

# 國立陽明交通大學學生停修課程辦法

## National Yang Ming Chiao Tung University Student Course Withdrawal Application Policy

110 年 5 月 26 日 109 學年度第 2 次教務會議通過  
Passed at 2<sup>nd</sup> Academic Affairs Meeting of Academic Year 2020 on May 26, 2021

- 第1條 國立陽明交通大學(以下簡稱本校)為顧及學生於學期中(逾期加退選期限截止後)因特殊情形,致當學期部份課程無法繼續修習,特訂定本辦法。
- Article 1 In order to enable students who fail to continue studies under exceptional situations to withdraw from a course during the semester (upon expiration of the add and drop period), National Yang Ming Chiao Tung University (hereinafter referred to as “NYCU”) adopted the Policy accordingly.
- 第2條 學生申請停修課程,最遲應於當學期行事曆訂定之學期考試前二週完成申請手續。暑期修課得在學期考試前申請。
- Article 2 The course withdrawal application, if any, shall be filed no later than two weeks prior to the semester exams prescribed in the relevant semester calendar. The summer course application, if any, shall be filed prior to the semester exams.
- 第3條 依規定繳交學雜費、學分費之課程停修後,其費用已繳交者不予退費,未繳交者仍應補繳。
- Article 3 If a course requiring tuition and miscellaneous and credit fees is withdrawn, the fees will not be refunded. If the fees have not been paid, the student is required to make up such fees.
- 第4條 學生申請停修課程,須經任課老師及系所主管同意,並將申請表單送交課務組辦理。
- Article 4 The student’s course withdrawal application shall be subject to prior approval of the course instructor and head of the student’s department (institute). Then, the application form shall be submitted to the Curriculum Division of the Office of Academic Affairs.
- 第5條 經核准停修之課程,仍須登記於該學期成績單,並於成績欄註明「W」;停修課程之學分數不計入學期學分總數計算。
- Article 5 The withdrawn course shall still be reported in the transcript of the semester indicating the letter “W” in the grade column. The credits of the withdrawn course will not be included in the total credits for the semester.
- 第6條 系統工程與科技學士學位學程學生不適用本辦法之規定。
- Article 6 The Policy shall not apply to students of the Bachelor Degree Program of System Engineering and Technology.
- 第7條 本辦法經教務會議通過後實施,修訂時亦同。
- Article 7 The Policy shall be implemented upon passing the Academic Affairs Meeting. The same shall apply where the Policy is amended.