

國立高雄應用科技大學轉系申請書

National Kaohsiung University of Applied Sciences Inter-Department Transfer Application Form

申請日期(Application date)： 年(year) 月(month) 日(day)

姓名 Name		學號 Student ID No.	
原屬系級 Department transfer from	系(department) 年級(grade) 組(class)	擬轉入系級 Department transfer to	系(department) 年級(grade) 組(class)
轉系組原因 Cause of transfer		附件 Appendix	<input type="checkbox"/> 成績單 Transcript
家長或監護人 Parent's signature	同意敝子弟以上之轉系申請 Agreed to my child's Inter-Department Transfer Application (簽章)		
學生簽章 Applicant's signature	(簽章)	連絡電話 Tel No.	
通訊處 Contact address			

審 查 流 程(Review Process)			
(1) 原屬系級 Department transfer from	(2) 綜合教務組彙辦 Section of General Academic Affairs	(3) 擬轉入系級 Department transfer to	(3) 教務長批核 Dean of Academic Affairs
審查意見(Comments)： <input type="checkbox"/> 同意(Agree) <input type="checkbox"/> 不同意(Disagree)		審查結果 (Comments)： <input type="checkbox"/> 同意(Agree) <input type="checkbox"/> 不同意(Disagree)	
導師簽章： Advisor Signature			
系主任簽章： Signature of Head of Department			

註：1. 學生填寫申請轉系申請表送請轉出學系系主任同意後，於5月1日至15日向綜合教務組(教務組)提出申請。

Students who apply for inter-department/group transfer must complete the application form from May 1 to May 15, gain approval with the head of the department they transfer from, and submit the application to Section of General Academic Affairs

2. 請詳閱教務處公告轉系組辦法及審查標準。

Please reference the Notice of review criteria of the target department, from Section of General Academic Affairs.