NCKU Notice of Course Enrollment

In accordance with the NCKU calendar for the 2026-27 academic year and related enrollment regulations, this notice of course enrollment, coded as (115) Jiao-Zhu-Zi No. 19, was issued by the Office of Academic Affairs on May 5, 2026 to provide registration instructions for course enrollment for the fall semester of 2026.

Registration and Enrollment Instructions:

I. **The NCKU Course Information and Course Enrollment System (NCIACES) is scheduled to open for the first stage of course enrollment for the fall semester of 2026, starting from 09:00, July 9.** The website of NCIACES is programmed with a pre-registration function. Please make best use of the pre-registration function in accordance with the operations manual and simplified instructions for course enrollment (https://reg-acad.ncku.edu.tw/p/412-1041-31862.php). This function is optional. Use it or not, your rights to course registration during the course enrollment period will not be affected. Latest information will be published on the homepage of the system.

II. Students are allowed to use the pre-registration function scheduled to be open during each stage of course enrollment from the confirmation stage of required course enrollments (administered by the Division of the Registrar) for undergraduate programs to the end of the third stage of course enrollment. In consideration of internet traffic and potential course changes, the pre-registration function is programed to list courses regardless of course-designated restrictions or prerequisites. The system will not screen pre-registered courses in terms of enrollment-related setups until the stage of online enrollment for course addition. Accordingly, the pre-registered course list will not be automatically imported into your final course enrollment list. Students are required to complete course addition during the designated online course enrollment stage.

III. For continuing students, please ensure you can log on to the system before the 1st Stage of Course Enrollment. If you fail to log on to the system with your password, please contact the Cheng Kung Portal Consulting Services of the Computer and Network Center (ext. 61010, 61045). **To increase the effectiveness of course enrollment, the Cheng Kung Portal will not be available for you to log in for course registration during the three stages of online course enrollment. Please log onto the online course enrollment system to register for courses.** (Please read FAQs Q1 on the website of NCIACES).

IV. The maximum number of courses that can be applied for via the online course enrollment system is shown in the following table for various categories:

Category (Code)	Designated students	Maximum no. of courses
General Education (A9)	Undergraduate students	1. Students are required to register online for preferred courses for computer-selected enrollment. 2. Each student is allowed to register for a maximum of 3 courses (not including a course of Exploring Tainan (AF)) no later than the 2nd stage. 3. Students are allowed to enter a maximum of 5 courses (1 to 5) they intend to be enrolled in when they register online for preferred courses for computer-select enrollment during the third stage of course enrollment.
Exploring Tainan (AF)	Undergraduate students	1. **Freshman students** admitted in the fall semester of 2026 shall be enrolled in advance by the Division

		of the Registrar in the course of Exploring Tainan in two batches to attend classes in the fall semester (those whose student ID contains an eighth-digit odd number) or the spring semester (those whose student ID contains an eighth-digit even number). **Intercollegiate transfer students of the 2026-27 academic year** will be enrolled in the course in advance before the 2nd stage of course enrollment. Waitlisted applicants admitted later are required to check with the Division of the Registrar for course enrollment. **Reenrolling students and students (excluding transfer students)** who are required to repeat the course shall also be enrolled in advance by the Division of the Registrar in the course according to the eighth-digit even number of the student ID. 2. A Chinese course of Exploring Tainan (AF) is not listed as an option for online registration. Students are enrolled in advance by the Division of the Registrar into this course, and they shall choose their routes on the Route Selection System. 3. Foreign freshman intending to enroll in an English-taught course of Exploring Tainan will be enrolled in advance into this course by the Office of Exploring Tainan (踏溯台南辦公室) under the College of Liberal Arts before 3rd course enrollment stage, and they shall not choose their routes. 4.For further information, please contact the Division of the Registrar (regarding course enrollment) and the Office of Exploring Tainan (踏溯台南辦公室) under the College of Liberal Arts (regarding the Route Selection System) at ext. 52012.
General Chinese (A7)	Undergraduate students	1 (Starting from the 2nd stage of online course enrollment.)
English Module Program (A1)	Undergraduate students	1 serial numbers 101~500
Second Foreign Language (A1)		1 serial numbers 501~700 (Starting from the 2nd stage of online course enrollment.)

Physical Education (A2)	Undergraduate students	1 serial numbers 1~499 (Starting from the 2nd stage of online course enrollment.)
All-out Defense Education Military Training (A3)		2 (Starting from the 2nd stage of online course enrollment.)

V. **Under special circumstances** (such as academic excellence, minor study, double-major study or the Educational Program) approved by the Office of Academic Affairs, applicants are allowed to enroll in courses with a maximum of 31 credits. Under other circumstances, students who need to take courses over or below the required number of credits and are not allowed to register online for course enrollment should complete and submit a course overload or underload request form with a copy of transcript after the end of the 2nd stage and before the end of the 3rd stage (**9/2 9:00-9/17 17:00**), which shall be approved by the relevant offices and processed by the Division of the Registrar. Please note that dropping courses for underload study should be completed by 17:00 on September 17 (9/17). Dropping courses thereafter will be noted as course withdrawals on the transcript.

VI. **Flexible intensive courses**: Students shall log on to the link for flexible intensive course enrollment on the NCIACES website to submit an application in order to specify reasons to drop or withdraw from any flexible intensive courses (microcredit courses). After the start of the course, enrolled students are not allowed to drop it. They are allowed only to withdraw from the course before the end of the course. Under specific circumstances, such as unscheduled courses or the closure of the link during the first stage of course enrollment, students unable to process applications online shall submit an application with a written report (free A4 format) to drop or withdraw from a course according to the related notice published on the webpage of the academic unit offering the course. Should there be no notice, please contact the responsible staffer of the academic unit offering the course.

VII. **Coursera (online courses)**: Students who receive authorized user accounts from their major departments are allowed to enroll in Coursera upon the import of approved roster into the course enrollment system. **Students who receive authorized user accounts shall enroll in courses in accordance with regulations for each stage of course enrollment.** Students with a Coursera course selection access to the online course enrollment system may enroll for a maximum of 6 credits if they are undergraduate students, and a maximum of 3 credits if they are graduate students. For financially or culturally disadvantaged students who have any user account-related inquiries, please contact the Bilingual Education & Engagement Resource Office (ext.50207#27, #35) (Email:beer.c@ctld.ncku.edu.tw).

