

Guidelines for Specialization Programs at Wenzao Ursuline University of Languages

Passed by the Academic Affairs Meeting on May 21st, 2024
Approved by the President of the university on June 5th, 2024

- I. To encourage each academic unit to establish specialized programs and assist students in purposeful exploration and cross-disciplinary learning, thereby achieving the goal of talent cultivation, the school has established the “Guidelines for Specialization Programs at Wenzao Ursuline University of Languages” (hereafter referred to as “these guidelines”).
- II. Each academic unit shall submit proposals for establishing specialization programs. Implementation will occur after the approval of the department and college curriculum committees and the university curriculum committee. The proposal should include the following details:
 - A. The goals of the programs: Set up clear learning objectives.
 - B. Curriculum design for the specialization program: Emphasize the course attributes and correlations.
 - C. Calibration basis: curriculum map of the academic unit, core competencies of the academic unit, future employment directions, or graduate school specialization groups, etc.
 - D. Expected learning effectiveness: Help students explore professional fields or cross-disciplinary learning.
 - E. Executive plans during the process.

Each group of specialization programs should include at least four to five courses or 12 credits. Since implementation, each program should be opened to students at least once every two years.
- III. Students shall receive specialization program certificates after they take the course in the program and pass the score evaluation.
- IV. If any changes are needed after establishing the specialization programs, a specialization program change application form must be submitted and approved by the department and college curriculum committees, as well as the university curriculum committee. For changes involving the termination of a course or a specialization program, a statement and corresponding measures must be provided one academic year prior to termination and approved by the department and college curriculum committees, as well as the university curriculum committee.
- V. To enhance teaching quality, each specialization program should undergo a self-evaluation by the respective academic unit every five years starting from the semester of its establishment. The timing, evaluation projects, and related procedures for the self-evaluation of each specialization program will be carried out according to the

Office of Academic Affairs announcements. Each academic unit must submit a written self-evaluation report, which must be reviewed and approved by the department and college curriculum committees, and the university curriculum committee. If the university curriculum committee does not approve the evaluation, improvements must be made, and the evaluation must be conducted again within one year. If it still does not pass, the specialization program must be terminated under the provisions of Article 4 of these guidelines.

- VI. Any matters not specified in these guidelines shall be handled under relevant regulations.
- VII. These guidelines shall be implemented after approval by the Academic Affairs Council and subsequent approval by the President of the university. The same procedure applies for any amendments.