

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

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

Amendments to Article 3 promulgated with the consent of 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 of the President dated January 29, 2019

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Article 1 The Regulations for Rewarding Students of I-Shou University for Obtaining Professional Licenses and Certifications (hereinafter referred to as “the Regulations”) are established by I-Shou University (hereinafter referred to as “the University”) to encourage its students to obtain professional licenses and certifications in order to enhance their professional competencies and strengthen their competitiveness in the job market.

Article 2 Students officially enrolled at the University (including those in post-baccalaureate programs) who obtain professional licenses or certifications during their period of study are eligible to apply for rewards in accordance with the Regulations.

Article 3 The Professional Certification Review Committee (hereinafter referred to as “the Committee”) shall be established to handle matters related to rewards for students obtaining professional licenses and certifications. The Dean of Student Affairs shall serve as the Chairperson of the Committee, and other committee members shall include the Dean of Academic Affairs, the Dean of Institutional Research, the Dean of Accounting, and college deans. The Committee shall be responsible for reviewing and approving the categories of professional licenses and certifications proposed by departments, institutes, programs, and degree programs, as well as the corresponding rewards.

Article 4 Departments, institutes, programs, and degree programs shall, in accordance with the schedule announced by the University, publish their respective categories of professional licenses and certifications, as well as the corresponding application periods, at the beginning of each academic year.

Article 5 Application Periods:

1. Applications shall be accepted in March, June, and October of each year. The actual application periods shall be announced separately.
2. For professional licenses and certifications issued between October 1 of the preceding year and January 31 of the current year, applications for rewards shall be submitted in March; for those issued between February 1 and May 31 of the current year, applications shall be submitted in June; and for those issued between June 1 and September 30 of the current year, applications shall be submitted in October.

Article 6 Categories of Professional Licenses and Certifications and Reward Criteria:

1. Students may apply for rewards for professional licenses or certifications obtained through civil service examinations, senior or junior professional and technical examinations, professional and technical examinations for engineers, the National Technical Skills Certification, or professional skills examinations administered by professional organizations (e.g., associations, societies, and legal entities). The aforementioned professional licenses and certifications shall also be included in the Higher Education Database of the Ministry of Education and recognized by the respective departments, institutes, programs, and degree programs.
2. Departments, institutes, programs, and degree programs may establish categories of professional licenses and certifications based on their respective characteristics. The aforementioned categories shall take effect upon approval by the relevant College Affairs Councils.

3. Each student may apply for a reward for the same professional license or certification only once. Students who have already received other rewards or subsidies by submitting the same professional license or certification are not eligible to apply for rewards under the Regulations. Students who meet designated English proficiency benchmarks (e.g., TOEFL iBT, TOEIC, GEPT, or IELTS) may apply for rewards in accordance with the Regulations for Rewarding Students of I-Shou University for Passing Foreign Language Proficiency Tests.
4. If two or more professional licenses or certifications share the same title but are categorized differently by different colleges, students shall apply for rewards according to the categories designated by their respective colleges. If a student obtains a professional license or certification that is not listed by their college, they may apply for rewards in accordance with the categories established by another college. In such cases, if the professional license or certification is categorized differently by different colleges, the student may apply for rewards based on the categories approved by the interdisciplinary or inter-college (micro) credit program in which they are enrolled, or by the college in which they pursue a minor or secondary major. Any special circumstances shall be referred to the Committee for deliberation.
5. Students may combine multiple professional licenses or certifications to obtain a professional license or certification of a higher level. In such cases, they may apply for rewards upon obtaining the final professional license or certification required for the exchange. However, the final professional license or certification mentioned above shall not be used separately to apply for rewards.

Article 7 Rewards are classified into three levels:

1. Level 1: Licenses or certifications obtained through civil service senior examinations, Grade 3 special examinations, Level A technician certifications, or other senior professional and technical examinations of an equivalent level.
2. Level 2: Licenses or certifications obtained through civil service junior examinations, Grade 4 special examinations, Level B technician certifications, or other junior professional and technical examinations of an equivalent level.
3. Level 3: Licenses or certifications obtained through civil service elementary examinations, Grade 5 special examinations, Level C technician certifications, or other professional skills examinations administered by professional organizations

(e.g., associations, societies, and legal entities).

4. Rewards for professional licenses and certifications not mentioned above shall be granted in the form of commendations, minor merits, or major merits.
5. Reward amounts may vary each academic year and shall be determined by the Committee based on the annual budget.
6. The titles of recognized professional licenses and certifications are listed in the appendix.

Article 8 Application Procedures:

1. Preliminary Review: Students shall, within the prescribed application period, submit to their respective department, institute, program, or degree program a completed application form, the proof of passing the relevant professional license or certification examination (such as a photocopy of the license, certification, or test report), the original license or certification (returned after verification), and any other required documents. Late applications or applications with incomplete documentation shall not be accepted. Applications with incomplete documentation shall be returned to the applicants, who shall submit all required documents within the prescribed period. Late submissions shall not be accepted.
2. Second Review: Departments, institutes, programs, and degree programs shall submit qualified applications to the Student Activity Section of the Office of Student Affairs for the second review. The Student Activity Section shall compile a list of recommended recipients and submit it 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.