

National Chin-Yi University of Technology

Language requirements for Graduation for English Subjects and Guidance Project Guidelines

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National Chin-Yi University of Technology Official Letter No. 1093600038 issued on September 30, 2020

Article 1: The standards stipulated in the Guidelines are based on the English Proficiency Test Conservation Table for Civil Servants' Promotion & Assessment and are regulated according to NCUT' Graduation Threshold Guidelines for Students Regarding English, Information Ability, and Service-learning.

Article 2: Students enrolled in a four-year program and two-year program with NCUT after the 2018 academic year are required to achieve the Language requirements for Graduation outlined in Article 3 or take remedial teaching courses outlined in Article 8 to graduate.

Students recognized as direct victims of major disasters or persons with disabilities acknowledged by the educational authority may apply for exemption from the requirements of Article 5 and 6 and directly take remedial courses. After

the application is counter-examined by the class teacher and guidance counselor of the counseling center, the case will be discussed in a Language Center meeting and referred to the principal for approval.

Article 3: Requirements of the graduation threshold:

(1) Students studying in a Non-Applied English major are required to achieve one of the following standards:

1. Score of 200 or higher on CSEPT.
2. 387 points or above (at 110 points in listening and 115 points in reading) in the TOEIC test.
3. GEPT intermediate level or higher first test.
4. 424 points or higher on the TOEFL ITP written test.
5. 38 points or above on the TOEFL IBT computer test.
6. Grade level 3.5 or higher on the IELTS test.
7. Pass other proficiency tests equivalent to CEF B1 level or above (please refer to the conversation table of all kinds of English proficiency test v. CEF grade level)
8. Students can choose a second foreign language to replace English to fulfill the requirement and are required to reach CEF B1 level or above (please refer to NCUT's Taking a Second Foreign Language Course to Replace English as fulfill the requirement).

(2) Students studying an Applied English major are required to achieve one of the following standards:

1. 550 points or above on the TOEFL ITP written test.
2. 79 points or above on the TOEFL IBT computer test.
3. GEPT high-intermediate level first test.
4. 6.0 grade level or above on the IELTS test.
5. 750 points or above on the TOEIC test.
6. CEF grade level B2 (listening and reading).

(3) Each department may set the standards of the graduation threshold. However, if the standards that the department set are higher than those listed above, the regulations of the department will apply.

Article 4: Students who acquire a certificate or other relevant documents stipulated in Article 3 prior to two years of enrollment (valid by January 1) shall bring the original of the certificate or relevant documents and a photocopy of their student ID card to the Language Center or the Department of Applied English. Students are recognized to have achieved the graduation threshold once the test record registration is completed.

Article 5: Day-time students of a four-year day-time and two-year day-time who do not acquire a certificate or relevant documents as stipulated in Article 3 prior to enrollment: students of a four-year college education in technology after enrolling with NCUT are required to take an English proficiency test at least twice prior to the end of the first semester of the second school year. Students of a two-year college education in technology after enrolling with NCUT are required to take an English proficiency test at least once prior to the end of the first semester of the first school year. If students are still not able to achieve the graduation threshold standard as stipulated in Article 3 before the deadline, they are required to take a planning test organized by the Language Center. Students who achieve the standard can take a remedial course. Once the credit hours are completed and the score meets requirements, students will be recognized to have achieved the graduation threshold standard.

Article 6: The Language Center and the Department of Applied English shall complete the registration of graduation threshold records in accordance with the regulations of the graduation threshold for English subjects of NCUT.

Article 7: Remedial courses:

(1) Non-Applied English majors: students are required to take English enhancement course A, which is 0 credits and two credit hours. Students who take the course in the summer or due to deferral of education are required to pay for the course.

(2) Applied English majors: students are required to take English enhancement course B 1&2 in both the first and second semester; each is 0 credits and two credit hours. Students are also required to pass an English proficiency test organized by the Department of Applied English. Students who take the course in the summer or due to deferral of education are required to pay for the course.

Students who achieve the graduation threshold standard stipulated in Article 3 during a remedial course session are exempted from the follow-up course.

Article 8: The Foreign Language Instruction Section of the Language Center is responsible for organizing English enhancement course A. The Department of Applied English is responsible for organizing English enhancement course B. The enhancement courses start after the first semester of the second school year is finished (the first semester of the first school year for students in a two-year college education in technology course). The Language Center and the Department of English are responsible for course offerings and selections matters.

Article 9: A lecturer of the English enhancement course shall ask students in the first class to submit their English proficiency transcripts or a photocopy of the relevant documents before the requested deadline to ensure that students qualify for the enhancement course.

Article 10: The Language Center and the Department of Applied English shall inform students of the contents of the Guidelines within two weeks of enrollment.

Article 11: The Guidelines are approved by Program Supervision and Evaluation meeting, and announced and implemented after approval of the principal. The procedure is subject to future reviews.

National Chin-Yi University of Technology
Application Form of the English Remedial Course
to Meet the Graduation Threshold

Application Date: Day/Month/Year

Student No.		Name	
Class		Contact No.	
Please check the reason for the application	<input type="checkbox"/> Direct victim of a major disaster recognized by the education authority <input type="checkbox"/> Student with a disability		
Please check the documents attached	<input type="checkbox"/> Photocopy of a disability card: _____ copies <input type="checkbox"/> Documents provided a medical unit: _____ copies <input type="checkbox"/> Other, please specify: _____		
Applicant : (Signature/stamp)			
The information in the column above shall be completed by the applicant. The information in the column below shall be completed by the Language Center.			
Advice of class teacher	■ Name of current class teacher : _____ Phone No. (Ext.#) : _____ <input type="checkbox"/> Advise to approve <input type="checkbox"/> Advise not to approve Please specify: Class teacher signature/stamp :		

Counseling Center	<p>■ Teacher of counseling center : _____</p> <p>Phone No. (Ext.#) : _____</p> <p><input type="checkbox"/> Advise to approve <input type="checkbox"/> Advise not to approve</p> <p>Please specify:</p> <p>Teacher of counseling center :</p> <p>Chief Head of the Department :</p>		
Final decision of the Language Center meeting	<p><input type="checkbox"/> Approve the student to be exempted from Article 5&6 and directly take the remedial course.</p> <p><input type="checkbox"/> Not approved</p> <p>Please specify:</p> <p>Signature & stamp of Chief Head of the Department :</p>		
Educational Affairs Section		Principal	

Note: Students who qualify under Article 2 of the Graduation Threshold Standard for English Subjects & Guidance Project Guidelines may fill in the form and attach certificates and/or documents to apply at the Language Center.