

Spring Semester 2022 Course Selection Schedule (including Tuition Fee Regulation for Extended Studies Students)

1. Pre-selection (Current students)	
Time & Period	2022/01/04 Tue. 09:00 ~ 2022/01/13 Thu. 17:00 ---- Online 24 hours.
Notes	Please check course selection list & syllabus.
2. Pre-selection (Transfer and Resumption students)	
Time & Period	2022/02/08 Tue. 09:00 ~ 2022/02/10 Thu. 17:00 ---- Online 24 hours.
Notes	Please check course selection list & syllabus.
3. Priority Preference Registration	
Time & Period	2022/02/15 Tue. 09:00 ~ 2022/02/17 Thu. 17:00 ---- Online 24 hours.
Notes	<ol style="list-style-type: none"> 1. Students who select courses whose student number capacity has been reached must fill in priority preference for selection. 2. Students can fill and adjust priority weight during the registration period, and the final result depends on the latest data saved in the system. Those not filling in their priority preference will be disqualified. 3. Total of priority weights are 100 (10 extra will be granted to those who have confirmed course selection list and answered all the course evaluation questionnaires in the previous semester). 4. Selection results can be checked the afternoon on the next day after registration.
4. Courses Add / Drop	
Time & Period	2022/02/21 Mon. 12:10 ~ 2022/03/03 Thu. 13:00 ---- Online 24 hours (Courses whose student number capacity has been reached are not available)
Notes	<ol style="list-style-type: none"> 1. Vacancies due to any students dropping the courses will be filled with other students who register for the course in the order of precedence. In the event of schedule conflicts, the course scheduled afterward for filling the vacancy will replace the original one. Students whose credit number has reached the maximum for the semester will not be considered for filling the course vacancies. 2. Students who wish to add a course opened by other program, which not available through function of Courses Add / Drop, may apply through Special Application for Course Add/Drop on the system.

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	<p>3. General education courses offered by schools with partnership including NTNU, NTPU, NTUT and NTOU can be added online. Courses from other schools, such as , CYCU, can only be applied using hard copy of Inter-University Course Selection Application Form.</p> <p>4. Students applying for Inter-University Course Selection Program shall meet the requirements governed by TMU Inter-University Course Selection Regulations and complete the application procedure during the TMU Course Add/Drop period.</p> <p>5. Undergraduate students under special conditions can apply for reducing credit hours through hard copy application.</p>
5. Course Selection List Confirmation & Final Corrections	
Time & Period	<p>2022/03/11 Fri. 09:00 ~ 2022/03/17 Thu. 17:00 ---- Online 24 hours</p> <p>Students must check course selection list every semester to protect their right for course selection.</p>
Notes	<p>1. If the course list is correct, click “Course List Correct and Confirmed”</p> <p>2. If there is anything wrong, click “I want to correct my course selection.” Students may add courses on the system. To drop courses, please complete the hard copy application form (Course Selection Request Form) and submit to the Curriculum Section.</p> <p>Correction will not be accepted for students who forget to submit applications due to personal reasons.</p>
6. Tuition Fee for Extended Studies Students	
Time & Period	<p>2022/03/10 Thu. 09:00 ~ 2022/03/15 Tue17:00 ---- Online 24 hours</p> <p>1. Students whom need to pay tuition fee as below, (1) Extended studies of college students (2) 3rd grade of Master and PhD students</p> <p>2. Please follow the list of tuition fees announced on website of Office of Finance. Furthermore, here is the list of special charged credits for extended studies students. (Click link) URL:https://eschool.landbank.com.tw/index.aspx</p>
Notes	<p>1. Tuition will be calculated based on the hours taken in the semester. To prevent further procedures</p>

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	<p>and issues arising from making up for late payments or refund, please complete the course selection process during the specified period. Those who fail to pay the tuition fee during the specified period, courses will be suspended from school.</p> <p>2. Students may make payments through wire transfer at a bank or Automated Teller Machine (ATM). For any question about tuition, please contact Ms. Chang, Ling-Fang (張齡方) at Cashier Section.</p>
7. Course Withdrawal (Graduating student)	
Time & Period	2022/03/21 Mon. 09:00 ~ 2022/04/29 Fri. 17:00 ---- Online 24 hours
Notes	<p>1. Students must register courses that meet the minimum credit required for the semester after withdrawal. Graduate students must maintain at least one course after withdrawal.</p> <p>2. The course withdrawn will still appear on the semester academic records as “I” (incomplete), but will not be counted in the total semester credits.</p>
8. Course Withdrawal (Non-Graduating student)	
Time & Period	2022/03/21 Mon. 09:00 ~ 2022/05/27 Fri. 17:00 ---- Online 24 hours
Notes	<p>1. Students must register courses that meet the minimum credit required for the semester after withdrawal. Graduate students must maintain at least one course after withdrawal.</p> <p>2. The course withdrawn will still appear on the semester academic records as “I” (incomplete), but will not be counted in the total semester credits.</p>