



注意事項 Note：

※ 「選課實施辦法」第二條後段：

加退選後學生經學系輔導認有需要停修課程者，於開學後第十週，由學生填寫「停修申請單」，經課程負責人同意後，送教務處辦理停修課程。除特殊情形外，停修以一科為限。學生停修課程後，總修讀學分數仍需符合第十一條應修學分數下限之限制；停修課程不計成績、學分，不予核退學雜費，成績單上予加註「停修」。

In according to Article 2 of CGU Implementation Guidelines for Course Selection, students unable to continue their course in the middle of the semester are required to fill up the "Course Withdrawal Request Form" in the 10th week of each semester, which will be processed upon approval by the course instructor and the Office of Academic Affairs.

Each student is allowed to withdraw one course only per semester, except under special circumstances. After approval of course withdrawal, minimal credit requirement as stipulated in Article 11 has to be met. There is no refund of tuition and miscellaneous fees for withdrawal from courses. In addition, a withdrawn course will appear on the student's transcript with a grade of "W". The "W" grade does not affect the student's grade-point-average (GPA). The "W" grade indicates that the course was withdrawn .

※ 當學期曾停修課程者，次學期不得領取成績優良獎學金。

For students who withdraw a course in the 10<sup>th</sup> week of the semester, they are disqualified for scholarship in the following semester .