

114 學年度新生抵免學分申請相關事項公告

主旨：本校 114 學年度新生抵免學分申請相關注意事項。

依據：國立政治大學學生抵免學分辦法

公告事項：

一、申請資格：

下列學生得申請抵免學分：

- (一) 各學制入學一年級新生。
- (二) 轉學生（含台灣聯合大學系統學校轉校生）
- (三) 以香港副學士（或高級文憑）資格入學就讀本校學士班。
- (四) 經校際合作至本校修讀雙聯學位。

另依本校學生抵免學分辦法第 7 條規定，新生應於入學當學年度依學校公告日程一次辦理抵免學分。敬請留意申請時程。

二、申請時間及地點：因應學士班新生分科測驗放榜日期，碩博士班新生（含在職專班）與學士班新生（含轉學生）分流辦理抵免作業。

(一) 申請時間：

碩、博士班及在職專班學生為

114 年 8 月 11 日(一)至 114 年 8 月 14 日(四)

每日上午 9 點至 12 點、下午 2 點至 4 點。

學士班新生及轉學生為

114 年 8 月 18 日(一)至 114 年 8 月 21 日(四)

每日上午 9 點至 12 點、下午 2 點至 4 點。

非上班時間及逾期皆不受理收件

(二) 收件地點：

各學系所辦公室。

三、申請抵免學分應具備文件：

- (一) **抵免學分申請表（請勿雙面列印）。**
- (二) 原畢（肄）業學校中文歷年成績單正本乙份。
- (三) 申請抵免通識課程及學系認為有必要時，請另檢附**原校原修課學年期**之課程大綱。
- (四) 修習課程認定單：如前一就讀校系已取得學位，並欲以該階段修習及格、且未計入取得學位之科目學分提出抵免申請，請填寫本單並請原就讀學校之權責單位審核。

教務處註冊組 啟

Announcement: Credit Exemption Application Guidelines for New Students of the 2025 Academic Year

Purpose:

To inform first year students of the credit exemption application guidelines for the 2025 academic year at our university.

Basis:

National Chengchi University Regulations for Credit Exemption

Details:

1. Eligibility:

Students of our school who meet one of the following conditions may apply for credit exemption

- (1) First year students of each program.
- (2) Transfer students (including transfer students from the University System of Taiwan.)
- (3) Enrolled in NCCU's bachelors program with an associate degree (higher diploma) from Hong Kong.
- (4) Studied in a dual degree program at NCCU through intercollegiate cooperation.

In accordance with Article 7 of the National Chengchi University Regulations for Credit Exemption, Credit transfers must be completed via a one-time application in the year of the student's admission according to the schedule announced by NCCU. Please pay attention to the application schedule.

2. Application Period and Location:

To accommodate the release of placement test results for undergraduate students, credit exemption applications will be processed separately for master's, doctoral program students (including in-service master's program students) and undergraduate program students (including transfer students):

(1) Application Period:

- For first year students of Master's, Doctoral, and In-Service Master's Program:

August 11 (Monday) to August 14 (Thursday), 2025

Daily from 9:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

- For first year students of undergraduate program and transfer students:
August 18 (Monday) to August 21 (Thursday), 2025
Daily from 9:00 AM to 12:00 PM and 2:00 PM to 4:00 PM

*** Applications will not be accepted outside of office hours or after the deadline. ***

(2) Submission Location:

Academic department offices.

3. Required Documents for Credit Exemption Application:

- (1) Credit Exemption Application Form (please do not print double-sided).
- (2) One original copy of the official transcript (in Chinese) from the student's previous institution.
- (3) For general education courses or if deemed necessary by the department, the course syllabus from the original institution indicating the academic year and semester in which the course was taken.
- (4) Course Recognition Form: If the student has completed a degree at a previous institution and wishes to apply for credit exemption using courses that were passed but **not** counted toward that degree, this form must be completed and approved by the appropriate office at the previous institution.

Registration Section Office of Academic Affairs