

## **Regulation of Undergraduate Student English Proficiency Cultivation (Effective for the students from the fall semester in 2020)**

Approved at the 8th Task Force meeting of English Teaching Center, May 9, 2019

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Article 1. Undergraduates at this university must fulfill the 4 credits of General English and meet the English Proficiency Standard set by the university to be qualified for graduation. Students are required to take General English courses level by level. Skipping any level of course is not accepted unless the Center for EMI Teaching Excellence approves it. The English Proficiency Standard is defined elsewhere.

Article 2. Applicable Parties: This regulation applies to all undergraduate students at this university, including regular, transfer, and international students. The regulation for students in the Department of Foreign Languages and Literature is defined elsewhere.

Article 3. Student Level Classification:

1. Students will be classified into different levels of General English courses according to their scores on the college entrance exam, i.e. the General Scholastic Ability Test (GSAT) or the Advanced Subject Test (AST) of their entering school year.
2. Gifted students, transfer students, overseas students, foreign students and those in the retaining their student status will be classified by the school using tests of equivalent difficulty to the GSAT or AST. If the aforementioned students encounter any issues with level classification, they have the priority to apply for the adjustments during the exceptional circumstance phase of the course selection period.
3. Students who cannot be classified according to this regulation should begin with the General English: Basic course.

Article 4. Levels of Courses:

1. General English: Basic

- Students whose scores do not meet the average in the college entrance exam.
2. General English: Intermediate
    - (1) Students whose score in the college entrance exam are above the average but lower than the top 25%.
    - (2) Students who have passed General English: Basic.
  3. General English: Higher-Intermediate
    - (1) Students whose score of English in the college entrance exam are in the top 25% but lower than the top 10%.
    - (2) Students who have pass General English: Intermediate.
  4. General English: Advanced
    - (1) Students whose English scores in the college entrance exam are in the top 10%.
    - (2) Students who have pass General English: Higher-Intermediate.
  5. Application for Level Upgrade:

Before taking courses, students can apply for a course upgrade by submitting an original and unexpired transcript of English tests, GSAT, and AST, or by obtaining a recommendation of teachers in the Department of Foreign Languages and Literature. Applications must be submitted before the add/drop phase of the course selection period. Late application will not be accepted, and the student must remain in the original course level. The criteria for English test are as follows:

    - To upgrade to the Intermediate level, the TOEIC score must be at least 550, or meet the corresponding standards in other English tests.
    - To upgrade to the Higher-Intermediate level, the TOEIC score must be at least 600, or meet the corresponding standards in other English tests.
    - To upgrade to the Advanced level, the TOEIC score must be at least 700, or meet the corresponding standards in other English tests.
    - Each student can apply for an upgrade only once.

1. The 4 credits for General English will be counted when students finish and pass the course at the High-Intermediate level or above.
2. General English: Basic is a 0-credit course. If a student is classified at Basic level upon entering the university, the students must take the courses in the following order: Basic, Intermediate, and then Higher-Intermediate. If a student is classified at Intermediate level, the student should take the course in the following order: Intermediate and then Higher-Intermediate. If a student is classified at Higher-Intermediate level, the student should take the course in the order from Higher-Intermediate to Advanced. If a student is classified at Advanced level, the student is deemed to have passed the High-Intermediate level, and the student should proceed to complete an advanced level general English course. Accordingly, the student can acquire the 4 credits for General English. The application for credit transferring is only open for those who are classified to the advanced level or those who meet the standards listed in the Article 4.
3. Taking courses in reverse order or skipping levels without approval is not permitted. If any case as the aforementioned happens, Centre for EMI Teaching Excellence, the unit responsible for curriculum design and arrangement, examines the record of course taking, the credits will not be counted for the requirement of General English.
4. In addition to the required General English courses (Basic, Intermediate, Higher-Intermediate, and Advanced), students may also take elective General English courses. The credits earned from elective courses can be counted towards the total credits required for graduation. However, these credits cannot be used to substitute the 4 required credits for General English.

#### Article 6. Rules for Credit Transfer

1. If a student receives an English proficiency certificate of GEPT Higher-Intermediate level or others proofs with equivalent difficulty before the student enrolls or while a student is taking course, the student can apply for credit transfer for General English (4 credits) by providing the original and unexpired transcript or certificate to Center for EMI Teaching Excellence

before the deadline. Should a student apply for credit transfer after deadline, the application will not be accepted, and the student should continue taking the original course.

2. Transfer students or students who have withdrawn from other universities or colleges with a record of taking English courses must attend the placement test (GSAT, AST, or test of equivalent difficulty) according to the second paragraph in the Article 3. Subsequently, the application for credit transfer will be determined by the committee from Center for EMI Teaching Excellence.

#### Article 7. Rules for Credit Waiving

1. Students from English Speaking countries (e.g. the U.K., the U.S.A., Canada, Australia, New Zealand, the Republic of Ireland, Republic of South Africa, etc.) can apply for credit Waiving by providing passport and High School transcript.
2. Students qualified as the first paragraph states do not need to meet the English Proficiency Standard.
3. Students qualified as the first paragraph states do not need to abide by the Article 6 in this regulation.

#### Article 8. Course Design

- Courses of General English at this university is open in 4 levels for 4 semesters. The objects of each level can refer to the appendix 1. Students should abide by Article 5 in this regulation to complete course taking level by level with passing score in each course so that the 4 credits of General English can be counted.

