

# National Kaohsiung University of Hospitality and Tourism and Foreign Universities Implementation Guidelines for the Dual Degree Program between 與境外大學辦理雙聯學制實施要點

113 年 6 月 19 日校務會議修訂通過  
Amended and adopted by university affairs conference meeting on June 19, 2024

- 一、本校為邁向國際化，拓展學生視野，增進國際學術合作，依據大學法、學位授予法、外國學生來臺就學辦法、大學辦理國外學歷採認辦法、本校學則及本校外國學生就學要點等規定，訂定「國立高雄餐旅大學與境外大學辦理雙聯學制實施要點」(以下簡稱本要點)。
  1. In order to promote internationalization, broaden students' horizons, and enhance international academic cooperation, the University has established the "Implementation Guidelines for the Dual Degree Program between National Kaohsiung University of Hospitality and Tourism and Foreign Universities" (hereinafter referred to as "the Guidelines") in accordance with the University Act, the Degree Conferral Act, the Regulations for Foreign Students Studying in Taiwan, the Regulations for the Recognition of Foreign Academic Qualifications, the University's Academic Regulations, and the University's Regulations for Foreign Students.
- 二、本要點所稱雙聯學制，係指本校與境外大學依國際學術合作方式簽訂合約，協助所屬學生至合作大學進修，並於符合本校及合作學校畢業資格規定後，分別取得兩校學位。
  2. The "Dual Degree Program" referred to in these Guidelines refers to an agreement between the University and a foreign university, established for the purpose of international academic cooperation. This program allows students to study at the partner university and, upon meeting the graduation requirements of both the University and the partner institution, obtain degrees from both universities.
- 三、本校學生同時在本校及境外大學修讀雙學位者，其在本校與境外大學進修之修業時間，得予併計；惟其修業時間須符合以下規定：
  3. Students enrolled in the dual degree program at both the University and a foreign university may combine their study periods at both institutions. However, the total duration of study must meet the following requirements:
    - 修讀學士學位者：累計在兩校修業時間至少須滿三十二個月。  
For undergraduate students: The total study period at both institutions must be at least 32 months.
    - 修讀碩士學位者：累計在兩校修業時間至少須滿十二個月。  
For master's degree students: The total study period at both institutions must be at least 12 months.
    - 修讀博士學位者：累計在兩校修業時間至少須滿二十四個月。  
For doctoral students: The total study period at both institutions must be at least 24 months.依前項在二校修習學分數，得予併計。但在二校當地修習學分數，累計須各達獲頒學位

所需總學分數之三分之一以上。

The credits earned at both institutions may be combined; however, the credits earned at each institution must each account for at least one-third of the total required credits for the degree.

四、本校合作辦理跨國雙聯學制之境外大學，應符合「大學辦理國外學歷採認辦法」、「大陸地區學歷採認辦法」、「香港澳門學歷檢覈及採認辦法」規定之大學院校。

4. The foreign universities collaborating with the University in offering the international dual degree program must meet the requirements outlined in the "Regulations for the Recognition of Foreign Academic Qualifications," the "Regulations for the Recognition of Academic Qualifications from Mainland China," and the "Regulations for the Verification and Recognition of Academic Qualifications from Hong Kong and Macau.

五、本校與境外大學合作辦理跨國雙聯學制，由本校國際事務處擬具包含中、英文版本之「合作辦理雙聯學制協議書」草案，經系(所)、學位學程及院務會議決議，送本校教務處審核，於行政會議報告，並由合作各方簽署後，方可實施。

5. For the international dual degree program in collaboration with a foreign university, the Office of International Affairs of the University shall draft the "Agreement for the Implementation of the Dual Degree Program" in both Chinese and English versions. This draft must be reviewed and approved by the department, degree programs, and faculty meetings, then submitted to the Office of Academic Affairs for review. After being reported at the administrative meeting and signed by all parties involved, the agreement shall be implemented.

本校與大陸地區高等學校簽訂之協議書應於進行簽約一個月前向教育部申報。

The agreement signed between the University and higher education institutions in Mainland China must be reported to the Ministry of Education one month prior to the signing of the contract.

「合作辦理雙聯學制協議書」之內容應包括下列各項：

The "Agreement for the Implementation of the Dual Degree Program" shall include the following items:

(一) 合作交流內容。

(1) Content of the cooperation and exchange.

(二) 申請資格及名額之規定。

(2) Regulations regarding eligibility and the number of available spots.

