

[Promulgated on June 9, 2023]

NATIONAL TAIWAN UNIVERSITY

Regulations Governing Course Withdrawal

- May 24, 2000 Passed by the 2nd Academic Affairs Meeting, spring semester, Academic Year 1999–2000
- December 20, 2000 Amended and passed by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2000–01
- June 10, 2002 Amended and passed by the 2nd Academic Affairs Meeting, spring semester, Academic Year 2001–02
- December 23, 2005 Amended and passed by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2005–06
- March 14, 2008 Amended and passed by the 1st Academic Affairs Meeting, spring semester, Academic Year 2007–08
- October 11, 2013 Amended and passed by the 1st Academic Affairs Meeting, fall semester, Academic Year 2013–14
- January 8, 2021 Amended and passed by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2020–21
- May 27, 2022 Amended and passed by the 2nd Academic Affairs Meeting, spring semester, Academic Year 2021-22
- June 2, 2023 Amended and passed by the 2nd Academic Affairs Meeting, spring semester, Academic Year 2022-23

Article 1 The National Taiwan University (“the University”) Regulations Governing Course Withdrawal (“the Regulations”) are formulated to assist students who are unable to continue their studies in certain courses with justifiable cause 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 form to be approved by the course instructor and then submit it to the Office of Academic Affairs for processing. However, an exception to this rule may be made for a student in special circumstances with approval from the head of the home department/graduate institute/degree program and the Vice President for Academic Affairs.

Article 3 To withdraw from a course, a student must apply three weeks before the final examination week, as announced in the academic calendar, at the latest. For intensive courses, unless otherwise stipulated by the course, the course withdrawal application must be made before completion of the course at the latest. However, a student in special circumstances who presents evidence and receives approval from the course instructor, the home department/graduate institute/degree program, and the Office of Academic Affairs before the final examination week shall not be subject to the preceding limitation.

Article 4 Course withdrawals are limited to one course per semester. However, this limitation shall not apply to a student in special circumstances who presents evidence and receives approval from the course instructor, the home department/graduate institute/degree program, and the Office of Academic Affairs.

After a course withdrawal, the total number of courses taken by a student must not be fewer than one (including thesis/dissertation).

Article 5 A withdrawn course shall be recorded as “W” (withdrawn) on the student’s

semester grade report and the transcript of academic record. The credits for a withdrawn course shall not be counted towards 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 the 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.