Academic Rules and Regulations (for 2017. August)

Students in the Department of Finance and International Business must follow school regulations of course-taking to fulfill credits requirement.

1. General rule

(1) This regulation is formulated according to the article 40 of Academic Policies of Fu Jen Catholic University.

2. Undergraduate program:

(2) The credit hours undergraduate students are required to finish and the learning ability tests should pass during school years to meet graduation standard are listed in the following:

- 8 credits for holistic education
- 12 credits for fundamental skills courses
- 12 credits for general education courses
- 65 credits for required professional courses
- at least extra 10 department elective credits besides the credits of department required course and designated elective courses

- the total graduation credits are at least 128 which are composed of University requirements, Holistic Education Core Courses, Fundamental Skills Courses, General Education courses, department required courses and elective courses.

- Learning ability tests: students must pass the Chinese and English ability tests and take one computer related course.

(3) Students must take English proficiency test at least once before graduation, and the score should be equal to or better than B2 of the CEF (equivalent to TOEIC score of 750, or iBT TOFEL above 71, or IELS 6.0, or passing the second stage of GEPT High-Intermediate level). By the end of the first semester in the junior year, those who do not fulfill the requirement on English language proficiency test scores should take makeup courses held by the College of Management, or take English language proficiency test again until their score reach CEF B2 level.

(4) Students must take at least 3 credits course that is "professional English courses" offered by our department, get the qualification of graduation.

3. Graduate students:

(5) The courses and credits graduate students should accomplish are listed below.

- at least 50 credits for graduation, including 21 credits of required courses , 21 credits of elective courses, 2 credits of designated elective courses, and 6 credits of thesis.
- the credit floor for each years (not include the thesis): at least 21 credits in the first year; at least 12 credits in the second year.

(6) It is necessary for students to take English language proficiency test - TOEIC and report their scores before the end of the first semester in second year. Students whose TOEIC scores do not reach 700 or corresponding score level in TOEFL are required to take "International Financial Regulations-Course in English," or related professional English courses admitted by the

department, and pass the course for graduation.

(7) Students in the second year of the master's program in Finance are supposed to participate in the thesis presentation convention fully and present the first three chapters of their thesis (research motivation, research purpose, and research methodology). Presenters should submit the full content of the first three chapters of their thesis one day before presentation day, so that they can apply oral test for thesis. Due to the irresistible factors that one can't publish, please follow the rules to request for a leave and get the permission of the professor can have other day to publish one's thesis.

4. Master's Program in Evening and Weekend:

(8) The courses and credits students of Master's Program in Evening and Weekend are required to finish are listed below.

- at least 36 credits for graduation, including 15 credits of required courses, 15 credits of elective courses, and 6 credits of thesis.

- the credit floor for each years (not include the thesis): at least 15 credits in the first year; at least 9 credits in the second year.

(9) It is necessary to take "Special Topics on Finance- course in English" or related professional English courses admitted by the department in the second semester of year two.

(10) Students in the second year of Master's Program in Finance in Evening and Weekend are supposed to participate in the thesis presentation convention fully and present the first three chapters of their thesis (research motivation, research purpose, and research methodology). Presenters should submit the full content of the first three chapters of their thesis one day before presentation day, so that they can apply oral test for thesis. Due to the irresistible factors that one can't publish, please follow the rules to request for a leave and get the permission of the professor can have other day to publish one's thesis.

5. Supplementary Provisions

(11) The rules are not mentioned above, according to Fu Jen University and the relevant provisions of the law.

(12) The Rules shall be promulgated after the adoption of the Department、College and University affairs meetings. Same when the rules have been revised.