

Regulations for Rewarding Students of I-Shou University for Obtaining Professional Licenses and Certificates

Promulgated with the consent from the President dated July 10, 2015

Amendments to Article 3 promulgated with the consent from the President dated May 23, 2017

Amendments to Articles 3-8 adopted by the University Administration Council on January 16, 2019, and promulgated with the consent from the President dated January 29, 2019

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Amendments to Articles 3 and 6 adopted by the University Administration Council on August 24, 2022, and promulgated with the consent from the President dated September 13, 2022

- Article 1 The Regulations for Rewarding Students of I-Shou University for Obtaining Professional Licenses and Certificates (hereinafter referred to as “the Regulations”) are made by I-Shou University (hereinafter referred to as “the University”) with the aim of encouraging its students to obtain as many professional licenses and certificates as possible so as to enhance their professional competencies and give themselves a competitive edge in the future job market.
- Article 2 During the period of studying at the University, officially enrolled students (including those in post-baccalaureate programs) are eligible to apply for a reward under the Regulations after having obtained professional licenses or certificates.
- Article 3 The Professional Certification Review Committee (hereinafter referred to as “the Committee”) is established to handle matters relating to rewarding students for obtaining professional licenses and certificates. The competent vice president holds the chairmanship of the Committee, and other committee members include the Dean of Academic Affairs, the Dean of Student Affairs, the Dean of Institutional Research, the Dean of Accounting, and college deans. The Committee shall deliberate the

classification of professional licenses and certificates, as well as corresponding rewards, proposed by departments (institutes/programs/degree programs).

Article 4 Departments (institutes/programs/degree programs) shall, according to the schedule announced by the University, announce their professional licensure/certification levels and the application period at the beginning of each academic year.

Article 5 Application Periods:

1. Applications are accepted in March, June, and October every year. The actual application period is subject to official announcement.
2. For licenses and certificates issued between October 1 of the previous year and January 31 of the current year, applications for a reward are accepted in March; for those issued between February 1 and May 31 of the current year, applications for a reward are accepted in June; and for those issued between June 1 and September 30 of the current year, applications for a reward are accepted in October.

Article 6 Licensure/certification levels and rewarding rules:

1. Students may apply for a reward with a license or certificate obtained by taking a civil service examination, a senior/junior professional and technical examination, a professional and technical examination for engineers, a technician skills certification, or a professional skills test held by a professional organization (e.g. associations, societies, and legal entities). The license or certificate mentioned above shall also be adopted by the Base DataBase of Higher Technological and Vocational Education and recognized by departments (institutes/programs/degree programs).
2. Professional licensure/certification levels shall come into effect after being adopted by departments (institutes/programs/degree programs) based on their attributes and then approved by the competent College Affairs Councils.
3. A professional license or certificate submitted by an applicant for a reward will be considered only once, and students are not permitted to apply for a reward under the Regulations if they have received other rewards or subsidies by submitting the same professional license or certificate. Rewards for passing certain English proficiency tests (e.g. TOEFL iBT, TOEIC, GEPT, and IELTS) shall be applied for under the Regulations for Awarding Students of I-Shou University for Passing Foreign Language Proficiency Tests.
4. If two or more professional licenses or certificates have the same title but are listed

by different colleges with different levels recognized, students shall apply for a reward according to the professional licensure/certification levels approved by their colleges. If a professional license or certificate is not listed by an applicant's college, he/she may apply for a reward according to the professional licensure/certification levels of another college. If a professional license or certificate is listed by different colleges with different levels recognized, an applicant may apply for a reward according to the professional licensure/certification levels approved by the interdisciplinary or inter-college (micro) credit programs he/she enrolls in or the college where he/she takes a minor or a second major. Any special circumstances shall be referred to the Committee for deliberation.

5. Students may use multiple licenses or certificates to exchange for a professional license or certificate for a higher level. In that case, they may apply for a reward when obtaining the last license/certificate to be exchanged for the professional license or certificate for a higher level. They shall not use the last license/certificate mentioned above to apply for a reward.

Article 7 Rewards are divided into three levels:

1. Level 1: licenses or certificates obtained by taking senior civil service examinations, Grade 3 special examinations, Level A technician certification, or other senior professional and technical examinations at an equivalent level.
2. Level 2: licenses or certificates obtained by taking junior civil service examinations, Grade 4 special examinations, Level B technician certification, or other junior professional and technical examinations at an equivalent level.
3. Level 3: licenses or certificates obtained by taking elementary civil service examinations, Grade 5 special examinations, Level C technician certification, or other professional skills tests held by professional organizations (e.g. associations, societies, and legal entities).
4. Rewards for licenses and certificates not mentioned above will be presented in the form of commendation, minor merit, or major merit.
5. Reward amounts vary every academic year and will be decided by the Committee depending on the annual budget.
6. The titles of recognized licenses and certificates are shown in the appendix.

Article 8 Application:

1. Preliminary examination: Students shall, within the prescribed period, apply to their departments (institutes/programs/degree programs) by submitting a completed application form, the proof of passing the professional licensure/certification test (a photocopy of the license, certificate, or test report), the original license/certificate (returned after verification), and other required documents. Late or incomplete submissions will not be considered. Any incomplete submissions will be returned to applicants, and they shall submit all the required documents within the prescribed period; late submissions will not be considered.
2. Review: Departments (institutes/programs/degree programs) shall submit qualified applications to the Student Activity Section of the Office of Student Affairs for review. A list of reward recipients compiled by the Student Activity Section will then be submitted to the Committee for approval.

Article 9 The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

Note: In case of any disputes or misunderstanding regarding the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.