VIII. Students are allowed to drop courses on the NCIACES website during 1-3 stage of course enrollment. They should keep a file/copy of registration records for every stage of course enrollment and check out [My Course Schedule] online to confirm their course additions (drops or withdrawals) by the designated deadlines.

IX. Please do not use any plug-in to process your course enrollment, as it may interrupt normal operation of the online enrollment system. If you do use a plug-in, your IP address will be blocked and you will be held solely responsible for any resulting losses. Students are advised to avoid interfering with the computer of another person or infringing upon the rights and interests of the public or another person through the use of computer programs.

X. Please check out enrollment-related regulations, including rules for computer-selected course enrollment in General Education, on the website of NCIACES. Registration by designated students in every stage of course enrollment is regulated, as shown in the NCKU Course Enrollment Schedule for Fall Semester, 2026 attached below this notice.

XI. Notes:

(I) The Rules for Computer-Selected Course Enrollment: Please refer to the website of the Division of the Registrar at https://reg-acad.ncku.edu.tw/p/412-1041-31799.php.

Registration for preferred courses for computer-selected course enrollment shall not result in scheduling conflicts with [My Course Schedule].

(II) Course Enrollment System Inquiry: Please refer to the website of the Division of the Registrar at https://reg-acad.ncku.edu.tw/p/412-1041-31799.php for contact information of responsible staffers of the course-offering units.

1. For information about course content and specific setups of restrictions or prerequisites, enrollment quotas, or graduation credit requirements, please contact responsible department/institute/program offices or the course-offering units.

For information about course catalog (including advanced search and non-current course catalog) or NCKU Request Form of Recognition of Credits, please contact the staffer responsible for the course scheduling system in the Curriculum Division.

2. For information about student status, please contact responsible counter staffers at the Division of the Registrar.

3. For information about pre-registration, pre-registered course checklists, course enrollment, or administration of course withdrawal (dropping), please call the Division of the Registrar (ext. 50128, 50137).

Office (Course)	Ext.	Office (Course)	Ext.
Center for General Education (**A9** General Education)	**50212、50216**	Foreign Language Center (A1 English, A1Second Foreign Language)	**52273**
Depts. of Chinese Literature, Taiwanese Literature (A7 General Chinese)	**52151、52600**	Student Safety Division (A3 All-out Defense Education Militar Training)	**50758**
AH Chinese Language Center	**52040**	Physical Education Office (A2 Physical Education)	**81818**
Exploring Tainan (AF) (Office, College of Liberal Arts)	**52012**	Center for Teacher Education (A4CTE)	**50149**
Extension numbers to department/institute/program offices for course enrollment are available on their websites.			
Information about route selection for the course of Exploring Tainan is available on the website of the Division of Registrar at https://reg-acad.ncku.edu.tw/p/412-1041-17043.php?Lang=zh-tw. For more information, please contact the College of Liberal Arts at ext. 52012.			

選課資訊及選課系統

國立成功大學 教務處

[Attachment] NCKU Course Enrollment Schedule for Fall Semester, 2026-2027

1st Stage of Course Enrollment

Confirmation of Required Course Enrollments for Undergraduate Programs	
Duration	09:00 July 9, 2026 to 17:00 July 17, 2026
Designated Students	All continuing students (including re-enrolling students) in undergraduate programs (excluding freshman students and intercollegiate transfer students, admitted in the fall semester of 2026, or those who fail to complete the student information form)
Notes	1. Please check out the curriculum on the homepage of your major department, enrollment-related instructions and rules for computer-selected course enrollment in General Education on the website of the NCKU Course Information and Course Enrollment System (NCIACES), and curriculum information at the NCKU Course Catalog before you begin to process your course enrollment. 2. Undergraduate students (including re-enrolled student and exchange students) are enrolled in advance by the Division of the Registrar in the major program-designated required courses. They should log on to the course enrollment system to confirm the required course enrollments in "My Course Schedule." 3. Graduate students and Short-term exchange students are not enrolled in advance by the Division of the Registrar in courses.
Operation	Please log on to the course enrollment system on the NCIACES website at https://course.ncku.edu.tw/ to confirm your program-designated required course enrollments in "[My Course Schedule]." Please contact the staffer in charge of course enrollment for your program at the Division of the Registrar for further information.

Online Pre-registration Function in Operation for the 1st Stage of Course Enrollment	
Duration	09:00, July 9 to 17:00, July 22
Designated Students	1. All continuing students (including re-enrolling students) 2. New graduate students of 2026, extra-territorial students, and new exchange students
Notes	1. Continuing students are allowed to use the pre-registration function on the course enrollment system to plan for the 1st stage of course enrollment. 2. Students are allowed to check out their program-designated required courses and pre-registered courses in their personal pre-registered course list. 3. The pre-registration function **is scheduled to close at 17:00 on July 22** and resume upon completion of the administration of enrollment in advance by the Office of the Registrar for freshman students.
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to use the function.

1st Stage of Course Enrollment: Preliminary Enrollment	
Duration	09:00, July 13 to 17:00, July 17
Designated Students	1. All continuing students (including re-enrolling students) 2. New graduate students of 2026, extra-territorial students, and new exchange students *Freshman students and intercollegiate transfer students in undergraduate programs, admitted in the fall semester of 2026, are enrolled in advance by the Division of the Registrar in their major program-designated required courses and are allowed to register for courses, starting from the second stage of course enrollment.
Administrative	**To safeguard the rights of students to course enrollment based on their own**

