



國立成功大學學分承認表  
NATIONAL CHENG KUNG UNIVERSITY  
APPLICATION FOR CREDIT TRANSFER

(碩士、博士班)  
Master's Doctoral Program

申請日期: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ 系所: \_\_\_\_\_ 年級: \_\_\_\_\_ 學號: \_\_\_\_\_ 申請人姓名: \_\_\_\_\_  
Date of Application month day year Name of Department Year Student ID No. Name of Applicant

原校所修課程 Course Completed in Previous Institution					轉入學系(所)規定課程學分 Courses Required by The Current Department		擬承認學分 No. of Credits Transferable	指導教授 授簽章	課委會 召集人 簽章	承認學分 單位系 (所)主任 簽章 Signature of Department Chair/Graduate Institute Director	在必修、選修課程請(✓)註明 Please check (✓) to specify the course status	
修課學校 Completed School	修課系所 Completed department	科目 Course Title	成績 Grade	及格學分 No. of Credits	科目 Course Title	應修學分 No. of Credits					必修 Required	選修 Elective

本承認表計 \_\_\_\_\_ 頁，總計承認 \_\_\_\_\_ 學分  
This application form amounts to \_\_\_\_\_ pages. A total of \_\_\_\_\_ are transferable.

注意事項 Notes:

- 申請期限：申請期限：新生（含轉學生）、轉(系)所學生應於入學當學期註冊日(以行事曆為準)截止起二個月內辦理。逾期者視為自動放棄。  
Deadline of Application: The credit waiver application by an incoming/transfer student must be completed within two months from the first day of enrollment into the department (as is specified on the university calendar). Any overdue application, considered as a personal abstention from eligibility in the due time, shall not be accepted.
- 抵免學分之審核，通識教育科目由通識教育中心負責審查，各系(所)專業科目，應由各該系(所)分別成立審查小組負責審查，體育及軍訓科目，應由體育室及軍訓室分別負責審核，並由教務處複核。轉系生、轉學生原在本校已修習之共同核心課程、專業課程、軍訓及體育等科目成績及格者，由各學系審核之。  
Review of Credit Waiver: The credit waiver application for general education courses shall be reviewed by the General Education Center. The credit waiver application for specialized courses shall be reviewed by the department. The credit waiver application for physical education and military training courses shall be reviewed by the Physical Education Office and the Military Training Office. All the reviews shall be finalized by the Registrar's Office.  
The credit waiver application by a transfer student to waive courses completed at National Cheng Kung University, including general courses, specialized courses, physical education courses, and military training courses, shall be reviewed by the concerned department.
- 本表填妥後，須隨同轉學證明書(或歷年成績單)一併送請學系(所)審核。  
The completed application form and a certificate of school transfer (or transcript of the previous school) should be submitted to the department for review.
- 抵免辦理完成，若有與當學期選課科目相同，選課期間請自行上網棄選，逾選課期間請至註冊組承辦人處辦理棄選。  
After your application of credit transfer is approved and completed, please withdraw relevant transferred courses on the online course enrollment system during the designated enrollment period. Those who fail to withdraw already-transferred courses online should go to the Registrar's Division to complete the procedure.
- 其餘相關條文請參閱「本校抵免學分辦法」辦理。Please refer to The NCKU Regulations of Credit Transfer for other relevant rules.