



**global
business**
Chinese Culture University

中國文化大學

全球商務學士學位學程

**Chinese Culture University
Global Business Department**

**Bachelor Program of Global Business
Student Handbook**

學生手冊

2024 September

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Chapter 1- Introduction

Introduction

Bachelor Program of Global Business was established in August, 2013. Our program integrates core and specialized subjects among six departments (Department of International Business Administration, Department of International Trade, Department of Accounting, Department of Tourism Management, Department of Information Management, and Department of Banking & Finance) of College of Business, developing all-English learning environments and offering global business training for students which allows students to experience American educational system, enhance competitiveness and English proficiency. Studying with international students is an invaluable experience that opens doors to different cultures, perspectives, and personal growth. Our program is the ideal choice for those who plan to study abroad or work in the business industry in the future.

Core Capabilities

- Ability to communicate in English
- International business expertise
- International business management skills
- Multicultural integration and teamwork
- Correct values of international business ethics

Features

- Medium of instruction in English
- Study with international students
- Exchange/ Dual degree
- Enter Master Program of Global Business for further study.

Faulty

No.	Chinese/English Name	Highest Education	Contact Information
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Chapter 2 – Program Courses

Required Courses

中國文化大學 國際暨外語學院 全球商務學士學位學程 必修科目表

113 學年度起入學新生實施

必修類別	科目名稱	規定學分	一年級		二年級		三年級		四年級		備註	
			上	下	上	下	上	下	上	下		
通識科目	國文	4	2	2								
	外文：閱讀與聽講（一）	3	1.5	1.5							六選一課程 (同正課)	
	外文：閱讀與聽講（二）	3			1.5	1.5						
	跨域專長	0			0	0					免修	
	人文學科領域	4										
	社會科學領域	2	4	4	2							
	自然科學與數學領域	4										
共同科目	體育	0	0	0	0	0						
	全民國防教育軍事訓練-(1)	0	0									
通識及共同必修學分合計		20	7.5	7.5	3.5	1.5						
專業必修科目	(4009)統計學	3	3									
	(3036)經濟學	3	3									
	(4001)會計學	3	3									
	(7258)管理學	3		3								
	商管學群	國際企業管理	3		3							至少選修一個學群
		行銷管理	3		3							
		商務書信	3			3						
		人力資源管理	3			3						
		財務管理	3			3						
		國際貿易理論	3			3						
		組織行為與管理	3				3					
		商事法	3				3					
		公司治理與企業倫理	3					3				
		人工智慧商業應用	3					3				
		策略管理	3					3				
商業統計應用	3						3					
管理經濟學	3						3					
供應鏈管理	3						3					
商管學群必修學分合計		42										
專業必修學分合計		54										
必修學分總計		74										
最低畢業學分數		128 學分										
其他修業規定：												

專業證照	大學部學生應需取得一張(含)以上與所選學群領域相關之專業證照，始得畢業。境外學生(包含外籍生、僑生、陸生、港澳生等)不在此限。
服務學習	參與服務學習，依本校「服務學習實施辦法」辦理，詳細資訊請參考綜合業務組網頁。 https://cur.pccu.edu.tw/
全球競爭力檢定	通過全球競爭力檢定，依本校「大學部學生全球競爭力檢定實施辦法」辦理，詳細資訊請參考教務組網頁。 https://reg.pccu.edu.tw/
倫理課程	參與「職業倫理」、「中華文化專題」，依本校「職業倫理教育實施要點」及「中華文化專題講座實施要點」辦理，詳細資訊請參考綜合業務組網頁。 https://cur.pccu.edu.tw/
全人學習護照	參與全人學習護照各項學習活動達認證標準，依本校「全人學習護照實施辦法」辦理，詳細資訊請參考課外活動組網頁。 https://activity.pccu.edu.tw/

Chinese Culture University, Required Courses List, Bachelor Program of Global Business

