

Degree Requirements and Policies of the Bachelor's degree in International Business Administration, Department of International Business of Feng Chia University

Adopted during an administrative affairs meeting on 2016/06/23

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Ratified by the University president on 2017/10/12

Promulgated by Department Director on 2017/10/12

Article 1: These degree requirements and policies of the Bachelor's degree in International Business Administration (English program), Department of International Business, (hereafter referred to as BIBA program), of Feng Chia University were formulated in accordance with Feng Chia University Laws and Regulations and Feng Chia University Implementation Guidelines for Course Credit Waivers.

Article 2: Both required and elective courses are required to be taken from among the courses offered by the BIBA program. Students are not permitted to enroll in similar required courses of other departments. Under special circumstances and with the approval of the BIBA program director, students may retake the same courses, take similar courses, or exceed the credit limit.

Article 3: Regulations of Graduation Threshold of English Competence

1. Students need to pass 80 on the iBT TOEFL, 6.5 on the IELTS, or 880 on the TOEIC
2. Students with IBT 75-79 or IELTS 6.0 or TOEIC 815-879 must take 3 credits of English language proficiency elective courses.
3. Students with IBT 70-74 or IELTS 5.5 or TOEIC 750-814 must take 6 credits of English language proficiency elective courses.
4. Students with score less than IBT 69 or IELTS 5.0 or TOEIC 749 must take 9 credits of English language proficiency elective courses.
5. International students with English as the mother tongue are not subject to the regulations.

Language elective courses mentioned above do not include general required English courses and the credits shall not be used toward the total number of credits required for graduation.

Article 4: Regulations of Courses

1. Required courses are required to be taken from among the courses offered by the BIBA program. Under special circumstances and with the approval of the BIBA program Director, students may retake the same courses of other departments under the following two conditions.
 - A. Courses taken from other departments are required ones.
 - B. The credit hours taken need to be the same as those from BIBA program.
2. Credits from general education can be used toward the total number of credits required for graduation only with the approval of Director of the BIBA program.

3. Credits of either required or elective courses from the evening program can neither be approved nor be used toward the total number of credit required for graduation.
4. Regulations of Credit Hours according to Feng Chia University Implementation Guidelines for Course Credit Waivers.
 - A. Only under special circumstances with the approval of program Director can students take more than 25 credit hours per semester. Students must take at least 12 credit hours per semester for the first 3 years while they must take at least 9 credit hours per semester in the senior year except for special circumstances approved by program Director.
 - B. Under special circumstances approved by program Director can students exceed the credit limit while only taking 1 to 2 credit hours or 1 subject is allowed.
 - C. Students ranked top 20% of the class can take the maximum 4 credit hours under the approval of program Director. Students ranked top 5% every semester can take 1 to 2 more subjects even in advanced courses. The total credit hours taken need not exceed the credit limit of the department as a whole.

Article 5: Regulations of Choosing Courses

1. Exceeding the credit limits
 - A. The approval from program Director is required for students to exceed the credit limits.
 - B. Students may download the application form online, fill out the form, have the program Director approve it, and finish the procedures in the department office.
2. Taking required courses in other programs
 - A. The approval from program Director is required for students to take required courses in other programs with specific reasons.
 - B. Students may download the application form online, fill out the form, have the program Director approve it, and finish the procedures in the department office.

Article 6: Regulations of Credit Transfer

1. Credit transfer is limited to BIBA professional courses, either required or elective ones, and thus can be applied to the total number of credits required for graduation.
2. More principles about professional courses:
 - A. The courses in the first three years in junior college cannot be transferred.
 - B. Credits can be transferred as long as the course names are the same. If the course names are different, proofs from the original school including the name of course, textbook, course content, and signatures from the teacher or director should be provided before credits can be approved for transfer by program director.
 - C. Credits of elective courses cannot be transferred to credits of required courses.
 - D. The maximum transferred credits are 9 and thus can be applied to the total number of credit required for graduation.
3. Regulations of professional courses for transfer students from junior colleges
 - A. For graduates from junior colleges of 5-year program

- a. Sophomores in FCU: The courses taken in junior colleges can be transferred to required course of the freshman year. Credit from Accounting or Economics can be transferred when students got over 60 points in the transfer exam or got an average of 75 in the junior college transcripts.
 - b. Juniors in FCU: The courses taken in junior colleges can be transferred to required courses of the freshman and the sophomore years. Credit from Accounting, Economics, or Statistics can be transferred when students got over 60 points in the transfer exam or got an average of 75 in the junior college transcripts.
 - c. Credits from Business Mathematics cannot be transferred to credits of Calculus.
 - d. All the courses taken in junior colleges can be transferred to all credits of elective courses.
- B. For graduates from junior colleges of 2-year or 3-year program
- a. For sophomores in FCU, the courses taken in junior colleges can be transferred to required course of the freshman year. For juniors, the courses taken in junior colleges can be transferred to required course of the freshman and the sophomore years.
 - b. All the courses taken in junior colleges can be transferred to all credits of elective courses.
- C. For transferred students or freshman students via college entrance exams, credits taken in junior colleges can be transferred to required courses of the same school year.
4. In BIBA with all core courses delivered in English, required courses cannot be taken in the department of International Business Administration while elective courses can be applied to the total number of credit from other programs.

Article 7: Study abroad Requirements: Regulations of Studying Abroad

1. Students with Taiwanese nationality (admission via: distinguished athletes program, the Stars Project, school recommendation, Taiwanese application, the joint college assigned-subject examination, school transfer, and major transfer) may choose to study abroad for one year to graduate or to study abroad for one semester with internship for another semester to graduate.
2. Universities that students study abroad need to be schools recognized by Ministry of Education of Republic of China (Taiwan) or schools recognized by AACSB for dual-degree programs. During their study abroad, students shall focus on business courses and may enroll in required or elective courses. Students must pass at least 6 credits during the time they are abroad (including required courses and elective courses). A maximum of 24 credits each semester from the overseas institution may be applied to the total number of credits required for graduation.
3. Students must enroll in an overseas institution for two full semesters or three full quarters for a total period of study of at least eight months.
4. International students (including overseas compatriot students) have the option to study abroad; students with this option are required to pay the costs of study-abroad by themselves. If

international students (including overseas compatriot students) choose to stay in Taiwan, they have to take courses from the College of Business or the College of Finance to complete the credits required for graduation.

5. Students who plan to do internship need to take the course of Introduction to Off-campus Internship before taking the course of Professional Off-campus Internship.
6. The maximum period of internship is one semester according to Off-campus Internship Requirements and Policies of Bachelor's degree in International Business Administration (English program), Department of International Business.
7. If a student must return to Taiwan due to an emergency or to special circumstances, he/she must notify the BIBA program office.

Article 8: Anything which may be missed will be based on college regulations or further regulated by program affairs council.

Article 9: These degree requirements and policies were passed by the degree program affairs council and ratified by the University President before coming into effect. Revisions shall be handled in the same manner.