

# THU Regulations for Distance Learning

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- Article 1 To capitalize on modern technology, create a diverse learning environment, increase teaching quality, and facilitate academic exchanges and resource sharing, THU has established the Regulations herein pursuant to the MOE Implementation Regulations Governing Provision of Distance Education by Junior Colleges and Institutions of Higher Education.
- Article 2 For the purposes of these Regulations, Distance Learning refers to teaching and learning conducted by teachers and students using media such as telecommunication networks, computer networks, and video channels. Distance Learning Courses refer to single subjects in which one-half or more of the number of teaching hours are undertaken in distance education mode. The number of teaching hours includes the hours of lectures, interactive student-teacher discussions, tests, and other learning activities.
- Article 3 Departments and institutes shall offer Distance Learning Courses according to targets and draft course plans for approval by all three levels of Courses Committees before announcement on websites.  
The course plan referred to in the preceding paragraph shall clearly state the course objectives, the target students, a course outline, how students will access the course, interaction and discussion between students and teacher(s), performance evaluation methods, and matters to pay attention when participating in classes.
- Article 4 For Distance Learning Courses, instructors shall limit Distance Learning to one-half of the total learning hours for each year. The cap does not apply to teachers concurrently serving as administrators, in-service master's programs in digital learning mode, and cross-domain digital learning programs.  
Instructors shall be full-time or adjunct teachers hired by THU under relevant regulations. Instructors shall draft course plans and submit the course plans to the Courses Committee in compliance with THU procedures. Course plans will be implemented upon approval by the Academic Affairs Meeting and submitted to the Ministry of Education for reference.
- Article 5 Students who complete Distance Learning Courses and pass the course assessments shall be granted credits by THU. Assessment standards are identical to those for regular courses. The credits earned count toward the maximum number of credits a student may take per semester and are included in the total credits required for graduation.  
The total number of credits earned through distance learning (including credit transfers) may not exceed half of the total credits required for graduation. However, this restriction does not apply to students enrolled in in-service master's programs in digital learning mode.
- Article 6 The Office of Academic Affairs is responsible for the administration of Distance Learning. Academic units are responsible for course planning, instructional material design and development, and faculty assignments. The Office of Library and Information Services is responsible for maintaining the digital learning platform (hereafter referred to as Platform).
- Article 7 All full-time and adjunct teachers must upload information on teaching objectives, intended student audience, course syllabus, course content, methods for instruction and assignment submission, class guidelines, and digital learning materials to the University's platform. They must also provide relevant teaching information in a timely manner to facilitate student learning, discussion, and inquiries.  
All production and use of distance learning materials must comply with intellectual property regulations.
- Article 8 Distance learning courses shall, in principle, use the Platform provided by the Office of Library and Information Services. The Platform is for instructional use only and may not be used for other purposes or in violation of the law. Users must comply with copyright laws and all applicable usage policies.
- Article 9 All Platform data shall be stored in the electronic database maintained by the Office of Library and Information Services for a period of five years, for reference in future

inspections, evaluations, or visits.

Article 10 Distance Learning Courses shall develop self-assessments. The regulations governing these self-assessments will be separately established. Article 11 Any matters not specified herein shall be handled in accordance with related regulations and guidelines.

Article 11 The Regulations herein shall be promulgated upon approval by the Academic Affairs Meeting.