

Implementation Guidelines for “European Business Affairs” Credit Program Wenzao Ursuline University of Languages

Applicable after the first semester of the academic year of 2016

- I. Program name: “European Business Affairs” Credit Program
- II. Program coordinator: College of European and Asian Languages
- III. Planning and reviewing unit: College of European and Asian Languages
- IV. Program objectives: To respond to the tendency towards internationalization and help students of the College of European and Asian Languages build up global visions through early learning diverse foreign languages, enlighten them the interests in Europe business and cultivate more outstanding people to dedicate to business jobs. This program aims to cultivate students of Department of French, German and Spanish and strengthen the concept for European Business Affairs with the professional knowledge in order to help students to develop a second specialty and meet the demands of society.
- V. Qualifications for application: Junior students of the four-year college program and junior students of the two-year college program (excluding students who delay graduation) of the College of European and Asian Languages.
- VI. Application and evaluation procedures:
 1. Junior students of the four-year college program:

After the survey is launched, the Department will submit the application to the Registration Section of the Office of Academic Affairs.
 2. Junior students of the two-year college program:
 - (1) Information required Application forms and Chinese transcripts of records.
 - (2) Due dates: The due dates will be announced at the beginning of the semester according to the university calendar.
 - (3) Announcement of results: Upon evaluation and approval, the list of students who can join the program will be announced on the website of the Office of Academic Affairs.
- VII. Credits: Minimum 20 credits. For students who take the credit program, the credits taken should not be one of the following:
 1. courses offered in the student’s own double major
 2. courses offered in the student’s own minor
- VIII. Regulations for the issue of program certificate:

Review of qualifications and issue of certificates in every May and December, the Office of Academic Affairs will issue the certificate for the credit program.
- IX. Point of contact:

1. Assistant of the Department of French (Extension number: 5602)
 2. Assistant of the Department of German (Extension number: 5702)
 3. Assistant of the Department of Spanish (Extension number: 5802)
- X. List of credits and courses of the program are applicable from the Curriculum.