Effective for Students Enrolled in and from the 2024-2025 Year

Categories for Compulsory Courses	Course Title	Credit	1st Year		2nd Year		3rd Year		4th Year		Remark	
			1st semester	2nd semester	1st semester	2nd semester	1st semester	2nd semester	1st semester	2nd semester		
			(Sep)	(Feb)	(Sep)	(Feb)	(Sep)	(Feb)	(Sep)	(Feb)		
General Required Courses	CHINESE	4	2	2								
	FOREIGN LANGUAGE READING AND CONVERSATION(1)	3	1.5	1.5							Choose 1 of 5 Courses	
	FOREIGN LANGUAGE READING AND CONVERSATION(2)	3			1.5	1.5						
	INTERDISCIPLINARY PROGRAM	0			0	0					N/A	
	ART AND HUMANITIES	4										
	SOCIAL SCIENCES	2	4	4	2							
	NATURAL SCIENCES AND MATHEMATICS	4										
Common Courses	PHYSICAL EDUCATION	0	0	0	0	0						
	ALL-OUT DEFENSE EDUCATION MILITARY TRAINING - INTERNATIONAL SITUATIONS	0	0									
Total General and Common Courses Credits		20	7.5	7.5	3.5	1.5						
Required courses	(4009) STATISTICS	3	3									
	(3036) ECONOMICS	3	3									
	(4001) ACCOUNTING	3	3									
	(7258) MANAGEMENT	3		3								
	Global Business	INTERNATIONAL BUSINESS MANAGEMENT	3		3							Choose 1 of 5 programs
		MARKETING MANAGEMENT	3		3							
		BUSINESS WRITING	3			3						
		HUMAN RESOURCE MANAGEMENT	3			3						
		FINANCIAL MANAGEMENT	3			3						
		INTERNATIONAL TRADE THEORY	3			3						
		ORGANIZATIONAL BEHAVIOR AND MANAGEMENT	3				3					
		BUSINESS LAW	3				3					
		CORPORATE GOVERNANCE AND BUSINESS ETHICS	3					3				
		ARTIFICIAL INTELLIGENCE IN BUSINESS APPLICATION	3					3				
		STRATEGIC MANAGEMENT	3					3				
		BUSINESS STATISTICS APPLICATION	3						3			
MANAGERIAL ECONOMICS	3						3					
SUPPLY CHAIN MANAGEMENT	3						3					
Total Credits of Required Subjects		42										

Total Credits of Required Subjects	54									
Total Required Credits	74									
Graduate Credits	128									
Other graduation requirements:										
Licenses	Undergraduate students who enroll after September 2024 must have at least 1 license in the fields of business, tourism, semiconductors, information technology, or communication studies to graduate. This regulation is for Taiwanese students only.									
Service Learning	Please follow “Service Learning Regulation”. For the detailed information, please visit the website of the Curriculum Section. https://cur.pccu.edu.tw/									
Global Competitive Test	Please follow "Global Competitive Test for Undergraduate Students Regulation". For the detailed information, please visit the website of the Register Section. https://reg.pccu.edu.tw/									
Professional Ethics/Special Topics in Chinese Culture	Please follow “Professional Ethics” and “Special Topics in Chinese Culture” Regulation. For the detailed information, please visit the website of the Curriculum Section. https://cur.pccu.edu.tw/									
Holistic Education Passport	Please follow “Holistic Education Passport Regulation”. For more detailed information, please visit the website of the Extracurricular Activities Section. https://activity.pccu.edu.tw/									

Chapter 3- Graduation

Years of Enrollment

According to CCU regulation of academic programs, the duration of the bachelor program of study range is 4 years, for master's programs is 1-4 years, and for doctoral programs is 2-7 years, except for the undergraduate program of the Department of Architecture and Urban Design, the duration of study range is 5 academic years.

依據本校學則規定，除建築及都市設計學系學士班修業年限為五年外，其餘各學士班修業年限均為四年，碩士班修業年限為一至四年、博士班修業年限為二至七年。

Graduation Requirements

1. Service Learning 服務學習: Service Learning (1) and Service Learning (2) are required for all students enrolled after September 2011. For more detailed information, please refer to:

<https://servicelearning.pccu.edu.tw/>

2. English Language Proficiency Certificate 英文專業證照:

Students are required to achieve TOEIC score of 640 or an equivalent score on other test.

