

NATIONAL TAIWAN UNIVERSITY

Application to Resume Studies in Original Major (Undergraduate)

1. According to Article 11, Paragraph 2 of the *Regulations Governing Changes of Major for Undergraduate Students*:
Applications to resume studies in their original major field may be submitted by students who have completed one year of study in their accepting department to the responsible academic affairs unit within the application time frame stipulated. This restriction shall not apply, however, to students who receive approval from the departments concerned and the Vice President for Academic Affairs on a case-by-case basis (limited to students approved for a change of major in their fourth year).
2. The applicant shall personally fill out the application form, obtain a transcript of their academic record from the responsible academic affairs unit, and submit the documents to the dropped department and original department for approval (for students seeking a Second Degree Bachelor of Science in Nursing, second-year students or above in the School of Nursing, third-year students or above in other undergraduate programs in the College of Medicine, and second-year students or above in the undergraduate programs of the College of Public Health, the responsible academic affairs unit shall be the Branch Office of Academic Affairs, College of Medicine).
3. Application deadline: Applications shall be submitted between June 15 and July 15 of the year in question.
4. Students are not allowed to request another change of major after their application to resume studies in their original major has been approved.

Applicant	Student ID no.		Name	
	Dropped department and year of study	Department: _____ Year of study: _____	Original department and year of study	Department: _____ Year of study: _____
	Contact no.		Date of application	____/____/____ (MM/DD/YYYY)
	Reason for dropping			
Approved by (dropped college and department):	Department chair		Dean	

Approved by (original college and department):	Department chair		Dean	
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Approved by (responsible academic affairs unit of the Office of Academic Affairs):

Processing clerk	Chief	Director (Division Director)	Vice President for Academic Affairs

Upon approval by the Vice President for Academic Affairs, the processing clerk shall notify the applicant to pick up this application form at the responsible academic affairs unit and proceed with the subsequent steps.

1. Registrar records manager, Academic Affairs Unit	2. Processing clerk, Academic Affairs Unit	3. Student Assistance Division (student loan)	4. Student Assistance Division (tuition and fees exemption)
<input type="checkbox"/> Revision of registrar records for the new semester	<input type="checkbox"/> The student has been notified to pay for their new student ID card <input type="checkbox"/> Upon confirmation of payment, a new student ID card has been made, and the student has been requested to use this form to inform the relevant units.	<input type="checkbox"/> Revision of student loan information for the new semester	<input type="checkbox"/> Revision of tuition and fee exemption information for the new semester

5. Student Housing Service Division	6. Processing clerk, Academic Affairs Unit	7. Student	8. Chief of the Student Status Section, Undergraduate Academic Affairs Division
<input type="checkbox"/> Revision of student housing information for the new semester	<input type="checkbox"/> New student ID card issued	Student ID card picked up and signed for Date: ___/___ (MM/DD)	Documents filed for reference

Date last edited: January 2, 2020