1. Academic Affairs

General Provisions for Study

I. Registration

i. Department Section or Specialized Degree Program Transfer Procedures

ii. Ming Chuan University Procedures for Course Credit Waiver Applications

iii. Procedures for Calculation Standards of Students’ Final Grades

iv. Ming Chuan University Rules for Foreign Student Admissions

v. Procedures for Dealing with the Academic Work and Matriculation of Students Who Have Traveled Abroad During Study Period

vi. Procedures for Student Taking Double Majors

vii. Doctoral and Master’s Degree Conferral Regulations

viii. Procedures for Establishing Cross-school, Cross-department, and Cross-disciplinary Degree and Course Programs

ix. Ming Chuan University Procedures for Undergraduate Student Course Enrollment in the Five-year Combined Program

x. Notices Regarding Student IC Card

xi. Ming Chuan University Procedures for Proficiency-based Graduation Requirements

xii. Ming Chuan University Enforcement Rules for English Proficiency Requirements

xiii. Ming Chuan University Enforcement Rules for Information Technology Proficiency Requirements

xiv. Ming Chuan University Enforcement Rules for Chinese Proficiency Requirements

xv. Ming Chuan University Enforcement Rules for Sports Capability Requirements

xvi. Ming Chuan University Procedures for Implementing Service-Learning

xvii. Procedures for Payment and Refund of Tuition Fees
II. Curriculum

i. Procedures for Students Taking Minors in Departments, Section, and Specialized Degree Programs

ii. Ming Chuan University Procedures for Course Selection

iii. Procedures for Students Enrolled in General Education

iv. Guidelines for Offering and Teaching Summer Courses

v. Ming Chuan University Procedures for Inter-collegiate Course Selection

vi. Ming Chuan University Examination Regulations

vii. Notices for Using Computer Cards During Examinations

viii. Classroom Behavior Regulations for Students

ix. Regulations for Use of Department Professional Classrooms

x. Course Auditing Procedures for Students

xi. Student Attendance Procedures

xii. Student Roll Call Regulations

xiii. Procedures for the End-of-Semester Make-up Examinations

2. Student Affairs

I. Life Counseling

i. Regulations for Student Dress, Appearance, Manners, and Behavior
ii. Guidelines for Weekly Meetings

iii. Regulations for Student-organized Class Meetings

iv. Procedures for Holding Class Meetings

v. Regulations for Requesting Leave for Students

vi. Regulations for Granting Students Official Leave

vii. Procedures for Assigning Student Conduct Grades

viii. Student Merit and Demerit Procedures

ix. Guidelines for Noting Disciplinary Action on Student Records

x. Procedures for Scholarships and Assistantships

xi. Guidelines for Graduate Students in Public Universities, Private Universities and Independent Colleges Who Work Outside the University

xii. Procedures for Student Loan Applications

xiii. Student Tuition and Fees Installment Payment Procedures

xiv. Important Matters Concerning Applying for and Paying into Student Group Accident and Hospitalization Insurance

xv. Procedures for Tuition Waivers and Cases Requiring Special Treatment

xvi. Procedures Concerning Fee Refunds for Withdrawal and Study-leave

xvii. Military Service and Retraining Deferral Procedures for Ming Chuan University Students

xviii. Matters Concerning Military Service for Graduate Students

xix. Procedures for Scholarship Dispersal to Graduate Students

xx. Procedures for Management of Work-study Program

xxi. Procedures for Administering the Work-study Program for Graduate Students

xxii. Organizational Charter for the Moral Education Promotion Group

xxiii. Lost and Found Property Guidelines

xxiv. Guidelines for Checking Monitor Tapes for Lost Articles
II. Extracurricular Activities

i. Regulations for Student Government

ii. Student Government Association Charter

iii. Student Council Organizational Charter

iv. Student Appeal and Review Committee Organizational Charter

v. Organizational Charter of the Graduating Class Activities Association

vi. Student Activity Counseling Committee Organizational Charter

III. Healthcare

i. Ming Chuan University Sanitation Committee Organizational Charter

ii. Ming Chuan University Procedures for Providing Healthcare Services

iii. MCU Procedures for Medical Emergency Management

iv. Ming Chuan University Procedures for Use of Medical Equipment

v. Ming Chuan University Campus Food Service Inspection Committee Organizational Charter

vi. Ming Chuan University Campus Food Service Inspection Procedures

vii. Ming Chuan University Food and Beverage Sanitization Management Procedures

viii. Ming Chuan University Procedures for Pulmonary Tuberculosis Disease Infection Prevention, Treatment and Management Measures

ix. Ming Chuan University Procedures for Communicable Disease Prevention and Management

IV. Housing Service

i. Procedures for Managing Student Dormitories

ii. Student Dormitory Student Self-Government Association Charter

iii. Procedures for Service to Students who Live Off-Campus
Student Handbook

V. Military Training

i. Ming Chuan University Procedures for Tobacco Hazards Prevention

ii. Ming Chuan University Counseling Procedures for Students in Violation of Smoke-Free Campus Policy

3. Career Planning and Counseling Division

I. Counseling and Guidance Center

i. Guidelines for Ming Chuan University Career Planning and Counseling Division Part-time Counselor Internship Program

ii. Guidelines for Ming Chuan University Career Planning and Counseling Division On-site Counselor Internship Program

iii. Ming Chuan University Special Education Promotion Committee Procedures

II. Career Development Center

i. Ming Chuan University Procedures for Domestic and Overseas Internships

ii. Ming Chuan University Internship and Placement Committee Organizational Charter

4. General Affairs

i. Procedures for Managing Faculty, Staff and Student Vehicles on Campus

ii. Ming Chuan University Management Procedures for Borrowing of Activity Venues

iii. Procedures for Concerning Application for Maintenance Work

iv. Procedures for Cleaning and Maintaining Classrooms

v. Ming Chuan University Campus Cleaning Competition Procedures
5. Library

i. Application Procedure for Friends of Ming Chuan University Library

ii. Book-loan Procedures for Internship Advisors in Teacher Education Center

iii. Fine and Compensation Procedures for Library Materials

iv. Inter-library Cooperation Association Reciprocal Borrowing Procedures

v. Library Book-loan Procedures

vi. Ming Chuan University Library Materials Disposal Guidelines

vii. Ming Chuan University Library Procedures for Borrowing e-Reader

viii. Ming Chuan University Procedures for Guishan Township Residents to Use Library Resources

ix. Ming Chuan University Procedures for Managing Library Materials in Collections Outside Library

x. Ming Chuan University Procedures for Purchasing Library Books

xi. Ming Chuan University Provisions for the Establishment of the Library Committee

xii. Procedures for A/V Media Classroom

xiii. Procedures for Library Access

xiv. Procedures for Multimedia Resources Center

xv. Procedures for Use of Inter-library Loan Card

xvi. Procedures for Using Northern Alliance of Technical Colleges and Universities (NATCU) Library Card

xvii. Procedures for Using Temporary Library Card

xviii. Procedures for Using the Book-drop

xix. Taoyuan Campus Procedures for Discussion Rooms
6. Information and Network

i. Regulations for Use of Computer Classrooms

ii. Regulations for Use of Internet in Student Dormitories

iii. Regulations for Campus Network Management

iv. Ming Chuan University Procedures for Academic Network Suspected Violation of Protection of Intellectual Property Rights