目學分者，即取消雙主修資格，以主系學位畢業。但其所修科目學分，如已達輔系規定標準者，仍可取得輔系畢業資格。未達輔系規定標準者，其在加修系所修讀之科目學分是否採計為主系之選修科目學分，應由主系認定。

Article 14 Students matriculating in dual major, at the full term of their postponed matriculation year cycle, when having completed whose primary major department's requisite graduation course credits, but not completing the extra major department's requisite course credits, if willing to forfeit the dual major qualification, students are allowed to graduate on their primary major, provided that after graduation they may not return to retake the short dual major credits. If unwilling to forfeit the dual major qualification, students may re-extend their matriculation year cycle up to one school year at the most, and when still not completing the additional major department-specified requisite course credits, the dual major qualification will be revoked, but to graduate with the primary major degree. However, those whose matriculated subject credits, if reaching the secondary major department-specified standards, may still obtain the secondary major department graduation qualification. When not reaching the secondary major department-specified standard, the matter concerning whether the subject credits matriculated at the secondary major department can be admitted as the primary major department's elective course credit shall be rendered by the department dean.

若在延長修業年限兩年內雖修畢他系應修科目與學分而未修畢主系應修科目與學分者，應令退學，他系畢業資格不予承認。申請放棄修讀雙主修資格應於應屆畢業學期加退選期限內提出，並經兩系系主任同意後送**教務處**審查。

Those who have although completed the other department's requisite subjects and credits in the extended two-year matriculation year cycle but have not completed the secondary major department's requisite courses and credits, shall be ordered to withdraw from whose study, and the other department's graduation qualification also would not be recognized. Applying to forfeit matriculating dual major qualification shall be presented within the graduating semester's course addition/withdrawal cutoff, and also subject to both department deans' consent before it is forwarded to **the academic affair office** for reviewing.

第十五條 修讀雙主修學生，於規定修業年限內，已修畢主系應修畢業學分，但未修畢加修系規定之科目學分，致須延長修業年限者，於延長修業年限期間，不及格學分數達退學規定，則取消其修讀雙主修資格，以主系資格畢業。

Article 15 Of students matriculated in dual major having completed the graduation primary major department's mandated graduation credits within the specified matriculation year cycle but have not completed the secondary major department-specified course credits to result in needing to extend the matriculation year cycle, when whose failed credits reaching study withdrawal regulations during the postponed matriculation year cycle, the dual major matriculation qualification would be revoked, and students are to graduate with primary major qualification.

第十六條 本辦法未規定者，依照大學法及其施行細則及本校學則有關規定辦理。

Article 16 Those not explicitly stated in the measures shall be sought in accordance with the University Act and its enforcement rules and per university school constitution.

第十七條 本辦法經教務會議審議通過，陳請校長核定後，並報請教育部備查實施，修正時亦同。

Article 17 The measures are implemented upon motioned through before the academic affairs meeting, declaring with the president for approval, and also voluntarily declaring with the Ministry of Education, and the same also applies to all subsequent amendments.