

# 國立中興大學 研究生轉系、所、學位學程申請表

## Application Form for Graduate Students Transferring to Other Departments, Institutions or Degree Programs

\_\_\_\_\_學年度第\_\_\_\_\_學期  
Academic year, Fall / Spring Semester

申請日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日  
Date: YYYY/MM/DD

學號 Student ID		申請人簽章 Applicant's Signature			
姓名 Name		手機 Mobile No.		學制 Degree	<input type="checkbox"/> 碩士班 Master's <input type="checkbox"/> 博士班 Ph.D.
原肄業系、所、學位學程及組別 Original department, institution, degree program and group		學系 Department		組 Group	年級 Grade
擬轉入系、所、學位學程及組別 Application department, institution, degree program and group		學系 Department		組 Group	年級 Grade
申請原因 Reasons					
指導教授簽章 Advisor's signature					
原肄業系、所、學位學程主管 (簽註意見) Comments of chairman of the department	國際事務處 (非外籍生、陸生免) OIA	擬轉入系、所、學位學程主管 (簽註意見) Comments of the application department	擬轉入系、所、學位學程審查委員會 (簽註意見) Comments of Committee of the application department		
			經_____年_____月_____日召開之相關會議通過(檢附會議記錄): <input type="checkbox"/> 擬同意所請 <input type="checkbox"/> 擬不同意所請		
註冊組承辦人 Clerk of Division of Registration	註冊組組長 Director of Division of Registration	教務長 Dean of Academic Affairs	校長核示 President		

備註 Notes :

1. 碩士班研究生擬轉系、所、學位學程者，需修業滿一學期，於第四學期註冊日前（休學學期不計入）提出申請，經原肄業系、所、學位學程主管認可，暨擬轉入系、所、學位學程審查通過後，經教務長同意與校長核准者，可轉讀其他系、所、學位學程。Students in master's program who want to transfer to other departments, institutions and degree programs shall complete one semester of study and submit the application before the registration day (the semester of leave of absence will not be included) of the fourth semester. Students may transfer to other departments, institutions and degree programs after the approval of the supervisor of the original department, institution and degree program, the approval of the new department, institution and degree program and the approval of the dean of the Office of Academic Affairs and the NCHU President.
2. 申請轉系、所、學位學程研究生須於學期開始上課七日前提出。轉系、所、學位學程均以一次為限。Graduate students who apply for transferring to other departments, institutions and degree programs shall submit the application 7 days before the semester begins and shall transfer only one time.
3. 經核准轉系、所、學位學程之學生，不得因此要求延長修業年限，且必須符合轉入系、所、學位學程之學年度畢業條件，方得畢業。Students who are allowed to transfer shall not apply to extend the duration of their studies and shall meet the graduation requirements of the new department, institution and degree program to graduate.
4. 於開學後一週內經申請核准者，可於當學期轉入；開學一週後申請核准者，於次學期始得轉入擬就讀之系、所、學位學程。Students who are allowed to transfer within one week of the beginning of school may transfer that semester. Students who are approved after one week of the beginning of school may transfer the next semester.

5. 申請者請填具本申請表乙份，並檢附歷年成績單，送指導教授及原肄業系、所、學位學程憑辦。Applicants shall complete the application form and provide a transcript of all academic years to the advising professor and the original department, institution and degree program.