

## 暑修課程未達 10 人開課申請表

### Application for Summer Courses with Less than 10 Students

**A. Summer course to be offered: 【Filled out by applicant】**

Date	yy	mm	dd	Summer Term		Course Code	
Course Title						Class Hours	
						Practicum Hours	
Cause						Instructor	

**B. The applicants are limited to the Seniors of Undergraduate Programs and graduate students of Master Programs (including graduate special programs). The applicants have read and agreed to the following matters:**

1. The above listed course was not offered for the Seniors of undergraduate programs and graduate students in Master’s programs (including special programs) due to insufficient number (a minimum of 10) of registered students. The applicants agree to share the total credit fee for 10 students of the course and apply for the course to remain open under consideration.
2. The applicants cannot apply for course cancelling nor refund once the course is offered under such special consideration.
3. For the other Juniors (or under) or students from other schools (regardless of year) who also take this course, the students will be charge regular credit fee, and this will not reduce the fee shared by the applicants. In other words, the applicants cannot ask the other non-applicants to share the expenses.

**C. Signatures of the applicants:**

Class	Student No.	Name	Class	Student No.	Name
			Total: _____ Students		

**D. The approval process:**

<b>(1) Instructor</b>		<b>(4) Office of Accounting</b>	
<b>(2) Head of Dept. (Center, Office)</b>		<b>(5) Cashier</b>	
<b>(3) Div. of R&amp;C</b>		After the applicant has completed in order the fields 1-5, present this form to the case officer at the Div. of R&C for process.	
<b>Case Officer</b>	<b>Registrar</b>		
Amount payable per student: Total: NTD _____			

**Note: When there is only one applicant, please contact the attending department for special consideration by e-application for approval before filling out this Form.**