

NATIONAL TAIWAN UNIVERSITY

Regulations Governing Course Withdrawal

****DISCLAIMER: The information is translated from Mandarin. Should there be any discrepancies, the Mandarin original shall prevail.****

May 24, 2000	Passed by the 2 nd Academic Affairs Meeting, spring semester, Academic Year 1999–2000
December 20, 2000	Amended and passed by the 2 nd Academic Affairs Meeting, fall semester, Academic Year 2000–01
June 10, 2002	Amended and passed by the 2 nd Academic Affairs Meeting, spring semester, Academic Year 2001–02
December 23, 2005	Amended and passed by the 2 nd Academic Affairs Meeting, fall semester, Academic Year 2005–06
March 14, 2008	Amended and passed by the 1 st Academic Affairs Meeting, spring semester, Academic Year 2007–08
October 11, 2013	Amended and passed by the 1 st Academic Affairs Meeting, fall semester, Academic Year 2013–14
January 8, 2021	Amended and passed by the 2 nd Academic Affairs Meeting, fall semester, Academic Year 2020–21

Article 1 The *National Taiwan University* (“the University”) *Regulations Governing Course Withdrawal* (“the Regulations”) are formulated for students with justifiable cause who are unable to continue their studies in certain courses after the end of the course add/drop period.

Article 2 To withdraw from a course, a student shall fill out a course withdrawal application to be approved by the course instructor and home department/graduate institute/degree program and then submit it to the Office of Academic Affairs for processing.

Article 3 To withdraw from a course, a student must apply one month prior to the start of final examination week, as announced in the academic calendar, at the latest. The withdrawal application deadline for intensive courses shall vary with regulations of each intensive course. A student who enrolls an intensive course without the withdrawal application deadline should apply prior to the end of the course. However, this limit shall not apply to a student with justifiable cause who can produce proofs for approval by the course instructor, home department/graduate institute/degree program, and Office of Academic Affairs by the start of final examination.

Article 4 Course withdrawals are limited to one subject per semester. However, this limit shall not apply to a student with justifiable cause who can produce proofs for approval by the course instructor, home department/graduate institute/degree program, and Office of Academic Affairs.

After a course withdrawal, a master’s or doctoral student shall still be enrolled for at least 1 course (including thesis/dissertation), an undergraduate student for at least 9 credits, and a student in the final year of study or with a program extension for at least 1 course.

Article 5 A withdrawn course shall be recorded as “W” (withdrawn) on the student’s semester grade report and transcript of academic record. The credits for a

withdrawn course shall not be counted in the total credits taken for the semester.

Article 6 Tuition or credit fees paid in accordance with applicable regulations shall not be refunded for withdrawn courses, and outstanding balance shall still be paid.

Article 7 Matters not addressed herein shall be subject to the University's *Academic Regulations*, as well as other applicable regulations.

Article 8 The Regulations shall be passed by the Academic Affairs Meeting and then implemented on the date of promulgation.