

東海大學開授密集課程注意要點

113年4月11日校課程委員會通過

113年4月23日第174次教務會議通過

114年4月11日校課程委員會修訂通過第五點

114年4月22日第177次教務會議修訂通過第五點

- 一、東海大學（以下簡稱本校）為推動教學之創新與多元，兼顧學生受教權益，並鼓勵教師開授實務操作或性質特殊之課程，得以短期密集方式授課，特訂定本注意要點（以下簡稱本要點）。
- 二、本要點所稱密集課程，係指由授課教師設計短期、密集且課程內容可在15週（含）內授畢之課程。
前項密集課程須符合每學分授課滿18小時之規定，授滿9小時未滿18小時者核以0.5學分。
- 三、教師申請密集課程授課，每學期以一門為限。
- 四、各教學單位開設密集課程，應兼顧學生學習實際需求及選課權益，審慎規劃多元課程，教師應於授課大綱明確說明課程內容、上課時程與進度。
- 五、各教學單位開授學期密集課程，須於授課前一學期備妥教師授課計劃表，經系所、學位學程及院、校課程委員會審議通過後，依開課規定辦理開課相關事宜；經教學發展委員會議審議通過之「微課程」（採密集方式授課的課程），無須再提案至校級課程委員會審議。
- 六、密集課程之成績評量方式及繳交成績事宜，悉依本校相關規定辦理。
- 七、本注意要點未規定者，依本校學則、開課注意事項、暑期開班授課辦法及其他相關規定辦理。
- 八、本要點經校課程委員會及教務會議通過後施行。

THU Guidelines for Offering Intensive Courses

Approved by the University Courses Committee on April 11, 2024

Approved by the 174th Academic Affairs Meeting on April 23, 2024

Amended items 5 approved by the University Courses Committee on April 11, 2025

Amended items 5 approved by the Academic Affairs Council on April 22, 2025

- I. To promote innovative and diverse education, safeguard student rights to education, and encourage teachers to offer practical or special courses, Tunghai University (hereinafter referred to as THU) hereby established the guidelines herein to regulate the offering of intensive courses.
- II. Intensive courses, as referred to in these guidelines, are courses designed by instructors to be delivered in a short-term, intensive format, with the course being completed within 15 weeks or less.

Intensive courses must comply with the requirement of at least 18 hours of instruction per credit. If the course has between 9 and 18 instruction hours, 0.5 credits shall be granted for the course.
- III. Instructors may apply to teach one intensive course per semester.
- IV. Each academic unit offering intensive courses should consider students' actual learning needs and course selection rights. These diverse courses should be carefully planned, and instructors should clearly outline course content, class schedules, and expected progress in the course syllabus.
- V. Teaching units offering single-semester intensive courses must prepare an instruction plan in the preceding semester. The intensive course shall undergo review and approval by the department, program, college, and university courses committees before being offered.

Micro-courses delivered in an intensive format, once approved by the Teaching Development Committee, do not require further approval by the University Courses Committee.
- VI. Grading and grade submissions for intensive courses shall be handled in compliance with related THU regulations.
- VII. Other matters not specified herein shall be handled in compliance with the THU Academic Regulations, course offering guidelines, THU Regulations for Summer Courses, and other related regulations.
- VIII. The regulations herein shall be promulgated upon approval by the University Courses Committee and Academic Affairs Meeting.