

# CJCU Interschool Course Selection Regulation

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Article 1: To promote inter-school cooperation, both domestically and internationally; to make full use of teaching resources; and in accordance with the guidelines in the Enforcement Rules of the University Act, these Regulations are established.

Article 2: 1. The scope of the University's inter-school course selection shall be departments and institutes of universities and independent colleges; and shall in principle be limited to those courses not opened at the University for the semester in question. These restrictions shall not apply to undergraduate students who do military service during their period of study.  
2. The credits earned by a student of CJCU from taking interschool courses shall be limited to one-third of the credits earned by the student during the semester. This provision shall not apply to students with extended study duration.  
3. Unless extra credit is permitted, students shall not earn over 25 credits per semester from internal and interschool courses combined.

Article 3: To enroll in an inter-school course, a student must fill out an "Interschool Course Selection Application Form"; submit the form to the department director for approval (common required courses must be approved by the organization opening the course); and submit the form to the Office of Academic Affairs for review approval. Once sealed/stamped by said Office, the student shall bring the form to the other school to complete course selection and payment procedures, then return the application form. If the student fails to complete the course selection in accordance with the deadlines and procedures in the University's guidelines, any grades from such courses shall not be recognized.

Article 4: Students taking interschool courses shall pay the fees according to the guidelines provided by respective institutes and universities, and timetable clashes of courses (including the travel time to and from the classroom) between schools are not allowed, and any conflicting subjects shall be canceled.

Article 5: 1. Students of another institute/university wishing to take interschool courses offered by this University shall apply for approval to their institutes/universities and fill-in the relevant items in the application form according to the guidelines of CJCUC. The quota shall be restricted by the maximum number set by the various departments (institutes) accepting interschool courses, and the application shall be completed by the deadline for the course selection or reduction phase, or the applications shall be rejected.

2. Students from other schools shall pay credit fee according to the standard announced by CJCUC for the academic year. They may also need to pay the internship fee for taking computer or language courses.

Article 6: After students from other schools have completed course selection according to the Course Selection Operation Guidelines, said students shall not withdraw from the course or apply for a refund unless the course is canceled due to insufficient students. After the end of each semester, the Registration and Curriculum Section shall submit the grades earned by the students to their original schools to undertake grade registration matters.

Article 7: A University student may apply to enroll in a remote inter-school course in a foreign country. Such option must comply with these Regulations and with the Chang Jung Christian University Regulations for Implementing Remote Learning.

Article 8: Interschool course selection students shall conform to the relevant provisions of the course providing school.

Article 9: Matters not provided for by this Regulation shall be handled according to the relevant regulations and academic rules.

Article 10: These Regulations shall be announced and take effect after being approved

by the Academic Affairs Meeting; the same shall apply to any amendments.