Article 1: These guidelines are stipulated in accordance with Article 28 of “The University Act,” as well as with Article 35 of the “Feng Chia University Laws and Regulations” (Feng Chia University shall hereafter be referred to as ‘FCU’).

Article 2: Procedures for minor programs shall be handled in accordance with the regulations stipulated in these guidelines.

Article 3: Beginning in the second year of study and continuing to the completion of study (not including extensions to a period of study), undergraduate students can declare a minor program. Students applying for a minor program must fill in the “Minor Program Application Form.” Upon approval, students can proceed with the minor program.

Article 4: Each undergraduate department at FCU can offer a minor program.

Article 5: Minor programs shall be based on the department’s required core courses. Students should complete at least twenty course credits from the minor program’s required core courses. Internship programs should be completed according to the rules set out by the department.

Article 6: Course credit requirements of a minor program are determined by the student’s major department; minor program course credits cannot be included in the major department’s minimum credits required for graduation.

Article 7: If students wish to give up their minor program qualification or cannot complete a minor program as stipulated by these regulations, relevant courses already completed in the minor program can be, with approval from the director of the major department, included as elective courses in the major department’s minimum credits required for graduation.

Article 8: Situations where students fail half or two-thirds of the semester’s combined minor and major program courses shall be handled in accordance with FCU’s relevant laws and regulations.

Article 9: Students taking a minor program can apply for an extension to their period of study if they cannot complete the necessary major program credit requirements or the minor program course credits within the stipulated period of study. Extensions are limited to two years.

Article 10: Students taking a minor program within the stipulated period of study shall pay a course credit fee if new classes need to be arranged. Students taking a minor program in an extension period shall pay the course credit fee if the number of credits taken is nine or less, and pay the full tuition and miscellaneous fees if the number of credits studied during an extension period is ten or more. Continuing Education students pay the course credit fee, as well as tuition and miscellaneous fees.

Article 11: Students who complete a minor program may include the name of the minor
program on the certificate of transfer or study when transferring from FCU.

Article 12: Students who have satisfactorily passed all of the necessary minor program courses and credits may request inclusion of the name of their minor program on the graduation name list, their student records, and their degree certificate.

Article 13: These guidelines were adopted during an administrative meeting, ratified by the president of FCU, and promulgated. In addition, they were submitted to the Ministry of Education to be kept on record. Revisions shall be handled in the same manner.

Article 14: In the event that the meaning, connotation, or interpretation expressed in these English-language guidelines differ from the original Chinese-language version, the Chinese-language version shall be taken to be correct and true.