

彈性密集課程(微學分) Flexible Intensive Course (Microcredit Courses)

★依選課辦法第四條第八項略以:

選修彈性密集授課課程，依開課單位專簽核准公告辦理，該課程 棄（退）選須至開課單位或選課系統線上申請，相關規定依選課公告辦理。

Enrollment of any flexible intensive course offered by a department shall be administered according to its course-offering policy notice approved by the Office of Academic Affairs. Those who intend to drop (or withdraw from) any such course shall process their applications with the course-offering department or on the online course enrollment system.

院(系、所)開課單位務必告知學生彈性密集授課選課、成績、學分費注意事項：

(1)選課：

A.經核准設定彈性密集開課註記後，學生可於該學期網路選課開放期間加選或承辦人員於授課截止前至系辦選課系統加(退)選。課程開始授課後不建議學生棄選，如有特殊因素煩請院(系、所)於課程結束前，酌情辦理退選。該學期學生若申請退選，成績單將留退選註記。

B.衝堂部分：勿與其他課程衝堂(合同時段密集授課)，衝堂者以退選處理。

超修部分：學士班未達原系超修標準，欲超修者須填寫超(減)修學分申請表，經教務長核准方可選修。

(2)學分費：研究生修此課程者退選須繳納學分費，學士班選修低於 9 學分者，如因加選彈性密集授課超過學分費規定學分應繳全額。

(3)成績：

A.無休學者，彈性密集授課成績及學分將列入歷年成績單。各科成績依本校教師繳交及更正成績要點辦理，建議於密集授課截止日後兩周內或學期規定時間內，至 成績上傳系統上傳核對無誤後送註冊組。

B.如於寒暑假期間開授密集課程，該課程結束時間已超過教師學期成績繳交期限(上學期 1/31，下學期 7/10)，則該課程開課學期建議列在次學期。

All course-offering academic units (departments, graduate institutes, and colleges) must inform their students of the notes for the flexible intensive curriculum with regard to course enrollment, credit fees, and grades as follows:

(1) Course enrollment:

A. For a course approved and established as a flexible intensive course, students are allowed to enroll online during the designated enrollment period, while

responsible unit staffers are allowed to process course enrollment or withdrawal online via their office enrollment system before the end of the course. It is not recommended that students drop the course after the start of the course. Under special circumstances, applications for course withdrawal may be processed at the discretion of academic units (departments, graduate institutes, and colleges) before the end of the course. If a student has completed an application for course withdrawal, the course will be recorded on the transcript with “W” for withdrawal for the semester.

B: Scheduling conflicts:

Please do not enroll in courses with overlapping schedules (including intensive courses in the same timeslot).

Course overload:

Underground students who fail to meet the course overload criteria designated by their major program and who wish to apply for course overload shall complete and submit the designated application form for course overload, which shall be approved by the Vice President of Academic Affairs.

(2) Credit fees:

A graduate student who withdraws from a flexible intensive course must pay its credit fees. An undergraduate student initially taking fewer than nine credits who enrolls in a flexible intensive course resulting in a total number of credits more than nine shall pay a full tuition.

(3) Grades:

A. For students enrolled in a flexible intensive course without a suspension of studies from the semester, the course will be included with the grade and credits received on their academic history transcripts. Grades given to flexible intensive courses shall be administered in accordance with NCKU Guidelines for Faculty's Submission and Correction of Grades. It is recommended that instructors upload their grades online and submit the printed grade sheets to the Registrar's Division within two weeks after the end of the class or by the designated grade submission deadline for each semester.

B. In the case of a flexible intensive course offered during a winter or summer break and scheduled to end after the designated grade submission deadline for each semester (January 31 for fall semester, July 10 for spring semester), it is

recommended that this course be included in the curriculum for the following semester.