

臺北醫學大學學生境外研修作業要點

Taipei Medical University Enforcement Guidelines Governing Students' Overseas Training

100年05月05日教務會議新訂通過
Formulated and approved at the Academic Affairs Committee Meeting on May 5th, 2011
101年11月29日教務會議修正通過
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102年04月24日教務會議修正通過
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104年04月10日教務會議修正通過
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108年07月04日北醫校教字第1080002342號令修正，全文11點
Amended per TMU Xiao Jiao Tze Order No. 1080002342, dated July 4th, 2019, for 11 articles in total

一、 臺北醫學大學(以下簡稱本校)為處理各系所學位學程學生至境外(國外或大陸地區)大學校院短期或長期研修事宜，依大學法、大學法施行細則、大陸地區學歷採認辦法及本校學則，訂定本要點。

Article 1 To address matters related to students' short-/long-term training at overseas universities (*i.e.*, universities outside of Taiwan, including those in mainland China), the Guidelines are formulated by Taipei Medical University (hereinafter referred to as the "University") in accordance with the *University Act*, the *Enforcement Rules of the University Act*, *Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area*, and the University's relevant laws.

二、 凡本校學生在學期間至國外或大陸地區修讀雙學位、修習學分、進行研究及實習，悉依本要點辦理，惟大陸地區有關醫療法所稱醫事人員高等學校學分不予採認，且兩岸不得涉及醫學人才培養。

Article 2 All students of the University going to an oversea university to obtain a joint dual degree, attend for-credit courses, or participate in research or internship shall follow the Guidelines. Please note that any credits obtained at mainland China's higher education institutions for the so-called medical personnel as mentioned in the *Medical Care Act* will not be recognized,

and that cross-strait academic exchange must not involve medical personnel training.

- 三、 院系所學位學程應就學生境外研修進行資格審查(含研修時程、科目學分等)，修讀雙學位於學生研修前一個月，修習學分、進行研究及實習則於學生研修前三個工作日，由系所學位學程檢送「學生境外研修簽報表」及相關審查文件，送教務處及相關單位備查，並登錄學籍資料。學生境外研修簽報後，如有變更或取消行程情事，亦應更新簽報內容。各系所學位學程另有規定者，從其規定。

Article 3 Colleges, departments, or institutes shall review students' eligibility for overseas training. Items reviewed shall include the planned training schedule and any courses and credits to take. One month prior to the student's participation in a joint dual-degree program, and three working days prior to the student's participation in for-credit courses, research, and internship, the department or institute shall submit the Review Form for Student Overseas Training and relevant documents to the Office of Academic Affairs and other related organizations for review and have the student's enrollment information registered. Should any changes be made to the student's training plan or the training is cancelled after the submission is made, the submission shall be updated accordingly. If the department or institute have any regulations in force, the regulations shall prevail.

- 四、 學生境外研修至多一年(修讀雙學位者，則依本校雙聯學制實施辦法辦理)，因故延長者，應由院系所學位學程進行審查及簽報，惟不得逾修業年限。

Article 4 An eligible student can receive overseas training for a maximum of one year (for students enrolled in a joint dual degree program, the *Regulation for Joint Dual Degree Programs* shall apply). If the training is extended under special circumstances, the case shall be reviewed, signed, and submitted by the department or institute. The training period must not exceed the duration of study.

- 五、 學生境外研修期間，得由學生決定是否辦理休學；惟辦理休學者，其修習科目、學分及成績均不予採計。學生研修期間未辦理休學

者，應依本校學則辦理註冊手續。

Article 5 During overseas training, students may decide whether or not to take a suspension of study; however, if students take a suspension, courses and credits taken and grades received during the *training* will not be recognized. Students not taking a suspension during the training shall register in accordance with the University's relevant laws.

六、 學生境外研修結束，應填具「學生境外研修科目學分認定對照表」，並檢附修習全部科目及學分成績單正本；進行研究者得僅檢附境外指導教授開具之成績證明正本，經系所學位學程進行學分認定，並送教務處登錄。修讀雙學位及實習者，各依本校雙聯學制實施辦法及學生實習辦法辦理。

Article 6 Upon the completion of overseas training, students shall submit the Credit Validation Form for Overseas Training, attached with the original copy of academic transcript listing all courses and credits taken, to their department or institute for credit validation and to the Office of Academic Affairs for credit registration. Students participating in research programs may only attach the original copy of academic transcript issued by their advising professor at the overseas university. Students studying for a joint dual degree shall follow the University's Regulation for Joint Dual Degree Programs; students participating in internship shall follow the University's Regulations Governing Student Internship.

七、 學生境外研修之科目、學分及成績，均應登錄於歷年成績表，並計入畢業總平均成績計算；低於本校學分規定科目，不予認定為畢業學分，且均以選修科目登錄。

Article 7 Courses and credits taken and grades received during overseas training shall be registered in students' full academic transcript and included in the calculation of the graduation GPA. Courses with credit number lower than the University's requirement will only be registered as elective credits, not as required credits for graduation.

八、 學生境外研修學分計算以十八小時計一學分；實驗、見實習以三十六至五十四小時計一學分為原則。

- Article 8 One credit obtained during overseas training is equivalent to 18 hours of participation; 36 to 54 hours of participation in an experiment and internship are recognized as one credit.
- 九、 在學役男應依內政部「役男出境處理辦法」辦理出境事宜。
- Article 9 Draftee-to-be students shall follow the Ministry of the Interior's Regulations for Exit of Draftees.
- 十、 其他未盡事宜，悉依教育部與本校相關規定辦理。
- Article 10 Matters not mentioned herein shall be addressed in accordance with relevant laws and regulations of the Ministry of Education and the University.
- 十一、 本要點經教務會議通過，報請校長核定後公告施行，修正時，亦同。
- Article 11 The Regulations take effect upon promulgation with approval from the Academic Affairs Committee and the President. Any amendments thereto shall follow the same procedure.

(英文版僅供參考，若有歧義，以中文版為準。)

(The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.)