Motivation	**class (category) of the major department (institute)**
General Instructions on Course Enrollment:	
Notes	1. All continuing students, except those from the Department of Medicine in the fifth year of study, in the undergraduate programs are enrolled by the Division of the Registrar in the department-designated required courses for their major program. All continuing students, except Multi-Disciplinary Studies Program students, are only allowed to register for courses designated for their own class/class category and for preferred courses for computer-selected enrollment. **During this stage, required courses are available for enrollment with no quota limit, while elective courses are generally set for enrollment with a designated quota limit. An elective course may be set for enrolment with no quota limit by the course-offering department.** 2. **Undergraduate students** are only allowed to register for courses designated for their own class. Those who have been enrolled in advance by the Division of the Registrar in a required-course group/class are only allowed to cancel the assigned enrollment. Any change in registration with regard to the assigned enrollment shall be completed during the second stage. 3. If a course is conditionally set up with **"no registration allowed during the first stage"** in the course catalog system, it shall not be open to registration until the second stage. 4. **Transfer students** (including those returning from Hong Kong) in sophomore or upper classes are allowed to register for courses designated for other levels in the same-category class under their major program. They are not allowed to register for any courses designated for another category of classes at any level, or any courses designated for the first semester of the freshman year. 5. **Students in double major/minor programs** are allowed to register for courses designated of other levels for their second major/minor program. They are not allowed to register for any courses designated for the first semester of the freshman year. 6. Under the semester-based class-grade advanced placement system (students may advance to an upper class-grade from fall or spring semester) starting from the spring semester of the 2026-27 academic year, a returning student from study suspension is allowed to register for courses in the department curriculum designated for the lower class and the upper class. For example, a freshman student returning from study suspension at the Department of Mathematics is allowed to register for courses in the department freshman and sophomore curriculum. However, returning students are only allowed to register for courses designated for their class category. For example, a sophomore student of Class Category C returning from study suspension at the Department of Mechanical Engineering is allowed to register for courses in the department freshman, sophomore and junior curriculum for Class Category C. The Department of Architecture is an exception based on its unique category classification. A sophomore student returning from study suspension is allowed to register for courses in the department freshman and sophomore curriculum for both Class Categories A and B. A junior student returning from study suspension is allowed to register for courses in the department sophomore curriculum for both Class Categories A and B.

	However, they are only allowed to register for courses in the department junior and senior curriculum for their class category. 7. **Multi-Disciplinary Studies** Program students are allowed to register for courses offered by other departments for the same class level without enrollment requisites. 8. Registration for courses within Category A, including those coded A4, A5, A6, AA, AH, A1 701 (Online Remedial English), and A1 702 (Online English courses for graduate students) and A1 English electives, is scheduled for the second stage. English Module Program (A1, serial numbers 101-500) for computer-selected enrollment is scheduled for the third stage. 9. **The course of Exploring Tainan(AF)** is not listed as an option for online registration in the first stage. Students will be enrolled in advance by the Division of the Registrar into this course, as specified in Note 5 for course enrollment of freshman students in the second stage. 10. **Graduate students** are only allowed to register for courses designated for their own graduate program during this stage. **During this stage, required courses are available for enrollment with no quota limit, while elective courses are generally set for enrollment with a designated quota limit.** They shall be allowed to register for courses designated for other graduate programs during the second stage.
Instructions on First Registration for Preferred Courses for Computer-Selected Enrollment	
Duration	09:00, July 13 to 17:00, July 17
Designated Students	All continuing students (including re-enrolling students) in undergraduate programs
Notes	1. Physical Education (A2), General Chinese (A7), Second Foreign Language (A1, serial numbers 501~700), All-out Defense Education　Military Training (A3): Online registration for preferred courses for computer-selected enrollment is scheduled for the second stage of course enrollment when freshman students are allowed to register. 2. English module courses (A1, serial numbers 101~500) for undergraduate students: Online registration for preferred courses for computer-selected enrollment is scheduled for the third stage of course enrollment 3. First registration for preferred courses for computer-selected enrollment (with a maximum of one course selected for each of the following categories, which will be announced on the NCIACES website **before 16:00 on July 20**. In case of a class scheduling conflict, students shall drop conflicting courses during the stage of online enrollment designated for dropping courses. First registration for preferred courses for computer-selected enrollment is regulated as follows: ● **Undergraduate students only:** General Education (A9): According to the GE computer-selected course enrollment regulations, a maximum of one course will be selected.
Instructions on Second Registration for Preferred GE Courses for Computer-Selected Enrollment	
Duration	09:00 to 17:00, July 22
Designated Students	All continuing students (including re-enrolling students) in undergraduate programs
Notes	Undergraduate students are allowed to complete their second registration for their

	preferred courses in the category of General Education (A9) for computer-selected course enrollment. Should scheduling conflict arise between preferred courses, please drop unwanted conflicting courses during the stage of online enrollment designated for dropping courses. A maximum of one course will be selected and announced **before 16:00 on July 23**. Priority is given to those who do not have any A9 GE course in [My Course Schedule].
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to register for computer-selected course enrollment.

2nd Stage of Course Enrollment

Confirmation of Required Course Enrollments for Freshman Students and Intercollegiate Transfer Students in Undergraduate Programs	
Duration	09:00, August 21 to 17:00, August 28
Designated Students	Freshman students and intercollegiate transfer students in undergraduate programs, admitted in the fall semester of 2026
Notes	1. Please check out enrollment-related regulations for computer-selected course enrollment in General Education on website of the NCKU Course Information and Course Enrollment System (NCIACES). Please check out information about curriculum at the NCKU Course Catalog. 2. **Freshman students**, admitted in the fall semester of 2026, who have completed the student information form, are enrolled in advance by the Division of the Registrar in the department-designated required courses for their major program. The enrollment process is scheduled to be completed by 12:00 on August 20. **Intercollegiate transfer students in undergraduate programs**, admitted in the fall semester of 2026, who have completed the student basic information form, are enrolled in advance by the Division of the Registrar in the department-designated required courses for their major program. The enrollment process is scheduled to be completed by 16:30 on August 21. Those admitted later who are not enrolled in advance shall register for courses at the course-offering program office in the first week of class. 3. You are required to log on to the online enrollment system and check out [My Course Schedule] to confirm your required course enrollments. For more information, please contact the staffer in charge of your program at the Division of the Registrar.
Operation	Please log on to the online enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ and check out "[My Course Schedule]" to confirm your required course enrollments. Contact the staffer in charge of your program at the Division of the Registrar for more information.

