

# 靜宜大學教務處 通知

地 址：臺中市沙鹿區臺灣大道 7 段 200 號  
承 辦 人：周沛莉  
電子郵件：plchou@pu.edu.tw  
聯絡方式：04-26328001 轉 11110  
傳 真：04-26321884

受文者：本校全體學生

發文日期：112 年 2 月 27 日

發文字號：靜教綜字第 11200012 號

速別：普通件

密等及解密條件或保密期限：普通

附件：[靜宜大學學生選課辦法](#)

主旨：111 學年度第 2 學期學生選課清單列印及相關規定，請查照。

說明：

- 一、本校加退選作業已結束，請學生於 **112 年 3 月 1 日 10:00 起至 3 月 5 日 17:00 止**，自行上網檢查並列印個人選課清單是否正確。
- 二、如因超修、學分不足、重複修習等因素更正選課者，請於 **3 月 3 日 17:00 前**，至綜合業務組辦理，逾期恕不受理。
- 三、有關超修、學分不足、重複修習以及罰則之相關規範，請參閱選課辦法相關條文內容(附件)。
- 四、選課清單列印作業流程：帳號登入 e 校園服務網→各類系統功能→教務→選課清單列印。
- 五、各單位如有外籍學生、交換學生、陸生、僑生、港澳學生者，惠請學系秘書及國際暨兩岸事務處轉知。

正本：本校全體學生

副本：教務處、綜合業務組、本校各班導師、學系主任及秘書、國際暨兩岸事務處

教務長



# Providence University Office of Academic Affairs

Add.: 200, Sec. 7, Taiwan Boulevard, Shalu, Taichung 433-01, Taiwan

Case Officer: Chou, Pei-Li

e-mail: plchou@pu.edu.tw

Phone: 886-4-26328001 ext. 11110

**To: All students**

Date: February 27, 2023

Ref. No.: Jing-Jiao-Jung No. 11200012

Priority: Regular

Classification: Regular

Attachment: [Providence University Regulations on Course Enrollment](#)

**Subject: Printout of the Course Registration List for the 2<sup>nd</sup> Semester of 2022-23AY**

Descriptions:

1. The Drop/Add process is over. Please go online **between 10:00, March 1 and 17:00, March 5, 2023** to verify and make a printout of your personal Course Registration List.
2. **If any correction needs to be made due to overloading, underloading, repetition in course registration, etc., please make necessary correction at the Div. of Registration and Curriculum before 17:00, March 3. Late application will not be honored.**
3. For the regulations and penalty on overloading, underloading, and repetition in course registration, please refer to the relevant provisions in the *Regulations on Course Enrollment*.
4. The printout of Regulations on Course Enrollment is processed online only. The procedures are as follows: Log-on to e-Campus Service → All e-Campus Service → Academic Affairs → Print Course Schedule.
5. The secretary of the respective departments and OIA Office are requested to forward the message to the Foreign Students, Exchange Students, Mainland Chinese Students, Overseas Chinese Students, Students from HK and Macao in their units.

Original: All Students

Copies: Office of Academic Affairs, Div. of R&C, All Class Advisors, Heads and Secretaries of all Departments, OIA

Provost

