**(表242) 臺大化學系「研究生外所課計入畢業學分」申請書** 104.1修訂

**(F242) Dept. of Chemistry, NTU -- Application Form for** Revised Jan., 2015

**“Credit Verification for Course Offered by Other Dept./Institute**

**as Required Credits for Graduation”**

( 學年度第 學期)(Academic Year \_\_\_, Fall/Spring Semester)

**(※本案核准後請自存影本，作申請學位考時附件佐証用)**

**(※After approval, a photocopy shall be kept by the applicant, and this particular document shall be attached when the student applies for the oral defense.)**

＊申請須於每學期化學系規定日前向學務小組提出書面申請，逾期均不受理。

＊Applications must be submitted in writing to the Dept. Office’s academic affairs division before the day specified by the Dept. Office in that particular semester. Late applications will not be accepted.

□系內留存供充抵審查用 □正式辦理校方抵免用（校訂抵免申請日前）

Filed within the Dept. Office for review Formal application for Uni. accreditation (before the Uni. application deadline)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 申請者  Applicant’s Name |  | | 學號  Student No. |  | | | 系級  Year of Study | | □碩士班 年級  □博士班 年級  \_\_\_\_\_ Year of Master/Ph.D. Studies |
| 指導教授  Advisor |  | | 研究  組別  Group | □1.化學組Chemistry Group：  □有機Organic Chemistry  □無機Inorganic Chemistry  □物化Physical Chemistry  □分析Analytical Chemistry  □2.化學生物學組Chemical Biology | | | 聯絡電話  TEL | | 手機Mobile：    研究室Lab： |
| 申請承認課程  Tentative Course for Substitution | 課程名稱  Course Title | |  | | | | | | |
| 課號  Curriculum No. | |  | | | | 學分數  No. of Credits | |  |
| 授課教師  Instructor | |  | | | | 開課系所  Designated Dept./Institute | |  |
| 修課原因  Reason of Application |  | | | | | | | | |
| 課程內容  Course Content  (請檢附  課程大綱)  (Please attach the Course Syllabus) |  | | | | | | | | |
| 申請簽署  Application Signatures | 學生  (簽章)  Applicant  (Signature/Seal) |  | | | | 指導教授  (簽章)  Advisor  (Signature/Seal) |  | | |
| 化學所  選課規定  Course Selection Regulations from the Institute of Chemistry | ◎研究所修習課程畢業學分之認定外所學分認定原則(88年10月學術小組會及系務會議決議)：  明訂碩博士班高等課程及選修課程均係指本所開授者。  選讀本校相關系所研究生課程欲申請抵免者，除應符合成績達75 (等第制B)及畢業後5年內進入本所就讀之規定外，並以1門課程為限。應另檢附申請書詳細說明該課程內容及修習原因並經指導教授核章後，提請學務小組召集人同意方可抵免。(103年9月30日系務會議修訂通過)  ◎According to the principles for verification of credits for postgraduate courses offered by other institutes (Resolutions of the Academic Group and Department Meeting in October, 1999): All advanced and elective courses for master and Ph.D. students shall be offered by the Graduate Institute of Chemistry.  Students who wish to apply for credit verification for postgraduate courses offered by other institutes of NTU in similar fields must have received a score of 75/B or higher, and must have entered the Graduate Institute of Chemistry within 5 years after graduation, and the maximum number of course verification is one. The application form shall be attached with a detailed description of the course content and reason of application. After the application is approved by the advisor by signature/seal, it shall be submitted to the Dept. Office and the convener of the academic affairs division will review the case. The credits can only be verified as valid with the convener’s approval. (revised and passed in the Dept. Meeting on Sep. 30, 2014) | | | | | | | | |
| 審查結果  Review Result | □同意計入畢業學分 學分，計選修學分  Affirms to recognize the course towards graduation credits (\_\_\_ credits, elective)  □不同意計入畢業學分  Does NOT affirm to recognize the course towards graduation credits | | | | | | | | |
| 學務委員意見欄  Notes by the Academic Affairs Committee Member  \*系辦經辦同仁填註  Notes by the Dept. Officer | □有前例在案，逕送學務召核章  There is precedent, case forwarded to convener of the academic affairs division for approval.  □化生組同意充抵科目彙示表，逕送學務召核章  Chemical Biology Group approves the substitution application, forwarded to convener of the academic affairs division for approval.  □無前例在案，洽詢該組召後於  　　年　　月　　日掃瞄本案發給學務小組，經審查之結果  No precedent, after consulting the group convener, the case was scanned and forwarded to the academic affairs division on \_(date)\_. The review result is as mentioned. | | | | | 系主任  (簽章)  Chair  (Signature and/or Seal) |  | |
| 系辦經辦同仁蓋章  Dept. Officer’s Seal | | |  | |