英文能力檢定測驗成績對照表

English Proficiency Test Comparison Table

CEFR 語言能力 參考指標	多益測驗 (TOEIC)	托福(TOFEL)			雅思測驗 (IELTS)	外語能力測驗 (FLPT)		全民英檢 (GEPT)	大學校院英語 能力測 驗 (CSEPT)		劍橋五級國際 英語認證 (Cambridge English)	劍橋領思 職場英語/ 劍橋領思 實用英語 (Linguaskill)	劍橋博思國 際職場英檢 (BULATS)
		ITP 紙筆測驗	CBT 電腦測驗	IBT 線上測驗		三項比 試總分	口試		第一級	第二級			
A2(基礎級) Waystage	450	450	133	47	3.5 級	195	S-2	中級 (初試)	130-169	120-179	Preliminary English Test (PET)	133	30
A2(基礎級) Waystage	500	451	135	54	3.5 級	195	S-2	中級 (初試)	130-169	120-179	Preliminary English Test (PET)	136	35
B1(進階級) Threshold	550	457	137	57	4 級以上	195	S-2	中級 (複試)	170-240	180-239	Preliminary English Test (PET)	140	40
B1(進階級) Threshold	590	500	173	61	4.5 級	195	S-2	中級 (複試)	170-240	180-239	Preliminary English Test (PET)	143	45
B1(進階級) Threshold	640	520	190	68	5 級	240	S-2+	中級 (複試)	170-240	180-239	First Certificate in English (FCE)	147	50
B2(高階級) Vantage	700	527	197	79	5.5 級	240	S-2+	中高級	---	204-360	First Certificate in English (FCE)	152	53
B2(高階級) Vantage	750 以上	527 以上	197 以上	79 以上	5.5 級以上	240	S-2+	中高級	---	204-360	First Certificate in English (FCE)	157	60 以上
C1(流利級) Effective Operational Proficiency	880 以上	560 以上	220 以上	83 以上	6.5 級以上	315	S-3 以上	高級	---	---	Certificate in Advanced English (CAE)	171	75 以上

1. 抵免語實課程
Waive English
Lab Course

2. 免修外文：英文閱讀與聽講(一)、(二)
ENGLISH READING AND CONVERSATION
(1)&(2) Exemption ---- *No credits

3. Holistic Education Points 全人學習點數:

Mainland Chinese, Hong Kong, Macau, overseas Chinese, and Taiwanese students are required to complete the points for the Whole Person Education (5 items, 18 points for each).

Item	德(De)	智(Zhi)	體(Ti)	群(Chun)	美(Mei)
Required points	18	18	18	18	18

For more detailed information, please refer to the following website:

<https://pass.pccu.edu.tw/p/412-1307-6830.php?Lang=zh-tw>

4. Other graduation requirement for Taiwanese Students 台灣學生之畢業門檻

- 105學年度起入學新生，需取得一張（含）以上之金融、財務、會計、國貿、行銷、管理、資訊領域等相關證照，始得畢業。境外學生(包含外籍生、僑生、陸生、港澳生等)不在此限。
- 113學年度起入學新生，需取得一張（含）以上與所選學群領域相關之專業證照，始得畢業。境外學生(包含外籍生、僑生、陸生、港澳生等)不在此限。

Chapter 4- Course Selection and Graduation Requirements

User manual

- Download- [Guild for Online Course Registration \(pdf.\)](#)

1. Please visit CCU website: <http://www.pccu.edu.tw>

2. Login to your student account to select courses

	CCU Student	CCU International Students
Account:	student number	student number
Password:	ID number	Date of Birth (YYYYMMDD)+ the first two letters of your English name <i>Example:</i> <i>English name: WANG MARY</i> <i>Birthday: 1987/10/20</i> <i>Password: 19871020WA</i>

