

# National Chi Nan University Inter-University Course Registration Form

Applicable for:  
Chi Nan University students  
taking courses at other schools

\_\_\_ Academic Year    1st semester    2nd semester    Summer section   Year   Month   Date

Department (Graduate School): Year of study :	<b>1. Whether it complies with the regulations of inter-university course selection at our university</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	Department (Graduate School) Head's Signature
Student Number :		
Name:	<b>2. Whether recognized as graduation credits</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	Department (Graduate School) Assistant's Signature
<input type="checkbox"/> Male <input type="checkbox"/> Female		
Address :	Refer to (if relevant) <input type="checkbox"/> General Education <input type="checkbox"/> Center for Teacher education <input type="checkbox"/> Language Center <input type="checkbox"/> Physical Education Department	Center Director's Signature
Phone number :		
<b>Whether recognized for graduation credits</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
Course Affairs Section Officer	Head of Course Affairs Section	Dean of Academic Affairs

Elective Credit Category	Course Attribute <small>BA/MA/Ph.D.</small>	Course Name	Credits	Instructor's Signature
<input type="checkbox"/> Educational Program Credits <input type="checkbox"/> Retaken or Extended Credits <input type="checkbox"/> Other		Chinese :		
		English:		
<input type="checkbox"/> Educational Program Credits <input type="checkbox"/> Retaken or Extended Credits <input type="checkbox"/> Other		Chinese:		
		English:		

Offering Institution			
Institution's Name	Department (Graduate School) Head's Signature	Seal of the Handling Unit	Section of Cashier (Payment) Seal
Department (Graduate School)			

**Points to Note for Students**

1. This form is only for our university students applying for inter-university course selection at other schools. To take courses at another institution, the following conditions must be met:
  - (1) Semester courses should be handled in accordance with our university's "**Regulations on Inter-University Course Selection for Students**". Summarize the content of some clauses from the aforementioned regulations : Inter-university course selection should be limited to courses not offered by departments of our university in the current semester. The maximum number of credits that can be taken at another school per semester is limited to 6 credits. For undergraduates, it must not exceed one-third of the total credits taken in that semester. For students in the fourth year or above in the bachelor's program and graduate students, the credits for inter-university courses are approved by the department heads, but they must take at least one course at our university.
  - (2) Summer courses should be conducted in accordance with our university's "**Regulations for Conducting Summer Session Classes**". Applications for course selection at other schools are limited to two subjects.
2. In accordance with the National University System of Taiwan (NUST) inter-university course selection cooperation agreement: undergraduate students taking courses at schools within the system (including cross-university double majors and minors) are exempt from credit fees for up to two courses per semester. **However, this does not include credits from extension bachelor programs, professional programs for employed individuals, education programs, summer courses, retaken, extended courses, and graduate courses.**
3. To simplify document exchanges, our university recognizes this application form as a substitute for official documents for inter-university course registration. Please kindly process this as accepted.
4. Upon completion of the course, please promptly send the semester grades of the inter-university course selection students to our university's Academic Affairs Office, Registration Section, for recording.
5. After completing all application procedures and payments for inter-university course selection, students should return the original documents to **our university's Course Affairs Section**. **And** please make copies for the handling unit of the accepting school for course selection, the department of the enrolled school for filing, and for the student's personal records. **If not submitted, this application form will be invalid.**

Revised August 2022