

Student Course Selection Counseling Regulations for the Department of Restaurant, Hotel, and Institutional Management, Fu Jen Catholic University

April 26, 2012. Approved during the second academic affairs meeting, 2011 academic year
November 22, 2012. Approved for reference during the academic affairs meeting of the first semester, 2012
academic year

1. The core concept of the curriculum structure planning and course selection counseling is to facilitate the self-learning of students and to promote student-centered learning. Students may select courses with assistance from the class instructors and learn to be responsible for their decision making.
2. Through the Introduction to University Studies course, undergraduate students shall thoroughly comprehend the curriculum concept and content of the departmental courses. The instructor of Introduction to University Studies shall oversee and formulate the course selection counseling by inviting the departmental faculty members to participate in the counseling, and shall formulate a course selection plan before the end of the first semester. The course selection plan is archived by the class instructors and may be the basis for course selection and course schedule organization by students.
3. During the first semester, graduate students (including students in the Executive Master of Business Administration (EMBA) program shall complete their course selection plan with the assistance of the graduate chair or chief executive.
4. The course selection plan incorporates information such as the learning objectives customized by the students and the prearranged course schedules for each year. The written course selection plan shall be

implemented after it is signed by the student, class advisor, and department chair.

5. When encountering insufficient enrollment numbers or other factors affecting course availability and scheduling, the department office may direct students to revise course selection plans.
6. The regulation (and the amended regulation) is deliberated and approved by the Curriculum Committee at all levels, approved for reference by the academic affairs meeting, and finally announced and introduced.