1. “Guidelines on Academic Studies and Status of Student During the Period Being Abroad” (simply referred to as “the Guidelines,” hereinafter) are formulated in accordance with “Regulations for Common Handling of Active Student Status of College Students” and “The Regulations” of KMU.

2. The Guidelines are applicable to the following students:
   (1) Students who are recommended or selected and approved by KMU to go abroad.
   (2) Students who are selected by the government authorities to go to an overseas university or college to do research or take course credits.
   (3) Students who represent Taiwan to participate in international activities, tournaments or conference
   (4) Students who are selected as national athlete representatives to go abroad to receive training or participate in tournaments.
   (5) Students who have to go abroad to see a terminally ill lineal relative or spouse, or attend the funeral of a lineal relative or spouse.
   (6) Appointed as the national team to attend the contest or training.
   (7) One must go abroad for visit or for funeral leave in case of blood relative’s serious illness or death

3. The overseas universities or colleges where KMU students go abroad to do research or further studies must be those recognized by the Ministry of Education.

4. Regulations for the length of periods that KMU students are allowed to go abroad:
   (1) If going abroad for running personal errand, the period of being abroad must not be one-third of the academic period of the semester.
   (2) If going abroad due to errand of KMU or the government, the period of being abroad must not be one-third of the academic period of the semester.
   (3) If going abroad for suspension of studies, the period of being abroad must be based on the limited period of suspension prescribed on the Regulations of KMU.
   (4) If going abroad for internship, the period of being abroad must be less than three months.  To those students without obligation of military service, they may extend the period for six months, but such extension can be made once only.

5. Students being abroad shall not be able to carry out registration procedures or attend examinations of the semester, so that they are allowed to carry out registration procedures or attend examinations after returning to KMU.
6. If going abroad to further studies for Items (1) and (2) of Article 2 herein, the course credits taken by the student concerned during the period of being abroad shall be recognized by KMU after evaluation. The period of being abroad to further studies shall be counted as part of the length of study period, but shall not be more than one year. The course credits taken by a student when being abroad and recognized by KMU should be recorded on the full academic transcript of the student. For a student approved to go abroad by the Ministry of Education, the reference number of the approval letter from the Ministry of Education should be printed on the Remarks column of the full academic transcript of the student.

7. If a student going abroad violates the Regulations of KMU or is involved in any misconduct or does not return to KMU before the deadline, the student shall be punished in accordance with the Reward and Punishment Regulations of KMU and the related stipulations.

8. Male students having not fulfilled military service obligation yet from the 1st day of January in the year reaching the age of 16 to the 31st day of December in the year reaching the age of 35 should carry out procedures in accordance with “Regulations for Exit of Draftees,” “Implementation Guidelines on Exit Application from Male Students with Unfulfilled Military Service Obligation” and the related stipulations.

9. The issue of passport and entrance and exit permits, as well as the distribution, collection, suspended distribution or compensation of grants and scholarships of the students going abroad, or other items not specified herein shall be dealt with in accordance with the related laws.


11. The Guidelines approved at the academic affair meeting and ratified by president are notified for reference to Ministry of Education. The Guideline shall take effect since the announcement. Any amendment shall apply.