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# 銘傳大學國際事務研究所學士生預修碩士班課程實施細則

## Rules and Regulations for the Pre-Matriculation Master's Program Course Enrollment of Graduate School of International Affairs, Ming Chuan University

97 年 3 月 21 日 所務會議通過 Approved by the GSIA Committee on Mar 21, 2008
97 年 3 月 24 日 院務會議通過 Approved by the College Affairs Committee on Mar 24, 2008
97 年 5 月 22 日 教務會議通過 Approved by the University Academic Affairs Committee on May 22, 2008
100 年 5 月 6 日所務會議修正通過 Amended by the GSIA Committee, May 6, 2011
100 年 9 月 8 日 院務會議通過 Approved by the College Affairs Committee on Sep 8, 2011
100 年 12 月 15 日 教務會議通過 Approved by the University Academic Affairs Committee on Dec. 15, 2011

第一條 Article 1 國際事務研究所（以下簡稱本所）為協助學業成績優異學士生預修碩士班課程，並提前規劃專業暨學術研究方向，依據銘傳大學學士生預修碩士班課程實施細則，特訂定國際事務研究所學士生預修碩士班課程實施細則（以下簡稱本細則）。

Rules and regulations for the Pre-Matriculation Master's Program Course Enrollment have been put in place to encourage qualified students to remain at Ming Chuan University (MCU) to complete a master's degree and begin to lay the foundation for research and a professional career path. According to MCU Procedures for the Pre-Matriculation Master's Program Course Enrollment, Graduate School of International Affairs (GSIA) stipulates its own regulations for GSIA Pre-Matriculation Master's Program Course Enrollment.

第二條 Article 2 甄選錄取名額，以不超過本所當學年度碩士班招生名額百分之三十為原則。

The number of students admitted to this program, in principle, should not exceed 30% of the GSIA's quota of new students for each given school year.

第三條 Article 3 本校學士班 3 年級以上之學生，其前 2 年（4 學期）學業成績達全班前 30%者，並擬取得五年一貫攻讀學、碩士學程資格者，得於每學年度下學期第 12 週結束前向本所提出申請。班級人數未達(含)20 人者，其前 2 年（4 學期）學業成績達全班前 40%並經系主任推薦者即可申請。

Students in their third or fourth year, whose grade point average is ranked among the top 30% of their respective class for the semesters that they have already taken, are qualified to Pre-take Graduate School Courses. The application should be made before the end of the 12th week in the second semester of a given year. However, students in the class under 20 students, whose grade point average is ranked among the top 40% of their respective class for the semesters that they have already taken, are qualified to apply with the condition to get approval from department director.

第四條 Article 4 申請「修讀學、碩士五年一貫學程」甄選之同學應繳交歷年成績單、名次證明、進修計畫書、自傳及其他有利申請之書面資料。資料審查成績佔 50%，口試成績佔 50%。

The applicants for the GSIA Pre-Matriculation Master's Program Course Enrollment should provide the materials as follows: transcripts, proof of ranking, study plan, autobiography and any other supplementary documents. The documents review accounts for 50% and interview for 50%.

第五條 Article 5 本所應組織「國際事務研究所學生學士生預修碩士班課程學程甄選委員會」，本公平、公正原則，決定錄取名單，經所務會議通過報請校長核定後於所公佈欄公佈。

GSIA should organize the "GSIA Pre-Matriculation Master's Program Course Enrollment Admission Committee" which admits eligible students based on the principles of fairness and justice. The list of admitted students will be announced on the GSIA bulletin board after the approval of GSIA General Committee and ratification of the MCU president.

第六條 Article 6 取得預修研究生資格之學生(以下簡稱預研生)，需於畢業當年度參加本校國際事務研究所碩士班入學考試（外籍生需於畢業當年度向本校提出就讀國際事務研究所之申請、審查），經錄取後，始正式取得碩士班研究生資格。

The admitted students to the GSIA Pre-Matriculation Master's Program Course Enrollment (Graduate Students with Pending Status) ought to take the entrance exam for the GSIA (international students need to apply for the graduate program in the final undergraduate year) and be admitted before officially receiving graduate student status.

第七條 Article 7 預研生經錄取後即可自次學期開始申請修習碩士班課程（須先填寫銘傳大學預修碩士班課程學分採認申請表），該項學分計入學士班畢業學分者，不得重複計入碩士班畢業學分。

Graduate Students with pending status may begin taking master's courses of GSIA from the sequential semester (Students must fill in Ming Chuan University Pre-Matriculation Master's Program Course Enrollment Application Form first). However, if the credits from graduate courses are used toward the students' bachelor degrees, they can not be double-accounted as credits for the graduate program.

第八條 Article 8 具有本校預研生資格者，須於碩士班入學當學期二週內申請抵免碩士班畢業學分，申請辦理學分抵免以一次為限，至多可抵免碩士班研究生應修學分數之 2 分之 1，不含論文學分，且不受本校學生抵免學分辦法有關抵免學分上限規定之限制。

Degree students who wish to waive the credits ought to complete the waiver procedure by the end of the 2nd week in the 1st semester of their master track. The one-off application for credit waiver may not exceed 1/2 of the master's required total credits or include thesis-related credits, and is not subject to the other credit waiver limits imposed by MCU)

第九條 Article 9 本細則未盡事宜，依本校學則及相關法令規定辦理。

For any other matters not specified in these rules and regulations, relevant MCU rules and

regulations and provisions should be applied.

第十條 本細則經所務會議及教務會議通過後，報請校長核定後實施，修正時亦同。

Article 10 These rules and regulations are to be enforced upon the approval by the GSIA General Committee and University Academic Affairs Committee, and the ratification by the university president. Any amendments thereafter should follow the same procedure.