

人文社會學院____學年度第____學期選課更正申請

School of Humanities and Social Sciences

Course selection application

Date : ____/____/____

學號 Student ID				班級 Classes		系(所) 年 班	
姓名 Name				加選前總學分 Total credits before		加選後總學分 Total credits after	
手機 Phone							
處理情形 processed	加/退 Add/ Return	課程編號 Course No	班次 classes	課程名稱 Course Title	學分數 credit	上課時間 class time	授課老師 Teacher
						Week session	
						Week session	
						Week session	
						Week session	
原因 Reason (請詳述)						簽名 sign :	
系所檢核 審核狀態 Approval Status	<input type="checkbox"/> 1.學生證核對無誤 Student ID card verified <input type="checkbox"/> 2.無衝堂 Wuchongtang <input type="checkbox"/> 3.並無超修或總學分數低於下限或超過上限 There are no overtakes or the total number of credits is lower than the lower limit or exceeds the upper limit. <input type="checkbox"/> 4.無檢附學生本學期最新課表 Attached is the latest class schedule for this semester. <input type="checkbox"/> 5.其他 other :						
	結果 : <div style="text-align: right;">(學院圓戳章)</div>						

*備註：

1. 若課程人數已滿，即不再受理加選此課程。課程人數若低於 40 人，即不受理退選。If the course is full, additional registrations for the course will no longer be accepted. If the number of participants in a course is less than 40, no cancellations will be accepted.
2. 受理後本院直接處理加退選，請同學自行核對其結果，不另行通知。After acceptance, the hospital will directly handle additions and withdrawals. Students are asked to check the results by themselves without further notification.
3. 大學部每學期修習分數以 15 學分為下限，少於 15 學分者將無法退選；25 學分為上限，超過 25 學分者不可加選。The minimum score for each semester of undergraduate studies is 15 credits. Those with less than 15 credits will not be able to withdraw from the program; the upper limit is 25 credits. Those with more than 25 credits cannot be added.
4. 選課系所檢核僅為協助部份無法順利選課之同學，若您的選課內容已無問題，請詳加考慮是否應辦理系所檢核。The course selection department's review is only to assist some students who are unable to successfully select courses. If there are no problems with your course selection, please consider carefully whether you should go through the department review.
5. 申請表需本人親筆簽名，並於現場填寫完畢繳回，若發生代理或逾期情事，則視同作廢。The application form must be signed by the person himself, and must be filled out and returned on site. If there is an agency or overdue event, it will be deemed invalid.
6. 隨單請務必出示本人已蓋註冊章之學生證及教務系統列印出之最新課表以備核對。With the order, please be sure to present your student ID card with the registration stamp and the latest class schedule printed out by the academic administration system for verification.