

NATIONAL TAIWAN UNIVERSITY

Inter-University Course Selection Form (for NTU Students)

Please note:

1. To register for courses at another institution, students shall comply with the provisions stipulated in the inter-university course selection cooperative agreement signed by the relevant academic programs of NTU and its partner institutions. Courses not subject to the inter-university course selection cooperative agreement shall not be recognized, and registration shall be limited to those courses not offered by NTU in the current semester.
2. Students who wish to take courses offered by member institutions of the National Taiwan University System shall register for the courses via the NTU Course Selection System during the course pre-registration and course add/drop periods. Students may only register for courses that have been made available to NTU students by member institutions.
3. For inter-university course selection between NTU and National Taipei University of Education or National Taiwan University of Arts, students are not required to pay credit hour fees at the course offering institution; instead, they shall remit payment in accordance with the applicable regulations of their home institution. NTU students planning to take **general and liberal education (GLE) courses** at the two aforementioned external institutions must download a special form available on the NTU [Center for General Education](#) website.
4. For master's and doctoral degree students, credits accrued from courses taken at other institutions may not exceed $\frac{1}{3}$ of those **required for graduation**; for undergraduate students, such credits may not exceed $\frac{1}{3}$ of all credit hours for which they have registered **in the current semester**.
5. **A student who has been dismissed or expelled from NTU may not register for courses at the University via inter-university course selection as a student enrolled in another institution.**

| | | | |
|---|--|---|--|
| Name | | Student ID | |
| National ID | | Degree Pursued and Year of Study | <input type="checkbox"/> Bachelor's degree <input type="checkbox"/> Master's degree <input type="checkbox"/> Doctoral degree Currently in the _____ year |
| Department / Graduate Institute / Division | | Semester of Application | _____ semester, Academic Year _____ |
| Contact No. | | Date of Application | ____/____/____ (MM/DD/YYYY) |
| E-mail | | | |
| Course Information | | | |
| Course Offering University: | | Department (Graduate Institute): | |
| Course and class no. | Course Title (Please write down the full title) | Credits | Course Level (✓) |
| | Chinese: English: | | <input type="checkbox"/> Undergraduate <input type="checkbox"/> Master's <input type="checkbox"/> Doctoral |
| | | | <input type="checkbox"/> Half-year course <input type="checkbox"/> Full-year course |
| | | | Instructor |

Complete the following steps in order from 1 to 8:

Obtain approval from National Taiwan University:

| | | |
|--|--|--|
| Head of academic program | Countersigning unit | Seal of the responsible unit of the Office of Academic Affairs¹ |
| I have verified that an inter-university course selection cooperative agreement has been signed. | Center for Teacher Education (only required for Teacher Education Program courses) | (1) An inter-university course selection agreement has been signed. (2) The course is not offered by NTU in the current semester. |

Obtain approval from the course offering institution:

| | | | |
|---------------------------------------|---------------------------------|-------------------------------------|---|
| Instructor (Signature or seal) | Head of academic program | Academic affairs unit (Seal) | Cashier division/bursar's office (Payment stamp) |
| | | | Payment received for _____ credit hours. |

After receiving the approval from the parties listed above, please make 3 copies of this form and submit 1 each to (1) your home department, the (2) course offering department, and the (3) academic affairs unit of the course offering institution. Please submit the original copy to the competent academic affairs unit at NTU.

Version date: November 7, 2019 **(Retention period:** 1 year)

Note 1: Students in the Second Degree Bachelor of Science in Nursing Program, second-year undergraduate (and above) students in the Department of Nursing, third-year (and above) undergraduate students in all other departments in the College of Medicine, and second-year (and above) undergraduate students in the College of Public Health shall submit this form to the Branch Office of Academic Affairs, College of Medicine for processing. All other undergraduate students shall submit it to the Undergraduate Academic Affairs Division. Graduate students in the College of Medicine and College of Public Health shall submit this form to the Branch Office of Academic Affairs, College of Medicine for processing; all other graduate students shall submit it to the Graduate Academic Affairs Division.