

Petition of Instructor's Consent for Course Add

【October 6 (Wednesday) ~October 13 (Wednesday)】

Petition of Instructor's Consent for Course Add is applied to all courses of all types. It will be opened for download from 9:00 A.M. October 5 (Tuesday) to 17:00 on October 12(Tuesday).

- Under the following circumstances, students shall download and complete the “Petition of Instructor's Consent for Course Add” in the third week after classes begin, email to the instructors, the instructors can reply the email or sign on the petition as approval, combine the petition and the approval of the instructors into one PDF file and upload the file to “[Petition of Instructor's Consent for Course Add](#)” system.”
- The conditions of filing the petition of instructor's consent for course add:
 1. Graduating students will not be able to graduate in the current academic year unless they take some specified courses.
 2. Courses taken in the current semester do not fulfill the minimum credit requirement.
 3. Students would like to take 2 seminar or special topics/studies courses, which have the same curriculum number but with different contents.
 4. The course has been agreed to take by instructor's professional judgment.
- After the deadline of course drop, in according with the regulation of Article 8 of “Course Selection Guidelines for Students”, students are not allowed to add courses with conflict schedule, nor courses with the same curriculum number as a confirmed course even if they are different in class.
- Uploading Deadline: Students have to complete the approval procedure and upload it to the system by 17:00 on October 13 (Wednesday). **No application will be accepted after the deadline.**
- Deletion process: The System will process course blocking in according with the regulation of Article 20 of the University “Course Selection Guidelines for Students”.