

**National Chung Hsing University**  
**Graduate Institute of Clinical Medicine**  
**Regulations for Credit Transfer for Students**

August 7, 2024 - (All articles) amended and passed by the Graduate Institute of Clinical Medicine Affairs Meeting

**Article 1**

These "Regulations on Credit Transfer for Students at the Graduate Institute of Clinical Medicine" (hereinafter referred to as "these Regulations") are established in accordance with the "National Chung Hsing University Credit Transfer Regulations" to handle credit transfer applications for graduate students of the Graduate Institute of Clinical Medicine, National Chung Hsing University (hereinafter referred to as "the Institute").

**Article 2**

Master's program students who, during their undergraduate studies, took master's-level courses and achieved a grade of 70 or above and whose course credits were not included in the graduation credit requirements of their undergraduate program may apply for credit transfer in accordance with the Institute's academic regulations.

**Article 3**

Courses eligible for credit transfer shall primarily be formal degree courses offered by universities and colleges, including required and elective credits.

**Article 4**

Courses applied for credit transfer must, in principle, have the same title and equivalent content as the courses offered by the Institute.

**Article 5**

The number of credits eligible for transfer shall be handled according to the following rules:

1. For courses with a higher credit value being transferred to a course with a lower credit value, the lower credit value will be recorded after the transfer.
2. Courses with a lower credit value cannot be transferred to courses with a higher credit value.

3. Undergraduate-level courses cannot be transferred as master's-level courses.

#### **Article 6**

To apply for credit transfer, students must submit a credit transfer application form along with their original transcript or proof of passing grades from the previous institution and the course syllabus. Approval must be obtained from the academic advisor and course instructor. If no academic advisor has been assigned, the course transfer must be approved by the instructor and the Director of the Institute. All applications must be reviewed and approved by the Institute Affairs Meeting. New students must submit their applications within two weeks of the start of their first semester, and applications are limited to a single submission. Late applications will not be accepted.

#### **Article 7**

New students may transfer a maximum of 4 credits, excluding thesis credits.

#### **Article 8**

Other matters related to credit transfer shall be handled in accordance with the academic regulations of National Chung Hsing University and other relevant provisions.

#### **Article 9**

These regulations shall take effect upon approval by the Institute Affairs Meeting, ratification by the Dean of the College of Medicine, and submission to the Office of Academic Affairs for record. Amendments shall follow the same procedure.