Article 9. This regulation is approved by the Curricular Committee of Si Wan College and the Academic Affairs Council and is sanctioned by the president at this university prior to implementation. Amendment shall follow the same procedures.

英文法規翻譯內容若有疑義，以中文法規為主。

For the avoidance of doubt in English version regulation, Chinese version will be prevailing.

Appendix 1.

**The Criteria for Credit Transfer for Undergraduate Students  
at National Sun Yat-sen University**

(Effective for the students from the fall semester in 2020)

For those who reach the passing standard can apply for the credit transfer.

Tests	Passing Standard
GEPT	Higher-Intermediate Level (First and Second Test) or above
TOEFL-ITP	527 or above
TOEFL-Ibt	71 or above
TOEIC-Listening and Reading	785 or above
TOEIC-Speaking and Writing	310 or above
IELTS	5.5 or above

Reference: The Comparison Chart for Civil Servant Promotion Standard announced by the Executive Yuan  
or the Comparison Chart for TOEFL scores and other English proficiency test

Appendix 2.

General English: Course Objects of Each Level

Basic	Course Object
Reading Skills	<ol style="list-style-type: none"> <li>1. Able to understand and be familiar with the issue in a short article.</li> <li>2. Able to employ basic reading strategy to grasp the main idea of an article and the basic grammar structure.</li> </ol>
Listening Skills	<ol style="list-style-type: none"> <li>1. Able to roughly understand and to be familiar with the issue in a short conversation.</li> <li>2. Able to employ basic listening strategy to grasp the main idea, situation, and purpose of a short conversation.</li> </ol>
Writing Skills	<ol style="list-style-type: none"> <li>1. Able to write a complete sentence</li> <li>2. Able to employ basic sentence patterns and vocabulary to compose a paragraph relevant to certain issue.</li> </ol>
Speaking Skills	<ol style="list-style-type: none"> <li>1. Able to employ phrases and short sentences in a conversation.</li> <li>2. Able to employ basic speaking strategy taught in class in a basic conversation.</li> </ol>

Intermediate Level	Course Object
Reading Skills	<ol style="list-style-type: none"> <li>1. Able to understand and be familiar with a medium-length article of certain issue that a student is interested in.</li> <li>2. Able to roughly grasp the grammar structure and make the choice of correct grammar according to the context.</li> <li>3. Able to employ reading strategy to find out the main idea of a paragraph, understand the details of an article, and make a simple inference based on what the student learns about the article.</li> </ol>
Listening Skills	<ol style="list-style-type: none"> <li>1. Able to understand and be familiar with the longer conversation of certain issue that a student is interested in.</li> <li>2. Able to employ listening strategy to grasp the main idea and the details, and to make a simple inference.</li> </ol>
Writing Skills	<ol style="list-style-type: none"> <li>1. Able to write a paragraph with consistency.</li> <li>2. Able to employ basic writing strategy to think about and organize the content of a paragraph.</li> </ol>
Speaking Skills	<ol style="list-style-type: none"> <li>1. Able to respond orally to the content according to what the students reads or listen to.</li> <li>2. Able to employ speaking strategy to briefly describe and explain the issues that a student is interested to or familiar with, and able to participate in the discussion without any preparation.</li> </ol>

Higher- Intermediate Level	Course Object
Reading Skills	<ol style="list-style-type: none"> <li>1. Able to understand a medium-length article with specific theme.</li> <li>2. Able to employ the grammar taught in class to enhance the understanding of an article.</li> <li>3. Able to employ reading strategy to recognize the argument of an article, integrate the relevant information, and make proper inference.</li> </ol>
Listening Skills	<ol style="list-style-type: none"> <li>1. Able to understand a longer conversation and an article with specific theme.</li> <li>2. Able to employ listening strategy to grasp the main idea, the details and tones, and to make a proper inference.</li> </ol>
Writing Skills	<ol style="list-style-type: none"> <li>1. Able to write a three-paragraph article with good consistency and strict structure.</li> <li>2. Able to employ writing strategy to think about and organize the content of an article.</li> </ol>
Speaking Skills	<ol style="list-style-type: none"> <li>1. Able to restate and explain what is understood in listening or reading, and to make proper oral response.</li> <li>2. Able to employ speaking strategy to make a short oral presentation on the topic that a student is interested in or familiar with.</li> </ol>

Advanced Level	Course Object
Reading Skills	<ol style="list-style-type: none"> <li>1. Able to understand the concrete or abstract theme of a longer-medium-length article.</li> <li>2. Able to understand more complicated and uncommon grammatical structure.</li> <li>3. Able to employ reading strategy to enhance the reading speed, connect relevant information, and make proper inference.</li> </ol>
Listening Skills	<ol style="list-style-type: none"> <li>1. Able to understand the concrete or abstract themes of a longer conversation or a longer-medium-length article.</li> <li>2. Able to employ listening strategy to capture the key information, recognize, understand the hidden meaning, and make proper inference.</li> </ol>
Writing Skills	<ol style="list-style-type: none"> <li>1. Able to write a short three-paragraph article with a clear argument and good logic.</li> <li>2. Able to employ writing strategy to think about and organize the content and details of a paragraph in order to consolidate the argument of the article.</li> </ol>
Speaking Skills	<ol style="list-style-type: none"> <li>1. Able to restate and explain what understood in listening or reading, and able to respond to that in depth.</li> <li>2. Able to employ speaking strategy to make an oral presentation on designated issues and able to cite relevant information as evidence to raise concrete opinions.</li> </ol>