

國立中興大學研究生申請選修大學部課程計入畢業學分申請書

Application Form for Graduate Students to Elect Undergraduate Courses for Inclusion in Graduation Credits

_____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		姓名 Name	
學系(所、學位學程) Department (Institution)		手機 Mobile No.	
論文題目/研究方向 Thesis / Direction of research			
擬申請選修之大學部科目名稱 Subject Name of the Undergraduate Program	學分數 Credits	選課號碼 Course No.	開課學系 Offered Dept.
			授課教師簽名或核章 Signature of Instructor
指導教授意見及簽章 Comments and Signature of Advisor		學系(所、學位學程)主管意見及簽章 Comments and Signature of the Supervisor of the Unit	
<input type="checkbox"/> 擬同意選修並於修習通過後(以70分為及格)計入畢業學分。 <input type="checkbox"/> 不同意選修。 <input type="checkbox"/> 其他：		<input type="checkbox"/> 擬同意選修並於修習通過後(以70分為及格)計入畢業學分。 <input type="checkbox"/> 不同意選修。 <input type="checkbox"/> 其他：	
		(請檢附相關會議記錄)	
註冊組承辦人核章 Clerk of Division of Registration		註冊組組長核章 Director of Division of Registration	

備註 Notes :

- 本校學生選課辦法規定：研究生因課業需要，除本系(所、學位學程)基本應修學分外，得經授課教師同意後，選修大學部相關課程，該課程如需計入畢業學分，須經指導教授及系、所、學位學程相關會議通過，但以**六學分**為限。
According to the regulations for NCHU Regulations on Course Registration, Graduate students are allowed to register for undergraduate courses in addition to the compulsory courses of their departments (graduate institutes or degree programs) with the permission of the course lecturer. **Six undergraduate credits, at most**, shall be included in the graduation credits after the approval conference of the advisors and the heads of departments.
- 為保持研究生水準，請指導教授或系(所)主管衡量是否同意將研究生申請選修之大學部課程計入研究所畢業學分，予以審核。Advising professors or supervisors of departments shall evaluate whether to approve the application.
- 本申請書流程：學生確認選課成功→選課當學期註冊日起二週內向系、所、學位學程申請→系、所、學位學程相關會議通過→系、所、學位學程彙整後於選課當學期註冊日起四週內送註冊組建檔(請檢附會議記錄)→核准後方得計入畢業學分。

Procedure of the application: confirmation course selection by students → submitted to the departments, institutions, degree programs within 2 weeks from the registration date of the semester of the course selection → obtain approval by relevant meetings of departments, institutions and degree programs → **submit relevant documents and meeting minutes** to the Division of Registration within 4 weeks from the registration day of the semester of the course selection after being collected and organized by the departments, institutions and degree programs → After the approval, credits of undergraduate courses may be included into graduation credits