


### 參考範例 Example

1. 在【入學前已修習及格科目】分別輸入欲抵免課程之【科目一】及【科目二】。In the " completed and passed the following courses" section, enter Course 1 and Course 2 for the courses you wish to apply for credit transfer.
2. 在【學分】分別輸入【入學前已修習及格科目】課程之【學分一】及【學分二】。In the "Credits" section, enter Credit 1 and Credit 2 corresponding to Course 1 and Course 2 under " completed and passed the following courses."

例：欲以他校「微積分上」2學分及「微積分下」2學分，申請抵免本校「微積分」共3學分。Example: To apply for credit transfer of the university's Calculus (3 credits) course, using Calculus I (2 credits) and Calculus II (2 credits) completed at another institution.

1. 分別輸入【科目一】及【科目二】。Enter the course titles for Course 1 and Course 2, respectively.
2. 分別輸入【學分一】及【學分二】。Enter the credit values for Credit 1 and Credit 2, respectively.
3. 【申請抵免科目名稱】點選**搜尋圖示**  另跳視窗，尋找欲抵本校之科目名稱代碼。Click the search icon in the "Subject for Credit Transfer Application" field to find the course name and course code of the NCHU course you wish to transfer credits for.
4. 【申請學分】填寫欲申請抵免科目之學分數：3。In the "Applied Credits" field, enter the number of credits for the course you are applying to transfer: 3.
5. 按【確認新增】即完成此筆資料申請。Click "Confirm and Add" to complete the application for this course.

上傳歷年成績單  
課程大綱  
Transcript Upload

新增申請資料  
Add Application

編輯申請資料  
Edit Application

送出申請  
Submit Application

新增申請【抵免】資料

申請提醒 Application Reminder :

1. 體育(校必修)課程僅抵2門課程，第3門課程起若要申請抵免為外系學分，請於【外系學分】類別作申請，由所屬學系認定(申請前請確認本系畢業條件明細表是否可採認為外系學分)。

Physical Education courses (University Required) may only be transferred for up to two courses. If you wish to apply for credit transfer for a third or subsequent Physical Education course as elective credits from another department, please submit the application under the " Elective Courses of other Departments " category. The credits will be subject to approval by your department. Before applying, please confirm that such credits are recognized as " Elective Courses of other Departments " according to your department's graduation requirements.

2. 若欲以2門科目申請抵免本校1門科目時，請於【入學前已修習及格科目】欄位分別輸入2門科目；【申請學分】填寫欲申請本校抵免科目之學分數。【參考範例】。

If you are using two previously completed courses to apply for credit transfer for one NCHU course, please enter both courses separately in the "completed and passed the following courses" section. In the "Credit Application" field, enter the number of credits for the NCHU course you are applying to transfer. Please refer to the "Example" field for guidance.

申請抵免科目類別 Subject Category for Credit Transfer Application	入學前已修習及格科目 Completed and Passed Courses	取得學分 credits Earned	申請抵免科目名稱 Subject for Credit Transfer Application	申請學分 Applied Credits
請選擇	科目一 科目二(選填)	學分一 學分二(選填)	科目代碼 科目名稱自動帶出	

確認新增

申請抵免科目類別 Subject Category for Credit Transfer Application	入學前已修習及格科目 Completed and Passed Courses	取得學分 credits Earned	申請抵免科目名稱 Subject for Credit Transfer Application	申請學分 Applied Credits
本系必修(Major Required Cou)	微積分上 微積分下	2 2	53540 微積分	3

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