Online Pre-registration Function in Operation for the 2nd -3rd Stage of Course Enrollment	
Duration	09:00 August 21 to 16:00, September 8
Notes	1. Students are allowed to use the pre-registration function on the course enrollment system to plan for the 2nd and 3rd stage of course enrollment. Pre-registration is not the final course enrollment. Please register for courses or preferred courses for computer-selected enrollment based on the pre-registered course list during the designated stage of course enrollment. 2. Students are allowed to check out their program-designated required courses and pre-registered courses in their personal pre-registered course list. 3. The pre-registration function is scheduled to close **at 16:00 on September 8**, with a list of failed course enrollments, which will be shown on the Course Enrollments Pending System afterward.
Operation	Please log on to the course enrollment system on the website of NCIACES at

	https://course.ncku.edu.tw/ to use the function.

2nd Stage of Course Enrollment		
Designated Course Registration Schedule by Class and Program		
Planning Motivation	1. Continuing undergraduate students and graduate students are allowed to enroll in courses designated for the same class level in the major department in the first stage of course enrollment. They will not be allowed to enroll in courses designated for students of other departments until after the 2nd stage of course enrollment. 2. During the 2nd stage of course enrollment, new students are enrolled in advance by the Division of the Registrar in the designated course of the major program, while they are required to register for preferred courses in the category of General Education for computer-selected enrollment. 3. Interdepartmental course enrollments are allowed during the 2nd and 3rd stages of course enrollment. Except courses coded A7, A9, A2,A3, and A1 501-700 (preferred courses for computer-selected enrollment), students are allowed to register for courses on the website of NCIACES at https://course.ncku.edu.tw/ within the enrollment quota set on the Course Catalog (the remaining quota will be shown as <10 if the number is smaller than 10).	
Designated Students	Senior students and deferred students	9:00~12:00, 8/25
	Junior students	13:00~17:00, 8/25
	Sophomore students	9:00~12:00, 8/26
	All graduate students	13:00~17:00, 8/26
	1. All continuing students 2. New graduate students of 2026	9:00~ 22:00, 8/27 -8/28 9:00~ 17:00, 8/29
Notes	Online Enrollment for Department-Specific Professional Courses Based on Available Quotas – Immediate Add Guidelines: 1. Please register for courses according to the designated schedule for this stage. Undergraduate students are required to register for courses according to the schedule designated for their class during the period **from August 25 to August 26**. Students are not allowed to register for courses offered by programs at a different academic system during the period (e.g., undergraduate students are not allowed to register for graduate courses). 2. All students (including graduate students, freshman students in undergraduate programs) are allowed to enroll in new courses during the period for courses **09:00~22:00 on August 27 to 28, and 09:00~17:00 on August 29**. 3. **Intercollegiate transfer students** officially admitted in the fall semester of 2026 are enrolled in advance in program-designated required courses. Those who have completed their admission procedures are allowed to register for courses according to the designated schedule for this stage. All of them will be enrolled in a flexible intensive course of Exploring Tainan with one credit. 4. **Re-admitted undergraduate freshman students** are allowed to register for general courses and preferred courses for computer-selected enrollment, starting from August 27. They are also allowed to register for courses at their department office in the first week of school. 5. **Registration for freshman courses** shall not be allowed until August 27. 6. **Education Program courses (A4)** shall not be allowed until August 27. Students shall enroll in courses in accordance with Article 9 of NCKU Regulations for Teacher Education Program. Upon admission to an NCKU graduate program (a doctoral and master's program), NCKU teacher education students who intend to undertake studies on the graduate program along with the teacher education program are required to submit a completed application form for “Transfer of Teacher Education Student Qualifications to NCKU Graduate School” with the admission notice to the	

Center for Teacher Education. Upon approval, they are allowed to register for courses with the status of graduate student on the website of NCIACES at https://course.ncku.edu.tw/.

7. Intercollegiate and interdepartmental transfer students who are not allowed to register for required courses of the major program online because of course waivers are allowed to apply with their department office for additional course enrollments in the first week of class.

Instructions on Registration for Preferred Courses for Computer-Selected Enrollment**:**

- Students are allowed to search for the courses (listed below) on the Course Catalog to plan for course enrollment, and register for preferred courses based on the pre-registered course schedule. Please enter multiple preferred courses in each category for computer-selected enrollment, with a maximum of one course selected in each category, in accordance with order of preference and regulations designated for each stage of course enrollment.

  Registration for preferred courses in the categories of General Chinese (A7), General Education (A9), Physical Education (A2) and Second Foreign Languages (A1 501-700) for computer-selected enrollment, which will be announced on the homepage of NCIACES **before 16:00 on August 31** and imported into "[My Course Schedule]." Should scheduling conflict arise between preferred courses, please drop unwanted conflicting courses during the stage of online enrollment designated for dropping courses.

1. Undergraduate students:

- General Education (A9):

  According to regulations, the first priority for computer-selected course enrollment will be given to those who do not have any A9 GE course in "[My Course Schedule]." Then, upper class students will be given priority for computer-selected enrollment, with a maximum of 3 courses to be selected before this stage. A rate of 73% is programed for sophomore students and upper-class students for computer-selected enrollment with a rate of 27% for freshman students. According to the regulations for computer-selected enrollment of General Education courses, a maximum of one course will be selected.

- General Chinese (A7):

  Those who have not completed 4 course credits are allowed to register for their preferred courses for computer-selected enrollment based on weighted average, with a maximum of one course to be selected.

- Physical Education (A2):

  Students who have completed 4 PE courses are not allowed to register for preferred courses for computer-selected enrollment (excluding outstanding student-athletes and recommended students admitted through PE screening and review exam). Freshman students in the exclusive categories should register for courses with the Office of Physical Education. Please go to the coach of each team for further information.

  Freshman students are given priority to register for Physical Education (I) (Basic OO and Health Literacy). A rate of 25% is programed for juniors and seniors. The remaining 75% is programed for freshman and sophomore students.

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<tr><td></td><td>
● English Module Program (A1, serial numbers 101-500):
Registration for preferred courses in the category of English Module Program for computer-selected enrollment is scheduled for the third stage.

