

國立中央大學學生修讀雙主修、輔系、第二專長及學分學程申請表

NCU Application Form for Double Majors, Minors, Second Professional Specialties, and Non-degree Programs

詳細規定及應修課程請參看申請當年度教務章則。Please consult this year's regulations of academic affairs for details

申請日期 Date: ____年 year ____月 month ____日 day

學號 Student ID No.	姓名 Name	系所 Department/Institute	年級 Class	電話 Phone No.
申請學年度 Applicable Academic year:	本人已詳讀學則上有關雙主修、輔系、第二專長或學分學程之相關辦法，並願確實遵守申請學年度教務章則所規定之修課要求及其他相關規範。I have already read the regulations concerning double majors, minors, second professional specialties, and Non-degree Programs stipulated in University Regulations and I am willing to comply with the regulations concerning course requirements and other related regulations stipulated in the Principles of Academic Affairs revised in the particular academic year wherein my application takes effect.			
申請修讀 Application Categories	<input type="checkbox"/> 雙主修 Double major <input type="checkbox"/> 輔系 Minor <input type="checkbox"/> 學分學程 Non-degree Program <input type="checkbox"/> 第二專長 Second Professional Specialty (限學士班，在學期間最多二類。 Undergraduate students can apply for at most two second professional specialties during their school years.) 名稱 Title: _____ 組別 Division: _____			
檢附文件：系所規定文件(例如成績單、名次證明等...) Enclosures: Documentations required by the department/institute (including transcripts or certificates of class ranking)				
主修學系初審 Preliminary review of the applicant's original department			加修學系（學程）初審 Preliminary review of the target department (or the department/institute that offers the target program)	
指導教授 Thesis Advisor	系所經辦 Department Clerk	系主任/所長 Chairperson	系所經辦 Department Clerk	系主任/所長 Chairperson
僅研究生申請輔系雙主修須簽章				
審核意見（加修學系系主任/所長填寫） Comment (for chairperson or the target department/institute) <input type="checkbox"/> 准予修讀 Application Approved <input type="checkbox"/> 不准修讀 Application Declined 意見 Comment: _____				
教務處複審 Secondary review of the Office of Academic Affairs		註冊組經辦 Division of Registrar	註冊組組長 Chief of the Division of Registrar	教務長(或授權人) Dean of Academic Affairs (or the Deputy)

簽核順序:指導教授→主修學系系所經辦→主修學系系主任/所長→加修學系（學程）系所經辦→加修學系（學程）系主任/所長→註冊組經辦→註冊組組長→教務長（或授權人）
 Ratification Procedure: Thesis Advisor→ clerk at the applicant's original department/institute → chairperson of the applicant's original department/institute → clerk at the target department/institute (or the department/institute that offers the target program) → chairperson of the target department/institute (or the department/institute that offers the target program) → clerk at the Division of Registrar → Chief of the Division of Registrar → Dean of Academic Affairs (or the Deputy)

回覆聯 Reply Sheet

◇學生請妥善保存◇

Please preserve this sheet properly.

學生填寫 Items to be filled in by students			
學號 Student ID No.	姓名 Name	系所 Department/Institute	申請學年度 Applicable Academic Year
<input type="checkbox"/> 雙主修 Double Major <input type="checkbox"/> 輔系 Minor <input type="checkbox"/> 第二專長 Second Professional Specialty <input type="checkbox"/> 學分學程 Non-degree Program 名稱 Title: _____ 組別 Division: _____			
教務處填寫 Items to be filled in by the Office of Academic Affairs			
審核情形 Result:			
<input type="checkbox"/> 通過 Passed (應修課程請參看申請當年度教務章則。Please consult the Principles of Academic Affairs of the applicable academic year for the information of course requirements.) <input type="checkbox"/> 未通過 Not Passed (理由 Reason: _____)教務處註冊組核章 Seal of Verification of the Division of Registrar: _____			
回覆日期 Date of Reply: ____年 Year ____月 Month ____日 Date			

若未能依照申請學年度應修課程修課，則應填寫“應修課程抵(免)修申請表”辦理免修或抵修。研究生曾經於大學時修讀學程相關課程，得否申請免修，請詢問註冊組。If the applicant is unable to take the required courses of the applicable academic year, he or she should fill in the “Application Form for the Waiver and the Transfer of Required Courses” to go through the procedure of waiving or transferring credits. To postgraduate students: If you took any courses similar to those included in your target department/institute/program when you were undergraduate students, please consult the Division of Registrar to confirm whether you can apply for any course waiver or not.