**文藻外語大學**

Wenzao Ursuline University of Languages

**輔系、雙主修、學程選課申請表**

Application for Minors, Double Majors, and Track Programs

\_\_\_\_\_\_學年度第\_\_\_\_\_\_學期 申請日期： 年 月 日

\_\_\_\_ semester of \_\_\_\_ academic year Application Date: yyyy mm dd

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| --- | --- | --- | --- | --- | --- |
| 部別Division | 學制System | 班級Class | 學號Student ID Number | 姓名Name | 聯絡電話Contact Phone Number |
| □日間部Day Division□進修部Division of Continuing Ed. | □二技2-Year College□四技4-Year College |  |  |  |  |
| 申請類別Category | □輔　系Minors（系別Department： 　　　　 ）□雙主修Double majors（系別Department： 　 ）□學　程Track（名稱Name： 　 　 ） | 註冊組審核Registration Section |  |
| 加/退選Add Course/ Drop Course | 選課代碼Course Code | 科目名稱Course Title | 開課年級Year | 開課班級Class | 組別Group | 學分數Credits | 開課單位主任Chairperson of Offering Courses |
| 加選Add Course |  |  |  |  |  |  |  |
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| 退選Drop Course |  |  |  |  |  |  |  |
| 退選Drop Course |  |  |  |  |  |  |  |
| 退選Drop Course |  |  |  |  |  |  |  |
| 退選Drop Course |  |  |  |  |  |  |  |
| 學生所屬輔系、雙主修、學程主任Chairperson of the Student’s Minor, Double Major or Track |
| 教務組承辦人Academic Affairs Section Staff | 教務組組長Manager, Academic Affairs Section | 進修部主任Director of Continuing Education Division |

備註說明Notes：

* 1. 辦理流程：(1)填寫申請表(2)註冊組審核(3)教學單位簽核(4)申請表繳回課務組。Procedure: (1) Students complete the application. (2) Review by Registration Section. (3) Review by instructional unit. (4) Submit application form to Academic Affairs Section.
	2. 上述欄位皆須填寫完整，「選課代碼」請至校務資訊系統查詢【開課一覽表】。This form should contain all requested information; “Course code” can be looked up in course catalog using the University’s information system.
	3. 本表不適用於教育學程選課。This form should NOT be used for Teacher Education Center courses.
	4. 如欲選修之科目已額滿，須另填「課程人數額滿加簽申請表」辦理加簽，否則不得加選。

Students wishing to register for a course that is full must submit an application to register for the full course. Otherwise, they may not be added to the course.