

Fooyin University Course Selection Guidelines

Promulgated on August 1, 1994
Revised at the Academic Affairs Meeting on January 3, 1996
Revised at the Academic Affairs Meeting on July 3, 1996
Revised at the Academic Affairs Meeting on July 1, 1998
Revised at the Academic Affairs Meeting on January 28, 2000
Revised at the Academic Affairs Meeting on January 18, 2002
Revised at the Academic Affairs Meeting on June 21, 2002
Revised at the Academic Affairs Meeting on January 10, 2003
Revised at the Academic Affairs Meeting on January 9, 2004
Revised at the Academic Affairs Meeting on October 5, 2005
Revised at the Academic Affairs Meeting on January 12, 2007
Revised at the Academic Affairs Meeting on March 7, 2008
Revised at the Academic Affairs Meeting on January 9, 2009
Revised at the Academic Affairs Meeting on January 11 2012
Revised at the Academic Affairs Meeting on June 28, 2013
Revised at the Academic Affairs Meeting on June 25, 2014
Verified by the President on July 3, 2014

1. The Guidelines are formulated in accordance with the University Act, the Junior College Act, and the Fooyin University Student Enrollment Regulations.
2. Students shall only select courses from their respective day/evening divisions and the school systems. Upon approval of the head of their department, they may take elective courses across divisions and systems.
3. Students taking elective courses across divisions and systems or courses of the educational program shall pay class hour fees separately according to Fooyin University's (FYU) tuition regulations.
4. For students of day-time programs (excluding students of extended study) taking elective courses across divisions or systems, if they conform to the following two requirements, class hour fees will not be charged.
 - (1) Students taking courses across divisions are seniors of various school systems (graduating students, third-year and fourth-year students of the four-year technical college programs, and fourth-year and fifth-year students of the five-year junior college programs) and transfer students.
 - (2) Cross-division courses that students are taking are not available in their division or conflict with the time of other courses in their division.
5. After confirmation of the course selection through to the end of application period of dropping courses each semester, students may drop courses after receiving verification and approval of the head of their department. After dropping a course, the total credits earned in a semester shall not be lower than the required credits.
6. Registration of course selection and of semester grades is based on the course registration record students have confirmed. A course not listed on the registration record is not recognized even if a grade is received. If a course is listed on the registration record (dropping procedure is not completed) but no grade is received, a grade of zero will be given in that course for the semester.
7. If the number of students enrolling in a course during preliminary course selection is insufficient to run an elective course, the course will be cancelled. The registration record of the course will be removed by the system (except for courses deemed necessary by the college.)
8. FYU's course selection procedures are specified on the Office of Academic Affairs' course selection operational rules.
9. The Guidelines shall be issued and implemented upon verification by the President after being approved by the Academic Affairs Meeting. Amendments shall follow the same procedure.