全球商務學士學位學程

113 學年度起選課及畢業門檻規定

1. 畢業學分共 128 學分：必修 74 學分，選修 54 學分。
2. 每學期修習學分數之規定：

身份別	大學部	
	一至三年級	四年級 (含建築系五年級)
下限	10 學分	9 學分
上限	25 學分	30 學分

3. 外系學分承認最多 18 學分。
4. 本學程延畢生及大四學生若有必修課程未通過必須補修，而與系上當學期開設之必修課程衝堂或未開設，學生仍應以研修本學程之必修課程為優先，其餘方可選擇以中文授課之相關領域課程，並應向系上報備核可後，系上予以承認。
5. 多益證照達 640 分(或同等英文檢定)、學群領域相關專業證照一張。

● 英文能力檢定成績對照表

英文能力檢定測驗成績對照表
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		ITP 紙筆測驗	CBT 電腦測驗	IBT 線上測驗		三項比 試總分	口試		第一級	第二級			
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C1(流利級) Effective Operational Proficiency	880 以上	560 以上	220 以上	83 以上	6.5 級以上	315	S-3 以上	高級	---	---	Certificate in Advanced English (CAE)	171	75 以上

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(1)&(2) Exemption ---- *No credits

6. 確認校園服務學習(一) & 校園服務學習(二)是否完成，共 36 小時，每項 18 小時。
7. 陸港澳、僑生、台生都必須完成全人學習護照點數(共 5 個項目，各 18 點)。

Item	德(De)	智(Zhi)	體(Ti)	群(Chun)	美(Mei)
Required points	18	18	18	18	18

8. 若無法達成英文畢業門檻者，於大四時修習商用英文(一)及(二)課程，予以抵免英文門檻。

Global Business Department

Course Selection and Graduation Requirement Regulation (Enroll in September 2024)

- A total of 128 credits are required for graduation:
Required courses: 74 credits
Elective courses: 54 credits
- The credit limit in each semester:
- Admit at most 18 credits of taking other department's courses.

Credits	Bachelor	
	Freshman Sophomore Junior	Senior 【includes the 5 th year student of the department of Architecture and Urban Design】
At least	10	9
Up to	25	30

4. For Senior or

Postpone Graduation Students, if you fail the required course, but the RETAKE required course overlaps with the other required courses which needed to pass to graduate, you will be able to select the similar course taught in Chinese to waive. But please request approval from Global Business Office first.

- TOEIC 640 (or equivalent English proficiency test), and have at least 1 license in the fields of the program you choose to graduate.

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Waive English
Lab Course

2. 免修外文：英文閱讀與聽講(一)、(二)
ENGLISH READING AND CONVERSATION
(1)&(2) Exemption ---- *No credits

- Confirm whether you have completed the requirements for Campus Service Learning (1) & Service Learning (2): 36 hours in total, 18 hours for each.

7. Mainland Chinese, Hong Kong, Macau, overseas Chinese, and Taiwanese students are required to complete the points for the Whole Person Education (5 items in total, 18 points for each).

Item	德(De)	智(Zhi)	體(Ti)	群(Chun)	美(Mei)
Required points	18	18	18	18	18

8. If students do not get an English proficiency certificate, they can take Business English (1) and (2) during the senior year as the substitution for the English language requirement.

A. Principles

★ 【Fail the Required Course】

Only if Senior or Postpone Graduation Students fail the required course, but the RETAKE required course overlaps with the other required courses which needed to pass to graduate, you will be able to select the similar course taught in Chinese to waive. **But please request approval from Global Business Office first.**

只有延畢生及大四學生若有必修課程未通過必須補修，而與系上當學期開設之必修課程衝堂或未開設，學生仍應以研修本學程之必修課程為優先，其餘方可選擇以中文授課之相關領域課程，並應向系上報備核可後，系上予以承認。

★ The limit of General Education Course are 2 courses (4 credits) in one semester for Senior and Delay graduation students.

大四生及延畢生通識課最多只能修 2 門

★ 【Freshman English Course】

“English Reading and Conversation (1)” and “English Reading and Conversation (2)” are required courses for ALL students. If students fail these courses, please retake **Level A** English course in/from the 2nd academic year.

