

Guidelines on Pre-Master's Studies for Wenzao Ursuline University of Languages

Amended and approved at the Academic Affairs Committee Meeting on Dec. 19, 2023

Ratified by the President on Jan. 5, 2024

1. The Guidelines on Pre-Master's Studies for Wenzao Ursuline University of Languages ("these Guidelines" hereafter) are laid down to encourage undergraduate students to continue their master's studies at the University, with the aim of achieving uninterrupted study and shortening the length of study.
2. Master's programs (including in-service master's programs) of the University shall formulate their respective Admission Regulations for the Pre-Master's Studies pursuant to these Guidelines to select suitable Year 3 or Year 4 undergraduate students for the master's studies ("the pre-master's students" hereafter).
3. The Admission Regulations for the Pre-Master's Studies established by various master's programs shall cover the eligibility for application, selection criteria, grading method of academic results, and credit exemption guidelines. The Regulations shall be approved by the Department Affairs Council, College Affairs Council, and Academic Affairs Council, and put into force after assessment and approval by the President.
4. Master's programs shall specify their own admission timeline, and send the list of admitted pre-master's students to the Office of Academic Affairs before the start of each semester.
5. Pre-master's students have to be officially admitted, either by recommendation or by examination, to become the master's students at the University.
6. For various master's programs, pre-master's students shall be advised to take courses of the master's program. Students shall select course according to the University's Course Selection Regulations.
7. After being admitted to the master's programs, pre-master's students may apply for credit transfer with courses of the master's program that they have taken during their undergraduate studies and achieved a score of 70 or above. This is not subject to the restriction of half the total graduation credits, but credits that have been included in the graduation credits of the undergraduate studies shall not be transferred.
8. Matters not covered in these Guidelines shall be dealt with according to the relevant regulations.
9. These Guidelines shall be approved by the Academic Affairs Council, and put into force after assessment and approval by the President; the same applies to any amendments thereof.