

# Operation Guidelines for the Cooperation Agreement on the Joint Degree Program between the Department Computer Science and Information Engineering (CSIE) at National Taiwan Normal University (NTNU) and the Department of Information Technology at Uppsala University

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Amendment to and approval of part of articles (Article 5 excluded) at the 2<sup>nd</sup> Department Faculty Meeting in the 1<sup>st</sup> Semester, Academic Year 2016 on Jan. 11, 2017  
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Approved at the 1<sup>st</sup> Exchange Student Review Meeting in the 2<sup>nd</sup> Semester, Academic Year 2019 on Mar. 18, 2020  
Approved at the 1<sup>st</sup> Department Faculty Meeting in the 2<sup>nd</sup> Semester, Academic Year 2020 on Mar. 30, 2021

Article 1 The *Operation Guidelines* is hereby formulated to select the students under Joint Degree Program to study in the Department of Information Technology at Uppsala University in accordance with the *Cooperation Agreement on the Joint Degree Program between the Department Computer Science and Information Engineering (CSIE) at National Taiwan Normal University (NTNU) and the Department of Information Technology at Uppsala University*.

## Article 2 Application Requirements

1. The applicants must have studied in the Department (or Graduate School) for at least one semester.
2. Those who are students in the Department's master program can study in the Joint Degree Program.
3. Students have achieved an average of 75 or more points in their school transcript in the University, and 75 or more points in the required or elective courses of the Department.
4. English proficiency: any of the following five must be met:
  - (1) Those who have passed the preliminary and secondary test of high-intermediate General English Proficiency Test (GEPT), or those have passed the preliminary and secondary test of the intermediate test of GEPT, completed the two high-intermediate courses of "Extension Course-English" offered by the NTNU Extension, School of Continuing Education and obtained the Certificate of Completion.
  - (2) Those who have obtained the proof of New Internet-based TOEFL with score of 79 or above, or those who have obtained the New Internet-based TOEFL with score of 61 or above as well as have studied and obtained the Certificate of Completion of two high-intermediate courses of "Extension Courses - English" offered by the NTNU Extension, School of Continuing Education.
  - (3) Those who have obtained the proof of Computer-based TOEFL with score of 213 or above, or those who have obtained the Computer-based TOEFL with score of 173 or above as well as have studied and obtained the Certificate of Completion of two high-intermediate courses of "Extension Courses - English" offered by the NTNU Extension, School of Continuing Education.
  - (4) Those who have obtained the proof of TOEIC with score of 750 or above, or those who have obtained the proof of TOEIC with score of 650 or above as well as have studied and obtained the Certificate of Completion of two high-intermediate courses of "Extension Courses-English" offered by the NTNU Extension, School of Continuing Education.
  - (5) Those who have obtained a degree that is both recognized by English-speaking countries and certified by the Ministry of Education.
5. Those who have read *Cooperation Agreement on the Joint Degree Program between the Department of CSIE at NTNU and the Department of Information Technology at Uppsala University*.

Article 3 Application Processes: the application for the Program consists of two stages and is explained as follows:

1. Apply for joining the Joint Degree Program
  - (1) Deadline: application must be made **within 3 weeks after the start of classes in the second semester of each academic year**.
  - (2) Application Documents:
    - 1) One copy of application form for **students under Joint Degree Program** of the Department CSIE, NTNU.
    - 2) Calculate the average score of school transcript, the list of professional subjects of the

- Department and the average score, and attach the transcript to certify it.
- 3) One copy of transcript of an English proficiency test.
- 4) One copy of research plan.
- (3) Students participating in the Joint Degree Program of the Department are required to study in the Department of Information Technology at Uppsala University within two years, otherwise, they will be deemed as to have forfeited the qualification for the Joint Degree Program.
- 2. Apply for studying at the Department of Information Technology at Uppsala University
  - (1) Students who are already enrolled in the Program may apply.
  - (2) Deadline: application must be made **within 3 weeks of the start of classes in the second semester of each academic year.**
  - (3) Application Documents:
    - 1) One copy of application form for [students under Joint Degree Program](#) of the Department of CSIE at NTNU.
    - 2) Calculate the average score of school transcript, the list of professional subjects of the Department and the average score, and attach the transcript to certify it.
    - 3) One copy of transcript of an English proficiency test.
    - 4) Description of financial source for living expenses.
    - 5) One copy of research plan.

#### Article 4 Review

- 1. Review of written documents: the attached documents shall be reviewed by at least three faculty members invited by the dean.
- 2. Interview arranged as necessary.

#### Article 5 Degree Awarding Processes:

- 1. Students who meet the graduation criteria of both universities can obtain master degree from both universities.
- 2. In order to obtain a master degree from the Department, students should meet the Department's graduation criteria.
- 3. In order to obtain a master degree in the Department of Information Technology at Uppsala University, Sweden, students should meet the graduation criteria of the Department of Information Technology at Uppsala University.
- 4. Should the duration of study at both universities be interrupted, the final semester may be completed at NTNU.
- 5. Uppsala University will not grant a master degree under the Joint Degree Program to any student who withdraws or applies to withdraw from Program during the period when they are in the Joint Degree Program.

#### Article 6 Course Specifications:

- 1. Students under the Joint Degree Program must meet the admission requirements of the Department's master program in terms of courses learned before they can obtain the master degree of the Department.
- 2. Master students are entitled to a course exemption of no more than one "Seminar" course per semester when they are studying abroad.
- 3. The courses taken by students abroad are required to waive and transfer the credits of field elective course in accordance with the *Regulations Governing the Credit Waiver and Transference of the University*.
- 4. The courses taken by students abroad can be counted as free elective credits.
- 5. The total credits waived and transferred are limited to two-thirds of the total credits approved for graduation.
- 6. Students should spend at least two semesters in each school and a maximum of four semesters in each school.

Article 7 If a student under the Joint Degree Program is unable to attend or intends to abandon the Program, he/she should fill in the voluntary withdrawal application form and apply to the Department Office for cancellation. Under no circumstances can the exchange student apply for reservation of admission.

Article 8 The *Operation Guidelines* has been approved at the Department Faculty Meeting before the

implementation. The same applies to any amendments.