Add/Drop Courses and Over Credits Application Schedule for 2nd Semester 2024

Item	Time			System/Grade		Registrable curriculum
Add/drop courses period	2024/2/19 (Mon.)	10:00 to 24:00	14:00 to 15:00 is system daily maintenance time. No course registration accepted.	Under graduate- day time Continuing study	Seniors	1. Common knowledge courses (three subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit) 4. ” Over credits” for seniors on the course selecting system (no hard copy necessary)
	2024/2/20 (Tue.)	10:00 to 24:00		Under graduate- day time Continuing study	Juniors (include transfer students)	1. Common knowledge courses (two subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit)
	2024/2/21 (Wed.)	10:00 to 24:00		Sophomores of all systems (include transfer students and day/night 80-credit class)		1. Common knowledge courses (two subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit) 4. ” Over credits” for masters and EMBA on the course selecting system (no hard copy necessary)
	2024/2/22 (Thu.)	10:00 to 24:00		Freshmen of all systems (include day/night 80-credit class)		1. Common knowledge courses (two subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit)
	2024/2/23 (Fri.)	10:00 to 24:00		Transfer students- sophomores, and juniors		1. Common knowledge courses (two subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit)
	2024/2/5(Mon.) 10:00am to 2024/2/27(Tue.) 12:00pm			Delay graduation students		1. Common knowledge courses (three subjects at most including registered) 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit) 4. ” Over credits” for seniors on the course selecting system (no hard copy necessary)
Open to all	2024/2/26(Mon.)10:00am to 2024/2/27(Tue.) 12:00pm			All systems and grades (including delay graduation students) ★This is the final period for add and drop courses. Course selection will be closed at 2024/2/27(Tue.) 12:00pm. Please seize the opportunity!		1. Common knowledge courses 2. Basic courses (including languages, core, and physical education) 3. Required and optional courses of each department and system (if the course cannot be added, please contact the course opening unit)
Over credits application	2024/2/27(Tue.) 10:00am to 05:00pm Accept “hard copy” application. Please perform within the time frame			All systems and grades		Over credits application (Must conform to the over credits application rules. Fill out the Over Credits Form and submit it to Academic Affairs Office after the approval of the instructors and unit supervisor. However, if the maximum seating of the classroom is reached, the application will not be accepted)

All subjects shall be attended once registered during the add/drop courses period

I. Only “online” course registration is accepted (except for over credits); students shall confirm the add and drop results during the “course registration period” by logging onto the “student information system”; the results in the computer system prevail.

II. The online course registration system is subject to traffic load. Please try again if the add/drop page cannot be logged in. Please contact Registration and Curriculum section (extension 3110, 3111, 3116, 3120, 3122,3124,3131,6279,6288) or Information Office (extension 3511) if unable to log in.

III. For delay graduation application, please apply online for the delay graduation and course registration within the regulated time stated above.

IV. The single log in time of the course registration system is 10 minutes. System will be automatically logged out if idle for 3 minutes. One account can only be logged by one computer at the same time. To avoid network traffic, please confirm the course information on the “search for courses” system.