

National Cheng Kung University Administrative Schedules and Important Notes
for the Summer Session Program in the 2025-26 Academic Year

Non-NCKU students

Dates (2026)	Administrative Procedures	Notes
Before the date of registration	Preparation for registration	Please acquire the consent form for intercollegiate course enrollments from your school in advance. (⚠ Please do not make payments without prior approval from your school.)
June 8 (Monday)	Class schedule announcement	Please confirm courses and class schedules online [Announcement Link]. (⚠ Please do not register for courses that are not designated for non-NCKU students.)
09:00 am, June 12 (Friday) to 12:00 pm, June 18 (Thursday)	Registration and payment	Online registration procedures [Registration Link]: Register online for course enrollment → Print your payment slip → Complete your payment via ATM or Taiwan Bank counter. • The payment deadline is set for 17:00, June 18. Failure to complete the payment by the deadline will be considered as a waiver of your registration.
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 [Announcement Link]. Students shall complete their application for dropping courses cancelled due to insufficient enrollment by the end of June 29 (half of the previously-paid fee to be refunded).
June 29 (Monday) to July 3 (Friday)	Applications for additional course enrollment under special circumstances	Applicable to students who need to enroll in additional courses due to late submission of grades: • Online registration and payment are available. • 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 processed (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.
By July 13 (Monday)	Certificate submission	Upload the file of your school consent form (by July 13 (Monday)).

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		• Please take a photo/scan of the consent form from your school to be uploaded to the [Basic Data Maintenance] section of the registration system. • The system can print a payment receipt. NCKU will no longer stamp your school consent form for verification.
August 21 (Friday)	Course withdrawal deadline	No refunds for course withdrawals [Course Withdrawal Form Link]: • Applications for course withdrawals shall be approved by the instructor. 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).