

National Yang Ming Chiao Tung University

(Chiao Tung Campus)

_____ Semester of 20 _____

Application for Credit Earning below Minimum Credit Requirement

Date of application: _____

Department/School	Year	Student ID	Name	Telephone
Petition for taking a total of _____ credits for this semester.				
Reasons for taking credits below the minimum credit requirement:				
<input type="checkbox"/> Total of _____ credits have been earned and are sufficient for graduation.				
<input type="checkbox"/> Only _____ credits are required to be earned this semester for graduation.				
<input type="checkbox"/> Student of international exchange program this semester.				
<input type="checkbox"/> Other reasons specified below:				
Signature of Applicant: _____				
① Administrative Assistant		② Chairman of Department		
③ Manage by the Division of Curriculum				

Note:

1. According to Article 30 of the University Regulations: Credit requirement for all students in the bachelor programs of all departments is 15 credits or more in each semester of the 1st, 2nd and 3rd year and 9 credits or more in each semester of the 4th year unless under special circumstances and at the approval of the Chairman of department.
2. This application should be submitted to the Division of Curriculum by the add/drop deadline **unless under special circumstances and at the approval of the head of department prior to the add/drop deadline.**
3. Students in the 4th year should present the “Current Year Bachelor Degree Laureate Preliminary Screening Record Sheet.”