「外文：英文閱讀與聽講(一)」及「外文：英文閱讀與聽講(二)」為一年級校必修學年課(上下學期都要修)。成績未通過者請於二年級加選同等級「**Level A**」課程以完成重補修。

If students achieve TOEIC score of 750 (or equivalent English proficiency certificate), they will be able to apply for course exemption and have no credits.

★ 【Elective Courses from Different Departments】

Admit at most 18 credits of taking other department's courses as your graduation elective credits.

★ 【Elective Courses of Global Business Department】

No limit on selecting cross-year courses, but we do not suggest that. ◦

★ 【Required Courses of Global Business Department】

Only if Exchange or Dual degree students can take the required courses abroad, or students should complete required courses of our program in CCU.

B. Course Selection Regulation

★ If students miss the deadline of 1st period of course selection, please remember to select the course during the 2nd period.

★ 若學生錯過第一階段選課期間，請記得於第二階段辦理選課。

★ 【PE Class】

Students are required to complete total 4 semesters PE classes before graduation (1 year for Freshman PE and 1 year interested PE class)

- Freshman: Can ONLY take—PPE1 Sport(1) and (2) taught in English.
- Sophomore students or above: Students should select interested PE class by themselves.
 - **The 1st period of course selection**
 - Fall Semester** in the 1st period of course selection
 - (1) Can only take ONE interested PE class
 - (2) Who has passed 2 interested PE class- Can NOT select the PE class in the 1st period
 - Spring Semester** in the 1st period of course selection
 - (1) Can only take PPE1 Sport(2) or ONE interested PE class
 - (2) Who has already passed 2 interested PE class- Can NOT select the PE class in the 1st period.
 - **The 2nd period of course selection**
 - (1) Please select the 2nd PE class on the system by yourself.
 - (2) Select at most 2 PE class in each semester. For example, 1 Freshman PE + 1 interested PE class

C. Full-Year Course

- ★ Please take 1st semester course (Fall semester) first, then take 2nd semester course (Spring semester), or it cannot be accounted as your graduation credits. If you ONLY take or fail one semester of Full-Year course, this course will not be able to admit any graduation credits.
請先修習第一學期(上學期)課程，再修習第二學期(下學期)課程，否則不予以計入畢業學分數。若只修習或其中一學期之學年課程成績不及格，該學年課將不予以計入任何畢業學分數。

Chapter 6- School Office Services

Academic Affairs Office			
No.	Department	Location	Services you may need
1.	Registrar Section 教務組	Da-En 10F 大恩 10 樓	<ol style="list-style-type: none"> 1. Academic records applications (transcripts, student ID cards, certificate) 2. Change personal information 3. Course selection 4. Graduation
2.	Curriculum Section 綜合組	Da- En 10F 大恩 10 樓	<ol style="list-style-type: none"> 1. Midterm and final exam Affairs 2. Summer courses selection 3. Classroom management 4. Classes, syllabus and credit hours management

Student Affairs Office			
No.	Department	Location	Services you may need
1.	Student Counseling Section 學務處	Da- En 2F 大恩 2 樓	<ol style="list-style-type: none"> 1. Dormitory application and allocation 2. Student Disciplinary Business 3. Student bus ticket application, lost and found
2.	Hygiene Section 衛保組	Da- En 2F 大恩 2 樓	<ol style="list-style-type: none"> 1. Health care service 2. Clinic 3. Emergency treatment of injury 4. Student insurance

General Affairs Office			
No.	Units	Location	Services you may need
1.	Clerical Section 總務處	Da- En 11F 大恩 11 樓	<ol style="list-style-type: none"> 1. Venue rental 2. Campus security 3. Traffic management 4. Environmental protection
2.	Cashier Section 出納組	Da- En 11F 大恩 11 樓	<ol style="list-style-type: none"> 1. Student receivables 2. Tuition, part-time wage and refund

Printing Room			
1.	Computer classroom 電腦教室	Da- Yi Rm. 412 大義 412 室	<p>Hours: Mon.-Fri. 8:00AM -11:30PM and Sat. 8:00AM - 4:00PM</p> <p>*Undergraduate students will get 100 points every semester to print the document.</p> <p>print in color- 5 points print in black and white - 1 points</p>