

National Cheng Kung University Administrative Schedules and Important Notes

for the Summer Session Program in the 2025-26 Academic Year

NCKU students (including graduating students/flexible study program students with draftee status)

Dates (2026)	Administrative Procedures	Notes
May 15 (Friday) to May 22 (Friday)	Summer session course-offering survey	Whether a course proposed by each department/institute for the summer session program can be offered shall be based on whether the number of students registering online and making payments meets the minimum enrollment quota.
May 25 (Monday) to May 29 (Friday)	Course offerings under special circumstances	Applicable exclusively to graduating students and flexible study program students with draftee status: <ul style="list-style-type: none"> • Application form required [Form Download Link]. • If the number of students is short of the minimum enrollment quota (16), the course shall not be offered before supplementary payments for credit fees are made.
May 29 (Friday) to June 3 (Wednesday)	Registration of interest	Register your interest online [Registration Link] : <ul style="list-style-type: none"> • NCKU will schedule courses based on the results of registration. Please register your interest accordingly. • <u>△</u> Note: Online registration at this stage is only a survey of interest, rather than course registration.
June 8 (Monday)	Class schedule Announcement	Please check designated courses and class schedules online to avoid scheduling conflicts [Announcement Link]. Please ensure that course titles and credit hours are recognized by your department/institute.
09:00 am, June 12 (Friday) to 12:00 pm, June 18 (Thursday)	Official registration for course enrollments	Online registration and payment [Registration Link] procedures: Register online for course enrollment → Approved online by your department/institute → Print your payment slip → Complete your payment via ATM or Taiwan Bank counter. <ul style="list-style-type: none"> • Departmental/institute approval deadline: 14:00, June 18. • ATM/bank counter payment deadline: 17:00, June 18. • <u>△</u> Note: Students whose grades for the spring semester of the 2025-26 academic year have not been finalized should not register to avoid refund issues.
June 23 (Tuesday)	Notice of supplementary payments	The notice specifies courses that require “supplementary payments of tuition fees” to be offered, and those that are “cancelled” (for courses enrolled with fewer than 20 students).
June 29 (Monday)	Beginning of the summer session program	Beginning of the program. Please complete your application for withdrawals from courses with insufficient enrollment by the end of June 29 if you do not want to make the supplementary payment (half of the previously-paid fee to be refunded).
June 29 (Monday) to July 3 (Friday)	Applications for additional course enrollment	Applicable to students who need to enroll in additional courses due to late submission of grades: <ul style="list-style-type: none"> • Online registration and payment are available.

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	under special circumstances	<ul style="list-style-type: none"> • Students who fail to complete payments in the first phase must obtain a new account to pay. • To apply for a refund for dropping courses, please have the designated form downloaded (Designated Form Link), completed and submitted to the Curriculum Division. Overdue applications will not be accepted (half of the previously-paid fee to be refunded).
July 9 (Thursday)	Supplementary payments for courses offered without a minimum enrollment quota	Payments shall be administered in accordance with the designated notice.
August 21 (Friday)	Course withdrawal deadline	<p>No refunds for course withdrawals [Course Withdrawal Form Link]:</p> <ul style="list-style-type: none"> • Applications for course withdrawals shall be approved by the instructor and department head. Overdue applications shall not be processed.
August 28 (Friday)	End of the summer session program (including the end-of-session examination)	The summer session program (including the end-of-session examination) is scheduled to end on August 28 (Friday).