Credit Transfer Application Form for Freshmen, School Transfer and Departmental Transfer Students

Chienkuo Technology University \_\_\_\_\_\_\_\_Academic Year \_\_\_\_\_\_\_ Semester

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| General Information | Two or four-year Program | Department | Name | Student No. | Telephone/Cell Phone |
|  |  |  |  | Telephone:Cell Phone: |
| Semester/Academic Year  | Elective or Required course | Equivalent CTU course title | Credits | Course title completed in previous school | Semester item | Credits | Grade | Results | Signature of Chairperson |
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| Remarks:1. Students who are enrolling at CTU are required to apply for transfer credit hours. After ratifying all procedures from Registrar Division, students should keep one copy to make

sure that they aren’t missing any subjects which will affect their graduation.2. First Review Unit: Professional subjects to department chair; Humanities courses to the General Education Center; English courses to the Language Center; military education & training course to the Military Education Office; physical education courses to Physical Education Office; manual training course to Student Affairs Office.3. Second Review Unit: The review will be sent to the Academic Affairs Office. 4. If you have fewer credits, and you are going to transfer to a subject that awards more credits, the chairperson should designate one subject for you to take .in order to fill the credit gap. However, the additional credits will not be counted into the total calculation of elective courses. 　　　　　　　　　　　　　　　　　　　　　　Declaration: I declare that I have read the regulations of waving courses, and already applied for all courses that need to waive.Applicant’s Signature  |