

# 抵修/免修學分申請 Application for Credit Transfer/Waiver

## 一、抵免學分分為抵修與免修 Credit Transfer/Waiver

(一)抵修(給予學分)：經審核准予抵修之科目，可免修所申請之學科且該學科學分數計入畢業學分數。

Transfer (with credits): Any student whose application for exemption from taking any subject is approved may be exempted from taking such subject, and credits for such subject may be included in their graduation credits.

(二)免修(不給予學分)：經審核准予免修之科目，可免修所申請之學科，惟學生須改修其他學科，以符合規定之畢業課程學分數。

Waiver (without credits): Any student whose application for exemption from taking any subject is approved may be exempted from taking such a subject, provided that the student shall take another subject in order to satisfy the graduation credit requirements.

二、抵免學分依「陽明交大學生抵免辦法」提出申請，繳交申請單、成績單及課程相關資料，經所課程委員會議通過，送教務處複核。

Students who want to transfer/waiver credits should follow "NYCU Credit Transfer Regulations". They should submit the application form, transcript for all semesters, and related documents of courses. The applications will be passed by Course Committee of Institute and submitted to the Office of Academic Affairs for examination.

(一)碩士生：抵修上限為 18 學分。

Master program: 18 credits can be transferred at most.

(二)博士生：抵修上限為 9 學分。進入本所博士班前所修之必修課程，申請後經本所核可者得免修之。

Doctoral Program : 9 credits can be transferred at most. PhD students can apply for credit waiver for required courses taken before admission to the PhD program.

(三)必繳文件 Compulsory documents :

1. 抵修(給予學分)：抵修申請表(含研究所科目學分證明)、原就讀學校歷年成績單或學分證明。

Transfer (with credits): NYCU Credit Transfer Application Form (Including certificate of credits for graduate school subjects), Official and complete transcript or credit certification(s) issued by the applicant's former school.

2. 免修(不給予學分)：免修申請表、原就讀學校歷年成績單或學分證明。

Waiver (without credits): NYCU Credit Waiver Application Form, Official and complete transcript or credit certification(s) issued by the applicant's former school and .

(四)選繳文件 Suggested supporting documents :

1. 碩博士生學分抵修/免修課程內容說明表：如已修習科目為陽明交大物理所開課者可免繳，其他課程則須繳交。

IOP Description for Credit Transfer/Waiver: This form can be waived if the subject of study is a course offered by the Institute of Physics of NYCU , while other courses must be submitted.

3. 原使用課本、筆記或講義、期中及期末試卷、答案卷。

Originally used textbooks, notes or handouts, mid-term and final exam papers and answer papers.

(五)辦法及表格下載 Regulations and forms

1. 中文版 Chinese Version <https://tinyurl.com/ygtovwff>

2. 英文版 English Version <https://tinyurl.com/yzwd8f93>

| 抵修及免修        |                      |                           |
|--------------|----------------------|---------------------------|
| 陽明交大學生抵免學分辦法 | 抵修學分申請表 (含研究所科目學分證明) | 碩博士生學分抵修/免修課程內容說明表 (Word) |
| 物理所學生抵免學分說明  | 免修學分申請表              | 碩博士生學分抵修/免修課程內容說明表 (ODF)  |

  

| Credit Transfer & Course Exemption    |  |
|---------------------------------------|--|
| NYCU Credit Transfer Regulations      | NYCU Credit Transfer Application Form      |
| Directions for Credit Transfer/Waiver | NYCU Credit Waiver Application Form        |
|                                       | IOP Description for Credit Transfer/Waiver |

三、申請作業時程：請同學務必於截止日期前辦理抵免。

Application schedule: Please be sure to apply before the deadline.

(一)上課日前：學生繳交所有文件予當學年度任課老師審核。若無則請找最近曾開課之老師。

Students should submit all documents to the teacher for the current academic year for review before the day of class start of the semester. If not, please find a teacher who has recently opened the course.

(二)開學第一週：任課老師進行審查，勾選審核意見並簽名後，所有文件由學生交至所辦。

The application shall be reviewed by the teacher, and the review comments and signature shall be filled in. All the documents should be submitted to Institute Office by student during the 1st week of the semester.

(三)開學第二週：召開所課程委員會。

The Course Committee of Institute will be held during the 2nd week of the semester.