

# Wenzao Ursuline University of Languages

## Regulations for Degree Conferment

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- I The “Regulations for Degree Conferment of Wenzao Ursuline University of Languages” (hereinafter referred to as the Regulations) was formulated in accordance with Ministry of Education “Degree Conferral Act”, “Procedures for the Establishment of Various Degree Names and the Criteria for the Recognition of Alternative Master’s and Doctoral Dissertations”, “Wenzao Ursuline University of Languages Regulations”, and “Wenzao Ursuline University of Languages Regulations for the Junior College Division”.
- II The degrees conferred by the School are divided into three: associate degrees, bachelor’s degree, and master’s degree. Graduates will be conferred degrees and degree diplomas upon graduation.
  - (1) Students who have completed the required subjects and credits of each department of five-year junior college, passed the academic/conduct grades, passed language proficiency tests benchmark set by the School and each department, met the School’s manual training regulations, and passed other graduation requirements stipulated by each department and the School after the completion of their studies will be conferred an associate degree and an associate degree diploma.
  - (2) Students who have completed the required subjects and credits of each department (degree program) of four-year college, passed the academic/conduct grades, passed language proficiency tests benchmark set by the School and each department (degree program), met the School’s manual training regulations, and passed other graduation requirements stipulated by each department (degree program) and the School after the completion of their studies will be conferred a bachelor’s degree and a bachelor’s degree diploma.
  - (3) Students studying a master’s degree and having completed the required subjects and credits within the study period, having passed the academic/conduct grades and the degree examination prescribed by the School, and having completed the study requirements of each department (degree program) will be conferred a master’s degree and a master’s degree diploma.
- III The designation of the names of various degrees in the School shall be governed by the following principles:

- (1) Refer to the “Reference Manual of the Chinese and English Names of Degree Conferment of Departments, Institutes, Degree Programs and Special Classes of the University” published by the Ministry of Education to examine the degree names of various colleges, institutes, departments, and degree programs.
- (2) Oriented by the development characteristics, the content and the nature of the course of specific field, and the academic or professional practice of each college, institute, department, and degree program.
- (3) The name of the degree should preferably be broad, and it should also conform to international customs and trends. It is not appropriate to create the name of the degree by the name of the department, for fear that when students go abroad for further study or employment after graduation, their degree will be unrecognized or questioned.
- (4) The English name of the degree can be marked with an annotation to indicate its professional subjects. However, the English abbreviation should be concise without adding any professional subject names.

#### IV Approval procedures for various degree names of our School:

- (1) The Chinese and English names of the various degrees as well as the requirements for conferring them (including the format for graduate dissertations and the criteria for identifying substitute dissertations) formulated by each college, institute, department, and degree program shall be implemented after the approval of the department affairs meeting (the institute affairs meeting, the degree program affairs meeting), the college affairs meeting, and the academic affairs meeting.
- (2) The change of the name of the degree will significantly affect the rights of students. The college, institute, department, and degree program should fully communicate, coordinate, and publicize with the students. When submitting to the Academic Affairs Meeting, the written description of relevant records of explanations to the students, a comparison table of the latest and previous courses, and relevant supporting measures should be attached to avoid disputes. The same rules also apply to the intended degree names to change of the college, institute, department, and degree programs which have been approved by the Ministry of Education.

#### V The schedule for the completion of the degree conferring name of each college, institute, department, and degree program of the School:

- (1) After the approval of the Ministry of Education, the names of additional colleges, institutes, departments, degree programs, and groups shall be approved for the degree conferring no later than one academic year before the graduation of the first batch of students.
- (2) After the adjustment of colleges, institutes, departments, degree programs and groups has

been approved by the Ministry of Education, it shall be conferred under the newly approved name from the effective date of approval, and it shall be completed at the latest an academic year before the graduation of the student who is expected to be conferred the degree under the changed name. The adjustment mentioned in this Subparagraph includes the integration, grouping, consolidation, and name change of departments.

- (3) For each college, institute, department, degree program or group to change the name of the degree, the name of the degree conferred shall be approved in accordance with the provisions of Article 4 of the Regulations, and it shall be completed at the latest a semester before the graduation of the student who is expected to be conferred the degree under the changed name. In principle, each college, institute, department, and degree program in the same academic year should be conferred with the same degree.

VI The various degree diplomas issued by the School shall record the contents:

- (1) The content of the degree diploma should include the student's name, date of birth, college, institute, department, degree program, group, year of graduation, degree name and certificate number; for those who have minor or double major in the School or another school, the name of the school and department should be additionally noted; for those applying for a reissued certificate, the date of the reissued certificate should be included, and the School will remark the school seal.
- (2) The time for conferring various degree diplomas is: January for those who graduate in the first semester; and June for those who graduate in the second semester (including summer courses). Master's students who have completed the prescribed subjects and credits, and do not take extra credits except the thesis in the semester in which they take the degree examination, will be conferred a degree diploma in the month they passed the degree examination. Students who have not passed the English proficiency test and have extended their years of study, and who pass the language proficiency test in the semester in which they complete the registration, will be awarded a degree diploma in the month they pass the test.
- (3) The full names of the college, department, institute, program, degree program, and division listed on the diploma should match the names approved by the Ministry of Education. In the event of an approved adjustment or renaming by the Ministry of Education, the academic credentials of students should reflect the new names and conferred degree titles starting from the effective date of approval. Regarding students who enrolled under the previous names, whether to include the old names on their diplomas should be discussed with the students and implemented after approval by the Academic Affairs Meeting.
- (4) The degree diploma of each academic system of the division of continuing education is not allowed to note the categories of division.

VII The Chinese and English names of various degrees of each college, department, institute, and degree program will be announced on the school website together with the implementation year, conferring requirements, conferring and remarking of degree diplomas,

and other relevant regulations.

VIII After passing the degree examination, postgraduate students should submit three original copies of the thesis, written report, technical report or professional practice report with the signature of the examination committee members (two for the library and one for the department office) at the latest before the starting date of the next semester, and sent to the National Library for preservation through the school library in documents, video files, audio files, CD-ROMs or other means, together with electronic files.

IX The degree conferred by this School shall be revoked in any of the following circumstances, and the degree diploma which has been conferred shall be cancelled by public announcement. Those who violate other laws and regulations shall be dealt with in accordance with relevant laws and regulations.

(1) There are false or fraudulent admissions qualifications or study conditions.

(2) The thesis, work, achievement certificate, written report, technical report or professional practice report is falsified, altered, plagiarized, written by others or other fraudulent circumstances.

After the degree is revoked, the party concerned shall be notified to return the degree diploma, and the revocation and cancellation shall be notified to other training schools, universities and relevant agencies; in accordance with the school rules, students may withdraw from school or be expelled from school as appropriate.

X If there are any unresolved matters in these measures, they shall be handled in accordance with the provisions of the Ministry of Education and other relevant laws and regulations of the School.

XI The Regulations have been approved by the Academic Affairs Meeting, and implemented after the approval of the president, and reported to the Ministry of Education for future reference. The same measures are applied when correcting.