2. All students:
● Second Foreign Language (A1, serial numbers 501~700):
A rate of 85% is programed for continuing students registering for computer-selected enrollment and 15% for freshman students. The remaining quota will be available for registration during the 3rd stage of course enrollment.
● All-Out Defense Education Military Training (A3) (Domestic students only):
Elective courses. Draftees may apply for deduction of the period of military service with an academic transcript of course completion (applicable to domestic students).
(1) Computer-selected enrollment shall be administered on the basis of the distribution of quota percentage by academic system and class year, with priority given to male students in the designated class year of the academic system, specified as follows:
<table>
<tr><th>Academic system</th><th>Class year</th><th>Quota percentage</th></tr>
<tr><td rowspan="4">Undergraduate students</td><td>Freshman</td><td>25%</td></tr>
<tr><td>Sophomore</td><td>25%</td></tr>
<tr><td>Junior</td><td>25%</td></tr>
<tr><td>Senior</td><td>20%</td></tr>
<tr><td>Graduate students</td><td>Master’s and doctoral classes</td><td>5%</td></tr>
</table>
(2) If a quota remains as a result of the initial computer-selected enrollment for a designated class year under the same academic system, registration for the remaining quota is scheduled for the 3rd stage of course enrollment. For example, the enrollment quota for All-Out Defense Education Military Training—National Defense Policy (A3-101) is set at 70. The enrollment quota for junior students is: 70 X 0.25 = 17 (rounded down to the nearest whole digit). If 15 junior students register for the course, all of them will be enrolled, while the remaining two spots shall be available for computer-selected enrollment in the 3rd stage of course enrollment.
</td></tr>
<tr><td>Operation</td><td>Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to register for courses.</td></tr>
<tr><td colspan="2">Course Registration by Freshman Students</td></tr>
<tr><td>Duration</td><td>9:00~ 22:00, 8/27-8/28
9:00~ 17:00, 8/29</td></tr>
<tr><td>Designated Students</td><td>Freshman students of 2026 (including extra-territorial/overseas freshman students)</td></tr>
<tr><td>Notes</td><td>Freshman students are enrolled in advance by the Division of the Registrar in the</td></tr>
</table>

department-designated courses for the first year of their major program. However, they are allowed to register for courses on the website of NCIACES at https://course.ncku.edu.tw/ within the enrollment quota set on the Course Catalog (the remaining quota will be shown as <10 if the number is smaller than 10).

1. Freshman students from the five departments of Economics, Psychology, Transportation and Communication Management Science, Industrial and Information Management, and Business Administration are enrolled in advance by the Division of the Registrar in the course of *Calculus*. They are advised to personally confirm this course enrollment.

2. Only freshman students from the College of Medicine are allowed to register for the course of Communication, Compassion and Global Perspectives (Serial No.: I5-13) as an elective course. They should personally register for the course.
3. Please register for course additions for quota-based course enrollment before registration for preferred courses for computer-selected enrollment.

Online Enrollment for Department-Specific Professional Courses Based on Available Quotas – Immediate Add Guidelines:

1. Undergraduate freshman students shall enroll in all required courses in the first-year curriculum of their program. Any such required-course enrollment in other programs under exceptional circumstances shall be approved by the Vice President for Academic Affairs. If a course is conditionally set up with "no registration allowed during the first stage" in the course catalog system, students shall register to enroll in the course in this stage.

2. Undergraduate freshman students are only allowed to register for courses designated for their own class. Those who have been enrolled in advance by the Division of the Registrar in a required-course group/class are only allowed to cancel the assigned enrollment.

3. Registration for courses in other programs by freshman students is scheduled for the third stage of online course enrollment.

4. Course enrollment of Exploring Tainan (AF):
   (1)A Chinese course of Exploring Tainan is not listed as an option for online registration. Students are enrolled in advance by the Division of the Registrar into this course, and they shall choose their routes on the Route Selection System.
   (2) Freshman students admitted in the fall semester of 2026 shall be enrolled in advance by the Division of the Registrar in the course of Exploring Tainan in two batches to attend classes in the fall semester (those whose student ID contains an eighth-digit odd number) or the spring semester. Reenrolling students and students who are required to repeat the course shall also be enrolled in advance by the Division of the Registrar in the course. For further information, please contact the Division of the Registrar (regarding course enrollment) and the Office of Exploring Tainan (踏溯台南辦公室) under the

College of Liberal Arts (regarding the Route Selection System) at ext. 52012.
(3) Foreign freshman intending to enroll in an English-taught course of Exploring Tainan will be enrolled in advance into this course by the Office of Exploring Tainan (踏溯台南辦公室) under the College of Liberal Arts before 3rd course enrollment stage, and they shall not choose their routes.

Instructions on Registration for Preferred Courses for Computer-Selected Enrollment:

1. Students are allowed to use the pre-registration function at the link of Course Catalog to register for preferred courses in the categories of General Education (A9, required), General Chinese (A7, required), PE (A2), and Second Foreign Language (A1, elective) for computer-selected enrollment during this stage, with a maximum of one course selected for each category according to the computer-selected course enrollment regulations. The results will be publicized on the homepage of NCIACES **before 16:00 on August 31**.

(1) General Education (A9):
According to regulations, students are allowed to register for their preferred courses for computer-selected enrollment, which will result in a maximum of one course selected for each category. A rate of 27% is programed for freshman students for computer-selected enrollment.

(2) General Chinese (A7):
Those who have not completed 4 course credits are allowed to register for their preferred courses for computer-selected enrollment based on weighted average, with a maximum of one course to be selected.

(3) Second Foreign Language (A1, elective, serial numbers 501~700):
A rate of 85% is programed for continuing students registering for computer-selected enrollment and 15% for freshman students. The remaining quota will be available for registration during the 3rd stage of course enrollment.

(4) Physical Education (A2):
Students who have completed 4 PE courses are not allowed to register for preferred courses for computer-selected enrollment, excluding outstanding student-athletes and recommended students admitted through PE screening and review exam. Freshman students in the exclusive categories should register for courses with the Office of Physical Education. Please go to the coach of each team for further information.
Freshman students should register for Physical Education I (BASIC XX AND HEALTH LITERACY). A rate of 75% is programed for freshman and sophomore students registering for computer-selected enrollment and 25% for juniors and seniors.

