

# Fooyin University Double Major Guidelines

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1. The Guidelines are formulated in accordance with the University Act, the Enforcement Rules of the University Act, the Degree Conferral Law, and the Fooyin University Student Enrollment Regulations.
2. Students taking a double major shall complete the entirety of the required courses for the second major. If credits of the entirety of the required courses for the second major are less than 40, they shall be assigned elective courses by the second major department to make up the credits.  
If the second major department imposes limitations on the order of course taking, students are required to study according to its regulations. If the courses of the first major are related to those of the second major, the second major department shall determine whether the courses can be exempted. If the credits are less than 40 after the exemption, students shall be assigned elective courses to make up the credits and submit relevant documents (hard copy) to the Office of Academic Affairs for future reference.
3. Students taking a double major shall take courses in accordance with the course list formulated by the department in the admission year or application approval year. The list shall be submitted for verification and reference to the Academic Affairs Meeting and announced by the Office of Academic Affairs.
4. At the expiry of the extended two (2) years of study, students taking a double major who have completed graduation credits of the first major and yet have not earned the total required course credits of the second major may apply for further extension of one (1) semester or one (1) academic year.
5. Students of two-year and four-year systems may apply for a double major from the second semester after admission to the university until the graduation year.
6. For students applying for a double major, the restrictions are as follows:
  - (1) For one additional department only.
  - (2) Majoring in programs across divisions or systems is not allowed.
7. Students shall apply for a double major within a specified period shown on Fooyin University's (FYU) calendar. Upon approval of the heads of the first and second major departments, the approval list will be announced by the Office of Academic Affairs.
8. Students who are approved for taking a double major shall select courses in accordance with regulations concerned. The maximum number of credits required for each semester is subject to FYU's rules and the Course Selection Guidelines.
9. For students choosing a double major, their semester grades in each semester shall incorporate the course credits of both majors, and be stated on their transcripts each year. The name of the double major shall be noted on their study certificate.
10. If students have completed the total course credits required in a double major and received the passing grades, the name of the double major will be noted on their relevant student enrollment documents. For students studying for a double major who have not completed the course and credits required by the end of the maximum period of study, but have reached the credit requirements of a minor, the name of the minor will be noted on relevant student enrollment documents.
11. For students taking a double major, their student enrollment and studies in the graduation

semester are dealt with as follows:

- (1) When students who have completed the graduation credits of the first major and yet have not completed the required course credits of the second major, they are granted graduation by the first major department if they opt to forgo the double major. However, they shall not make up the credits by returning to school and retaking courses of the second major after graduation. If they do not opt to forgo the double major, they shall apply for extension of the period of study within the add/drop period in the semester.
  - (2) For students who have failed to complete graduation credits of the first major, if they forgo the double major, the credits earned from courses of the second major related to the first major may be transferred to the latter in accordance with the Fooyin University Credit Transfer Guidelines. If the students do not forgo the double major, they shall apply for extension of the period of study within the add/drop period in the graduating semester. During the extended period of study, if they have completed the required course credits of the second major and yet have not completed the graduation credits of the first major, they shall be expelled from school with the qualification of the second major not being recognized.
12. For students who are taking a double major, if extra cost is demanded for a course as a result of internships, experiments, materials, or license tests, it shall be stated on the recruitment announcement. Students extending the period of study due to a double major, their tuition fees are charged according to the extended period of study.
  13. The Guidelines shall be issued and implemented upon verification by the President after being approved at the Academic Affairs Meeting. Amendments shall follow the same procedure.