

國立中興大學 學分抵免系統申請流程  
National Chung Hsing University Credit Transfer Application Process

學分抵免系統申請流程  
process

**完成報到後開始申請**  
**Application Opens After**  
**Enrollment is Completed**

學生登入系統  
Log in to the Credit Transfer System

1. 填寫抵免/免修申請資料  
Complete the Credit Transfer / Credit Waiver Application  
2. 上傳歷年成績單、課程大綱  
Upload Official Academic Transcript and Course Syllabi

送出申請至線上審核單位  
Submit the Application for Online Review

**線上審核**  
**Online Review**

★體育室：體育課程  
Office of Physical Education: Physical Education Courses  
★語言中心：通識英文  
Language Center: General English Courses  
★通識中心：一般通識課程  
General Education Center: General Education Courses

**3個單位皆審核完成**  
**All Three Reviewing Units Have**  
**Completed Their Reviews**

列印學分抵免申請書  
Print the Credit Transfer Application Form

學生持紙本抵免申請書 + 歷年成績單正本  
Submit the Printed Application Form Together with the Original  
Official Academic Transcript

**紙本審核**  
**Paper-Based Review**

開課單位審核  
Review by the Course-Offering Unit  
專業必選修、外系學分  
Major Required/Elective Courses and Elective Courses of Other  
Departments

**開學後2周內**  
**Application Deadline: Within**  
**Two Weeks After the**  
**Semester Begins**

系所承辦人認定總採計學分  
Clerk of Department Confirms the Total Transferable Credits  
系所主管核章  
Chairman of Department Approval

註冊組登錄結果  
Registration Division Records the Approved Results

完成抵免作業  
Credit Transfer Process Completed

線上查詢結果  
View the Results Online