

【轉系所】Q&A

【Department/Institute Transfer】Q&A

Q：申請轉系所資格為何？何時可以申請轉系所？

Q：What are the eligibility requirements and timeline for applying for a department/institute transfer?

- 學士班：學士班學生得於修業滿一學年後轉入不同學系。申請資格請參考「學士班學生轉系辦法」及申請學年度各學系之「轉系審查標準」，並依公告時間提出申請，每年大約在四月中旬受理申請，申請表可自教務處轉系所網頁下載「轉系申請書」、「轉系志願表」。

Undergraduate programs:

Undergraduate students may apply to transfer to another department after completing at least one academic year. For eligibility, please refer to the “Regulations for Undergraduate Student Department Transfer” and the transfer evaluation criteria of the respective departments for the given academic year. Applications are typically accepted around mid-April each year. The "Application Form for Undergraduate Department Transfer" and "Undergraduate Transfer Preference Form" can be downloaded from the Office of Academic Affairs English webpage.

- 研究所：研究生得於修業滿一學期後轉入不同系所。申請資格請參考「研究生轉系所作業規定」，於上、下學期依公告時間提出申請，上學期大約在十一月下旬；下學期大約在四月中旬受理申請，申請書可自轉系所網頁下載。

Graduate programs:

Graduate students may apply to transfer to another department/institute after completing at least one semester. For eligibility, refer to the “Regulations for Graduate Student Department Transfer.” Applications are generally accepted once per semester—around late November for the first semester and mid-April for the second semester. Application forms can be downloaded from the Office of Academic Affairs English webpage.

Q：轉學生可以申請轉系嗎？

Q：Can transfer students apply for a department transfer?

可以，轉入本校學士班學生，得於本校修業滿一學年後轉入不同學系。

Yes. Students who have transferred into the undergraduate program of the university may apply for a department transfer after completing one academic year at NSYSU.

Q：一次可以申請幾個學系？

Q：How many departments can I apply to at once?

至多可申請兩個學系，並請填寫志願表。

You may apply to a maximum of two departments. Please fill out the preference form accordingly.

Q：轉系所核定名單何時公告？

Q：When will the final transfer approval list be announced?

➤ 學士班：約於六月底至七月底前公告。

Undergraduate programs: Around late June to late July.

➤ 研究所：上學期約於一月底前公告；下學期約於六月底至七月底前公告。

Graduate programs:

First semester: by the end of January.

Second semester: from late June to late July.

Q：公告核定名單有第一次和第二次，兩者有何不同？

Q：What is the difference between the first and second rounds of announcement for the approval list?

因各系所審查方式不同，部份系所有筆試或面試，因此若系所審查結果未及於第一次時間公告，則將於第二次時間公告結果。

Due to differences in department review procedures—some departments may conduct written or oral exams—those unable to complete the process by the first round will have their results announced in the second round.

Q：轉系所核定名單公告後，可以放棄轉系所，返回原系所就讀嗎？

Q：After the transfer approval list is announced, can I withdraw and return to my original department?

轉系所核定名單經公告後，非經相關院系及教務長核准者，不得回原系級就讀。

Once the transfer approval list is officially announced, students may not return to their original department unless they receive approval from both the relevant college/department and the Vice President for Academic Affairs.

Q：轉系所學生學號會變嗎？學籍何時會改為轉入系所？

Q : Will my student ID number change after the transfer? When will my student record reflect the new department?

已核准轉系之學生學號不會改變。

學籍上的系所，上學期約於 8 月上旬，下學期約於 2 月上旬改為轉入學系，並製發新學生證，學生於開學後可至註冊組換領，舊學生證需繳回，若還有餘額請先使用完畢歸零。

Your student ID number will remain unchanged after the transfer is approved.

The academic record will be updated to reflect the new department around early August for the first semester and early February for the second semester. A new student ID card will be issued by the Registration Division, and students may collect it after the semester begins. The old ID card must be returned. If there is any remaining balance on the old card, please use it up before returning.