(5) All-Out Defense Education Military Training (A3) (Domestic students only):
Elective courses. Draftees may apply for deduction of the period of military service with an academic transcript of course completion (applicable to domestic students).
(A) Computer-selected enrollment shall be administered on the basis of the distribution of quota percentage by academic system and class year, with priority given to male students in the designated class year of the academic

system, specified as follows:

Academic system	Class year	Quota percentage
Undergraduate students	Freshman	25%
	Sophomore	25%
	Junior	25%
	Senior	20%
Graduate students	Master's and doctoral classes	5%

(B) If a quota remains as a result of the initial computer-selected enrollment for a designated class year under the same academic system, registration for the remaining quota is scheduled for the 3rd stage of course enrollment. For example, the enrollment quota for All-Out Defense Education Military Training—National Defense Policy (A3-101) is set at 70. The enrollment quota for junior students is: 70 X 0.25 = 17 (rounded down to the nearest whole digit). If 15 junior students register for the course, all of them will be enrolled, while the remaining two spots shall be available for computer-selected enrollment in the 3rd stage of course enrollment.

2. Registration for preferred courses in the category of English Module Program (A1, serial numbers 101~500) for computer-selected enrollment is scheduled for the third stage.

3rd Stage of Course Enrollment	
English Module Program Course Enrollment	
Duration	9:00, September 2 to 12:00, September 3
Designated Students	Undergraduate students (except FLLD students)
Notes	1. The class placement list of freshman students of 2026 for English Module Program is scheduled to be published on the website of NCKU Course Information and Course Enrollment System by **16:00 September 1**. Students are allowed to log onto the system to check out the placement on "**My Course Schedule**". Accordingly, please register for courses according to your assigned module. Students who have obtained higher CEFR-level proficiency certificates and wish to move to a more advanced module should apply for a "**Module Conversion**" on the Foreign Language Center (FLC) website during the **15th to 16th weeks** of the semester. 2. Students are required to register for preferred courses in the category of English Module Program, starting from **9:00 on September 2**. Students are not allowed to enroll in two or more English module courses (score >=60) with the same title. 3. The computer lottery process will be conducted at **13:30 on September 3.** The registration results will be published (will be imported into [My Course Schedule]) **before 17:00 on September 3**. 4. New transfer, re-enrolling, or exchange students of the current semester may

	choose an English course on the NCKU Course Information and Enrollment System without any module. • Continuing students who have not been assigned an English module are ineligible to register for English courses this semester. To register for the upcoming semester, these students must obtain a valid English proficiency test score and apply for "**Module Registration**" via the FLC website during the **15th to 16th weeks**. • For further inquiries, please refer to the FLC announcements or contact the Foreign Language Center (ext. 52273). 5. Students are allowed to drop courses online.
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to register for courses.

Online Course Enrollment		
	The 1st timeslot of the 3rd stage of course enrollment scheduled for online enrollment	The 2nd timeslot of the 3rd stage of course enrollment scheduled for online enrollment
Duration	09:00, September 4 to 12:00, September 5	09:00, September 7 to 16:00, September 8
Designated Students	All students (Please register for preferred courses in the categories of courses designated for all NCKU students, excluding flexible intensive courses, for computer-selected enrollment)	
Notes	Instructions on Enrollment of Flexible Intensive Courses: Students are allowed to directly enroll in all flexible intensive courses, except for those in the category of General Education, which are programed to be registered for computer-selected enrollment. Please log onto the link for flexible intensive course enrollment on the NCIACES website to enroll in, drop or withdraw from a flexible intensive course according to Paragraph VI of the Registration and Enrollment Instructions.	
	Instructions on Registration for Preferred Courses for Computer-Selected Enrollment: 1. At this stage, students are allowed to process course enrollments simultaneously online and at the office of the department/institute/program. Students may go to the webpage of Course Catalog to plan pre-registered course enrollments for the 3rd stage. 2. At this stage, students are allowed to drop courses online in the computer-selected enrollment categories of Languages (A1, A7)/Physical Education (A2), General Education (A9), and Specific Curriculum (AN~ZZ)/other general curriculum if they have been enrolled by computer selection. Those who intend to add courses in the three categories shall register for preferred courses for computer-selected enrollment. A random computer-selection will be administered in the designated order of the three categories	

and the registered preferred courses (please refer to the rules for computer-selected enrollment).

Order of Categories (based on the enrollment quota)	Course	Maximum of Selected Courses
1. Languages (A1, A7) /Physical Education (A2)	English Module Courses (A1 100~500)	1
	Second Foreign Language (A1 501-700)	1
	Remedial English and English Courses for Graduate Programs (A1 >701)	1
	Physical Education (A2 001-499)	1
	General Chinese (A7)	1
2. General Education (A9)	General Education (A9)	Enter a maximum of 5 intended courses
3. Specific Curriculum (AN~ZZ)/Other General Curriculum (e.g., A4)	Specific Curriculum (AN~ZZ)/Other General Curriculum	Not limited
	All-Out Defense Education Military Training Course (A3)	2

3. Maximum of one computer-selected course for the same course category:

In the computer-selected enrollment of Languages (A1, A7)/Physical Education (A2), registration for preferred courses for computer-selected enrollment will result in a maximum of one computer-selected course with the same department code for the same course category. if a preferred course is selected, subsequent preferred courses with the same department code for the same course category will be invalid.

4. Class scheduling conflict:

Registration for preferred courses will be invalid should a class scheduling conflict arise between the computer-selected course and any course on [My Course Schedule], or other preferred courses registered.

5. Maximum of course credits:

Registration for preferred courses will be invalid should enrolled courses on [My Course Schedule] exceed 25 credits (maximum for general students), or 31 credits (maximum for those approved under special circumstances, such as academic excellence, minor study, double-major study or the Educational Program).

