

National Kaohsiung University of Hospitality and Tourism
Regulations for Undergraduate Students to Take Graduate-Level Credits in Advance
學士班學生提前修讀碩士班學分辦法

114 年 12 月 3 日 114 學年度第 1 學期教務會議審議通過（修訂§2、§5）
Amended and approved by academic affairs meeting on December 3, 2025(amendment §2, §5.)

第一條 為鼓勵大學部優秀學生繼續就讀本校碩士班，以達到連續學習及縮短修業年限之目的，特訂定本辦法。

Article 1 These Regulations are enacted to encourage outstanding undergraduate students to continue their studies in the master's programs of the University, thereby achieving continuous learning and shortening the overall duration of study.

第二條 本校大學部學生入學後，修業成績優異，符合各所「學士班學生提前修讀碩士班學分甄選要點」之甄選資格者，得依各所公告時間向各所提出申請。

Article 2 Undergraduate students of the University who, after enrollment, demonstrate excellent academic performance and meet the eligibility criteria specified in each department's *Selection Guidelines for Undergraduate Students Taking Master's Program Credits in Advance* may submit an application to the respective department within the application period announced by that department.

前項甄選要點由各所就申請資格、錄取名額、甄選程序及甄選標準等內容訂定之，並提送教務會議備查後實施。

The selection guidelines referred to in the preceding paragraph shall be formulated by each department and shall specify the application qualifications, admission quota, selection procedures, and selection criteria. The guidelines shall be implemented after being submitted to the Academic Affairs Meeting for recordation.

第三條 各所甄選委員會應於每學期第一階段選課日前完成甄選事宜，各所錄取學生名單經所、院務會議通過，陳校長核定後公告，並送教務處備查。

Article 3 Each department's selection committee shall complete the selection process before the first phase of course registration each semester. The list of admitted students shall be approved by the department and college affairs meetings, submitted to the President of the University for final approval, then publicly announced and forwarded to the Office of Academic Affairs for recordation.

第四條 通過各所甄選審查之學生，兼具學士學位候選人及提前修讀碩士班學分資格，其於選課或加選期間，得選修碩士班課程，修習課程以其申請之研究所課程為限，所修碩士班課程依照本校碩士班學分費收費標準繳交學分費。

Article 4 Students who pass the departmental selection review shall concurrently hold the status of bachelor's degree candidates and eligibility to take master's program credits in advance. During the course registration or add/drop period, such students may enroll in master's-

level courses, limited to those offered by the graduate institute to which they applied. Credits taken shall be subject to the University's tuition and fee standards for master's program credits, and the corresponding credit fees shall be paid accordingly.

第五條 取得提前修讀碩士班課程學分資格之學生應遵守下列規範，否則取消其資格。

Article 5 Students who obtain eligibility to take master's program courses in advance shall comply with the following provisions; failure to do so shall result in the revocation of such eligibility:

一、應於本校學則規定之修業期限(四技修業四年，二技修業二年)屆滿(含)前取得學士學位。

1. Students shall obtain the bachelor's degree before (or by) the expiration of the study period stipulated in the University Academic Regulations (four years for four-year undergraduate programs and two years for two-year undergraduate programs).

二、於學士班畢業年度應與一般考生參加本校碩士班甄試入學或考試入學，經錄取後始正式取得碩士班研究生資格。

2. In the academic year of undergraduate graduation, students shall apply for admission to the University's master's programs through either the recommendation-based admission or entrance examination in accordance with the same procedures as general applicants. Only upon admission shall they formally acquire the status of master's program graduate students.

第六條 提前修讀碩士班學分之學生，取得本校碩士班研究生資格後，於本校大學期間所選修之碩士班課程成績達 70 分以上者，得於研究所入學當學期申請學分抵免，抵免之學分數至多為其碩士班應修學分數之三分之二(不含論文學分)。

Article 6 Students who take master's program credits in advance and subsequently obtain graduate student status in the University's master's programs may apply for credit transfer in the semester of enrollment. Master's-level courses taken during the undergraduate period with a grade of 70 or above may be transferred, provided that the total number of transferred credits shall not exceed two-thirds of the total credits required for the master's program (excluding thesis credits).

第七條 提前修讀碩士班學分之學生，碩士班入學辦理學分抵免後，至少需修業一年。學生完成碩士班應修科目、學分數、學位論文及畢業條件，得申請核發碩士學位證書。

Article 7 After credit transfer procedures are completed upon admission to the master's program, students who have taken master's program credits in advance shall complete at least one year of study. Upon fulfillment of all required courses, credits, the master's thesis, and graduation requirements, students may apply for the conferral of the master's degree.

第八條 本辦法未規定事宜，悉依本校學則暨相關法令規定。

Article 8 Matters not specified in these Regulations shall be governed by the University Academic Regulations and relevant laws and regulations.

第九條 本辦法經教務會議審議通過，陳校長核定後實施，修正時亦同。

Article 9 These Regulations shall take effect upon approval by the Academic Affairs Meeting and subsequent approval by the President of the University. The same procedure shall apply to any amendments hereto.

本規章負責單位：教務處註冊課務組

國立高雄餐旅大學學士班學生提前修讀碩士班學分流程圖

