In-service Master Program of Institute of Hospital and Health Care Administration
Academic Year 2021

Mini. Term of Study | One Year
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Minimum Credits | 36 Credits

**Curriculum and Regulations**

1. The duration of the in-service master's courses may be extended by 1 to 4 years, but those who have not completed the required courses or completed their degree thesis within the prescribed duration of the course may be extended for 1 year.
2. Graduate students of the in-service master's program should take at least 36 credits, which include the required courses as prescribed by this Institute.
3. The 6 credits of the postgraduate thesis of the in-service master's courses are not included in the 36 required academic degrees.
4. **Credits waiver:** Graduate students who has previously taken the credit courses and obtained a credit certificate, in accordance with the statute, can apply for waive credit when entering the In-service Master Program of this institute. The waive credit should be approved by the Council of the Institute.

**Precautions of credits waiver:**

(1) To apply for the credits waiver, students should take at least 1 year of courses in our credit class.
(2) Those who have completed the two-year course of our credit class can be waived up to 16 credits; those who have completed the one-year course of our credit class can be waived up to 8 credits.
(3) The course name of the waived course must be the same, which instructor must be the same person. If the course name is different but the content is the same, it can be approved.
by the instructor and then by the Council of the Institute to waive the credits.
(4) The application documents include the credit application form and the certificate of the credit course.

| Annotations | If there are any incomplete matters, please refer to the Rules & Regulations of this institute. |