

Fall Semester 2022 THU Flexible Academic Measures to Assist Deferred Overseas Students Due to COVID-19

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1. Starting School

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- (1) Class begins on : **2022/09/12** (See [Calendar](#)) °
- (2) Students may process registration via correspondence or someone else before the end of the **3rd** week (**2022/09/30**) .

Contact : Registration and Curriculum Section 04-23590121 ext. 22101~22109,
email : course@thu.edu.tw

- (3) Credits number lower than semester minimum pays only credit fees (not full tuition °
Deferred students' payment, please refer to **【** [Alternative measures for registration payment](#) **】** .

Contact : Accounting Office 04-23590121分機28002 ; email : account@thu.edu.tw

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2. Taking Course -1

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Finish before
2022/09/23

1. Take at least one actual (or online) course (unrestrained by semester credit minimum).
2. Absence due to home quarantine may ask for a leave of absence to Student Affairs Section via correspondence or c/o someone else (exempted from regular restrictions on absences).

Unable to finish before
2022/09/23

- Apply for a suspension (via correspondence or c/o someone else) by filling out
【 [the Suspension Application](#) 】.

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2. Taking Course -2

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- (1) Unrestricted by the semester credits minimum. Students, however, still needs one actual (or online) course to maintain student status. Course registration needs to be completed before the end of the **2nd week 2022/09/23**) .
- (2) Course registration can be done via the Internet. If for some reason, it needs manual process, please email the contact in charge. For course registration help, please contact Mr. Lin at Registration and Curriculum Section 04-23590121 ext. 22114 ; e-mail : forest@thu.edu.tw .
- (3) Dropping courses after the midterm exam is not restricted by the semester credits minimum. However, one should keep at least on course after the drop. Application for course-drop is from **2022/12/05 to 12/23**.

Contact : Registration and Curriculum Section

04-23590121 ext. 22114 ; email : course@thu.edu.tw

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3. Suspension and Returning

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- (1) Suspension: Students may fill out the [Suspension Application Form](#) and apply via correspondence or c/o someone else. No payment is needed.
- (2) Returning: Needs to apply before semester starts (**2022/09/12**).
- (3) Extending Length of Study: If the length of study expires and the student still cannot fulfill the required credits for graduation, the school may administer an extension.

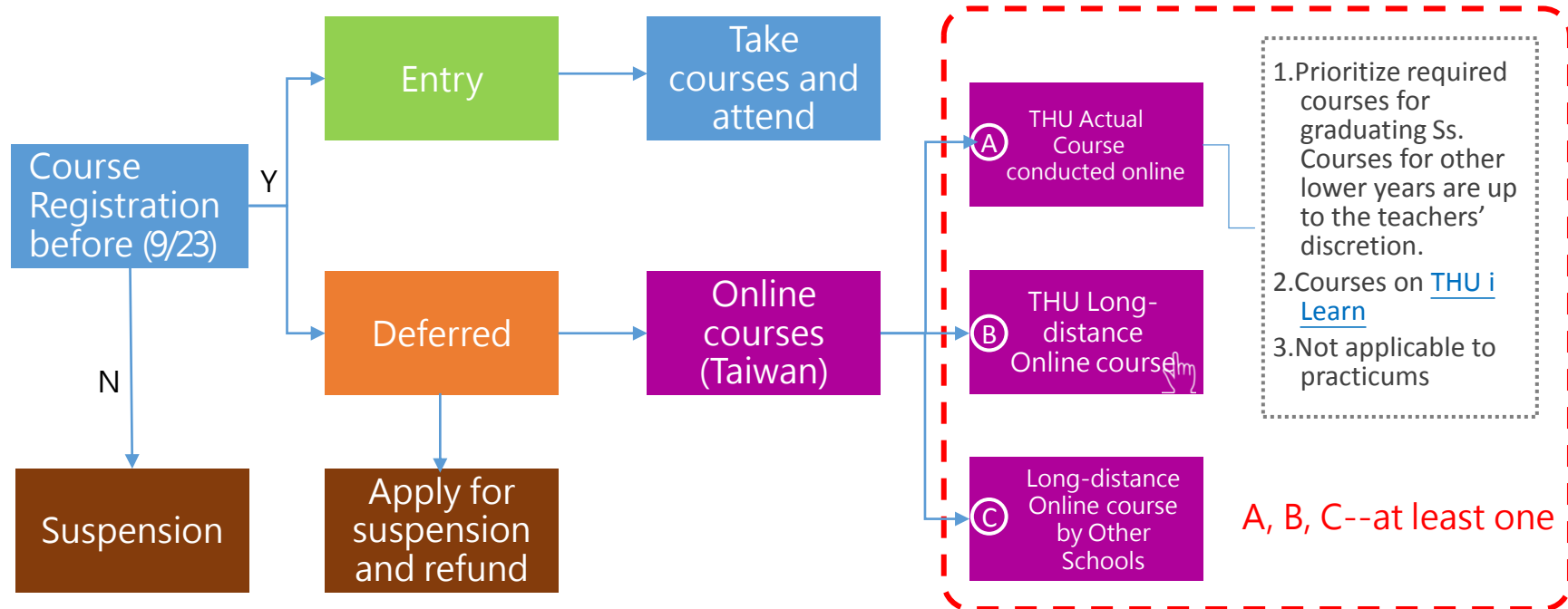
Contact : Registration and Curriculum Section