(三) 甄審之規定。

(3) Criteria for selection and review.

(四) 學分採計及抵免方式。

(4) Credit recognition and transfer methods.

(五) 修業期間規定及各合作學校修業期間之配置。

(5) Regulations for the duration of study and the allocation of study periods at each partner institution.

(六) 碩、博士論文共同指導協議事項。

(6) Agreement on joint supervision of master's and doctoral theses.

(七)學位授予。

(7) Degree conferral.

(八)費用之繳交、獎助條件及名額之限制。

(8) Payment of fees, scholarship and financial aid conditions, and limits on the number of awards.

(九)註冊、休學、復學等學籍管理事項。

(9) Registration, leave of absence, re-enrollment, and other academic status management issues.

(十)協議書修改及終止之規定。

(10) Regulations on modifications and termination of the agreement.

(十一)其他事項。

(11) Other relevant matters.

前項學分採計及抵免方式，應經科、系、學位學程、所、院、校課程委員會議審議通過。  
The methods for credit recognition and transfer mentioned in the previous item must be reviewed and approved by the department, degree programs, graduate programs, faculty, and university curriculum committees.

六、本校各所推薦修讀跨國雙聯學制碩、博士班之學生，應依前條第二項第七款，另行簽訂包含中、英文版本之「碩、博士論文共同指導協議書」，經所務會議決議，送本校國際事務處審核，簽請校長核准，並經雙方簽署後，方可實施。

6. Students recommended by the University's departments for the international dual degree master's or doctoral programs must, in accordance with the provisions of the previous article, Section 2, Item 7, separately sign the "Agreement for Joint Supervision of Master's and Doctoral Theses" in both Chinese and English versions. This agreement must be approved by the department meeting, submitted to the Office of International Affairs for review, signed by the President, and then signed by both parties before it can be implemented.

前項「碩、博士論文共同指導協議書」之內容，應包括下列各項：

The content of the "Agreement for Joint Supervision of Master's and Doctoral Theses" mentioned in the previous item shall include the following:

(一) 研究生姓名。

(1) Name of the graduate student.

(二) 指導教授姓名。

(2) Name of the supervising professor.

(三) 論文題目。

(3) Thesis title.

(四) 修業時間規定及兩校修業時間之分配。

(4) Regulations for the study period and the allocation of study time between the two universities.

(五) 撰寫論文及摘要使用之語文。

(5) Language to be used for writing the thesis and abstract.

(六) 學位考試委員會之組成及口試進行之方式。

(6) Composition of the thesis examination committee and the method of conducting the oral defense.

(七) 碩、博士論文發表與所有權。

(7) Publication and ownership of the master's and doctoral theses.

(八) 協議書修改與終止之規定。

(8) Regulations on modifications and termination of the agreement.

(九) 其他事項。

(9) Other relevant matters.

七、與本校合作辦理跨國雙聯學制之境外大學，應於本校規定期限內，彙整申請學生名單並檢附應附繳表件，寄送本校國際事務處辦理。國際事務處就申請資格、表件是否符合規定進行初審；初審合格者，轉交相關院、系(所)辦理甄審作業後，送回國際事務處辦理入學許可相關作業。

7. The foreign universities collaborating with the University in offering the international dual degree program must, within the time frame specified by the University, compile the list of applicants and submit the required documents to the Office of International Affairs for processing. The Office of International Affairs will conduct a preliminary review of the applicants' qualifications and ensure that the documents meet the requirements. Applicants who pass the preliminary review will then be forwarded to the relevant departments or graduate programs for further review, after which the admission approval process will be handled by the Office of International Affairs.

八、經核准入學本校修讀跨國雙聯學制之境外大學學生，註冊時應檢附健康及傷害保險證明文件，且其保險效期應包含在本校修業期間；如尚未投保者，得於註冊時繳納保險費，委由本校代辦投保事宜。

8. Foreign students approved for admission to the University under the international dual degree program must submit proof of health and accident insurance at the time of registration, with the insurance coverage extending throughout their study period at the University. If the student has not yet obtained insurance, they may pay the insurance premium during registration, and the University will arrange the insurance coverage on their behalf.

九、經核准入學本校修讀跨國雙聯學制之境外大學學生，符合僑生、外國學生等身分資格規定者，其學籍、成績考核、獎學金、住宿及生活輔導等，依本校相關規定辦理。

9. Foreign students approved for admission to the University under the international dual degree program who meet the qualifications for overseas Chinese students, foreign students, or other relevant status will have their academic status, grade assessments, scholarships, accommodation, and life guidance services handled in accordance with the University's relevant regulations.

