

國立嘉義大學學生出國(交換)選修課程及學分採認申請表

Application Form of National Chiayi University Students Overseas (Exchange) Study Course and Credit Transfer

(請於返國後2個月內，或收到國外學校成績單1個月內申請完成)

Please complete the application within two months after returning Taiwan or within one month of receiving the transcript from the foreign university

姓名 Name		性別 Gender		學號 student No.		系級 Dept.	系 Dept. 年級 year	
				電話 phone No.			<input type="checkbox"/> 學士班 Bachelor <input type="checkbox"/> 進學班 Bachelor in-service <input type="checkbox"/> 碩士班 MA <input type="checkbox"/> 碩專班 MA in-service <input type="checkbox"/> 博士班 PH.D. program	
全部修畢科目學分如下：(請附國外大學所修習全部科目及學分數之正式成績單或證明書) All courses and credit as follows:(Please attach the official transcript or certificate from the foreign university that includes all courses taken and credit)								
出國(交換)期間修習課程 科目英文名稱 Studying abroad course (English)		翻譯為中文課程 名稱 Studying abroad course (Chinese)		系所認定結果 Department assessment result				
				換算本校學分 Credit transfer	是否採計畢業學分 Graduate credit		相關抵修課程名稱 Course for credit transfer	轉換百分制成績(參※) Grade
是 Agree	否 Disagree							
		___學分 Credit						
		___學分 Credit						
		___學分 Credit						
		___學分 Credit						
		___學分 Credit						
		___學分 Credit						
		___學分 Credit						
總採計_____學分，系所主任：_____年__月__日 Total credits chair of department(signature) yy mm dd								
教務處 Office of Academic Affairs	承辦人 Authorized officer		組長 Director of the Division		教務長 Dean of Academic Affairs			

注意 事項 Notice	<p>學生經核准出國(交換)選修課程，修業期滿，應於返國二個月內，提供修課課程書面資料包含課程起始時間、課程學分數、課程大綱及成績證明正本等資料提出學分採認或抵免申請。</p> <p>Students approved to study overseas (exchange) and finished the academic program shall submit credit recognition or transfer application within two months of returning to Taiwan. The necessary course taking documents (including the total lecture hours, credits, syllabuses and an official transcript or grade certificate issued by the foreign school etc.) shall be attached.</p>
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※ 依本校出國選修課程實施辦法第七點規定略以：

According to the article 7 of National Chiayi University Guidelines for Studying Abroad

1. 學分採認以授課滿18小時為1學分之原則轉換為本校學分。

1 credit is equivalent to 18 hours of lecture for credit recognition.

2. 非百分制成績得依原校提供之轉換百分制對照表轉換為百分後登錄。

The grades are not based on percentage system shall be converted to the percentage system in accordance with the percentage conversion table provided by the original school and register the converted percentage grades.

3. 原校未能提供轉換百分制說明者，參考下表轉換。

When the original school fails to provide instructions for conversion to the percentage system, refer to the following table to convert grades:

大學部 undergraduate	96	90	84	78	75	72	68	65	62	50
grade	A+	A	A-	B+	B	B-	C+	C	C-	D
研究所 graduate	98	92	87	82	77	72	68	65	62	50

※ 學生曾在教育部認可之境外大學院校修讀之科目學分，其學分轉換以授課時數及修課內容作為學分換算及科目抵免原則，學分換算之原則請參考本校學生成績處理要點第九點。

Course credits from overseas universities recognized by Ministry of Education can be transferred. Any credit transfer shall take into account the number of course hours and course contents. The principles of credit calculation for courses completed at overseas universities refer to Article 9 of National Chiayi University Guidelines for Evaluation of Students' Academic Performance.

2024/5更新