

國立陽明交通大學 逾期加退選申請表

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

※於網路加退選截止後一週內，學生上網確認課程，若仍需調整課程使用！

*Within one week after the online add/drop deadline, students should log in to confirm their courses.
This application is for course adjustments only.

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 學生所屬系所主管簽核 Chairperson/Director Signature			③ 課務組簽核 Division of Curriculum	

注意事項：

- 逾期加退選於加退選截止一週內辦理，辦理須經任課教師及系所主管之同意後送課務組。
- 本申請表之流程：①欲加退選課程之任課教師簽核→②系所主管簽核→③送課務組(請依序辦理)。
- 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)。
- 學生選修之課程於學期中(逾期加退選期限截止後)無法繼續修習時，得依規定辦理課程停修 (Withdrawal)

Notice：

- Students may apply for late add/drop of any course within 1 week after the deadline. The applications need to be approved by the students' course advisors and chairs of their departments/institutes, and shall be reported to the Division of Curriculum.
- The application process: The course instructor's signature → The department head's or supervisor's signature → Submit to the Division of Curriculum (please follow the sequence).
- After submitting the application form, please log into the online course system to confirm your course list. The final selection will be based on the records in the course system.
- Students who are unable to continue their courses after the late add/drop period, you may apply for a Course Withdrawal.