

## 國立成功大學校際選課辦法

# National Cheng Kung University Regulations for Intercollegiate Course Enrollment

82.03.05 81 學年度第 2 學期第 1 次教務會議通過

Approved at the 1<sup>st</sup> meeting of the Academic Affairs Council in the spring semester of the 1992-93 academic year on March 5, 1993

84.09.29 84 學年度第 1 學期第 1 次教務會議修正通過

Amended and approved at the 1<sup>st</sup> meeting of the Academic Affairs Council in the fall semester of the 1995-96 academic year on Sep. 29, 1995

96.5.15 95 學年度第 2 次教務會議修正通過

Amended and approved at the 2<sup>nd</sup> meeting of the Academic Affairs Council in the 2006-07 academic year on May 15, 2007

100.5.24 99 學年度第 2 次教務會議修正通過

Amended and approved at the 2<sup>nd</sup> meeting of the Academic Affairs Council in the 2010-11 academic year on May 24, 2011

奉教育部 100.07.08 臺高(二)字第 1000111469 號函准予備查

Ratified by the Ministry of Education, as written in its official letter coded as Tai-Gao(2)Zi, No. 1000111469, dated July 8, 2011

111.6.1 110 學年度第 2 次教務會議修正通過

Amended and approved at the 2<sup>nd</sup> meeting of the Academic Affairs Council in the 2021-22 academic year on June 1, 2022

奉教育部 111.07.20 臺教高(二)字第 1110060770 號函准予備查

Ratified by the Ministry of Education, as written in its official letter coded as Tai-Gao(2)Zi, No. 1110060770, dated July 20, 2022

112.12.27 112 學年度第 1 次教務會議修正通過

Amended and approved at the 1<sup>st</sup> meeting of the Academic Affairs Council in the 2023-24 academic year on Dec. 27, 2023

113.6.5 112 學年度第 2 次教務會議修正通過

Amended and approved at the 2<sup>nd</sup> meeting of the Academic Affairs Council in the 2023-24 academic year on June 5, 2024

第一條 國立成功大學（下稱本校）為促進校際合作，充分利用師資與設備，便利學生選修其他大學或獨立學院開設之課程，特依本校學則，訂定本辦法。

Article 1 These Regulations are established by National Cheng Kung University (NCKU) in accordance with NCKU Academic Regulations to promote intercollegiate cooperation, optimize the use of college faculties and facilities, and facilitate intercollegiate course enrollment.

第二條 本校學生選讀他校開設之課程，以選讀時本校未開設之科目為原則。但學士班 94 年次以後役男申請就學期間服役彈性修業者(下稱「服役彈性修業者」)或其他特殊情況，如遇課程衝堂或其他不可抗力因素，提出申請並經相關單位核可，不在此限。

Article 2 In principle, NCKU students are allowed to enroll in courses offered by other universities or colleges on the condition that the courses are not offered by NCKU in the current semester. However, this rule does not apply to undergraduate students who apply for a flexible study program as draftees born after December 31, 2004 to complete education and military

service within the regular four years of study (hereafter referred to as flexible study program students) or those who fail to enroll courses at NCKU under special circumstances such as scheduling conflict or force majeure events if their applications for intercollegiate course enrollment are approved by the relevant authorities.

第三條 本校學生選讀他校課程學分數，以該學期修讀學分數之三分之一為限，且應受每學期限修學分之限制。但服役彈性修業者、延學生、研究所學生或其他特殊情況，不在此限。

Article 3 NCKU students are allowed to enroll in courses at other schools with a maximum of one-third of the total credits taken for the current semester, which shall be subject to the maximum credits of course enrollment allowed for each semester. However, this rule does not apply to flexible study program students, deferred students, graduate students, or those approved for intercollegiate course enrollment under special circumstances.

第四條 本校學生申請選讀他校開設之課程，應填具本校校際選課相關表件，經系所及相關單位同意後，送教務處審核通過後，核給校際選課同意書。

Article 4 NCKU students intending to enroll in courses offered by other schools should complete an NCKU-designated application form, which shall be submitted to the major department/institute, relevant units, and the Academic Affairs Office for approval before an official letter of consent for intercollegiate course enrolment is issued by NCKU.

第五條 本校學生選讀他校課程時，應依他校相關規定辦理，且其上課時間（含至上課地點往返時間）不得與本校所選修科目時間衝堂。凡衝堂之課程科目，以零分計。

Article 5 NCKU students shall process their application for intercollegiate course enrollment in accordance with the regulations of the course-offering school. Intercollegiate course enrollment shall not result in scheduling conflict (including time for travel to the class). In case of scheduling conflict, courses involved shall be graded as Zero (0).

第六條 他校學生申請選讀本校開設之課程，必須經原就讀學校同意，於本校規定期限內辦理校際選課手續，並依規定繳交學分費、實習費及實習材料費。  
校際選課作業完成後，除課程停開外，不得辦理退費。

Article 6 Non-NCKU students intending to enroll in courses offered by NCKU shall receive approval from their matriculated school before they submit their application and complete related payments for course credits, internship, and internship materials by the NCKU-designated deadline in accordance with NCKU regulations. Upon completion of intercollegiate course enrolment, students shall not apply for refunds except for course cancellation.

第七條 每學期結束後，教務處將他校選讀學生之成績送原就讀學校辦理成績登記。

Article 7 Upon completion of each semester, the Academic Affairs Office will send the grades of non-NCKU students to their matriculated school for grade registration.

第八條 本辦法如有未盡事宜，悉依本校學則及相關規定辦理。

Article 8 Matters that are not regulated in these Regulations shall be administered in accordance with NCKU Academic Regulations and related rules.

第九條 本辦法經教務會議通過後施行，修正時亦同。

Article 9 These Regulations shall be approved by the Academic Affairs Council before taking effect. Amendments shall be processed accordingly.

*These regulations were translated from the original Chinese. In the event of discrepancies between the two versions, the Chinese always takes precedence.*