

中原大學 研究生 轉系所申請單

Chung Yuan Christian University

Application Form for Postgraduate Students' Change of Department/Institute

申請學年度：_____學年度

Intended transfer year : _____ academic year

申請日期 Application date : _____ 年 _____ 月 _____ 日

學號 Student ID			中 文 姓 名 Chinese Name		
學制別 Level	<input type="checkbox"/> 碩士班	<input type="checkbox"/> 博士班	身 分 別 Types of student status	<input type="checkbox"/> 一般生 Standard	
	<input type="checkbox"/> 碩士在職專班			<input type="checkbox"/> 其他 Other :	
	<input type="checkbox"/> Master's degree	<input type="checkbox"/> Ph.D program		(請參閱附註三) (Please see attachment 3)	
原屬院系(所)級 Current department/college	_____ 學院 _____ college		_____ 學系 (研究所) _____ department (graduate School)		_____ 年級 Grade
擬 轉 院系(所)級 Intended transfer college/department	擬申請轉入 _____ 學院 _____ Intend to transfer to college		_____ 學系 (研究所) _____ department (graduate School)		_____ 年級 Grade
申請轉系(所)原因 Reasons for transfer					
申請人 Applicant	(簽章) (Signature)		連絡方式 contact	手 機 Mobile :	
			method	研究室 Office : EMAIL:	
上列資料由申請同學詳實填具，並於每學期上課終止日前完成相關簽核程序，繳回教務處課註組，逾期不予受理。 All information listed above must be accurately completed by the applicant before submitting to the heads of the current department and the college for approval, followed by submitting all required documents to the intended transfer Department and college for approval. All the process must be completed and turn in the form to Registration Division before the classes over date every semester.					
原屬院系(所) 審查意見 Comments from the current department/college	指 導 教 授 Advising Professor		系 所 主 管 Chairman		院 長 Dean
	審查意見 Assessment decision : <input type="checkbox"/> 同意 Approve <input type="checkbox"/> 不同意 Disapprove 其他意見 Other comments :		審查意見 Assessment decision : <input type="checkbox"/> 同意 Approve <input type="checkbox"/> 不同意 Disapprove 其他意見 Other comments :		
	簽名 sign :		簽名 sign :		
擬轉院系(所) 審查意見 Comments from the intended transfer department/college	指 導 教 授 Advising Professor		系 所 主 管 Chairman		院 長 Dean
	審查意見 Assessment decision : <input type="checkbox"/> 同意 Approve <input type="checkbox"/> 不同意 Disapprove 其他意見 Other comments :		審查意見 Assessment decision : <input type="checkbox"/> 同意 Approve <input type="checkbox"/> 不同意 Disapprove 其他意見 Other comments :		
	簽名 sign :		簽名 sign :		
教務處 Office of Academic Affairs	課註組承辦人 Coordinator		課註組組長 Division Chief		教 務 長 Dean of Academic Affairs
	<input type="checkbox"/> 學籍查核 <input type="checkbox"/> 資料建檔				

- 附註：一、 研究生申請轉系，須填具申請單，並附有助轉系所之相關審查資料，以便審查。
 二、 研究生轉系所申請得在第一學年第一學期起提出申請；
 三、 身份別除一般生外，依入學身份分為在職生、僑生、大陸生、外國學生等，請確實填寫身分別，俾便審查。
 四、 受各種入學方式之規定有轉系所限制者，依其規定辦理。

Notes :

- For post-graduate degree students who intend to apply for a department transfer, an application form must be completed and submitted along with any documents that may support the application.
- For post-graduate degree students, department transfer application can be made prior to the commencement of the 1st semester.
- Types of student status are: on-job students, overseas Chinese students, Mainland students and overseas students. Please complete all required fields accurately for assessment purposes.
- Specific rules and requirements may apply to some courses for course transfer purpose. All rules and requirements will be followed accordingly.