04-23590121 ext. 22101~22109 ; email : course@thu.edu.tw

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4. Attending Classes - Flow Chart

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※Long-distance courses are by definition: ½ course hours via online with syllabus approved by the Academic Affairs Office in meetings on the school level.

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4. Attending Classes - Courses in Taiwan

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- Other than actual courses, students may also take online courses by THU or other institutes.
 - A. Actual courses (required for graduation) conducted online favoring graduating students. Courses for students from other grades are upto the teachers' discretion. Not applicable to practicums and primarily for courses on [THU i Learn](#).
 - B. [THU Long-distance Courses](#) : Via Internet to add the course or manual add by contacting the course-offering units for help.
 - C. Long-distance courses by other schools : Please fill [「Inter-school Course Application Form」](#) and--with the approvals of the department and college--apply by correspondence to Registration and Curriculum Section, which will then process mutual agreement of both schools.

Contact : Registration and Curriculum Section

04-23590121 ext.22114 ; email : course@thu.edu.tw

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5. Taking a Leave

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- Student feels ill during home quarantine and cannot attend courses, please take the day off on the system.
- Students in home quarantine period and able to attend online classes, no need to take day off on the system.
- The regulation regarding missing hours in expulsion policy does not apply due to necessary lenience.



Contact : Student Affairs Section 04-23590121 ext. 23009 ; email : stulife@thu.edu.tw

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6. Exams and Grades

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- (1) Alternative grading measures out of lenience may be lent to special subjects wherever needed.
- (2) Students who face an expulsion due to the physical or/and psychological impacts of the pandemic may be exempted once as an extraordinary case.
- (3) Master and doctoral students intending for degree exams should register and settle course issues before applying according to "Regulations regarding Graduate Students Degree Exams" and finish in due time.
- (4) Students may apply for an online degree exam (oral defense) by filling ["Online Degree Exam Application Form due to COVID-19"](#) with the Chair' s approval and submit to Registration and Curriculum Section.

Contact : Registration and Curriculum Section

04-23590121 ext. 22101~22109 ; email: course@thu.edu.tw

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7. Graduation Requirement

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- (1) Required Courses for Graduation are subject to necessary adjustments in terms of content and hours (such as practicum, P.E. and Service-learning).
- (2) Other requirements for graduation are subject to lenient alternatives (such as English Proficiency Exit Requirement and Certificate Exams)
- (3) Summer courses are feasible for substituting professional courses for graduating students.
- (4) Exit procedures for leaving school upon graduation may be via correspondence.

Contact : Registration and Curriculum Section

04-23590121 ext. 22101~22109; email: course@thu.edu.tw

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8. Dual Degrees, Exchanges, and Internship Abroad

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- (1) For health reasons, all short-term programs to China are suspended and will be resumed depending on the subsequent development of the pandemic; student training (long-term exchange) will only be conducted after the OIR Office has compiled a list and the school has approved it.
- (2) The relevant units of the university may, in consideration of students' physical and mental conditions and learning needs, assist students in pursuing dual degrees abroad (including internships, vocational training programs, education building or industry-academic cooperation programs, etc.) Please contact the IR Office and the host or the unit posting the announcement.

Contacts: For dual degrees, exchanges. OIR Office 04-23590121 ext. 28501;

email: oir@thu.edu.tw

For internships: Center for Teaching and Learning Development /Placement and Alumni Office TEL:04-23590121 Ext 22523 ; email: kellygf@thu.edu.tw

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9. Student Help

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- (1) Assistance and care regarding schooling and career with necessary referral. Please contact Miss Lin at the Counseling Center (04-23590121 ext. 23904) or Miss Lai at the Health Center (04-23590121 ext. 23434).
- (2) Campus Security will be in charge of tracing every single case and follow up.
- (3) Strict privacy will be kept.

Contacts: IR Office 04-23590121 ext. 22510 、email : oir@thu.edu.tw

Counseling Center, Office of Student Affairs: 04-23590231; email : helpline@thu.edu.tw

Campus Security: 04-23509595; email : military@thu.edu.tw

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OFFICE OF ACADEMIC AFFAIRS TUNG HAI UNIVERSITY

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停補復課原則
Policies regarding class cancellation and make-up

校外實習原則
Policies regarding off-campus practicum