

# 元智資訊傳播學系減修學分申請表

## Application for Reduced Course Load

申請日期：\_\_\_\_年\_\_\_\_月\_\_\_\_日

姓名 Name of Applicant		學號 Student ID No.		年級/班別 Grade/Class	
聯絡電話 Cell Phone		Email			
申請學年期 Academic year/semester	_____學年/ Academic year <input type="checkbox"/> 第 1 學期/ Fall <input type="checkbox"/> 第 2 學期/ Spring				
擬請同意本學期修課總學分數：_____學分 <b>Total Credits for this semester: _____ credits.</b>					
減修原因 / Reason for reduced course load :  <input type="checkbox"/> 已達畢業學分 The applicant has reached his/her credits required for graduation.  <input type="checkbox"/> 其他（說明於下） Other Reasons (Please specify) :  <div style="height: 150px;"></div>					
導師（簽章） Signature of Mentor			系主任（簽章） Signature of Department Chair		

**注意事項(Notice)：**

1. 本系生申請減修，除了填寫 Portal 線上申請外，需再填妥本申請書經導師、系主任同意，得酌減應修學分數。  
 In addition to completing the Portal online application, the applicant must complete this application form and obtain the consent of the mentor and the department chair to reduce the number of credits to be taken.
  
2. 依據學則第 13 條，學生修習學分數，第一學年至第三學年每學期不得少於十六學分，第四學年每學期不得少於九學分，但除交換生外，每學期至少仍應修習一門課（不含體育、服務學習及零學分課程），違者應令休學。  
 According to Article 13 of YZ Study Regulations , undergraduate students shall not take less than 16 credits each semester from their first to third academic year; they shall not take less than 9 credits each semester in their fourth academic year. Except for exchange students, students shall still take at least one course each semester (excluding physical education, service learning, and zero-credit courses); those students who violate this rule shall be forced to drop out of the University.

(保存期限：1 年)