國立陽明交通大學 網路選課加退選處理表

National Yang Ming Chiao Tung University Online Course Add and Drop Application Form

※限網路選課期間之特殊情形：學生無法自行於網路加退選使用！

*This application is only for special circumstances during the online course registration period. Students are unable to add or drop courses on their own.

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

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

學生系所 Department/Institute					年級 Grade	
學號 Student ID No.		姓名 Name		手機號碼 Cell Phone No.		
申請原因 Reasons for Application						

課程加退選列表

加/退選 Add/ Drop Course	當期課號 Course Number	課程名稱 Course Name	選別/摘要 Type/Summary	**①任課教師簽核** Instructor's Signature
□ 加選 Add Course □ 退選 Drop Course				
□ 加選 Add Course □ 退選 Drop Course				
□ 加選 Add Course □ 退選 Drop Course				

②本表單請交至 開課系所(單位)系所助理處理： **To the department assistant of the course：**	

注意事項：

1. 特殊情形為：人數已滿之課程加選、特殊限制的課程以至於您無法於網路加退選，若任課老師仍同意您加退選，請填此表單。
2. 申請之順序依①②之標示順序辦理。
3. 陽明校區體育課程不適用本表，請依體育室規定辦理。
4. 請系所助理務必於加退選截止日前上網處理，如無法處理，請洽詢或逕送課務組處理。
5. 實際衝堂課程無法加選，請同學於填表後確認是否已退選衝堂課程，特殊情形除外。
6. 繳單後，請同學務必上選課系統確認課程，自己欲修習的所有課程皆要與網路上課表一致**(最後的選課情形以網路選課系統為主)。**

Notice：

1. This form is for students who were unable to add or drop courses online due to special circumstances during the course registration period, and also got the permission from the course instructor.
2. Please obtain the signature for ①, then follow the process for ②
3. This form is not applied to YM campus's PE courses, please follow the instructions of Physical Education Office.
4. The department assistant must complete the process online before the course add/drop deadline. For any questions, please contact the Curriculum Division.
5. Except for special circumstances, students will not be able to select courses if there is a course schedule conflict.
6. After submitting the application form, please confirm your course list on course system **(The final result will be based on your course system records).**

更新日期：20260226

保存年限：10年