

# Application for Minor Qualification (Autonomous Application for a Minor Degree)

- A. Students (including graduates of the year who are confirmed to have completed course selection) that have completed the courses and earned the credits from subjects of the minor department may apply for the qualification of the minor.
- B. The qualification of the minor is limited to 2 (including the minor by autonomous application and the minor by double major requirements)
- C. Please fill out the form in person and submit it along with an academic transcript (including course selection confirmation of the semester) and a copy of review sheet of major department graduation requirements (already approved) to the minor and major departments for approval stamps. Afterward, present the material to the associated Office of Academic Affairs\* to proceed with the application.
- D. Application Deadline: The application shall be made by the end of October in the first semester or by the end of March in the second semester.
- E. The qualification of the minor is recognized once the application is approved. If students fail to pass the course and intend not to delay graduation, then application to cancel a minor shall be made.

<b>APPLICANT DETAILS</b>	DEPARTMENT/ DIVISION				STUDENT ID. NO.	
	NAME				APPLICATION DATE	
	APPLICABLE ACADEMIC YEAR	(Enrolled Students Only)			CONTACT NO.	
	MINOR DEPARTMENT/ DIVISION					
	<b>MINOR COURSES COMPLETED</b>	SEMESTER & ACADEMIC YEAR	<b>CREDIT</b>	<b>MINOR COURSES COMPLETED</b>	SEMESTER & ACADEMIC YEAR	<b>CREDIT</b>

<p>MAJOR DEPARTMENT APPROVAL STATUS</p>	<p><input type="checkbox"/> 1. All of the minor courses listed by the applicant are not taken into account for the major graduation requirements.</p> <p><input type="checkbox"/> 2. The courses listed by the applicant include those recognized for the major graduation requirements. If they are recognized for minor requirements instead, then the following courses need to be taken to supplement the credits [Please list course details in the blank: <u>Courses to be recognized for minor requirements (credit)/ Courses to supplement the major graduation requirements (credit)</u>]</p> <p>_____ Credits in Total</p> <p>_____</p> <p style="text-align: center;">Reviewer <span style="margin-left: 200px;">Head of Major Department (Sign/Seal)</span></p>
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<p>DEAN OF MINOR DEPARTMENT APPROVAL STATUS</p>	<p>Please tick one of the following boxes and circle related courses on the academic transcript:</p> <p><input type="checkbox"/> All of the minor courses are completed and the qualification of a minor is agreed to be conferred.</p> <p><input type="checkbox"/> After the courses are completed and _____ credits in total are earned in this semester, the qualification of a minor is thus agreed to be conferred.</p> <p><input type="checkbox"/> Rejected. Reasons:</p> <p>_____</p> <p style="text-align: center;">Reviewer <span style="margin-left: 200px;">Head of Minor Department (Sign/Seal)</span></p>
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Office of Academic Affairs Review Status

PRELIMINARY REVIEW		SECOND REVIEW		VICE PRESIDENT FOR ACADEMIC AFFAIRS APPROVAL STATUS
COMPETENT PERSON	SECTION CHIEF	DIRECTOR	SECRETARY	

\* For students in School of Nursing (sophomores and above), other bachelor students in College of Medicine (juniors and above), as well as bachelor students in College of Public Health (sophomores and above), please visit the Branch Office of Academic Affairs in the College of Medicine for application; for bachelor students in other departments, please visit Undergraduate Academic Affairs Division for application.