

National Yang Ming Chiao Tung University (Chiao Tung Campus)

Student Course Withdrawal Application Form

School Year: _____ Semester: _____ Date: _____

Department/Institute: _____ Grade/Class: _____

Name: _____ Student ID: _____ Email: _____

Phone Number: _____ Total credits taken this semester : _____

Application Reason				
Course Offering Department	Course Number	Course Name	Credit	(1)Instructor Signature
<p>Remaining credits after withdrawal of course : _____</p> <p>Course withdrawal is limited to <u>one course per semester</u>. After withdrawal, students from grade one to three may not have less than 15 credits; grade four students may not have less than 9 credits.</p> <p style="text-align: right;">Applicant Signature : _____</p>				
(2)Advisor Signature		(3)Chairman of Department/ Institute		
(4)Curriculum Division of Other University [See Note3]		(5)Curriculum Division		

Note :

1. Please process this application personally according to the 「National Chiao Tung University Student Course Withdrawal Application Policies」.
2. Course withdrawal is limited to one course per semester. For special situation to withdraw more than one course, please fill in Student Request Form.
3. The process should be completed based on the earlier deadline of two universities for cross-college course, and get the stamp of curriculum division of other university.
4. After the application has been authorized, please turn in this form to the Curriculum Division before 12/15 in the first semester and 5/15 in the second semester of the year. The application process is then considered completed.
5. Credit fee of course withdrawal will not be refunded.
6. There will be a mark 'W' on withdrawn course. Please check it online.