

國立嘉義大學學生擬赴國外(交換)研修課程及學分行前申請表

Pre-application Form for National Chiayi University Students Overseas (Exchange) Study Course and Credit

姓名 Name	中文 Chinese :	學 號 Student number		
	英文 English :	出生年月日 Date of birth	年(yy)	月(mm)
現就讀院系 College/department	學院 學系 (學、碩、博) 士班 年級 班 組 College Department(Bachelor/Masters/Ph.D) year class team			
擬赴研修之 國外大學及 院系名稱 Exchange university	學校名稱 Name of university	中文(Chinese) :		
		英文(English) :		
		學院 學系 (學、碩、博) 士班 年級 College Department(Undergraduate/Masters/Ph.D) year		
赴國外身分 Overseas Status	<input type="checkbox"/> 交換生 Exchange <input type="checkbox"/> 僅研修課程 only for taking courses <input type="checkbox"/> 其他 other:			
研修(交換) 期間 Abroad period	自民國 年 月 日至民國 年 月 日 From yy mm dd to yy mm dd			

擬於國外大學修習之科目名稱、學分數與申請抵免本校之科目名稱、學分數 The courses and credit of studying abroad and credit transfer				
預計修習之課程 英文名稱 (學分數) Preliminary Course (credit)	申請抵免本校之課程 中文名稱 (學分數) Chinese Course transfer (credit)	若成績及格是否同意抵免 (本欄由系所主任填寫) Transfer Review by the chair of department (if passed)		
		not allowed 不同意	allowed 同意	credit 學分
申請學生： student(signature)		系所主任： Chair of department (signature)		

教務處 Office of Academic Affairs	承辦人 Authorized officer	組長 Director of the Division	教務長 Dean of Academic Affairs
注意事項 Notice	<p>1. 本申請表由學生留存，實際學分抵免與否將依同學在國外(交換)學校學習成績審核。 The student shall retain this application form, and the actual credit transfer will depend on the evaluation of the student's academic performance at the foreign (exchange) school.</p> <p>2. 交換生請於返國後1個月內填寫交換生返校手續單至各單位辦理返校手續。 Exchange students are requested to fill out the Exchange Student Return-to-School Procedures Form within one month after returning to Taiwan and submit it to the relevant unit to complete their return-to-school procedures at NCYU.</p> <p>3. 請學生持國外大學所修習含全部科目與學分數之正式成績單或證明書正本及出國前本校同意赴國外(交換)研修課程之簽函影本，於返國2個月內填具學生赴國外(交換)選修課程及學分採認表，送請系所認定及教務處登錄後，完成學分抵免。 The student is required to fill out “Application Form of National Chiayi University Students Overseas (Exchange) Study Course and Credit Transfer” and enclosing the following documents within two months of returning to Taiwan: the transcripts or certificates of the courses taken overseas which includes all subjects and credit hours taken, and a copy of the official letter approving the student's overseas (exchange) study from our university. All documents sent for verification and registration by the department and the Office of Academic Affairs to complete the credit transfer.</p>		

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