樹德科技大學
SHU-TE University

抵免學分申請表
Application Form for Credit Transfer

注意事項：

一、申請前請務必詳閱「課程規劃表」及「學生抵免學分辦法」，任何不符辦法規定之申請，一經發現仍依規定辦理。
　　Please refer to STU credit transfer regulations and the curriculum plan for details.

二、抵免申請於在學期間以一次為限，請確實填寫完整，避免因填寫錯誤或漏填造成自身權益受損。
　　This credit transfer application is limited to one time only. Please fill in this application form carefully for the purpose of avoiding any mistakes.

三、請檢具原修課學校成績單正本或相關證明文件，依序裝訂於左上角，經開課單位主管審查後於行事曆規定期間送交教務處。(資料不齊恕不受理申請)
　　Please submit the official transcript of academic records and related documents together with this application form to the registered department and Office of Academic Affairs during application period in accordance with Academic calendar.

四、本申請表繳回後由教務處存查，不再發回，若需留存請於繳交前自行影印存查。
　　This application form will be not returned after applying, please make a copy by yourself if needed.

五、本表核定後通知申請人，請於收到電子郵件通知後，自行上網查詢已核准抵免科目及學分。
　　The result will be sent to the applicant by email. Please check the result online for details.

六、經核可抵免之科目若被灌堂，請自行於當期加退選期間內上網退選。
　　Please drop the related courses after receiving approval during the add-or-drop course selection period.

學號(Student ID)	姓名(Name)	身份別
		☐ 外校轉入(transfer from other school) ☐ 本校 ○轉系(dept. transfer)
系所(Department)	連絡電話(Phone)	○轉學(school transfer from STU) ○輔系(minor study) ○雙主修(double major) ○ 新生(freshman)

原修習及格科目名稱 (Courses completed in previous school)	學分 Credits	擬申請抵免科目名稱 (Equivalent STU course title)	必選修 (Required/ Elective)	學分 Credits	開課單位主管審查意見 (Review by registered department)		
					同意抵修 (Transferred)	同意免修 (Waived)	不同意抵免 (Rejected)

申請人簽名 (Student's Signature)	教務組承辦人 (Registrar's staff)	教務組組長 (Registrar)
已詳閱相關規定並確認所填各項資料無誤。 I have already read and fully understood all the regulations and ensure all the info. above correct.		