6. General Education courses (A9):

	Undergraduate students are allowed to enter a maximum of 5 preferred courses. Those who do not have A9 general education courses in [My Course Schedule] will be given priority in computer selection. However, with limited remaining quota at this stage, priority does not entail a higher winning rate of enrollment. For example, the remaining enrollment quota is 3, and 21 students have registered for preferred courses for computer selection. 11 of them do not have A9 general education courses in [My Course Schedule]. The winning rate based on priority is 3/11=27 %.	
	7. Computer selection of preferred courses is scheduled to process in the afternoon on September 5 (9/5). The results will be announced on the webpage of Latest Information within the NCIACES website before 16:00 on September 6 (9/6) and imported into [My Course Schedule]. Students are allowed to drop a computer-selected General Education course online during the designated period.	7. As course enrollments are processed simultaneously online and at the office of the department/institute/program during this stage, the enrollment quota is subject to change by September 8. Please note quota change when you register for preferred courses for computer-selected enrollment. 8.Computer selection of preferred courses is scheduled to process at 16:30 on September 8 (9/8). The results will be announced on the webpage of Latest Information within the NCIACES website before 8:00 on September 9 (9/9) and imported into [My Course Schedule]. 9. The deadline for dropping courses online is scheduled for 13:00 September 15. Those who drop any enrolled course (*棄選*, defined as dropping a course) before the end of this stage are not required to pay for its credit fees. Afterwards, students who withdraw from any course (*退選*, defined and noted as a course withdrawal on the transcript) are required to pay for its credit fees. A dropped course will not be noted on the academic transcript.
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to register for courses.	

Department/Institute/Program Office Course Enrollment for Students with Specific Status	
Duration	9:00, September 7 to 16:00, September 8
Designated Students	1. Intercollegiate transfer students (with a notice of acceptance as an approved student or a waitlisted candidate), interdepartmental transfer students (based on the admission list), reenrolling students (with application documents for early reenrollment) for the 2026-27 academic year. 2. Graduate students admitted after the second stage of course enrollment (with a

	notice of acceptance for waitlisted applicants). 3. Online public notice of the Dep./Institute/the course-offering unit.
Notes	1. The staffer in charge of course enrollment at each department/institute/program is required to help designated students register for course enrollment. If necessary, students should produce related documents to identify their student status. Each department/institute/program is required to administer course enrollment for those who are not allowed to register for course enrollment during the period from the end of the 2nd stage of course enrollment to the beginning of the third stage of course enrollment, or those who have no required program-specific course enrollment on the schedule. 2. Registration for General Education courses (A9)/ English module courses (A1 101-500)/ General Chinese (A7) is open exclusively to reenrolling students and intercollegiate transfer students without a GE course (A9)/ English module courses (A1 101-500)/ General Chinese (A7) enrollment. They shall register with the Center for General Education for GE courses (A9)/the Foreign Language Center for English module courses (A1 101-500) /the Dept. of Chinese Literature or the Dept. of Taiwanese Literature for General Chinese (A7). This registration process is available based on remaining enrollment quotas, excluding those who have dropped their computer-selected courses (enrolled in the previous stage) for the three categories or who have completed their application for a language course waiver. 3. Interdepartmental transfer students (continuing students) of the Department of Architecture are allowed to register for courses designated for lower classes at the department office. 4. Intercollegiate transfer students admitted in the fall semester, early-reenrolling students and interdepartmental transfer students are allowed to apply to their department office for course additions for their enrollment in the program-designated required courses. Those who are not enrolled in the course of Exploring Tainan (AF-101) are allowed to contact the staffer in charge at the Division of the Registrar to complete course enrollment and select the routes upon completion. 5. Non-designated students are required to register online for preferred courses. Those who need additional course enrollment shall apply to the academic unit offering the course in accordance with related regulations. 6. Students are allowed to drop courses online during the designated period. 7. If a course is conditionally set up with “no registration allowed during this stage” in the course catalog system, while the instructor announces an agreement on [online additional course enrollment], students are allowed to apply for course additions accordingly.
Operation	(1) Please complete the application form designated and publicized by the department/institute to process course enrollments. If no application form is available in the department/institute, please download and complete the NCKU Application Form for Students with Specific Status /under Special Circumstances /Overdue Course Enrollment on the webpage of the Registrar’s

	Division at https://reg-acad.ncku.edu.tw/p/412-1041-601.php?Lang=zh-tw to process course enrollments. (2) The department/institute office staffer should log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to help the designated students process course enrollments. The staffer is scheduled to process computer selection for course enrollment, starting from 16:30 on September 8 (9/8). If the department/institute quota for course enrollment is not completely filled, the staffer will be allowed to process course enrollment to reach the quota after the end of the computer selection or during the period from 8:00~8:30 on September 9 (9/9).

Application for Online Course Additions	
Duration	08:30, September 9 to 13:00, September 15 (Applications shall be reviewed by the instructor for approval by 17:00, September 15.)
Designated Students	Students who are required to add courses
Notes	1. Students applying for online course additions are not allowed to register repeatedly for the same course addition (including the one disapproved by the instructor). If you fail to register for a course with an unspecified instructor, please contact the course-offering unit or the Curriculum Division for a specific setup. 2. Students are required to process course additions for the categories of English Module Courses (A1 1-500), Foreign Languages (A1 501-700), Physical Education (A2), General Chinese (A7), General Education (A9) in accordance with the regulations of the course-offering units. For detailed information, please visit their websites. 3. The course of Exploring Tainan (AF) and its route selection model are not included in the application for course additions. 4. Students who intend to take more than 31 credits in the semester are not allowed to use the online course-adding system. They are required to print out, complete and submit the online consent form for course additions and a course overload or underload request form to the department or the course-offering unit for approval and to the Division of the Registrar for course additions. For those who fail to receive approval by 17:00 on September 17, course additions for study overload will be cancelled. 5. Without special approval, students are not allowed to enroll in courses with more than 31 credits. Violation will result in cancellation of overloaded courses in accordance with the course addition schedule (in descending order of timeline). 6. Restrictions for course addition: Only 2 courses can be registered if a scheduling conflict arises with [My Course Schedule] or [Course Add Checklist]. (1) If the added course conflicts with a course in [My Course Schedule]: Once the course addition is approved, the conflicting course in [My Course Schedule] will be marked 'Dropped,' and the new course will be added. (2) If the added course conflicts with a course in 'Course Add Checklist': The conflicting course in the [Course Add Checklist] will be marked "Cancelled," and the approved course addition will be listed. 7. Students are allowed to refer to the regulations for additional course enrollment, published in the course catalog system, the department/institute office, or the course-offering unit. 8. Students who are approved by the instructor as a waitlisted enrollee for additional course enrollment based on the factor of classroom capacity shall check with the responsible staffer of the course-offering unit to confirm the administration of the enrollment by the end of the stage of enrollment for students with specific status.
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to register for courses.

