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Unit in charge: Div. of Registration and Curriculum

Title: Providence University Principle of Class Reduction due to Freshmen Vacancies

Version: 01

Latest amendment: March 1, 2023

Providence University Principle of Class Reduction due to Freshmen Vacancies

Adopted at the Administrative Meeting on March 1, 2023

1. Providence University Principle of Class Reduction due to Freshmen Vacancies (hereinafter the “Principle”) is established in response to the impact of low birthrate on the Freshmen enrollment.
2. The subjects of this Principle are the Freshmen classes of the respective departments (including degree programs.)
3. In response to the low enrollment due to declining birthrate, when planning the courses for the following academic year in every April, each class offering department should submit the course plans for both the regular number of enrollment and a contingency plan for reduced enrollment.
4. For the departments with divisions, the professional courses are regarded as a reduced single class; the university required subjects are handled based on the optimal choice of single class or double classes.
5. No later than the release of the College Admission List, the respective departments and university required courses planners should proceed with the reduction of the numbers of classes or hours (including university required courses) based on the respective number of freshmen enrollment quota and the following standards.
 - (1). Single Class: When the total enrollment is less than 35, 10 hours of professional subjects are reduced per academic year.
 - (2). Two Classes: When the enrollment is under 70, one class from all subjects should be reduced; one class should be reduced first for all Freshmen university required subjects.
 - (3). Three Classes: When the enrollment is under 130, one class from all subjects should be reduced; one class should be reduced first for all Freshmen university required subjects.
 - (4). For the additional hours due to Freshmen class division at the College of Foreign Languages, the minimal enrollment number for each class is 25-35. The number of hours of the respective divisions should be reduced if the enrollment failed to meet the requirement. The total number of division hours should meet the maximum hours for Freshmen year.
 - (5). The hour reduction is handled according to the prescribed principle. If the transferred students fill up the vacancies the following year, the original approved course offering hours plan shall be resumed.
6. The Principle is adopted at the Administrative Meeting and enters into force on the date of promulgation by the President; the same procedure applies to the amendments.

***The Chinese version of the document shall prevail in case of any discrepancy or inconsistency between Chinese version and its English translation.**