

# 元智大學資訊學院英語學士班

## 專業自主學習審查細則

115.03.11 一一四學年度第八次班務會議通過

- 第一條 本細則依據「元智大學專業自主學習計畫實施辦法」第八條規定訂定之，旨在鼓勵本系學生結合專業領域與自主學習，培養終身學習能力。
- 第二條 本校大學部學生，得以個人或五人以下之團體提出申請。
- 第三條 學生應於本系專業領域中依照志趣規劃學習路徑，採下列類型：
- 一、研究型：就特定主題進行探究或場域實作，強化專業理論與方法應用。
  - 二、競賽型：參與與本系專業相關競賽，以實作與解題歷程展現能力。
  - 三、證照型：以取得與本系領域相關之專業證照為目標，規劃備考與實作。
- 第四條 申請程序與指導：
- 一、申請時間：依教務處公告期間受理（逾期不受理，或得延至次學期認列）。
  - 二、每案須有本校專任教師擔任輔導教師。
  - 三、申請研究型、競賽型及證照型者，須修習通識「自主學習概論」課程。
  - 四、提交資料包含計畫申請表、輔導教師同意及相關佐證資料。
  - 五、由本系指定窗口受理後，提送自主跨域委員會審核。
- 第五條 審查機制與核定流程
- 一、初審：由教務處業務單位針對申請資格、文件完整性及格式進行初審。
  - 二、複審：由本系審查其計畫專業合理性，經學系主任及院長簽核後，送交教務處提報自主跨域委員會進行審核。
  - 三、審查原則採「是否契合本系專業／學習目標、計畫可行性、成果可驗證性」等面向。
  - 四、審查結果為：通過／修正後通過／不通過，並以書面意見回覆。
- 第六條 學習時數與學分折算
- 一、學分時數原則：每18小時學習時數折抵1學分。
  - 二、認列上限：計畫至多可認列3學分為自由選修學分，實際核可學分請依

本系必選修科目表規定核計。

第七條 有下列情形者不得重複認列學分：

- 一、與既有課程內容重複或已獲學分認列之項目。
- 二、畢業專題、實習等既有機制之成果，未具獨立延伸創新者。
- 三、同一成果重複跨類型申請者，僅得擇一計入。

第八條 實施與歷程紀錄

- 一、申請通過後，學生應依計畫書執行，並保留佐證（含學習日誌、影像紀錄、會議/實作/觀察紀錄等）。
- 二、團隊案需明確標示分工與協作機制。

第九條 成果繳交與評量

- 一、繳交時點：依教務處公告時程辦理。
- 二、成果形式（視類型擇一或複合）：書面報告、口頭簡報、影像紀錄、作品/原型、證照影本與證明、修課證明等。
- 三、學生於指定期限內繳交成果報告並由教務處彙整後，提送本系及自主跨域委員會進行成果審核，成績採「通過/不通過」登錄於成績系統。

第十條 本細則經本班務會議通過，送教務處備查後實施；修正時亦同。

# International Bachelor Program in Informatics Yuan Ze University

## Regulations for Self-Directed Learning Project

Approved at the 8th Class Affairs Meeting of the 114th Academic Year on March 11, 2026

### Article 1

These regulations are formulated in accordance with Article 8 of the “Regulations for the Implementation of the Disciplinary Self-Directed Learning Project, Yuan Ze University.” The purpose is to encourage students of this department to integrate their academic disciplines with self-directed learning, thereby cultivating lifelong learning abilities.

### Article 2

Undergraduate students may apply individually or as a group of up to five members. However, for competition-oriented projects, if otherwise specified by the competition regulations, such rules shall apply.

### Article 3

These Regulations encourage students to independently design personalized learning pathways within their respective academic disciplines based on their interests. According to the nature of each proposal, the project is categorized into three types:

1. **Research Type:** Students conduct diversified inquiries on specific topics, deepen their understanding of professional knowledge acquired from existing courses, or apply their knowledge to issue- or field-based practical learning projects.
2. **Competition Type:** Students participate in subject-specific or interdisciplinary competitions to enhance their expertise and practical skills, while also strengthening problem-solving and innovative thinking through competition experiences.
3. **Certificate Type:** Students formulate learning goals and execution strategies to participate in professional certification exams relevant to their academic or career development, thereby demonstrating the linkage between learning and professional growth.

### Article 4: Application Procedures and Guidance:

1. **Application Period:** Applications are accepted during the period announced by the Office of Academic Affairs (late submissions will not be accepted, or may be deferred to recognition in the following semester).
2. **Advising Teacher:** Each application must have a full-time faculty member of the university serving as the advising teacher.
3. **Course Requirement:** Applicants for research-based, competition-based, or certification-based projects must complete the “Introduction to Self-Directed Learning” course,
4. **Submission Materials:** Required documents include the application form, the advising teacher’s consent, and relevant supporting materials.

5. **Review Process:** After being received by the designated departmental contact window, applications will be submitted to the Self-Directed and Interdisciplinary Learning Committee for review.

**Article 5:** Review Mechanism and Approval Process:

1. **Preliminary Review:** Conducted by the Office of Academic Affairs to examine applicant eligibility, completeness of documents, and formatting.
2. **Secondary Review:** The department evaluates the professional soundness of the proposed plan. After approval by the Department Chair and Dean, the application is forwarded to the Office of Academic Affairs for submission to the Self-Directed and Interdisciplinary Learning Committee.
3. **Review Principles:** The evaluation focuses on alignment with departmental expertise/learning objectives, feasibility of the plan, and verifiability of outcomes.
4. **Review Outcomes:** Results are categorized as Approved, Approved with Revisions, or Not Approved, with written feedback provided.

**Article 6:** Learning Hours and Credit Conversion:

1. **Credit-Hour Principle:** As a rule, 18 hours of learning is equivalent to 1 credit, which serves as the basis for credit recognition.
2. **Recognition Limit:** A project may be recognized for up to 3 credits as free electives. The actual number of approved credits shall be calculated in accordance with the department's List of Required Courses.

**Article 7:** Credits may not be duplicated under the following circumstances

1. The project content overlaps with existing credited courses or has already been credited elsewhere.
2. The project consists of work from capstone projects, theses, or internships without independent innovation or extension.
3. When the content of multiple self-directed learning projects overlaps, only one project may be counted for credit.

**Article 8:** Implementation and Process Documentation

1. **Execution and Evidence:** After approval, students must carry out the project according to the submitted plan and retain supporting evidence (including learning journals, visual records, meeting/practice/observation logs, etc.).
2. **Team Projects:** For team-based projects, clear designation of division of labor and collaboration mechanisms is required.

**Article 9:** Submission and Evaluation of Outcomes:

1. **Submission Timeline:** Outcomes must be submitted according to the schedule announced by the Office of Academic Affairs.

2. Forms of Outcomes (select one or combine, depending on type): Written report, oral presentation, visual documentation, work/prototype, copy of certificate and proof, course completion certificate, etc.
3. Evaluation Process: Students must submit their outcome report within the designated deadline. The Office of Academic Affairs will compile submissions and forward them to the department and the Self-Directed and Interdisciplinary Learning Committee. for review. Results will be recorded in the grading system as Pass or Fail.

**Article 10**

These Regulations have been approved by the Department Affairs Meeting and submission to the Office of Academic Affairs for record before implementation. The same procedure applies when making amendments