國立陽明交通大學 衝堂修課申請表

National Yang Ming Chiao Tung University Schedule Conflict Approval Application Form

_____ 學年度 第_____ 學期　　申請日期　　民國_____年_____月_____日

_____ Semester of Year _____　　Date of application　　_____/_____/_____(YYYY/MM/DD)

校區 Campus	☐ 陽明校區［YM］ ☐ 交大校區［GF、BA、BM、GR、LJ］	系所別 Department/Institute		年級 Grade	
學號 Student ID No.		姓名 Name		手機號碼 Cell Phone No.	

衝堂課程	當期課號 Course Number	課程名稱 Course Name	學分 Credit	時數 Hours	上課時間 Class Time

任課教師簽核 Instructor that approves the student to select another class in case of class overlap	任課教師簽核 Instructor that approves the student to select another class in case of class overlap	課務組簽核 Division of Curriculum

注意事項：

一、學生於同一時段內不得衝堂修讀兩個科目。若學生重修課程且前次修課成績不及格者，可申請衝堂修課，每學期每週限一節衝堂。

二、因衝堂缺課應以自修或教師輔導跟上課程進度，並應按時繳交作業及參加該科考試。

三、本表經任課教師簽核後，送課務組辦理。

四、繳單後，請同學務必再上網確認課程，自己欲修習的所有課程皆要與網路上功課表一致 (最後的選課情形以網路為主)。

五、請附上成績單備查(請至學籍成績管理系統印出擬缺課程的成績備查)

Notice：

1. Students are not allowed to take two subjects at the same time. If a student retakes a course and fails the previous course, he/she can apply for a schedule conflict course. Each semester is limited to one hour a week.
2. Students are absent from the class owing to the schedule conflict should self-study or attend the office hours to catch up on the course schedule, submit the assignments on time and attend the examinations.
3. This form must be signed by the instructor and submitted to the Division of Curriculum.
4. After submitting the application form, please confirm your course list on course system (the final result will be based on your course system records)
5. Please attach your transcript for all semesters.