十、經核准入學本校修讀跨國雙聯學制之境外大學學生，於原就讀學校已修習及格之科目及學分，得依本校「學生抵免學分辦法」申請抵免。

10. Foreign students admitted to the University under the international dual degree program may

apply for credit transfer for courses and credits they have successfully completed at their original institution, in accordance with the University's "Regulations for Student Credit Transfer."

十一、經本校核准至境外大學修讀跨國雙聯學制之本校學生，出國進修期間應納入修業年限計算，其於境外學校修讀及格之科目及學分，應於返國後第一學期開學後加退選截止前，檢附成績單正本，依本校「學生抵免學分辦法」申請抵免。

11. University students approved to study at a foreign university under the international dual degree program shall have their study period abroad counted toward their total duration of study. Credits and courses successfully completed at the foreign institution must be submitted for credit transfer in accordance with the University's "Regulations for Student Credit Transfer," by presenting the original transcript during the add/drop period of the first semester after returning to the University.

十二、經本校核准至境外大學修讀跨國雙聯學制之本校學生，如因故無法於境外學校完成學業，且於雙方學校修業時間合計仍未逾本校規定之修業年限，得於每學期本校行事曆規定上課開始日二週前，檢具報告書及相關證明文件，向本校國際事務處申請返回本校原就讀所、系、科、學位學程適當年級肄業；其於國外學校已修習及格之科目及學分，得依本校「學生抵免學分辦法」申請抵免。

12. University students approved to study at a foreign university under the international dual degree program who are unable to complete their studies at the foreign institution, and whose combined study period at both universities does not exceed the University's prescribed duration of study, may apply to return to the appropriate year of their original department, program, or degree track at the University. The application, including a report and relevant supporting documents, must be submitted to the Office of International Affairs at least two weeks before the start of classes each semester according to the University calendar. Credits and courses successfully completed at the foreign university may be transferred in accordance with the University's "Regulations for Student Credit Transfer."

前項申請返回本校就讀學生，於原就讀所、系、科、學位學程畢業學分修讀完成，並符合畢業條件者，授予本校原就讀所、系、科、學位學程學位。

Students returning under the above provision who complete the required credits and meet the graduation requirements of their original department, program, or degree track at the University shall be awarded the corresponding degree from the University.

十三、學生赴境外大學修讀學分及跨國雙聯學制期間，每學期仍應於本校註冊，並按本校學雜費收費標準繳交，申請延長修讀年限期間亦同。

13. During the period in which students study credits at a foreign university or participate in the international dual degree program, they must register at the University each semester and pay tuition and fees in accordance with the University's fee schedule. The same applies to periods for which an extension of the study duration has been approved.

境外大學註冊繳費事項，依兩校協議辦理。

Registration and fee payment at the foreign university shall be handled in accordance with the

agreement between the two institutions.

十四、本校學生出國期間，如有違犯本校校規或逾期未返校者，應依本校學生獎懲辦法及相關規定辦理。

14. During the period that University students are studying abroad, any violations of University regulations or failure to return on time shall be handled in accordance with the University's "Student Disciplinary Regulations" and related rules.

境外大學學生於本校修業期間，除應遵守我國法律外，並應遵守本校各種規章辦法。 Foreign students studying at the University must comply not only with the laws of Taiwan but also with all University regulations and rules.

十五、經本校核准至境外學校修讀跨國雙聯學制之未役役男學生，其出境須依內政部「役男出境處理辦法」及入出境相關法令辦理；其他本要點未盡事宜，悉依教育部與本校相關規定辦理。

15. Male students who have not yet completed military service and are approved to study at a foreign university under the international dual degree program must comply with the Ministry of the Interior's "Regulations for the Exit of Male Citizens Subject to Military Service" and other relevant entry and exit laws. Matters not explicitly addressed in these Guidelines shall be handled in accordance with relevant regulations of the Ministry of Education and the University.

十六、本實施要點未盡事宜，悉依教育部與本校相關規定辦理。

16. Matters not explicitly addressed in these Guidelines shall be handled in accordance with the relevant regulations of the Ministry of Education and the University.

十七、本實施要點經校務會議審議通過，陳請校長核定後實施，修正時亦同。

17. These Guidelines shall be implemented after approval by the University Affairs Meeting and the President. Any amendments shall follow the same procedure.

本規章負責單位：教務處註冊課務組