Course Enrollment Under Special Circumstances	
Duration	9:00, September 16 to 17:00 September 17
Designated Students	1 Students who are required to complete course enrollment under special circumstances arising from course change made by the course-offering unit (course cancellation, instructor change, or schedule change) after the beginning of the semester on September 7. 2. Graduate students who have not enrolled in any course or undergraduate students who have enrolled in courses with less than 9 credits.
Notes	1. **For undergraduate students** who have enrolled in courses with less than 9 credits, the department office is allowed to enroll them in courses based on remaining quotas or in program-designated required courses, without approval by the instructor. 2. **For graduate students** who have not completed their minimum course credit requirement for graduation and who have not enrolled in any course, the department/institute/program office is allowed to enroll them in specific-topic seminar courses without approval by the instructor. 3. **Graduate students** who have completed their minimum course credit requirement for graduation and who have not enrolled in any course may apply for a note of *Thesis/Dissertation Writing* on the course enrollment checklist in accordance with the regulations of the department/institute/program. 4. **In-service graduate students** shall process their course enrollment in accordance with the regulations of the course-offering unit. 5. Should course addition request forms signed for approval by the instructors within the last stage of course enrollment exceed the capacity of the designated classroom, the department/institute/program office may change the classroom to enroll students in order of application or cease to enroll students according to classroom capacity
Operation	(1) Please complete the application form designated and publicized by the department/institute to process course enrollments. If no application form is available in the department/institute, please download and complete the NCKU Application Form for Students with Specific Status /under Special Circumstances /Overdue Course Enrollment on the webpage of the Registrar's Division at https://reg-acad.ncku.edu.tw/p/412-1041-601.php?Lang=zh-tw to process course enrollments. (2) The department/institute office staffer should log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to help the designated students process course enrollments. (3) Without special approval, students are not allowed to enroll in courses with more than 31 credits. Violation will result in cancellation of overloaded courses in accordance with the course addition schedule (in descending order of timeline).

Dropping Courses in the Designated Stages of Course Enrollment

Dropping courses in the 1st stage of online course enrollment	
Duration	9:00, July 13 to 17:00, July 22
Designated Students	All students The system will not be open for students to drop courses when it is scheduled to process computer-selected course enrollment and import the results into [My Course Schedule].
Dropping courses in the 2nd and 3rd stages of online course enrollment	
Duration	09:00, August 25 to 17:00, August 25 09:00, August 26 to 17:00, August 26
Designated Students	Students are allowed to log on to the course enrollment system to drop courses during the time slot scheduled for their class.
Duration	09:00, August 27 to 12:00, September 3
Designated Students	All students The system will not be open for students to drop courses on the dates of August 29 (starting from 17:00) and September 3 (starting from 12:00) when it is scheduled to process computer-selected course enrollment and import the results into [My Course Schedule].
Duration	09:00, September 4 to 13:00, September 15
Designated Students	All students The system will not be open for students to drop courses on the dates of September 5 (starting from 13:00) and 8 (starting from 16:30) when it is scheduled to process computer-selected course enrollment and import the results into [My Course Schedule].

Note: After the end of each stage of online course enrollment, the system will not be open for students to drop courses when it is scheduled to process computer-selected course enrollment and import the results into [My Course Schedule]. Upon completion of the computer-selected course enrollment, a public notice will be issued for the system to open for students to drop courses.

Stage of Course Enrollment Confirmation	
Duration	09:00, September 18 to 17:00, September 21
Designated Students	All students
Notes	1. Please log on to the course enrollment system on the NCIACES website at https://course.ncku.edu.tw/ to confirm your course enrollments. No course adjustment may be made at a later date. 2. Undergraduate students who are short of credits for Comprehensive General Education courses are required to print out and complete an application form for related course enrollment, which shall be processed by the Division of the Registrar. 3. Should there be more courses than are required, students shall withdraw from them online. No refund will be made for course withdrawals. 4. Owing to non-student factors that infringe upon the rights of students to course enrollment, students shall complete an NCKU Application Form for Students with Specific Status /under Special Circumstances /Overdue Course Enrollment (downloaded from the webpage of the Division of the Registrar at https://reg-acad.ncku.edu.tw/p/412-1041-601.php?Lang=zh-tw) specifying student number, reasons, and date of application. The form shall be signed by

	the applicant and approved by course instructors, department chair, and director of the Division of the Registrar, to process related course enrolments at the Division of the Registrar. 5. Undergraduate students who take courses below the required minimum number of credits and who decide not to add courses shall complete and submit a course underload request form, which shall be approved and processed by the Division of the Registrar.
Operation	Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to confirm your course enrollments.

Stage of Course Withdrawal	
Deadline	9:00, September 16 to 17:00, December 4
Designated Students	Those who decide to withdraw from courses (in accordance with the maximum and minimum requirements of course credits)
Notes	1. All withdrawals shall be processed online. 2. Withdrawal from a flexible intensive course shall be processed at the link for flexible intensive course enrollment on the NCIACES website according to Paragraph VI of the Registration and Enrollment Instructions. 3. Students who need to take courses below the required minimum number of credits under special circumstances are required to complete and submit a course underload request form for related course withdrawals, which shall be approved and processed by the Division of the Registrar. 4. Course withdrawal will be indicated on the student's transcript, and no refund will be made. 5.In accordance with the maximum and minimum requirements of course credits and course enrollment regulations, undergraduate students (non-deferred students) who complete their application for study underload are required to enroll in course with a minimum of 3 credits, and graduate students (who have not applied for thesis/dissertation writing) are required to enroll in a minimum of 1 course.
Operation	1. Please log on to the course enrollment system on the website of NCIACES at https://course.ncku.edu.tw/ to withdraw from courses. 2. Those enrolled in courses below the required minimum number of credits shall submit a course underload request to apply for course withdrawal, which shall be approved and processed by the Division of the Registrar.

This English version was translated from the original Chinese text. In the event of any discrepancy, the Chinese will take precedence.