

## **Operation Rules on Transfer of Course Credit for Providence University Student Overseas Study Program**

Amended by school affairs meeting on September 26<sup>th</sup> 102 ROC Year (2013)

Article 1 In order to conduct student credit transfer operation of overseas study ratified by the University, the Operation Rules on Transfer of Course Credit for Providence University Student Overseas Study Program were hereby enacted, and herein referred as called “this Rule” in below.

Article 2 Student who, applying for course credit transfer operation, must confirm the transferability of the course credit with the study program by using the course outline, and render the course credit transfer operation at the Office of International and Cross-Strait Affairs within two months upon the start of next semester, after returning from the study program.

Article 3 According the University’s regulation, the course runs for 18 weeks per semester. As for the calculation of course credit, each course credit unit counts as an hour, 18 hours at full. Internship or experiment runs from two hours to three hours per week, one course credit unit counts for the whole semester.

Article 4 Course Credit Transfer Calculation:

1. The course credit of the University is equally convertible to the course credit system of the U.S., Japan, and Mainland China.
2. The course credit of the University equals to the English CATS course credit system divided by four.
3. The course credit of the University equals to the European ECTS course credit system divided by two.
4. Student with the proof of course hour, based on the rule of the University, each course credit counts as an hour per week, 18 hours at full.
5. Other special circumstances will be evaluated by the study program.
6. The rules on transfer of course credit are restricted to similar program. The transfer of course credit is based on more course credits count for fewer course credit; applicant shall submit overseas school relevant course outline and transcript. The study program would decide on whether to recognize the transferred course credit and the number of transferred course credit.

Article 5 These rules were approved and effective by the school affairs meeting. The amendment is so applied.