

Guidelines for Implementation of the Academic Ethics Education Course of National Taipei University of Business

Approved at the 2nd Academic Affairs Meeting of the 1st Semester of Academic Year 2017 on December 4, 2017
Amended at the 2nd Academic Affairs Meeting of the 2nd Semester of Academic Year 2019 on May 14, 2020

- I. To help students understand relevant academic ethics regulations, the National Taipei University of Business (hereinafter referred to as the “University”) hereby establishes the Implementation Guidelines for the Academic Ethics Education Course (hereinafter referred to as the “Guidelines”).
- II. These Guidelines apply to undergraduate and junior college students who enrolled at the University from Academic Year 2018 onward.
- III. Students of the University shall complete all core modules of “Academic Ethics Education” provided by the “Taiwan Academic Ethics Education Resource Center” and pass the comprehensive test.
- IV. Implementation method:
 - (I) Each semester, the Office of Academic Affairs shall upload freshmen information to the online platform of the “Taiwan Academic Ethics Education Resource Center” to assist with account creation.
 - (II) This course is delivered through online instruction and is a required condition for graduation.
 - (III) Before graduation, students shall take this course on the “Taiwan Academic Ethics Education Resource Center” platform and achieve a passing score on the comprehensive test.
 - (IV) After completing the course and passing the comprehensive test, students may apply to download the course completion certificate from the website. This course and its results are not recorded on the academic transcript.
 - (V) Students who have taken academic ethics education related courses through other channels and hold proof of completion may, upon approval by the department/program, be exempted from this course:
 1. **For students enrolled in Academic Years 2018 and 2019, academic ethics education course hours shall be at least 2.**
 2. **For students enrolled from Academic Year 2020 onward, academic ethics education course hours shall be at least 6.**
- V. In addition to all core modules of “Academic Ethics Education,” each department/program may also prescribe additional professional modules, or, based on its characteristics and needs, establish alternative measures for academic ethics education, which shall be submitted to the Office of Academic Affairs for filing for record; the same shall apply to any amendments.
- VI. Students must present the “Academic Ethics Education” course completion certificate issued via the website of the “Taiwan Academic Ethics Education Resource Center,” or proof of exemption or relevant alternative measures, before they may receive the **degree certificate**; those who have not passed shall complete the required make up course before graduation, and those who fail to complete it shall not receive the **degree certificate**. However, this restriction shall not apply in special circumstances with the approval of the Dean of Academic Affairs.
- VII. Where a department/program has stricter requirements, its requirements shall prevail. Matters not provided herein shall be handled in accordance with relevant regulations of the Ministry of Education and the University.
- VIII. These Guidelines shall take effect after approval by the University’s Academic Affairs

Meeting and submission to the President for ratification; the same shall apply to any amendments.