

National Sun Yat-Sen University

Credit Waiver Application Form

Academic Year of Application: _____

Application Date: YYYY / MM / DD

Page _____ of _____

Student ID No.	Name	Department/Institute	Degree Type	Student Status
			<input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Master In-Service <input type="checkbox"/> Doctoral	<input type="checkbox"/> New Student <input type="checkbox"/> Transfer Student <input type="checkbox"/> Current Student

※ Undergraduate students requesting a credit waiver for General Education courses must submit the 'General Education Credit Waiver Application Form' separately.

Credit transfer course			Course, credit and grade			Comments of the department/institute						
						Required/ Elective	Course Title	Credit	Course Title	Credit	Grade	Approved
Course Title	Semester	Credit										

Students must complete the form, sign it, obtain advisor and department chair approval, and submit it to the Registration Division for processing.

Applicant Signature	If a credit waiver is approved, the course must be dropped by the student. Phone number: _____	Advisor		Countersignature for upgrading to a higher year (For undergraduate freshmen only)
Staff-in-charge Department/Institute		Department Chair		The student is granted a total of _____ waiver credits and is eligible for advancement to the _____ year per regulations.
Staff-in-Charge Registration Division	Total Approved Waiver Credits: _____	Director, Registration Division		Chair of the Department Signature:

- Notes:
1. Refer to the department/institute's *Obligatory Course List* and *Credit Transfer Guidelines*, including those for professional program students.
 2. Applicants must submit their transcript (or credit certificate) and course syllabus.
 3. Departments/institutes must specify the approved transfer courses, required make-up courses, semesters, and credits.
 4. Freshmen eligible for an academic year upgrade are exempt from physical education courses before the upgrade but must complete the credit transfer procedure.
 5. If a credit transfer is approved for an enrolled or system-assigned course, the student must drop it during the add/drop period.

【 Attachments 】

1. Transcript (or credit certificate) of each academic year
2. Syllabus

(Submit the required attachments along with the Application Form. If the syllabus cannot be downloaded online, please complete the form below.)

Syllabus and Contents List

Student ID No.		Name		Department	
Finished courses	Chinese				
	English				
	University/college	Department/institute	Instructor		
	Year/semester	The semester in the academic year	Credits	Grade	
		Hours			
Credit transfer course		Credits of the course			

Syllabus and contents (including the units and contents of the course)

References/textbooks:

Note: Documents are essential for review. Please provide detailed information. (If more space is needed, attach additional A4 pages.)