Dear students,

(Disregard this letter if you are EMBA, PMBA, PMLBA or PMBM students or those who plan to take a leave of absence, drop out, or have received the approval from NTU to study abroad.)

The course catalog for Spring Semester 2021/2022 AY at <u>https://nol.ntu.edu.tw</u> (hereinafter referred to as **NOL**) has been updated on January 3, and you may register for the desired courses as of January 17 (Mon.).

Here are some important things to keep in mind for the course selection:

1. There are two period of times for the Course Pre-Registration:

(1) January 17 ~ January 20, and (2) January 24 ~ January 26.
 During the specified time frames, you are able to register for courses online. The course selection is not conducted on the first-come-first-enroll basis. You need to sign up for desired courses and wait for the placement results.

- 2. You will be more likely to enroll in the courses required by your department if you sign up courses during the Course Pre-Registration period. So, please save the dates and remember to sign up for required and necessary courses.
- 3. During course selection hours, you may experience frequent buffering in NOL due to large sums of users online. It is highly recommended to sign in to NOL during the off-hours in advance, add courses to the list "Courses I Plan to Take This Semester," click "Export to Excel" and save the file. You may add a new column "Desires Orders for Schedule Conflict or the Same Curriculum" in the spreadsheet that indicates your order of desire for the course placement. You may import the list of the desired courses to the Online Course Selection System by clicking "Import Selected Courses" during the selection hours, and indicate the number in order of desires (#1,2,3, or more) to sign up for the courses. (Please note that when you add courses to "Selected Courses," the NOL will not require you to input the number in order of desire. However, you will need to input the number in order of desire to sign up for the courses in the Online Course Selection System during the selection hours, so please get the numbers ready in advance.)
- 4. You can go to "<u>Course Selection Area</u>" at the website of Office of Academic Affairs to look for more information or documents related to course selection for Spring Semester 2021/2022 AY.
- 5. If you have any question related to course selection, please contact the following offices based on the department/graduate institute/program you belong to:
  - i. For undergraduate students on the main campus, please contact Undergraduate Academic Affairs Division.

Tel: (02)3366-2388 ext. 211~222, 224, or 225

- ii. For graduate and post-graduate students on the main campus, please contact Graduate Academic Affairs Division.
  Tel: (02)3366-2388 ext. 402, 403, 408~412, 415, or 416
- iii. For students in the College of Medicine and College of Public Health, please contact Branch Office of Academic Affairs in the College of Medicine.
   Tel: (02)2312-3456 ext. 88024, 88025, or 88027.
- iv. For any technical problem related to course selection system, please contact Computer Information Management Division.
   Tel: (02)3366-2388 ext. 602~616
- v. For course details (such as time and place), please contact Curriculum Division.
  Tel: (02)3366-2388 ext. 302~308

Best regards, Undergraduate Academic Affairs Division