

靜宜大學教務處 公告

地址：臺中市沙鹿區臺灣大道7段200號
承辦人：廖玉慈
電子郵件：ytliaw@pu.edu.tw
聯絡方式：04-26328001 轉 11112

受文者：本校全體學生

發文日期：中華民國 113 年 4 月 29 日

發文字號：靜教綜字第 11300028 號

速別：普通件

密等及解密條件或保密期限：普通

附件：[校際選課\(本校至外校\)申請系統操作說明](#)

主旨：公告本校 112 學年度暑修課程及選課作業事宜，請查照。

依據：依據本校暑期開班授課施行細則及 112 學年度學雜費收費標準辦理。

公告事項：

一、112 學年度暑修分上、下兩期，上課期間如下：

上期：113 年 6 月 24 日至 8 月 2 日(排課五週)

下期：113 年 8 月 5 日至 9 月 6 日(排課五週)。

二、停課訊息：06/28(五)及調整放假日，停課一天。07/15(一)至07/19(五)，暑假全校共休週。

三、暑期選課為網路作業，分為預選、加退選二階段選課，學生需自行上網申辦，即選即上。預選截止日後，各課程選課人數符合開課標準者，保留至加退選學生選課，如預選、加退選兩階段選課未符合開班標準，該課程停開。敬請學生於規定時間內完成選課及繳費，完成暑修選課或繳費者，不得無故退選，否則以選而未修論，成績以零分計，欠繳費用仍應繳清。

四、各階段選課及繳費期限如下：

暑修	預選	加退選	學分費查詢及繳費日期
上期	5 月 6 日 09:00	5 月 20 日 09:00	6 月 3 日 09:00
	5 月 12 日 23:00	5 月 26 日 23:00	6 月 10 日 23:00
下期	6 月 17 日 09:00	7 月 1 日 09:00	7 月 11 日 09:00
	6 月 23 日 23:00	7 月 7 日 23:00	7 月 22 日 23:00

五、暑修課程及課綱資訊公佈於 e-校園服務網「暑修專區」，請同學於選課前詳閱各科課程綱要，以維權益。

六、網路選課手續：進入「靜宜大學首頁」→登入「e校園服務網」(輸入個人帳號及密碼)→「暑修選課作業」。

七、暑期開課每一科目開班學生人數規定如下：

(一) 修習學生達二十人以上者。

(二) 學士班四年級及碩士班(含專班)學生修習人數達十人以上者。

(三) 未達開班人數時，如學生同意負擔開班人數之學分費，簽請開課學系主任及任課教師同意，學生完成繳費後，方得開班。

(四) 非同步遠距教學課程，學士班課程需達三十人(含)以上、碩士班課程須達十人(含)以上才能開班。

以上人數計算，均以本校學生為計算標準。

八、連續性課程非上、下期皆開課，需視申請學生人數是否符合開班標準，並以本校生繳費人數達開課標準始得開課。

九、各班繳費人數如未達開班標準而停開課程者，採全額退費，退費作業日程請留意出納組公告。

十、本校學生暑修修習課程，每期最多不得超過九學分(含校際選課)，修習科目是否列入畢業學分依各系規定。如欲申請選修他校課程(校際選課)，務必先完成校際選課申請程序，請登入「e 校園服務網」→點選「校際選課申請」申辦，系統操作說明詳如附件(或至綜合業務組網頁→系統操作說明→

學生使用查詢)。

十一、修習優久大學聯盟、全國夏季學院、SOS 暑期線上學院課程者，除完成本校校際選課申請之程序外，並需於該平台規定時間內完成註冊、選課及繳費。

十二、暑修收費標準：

1.以本校會計室網頁(靜宜大學→行政單位→會計室→學雜費公告→112 學年度學雜費收費標準→『日間學制學雜費收費標準』)公告資訊為準。

2.暑修實驗實習課程依「實驗實習時數」收費。

3.個案開課另計收費標準，請洽綜合業務組。

十三、查詢學分費：1.登入 e 校園服務網→暑修學分費查詢；或

2.登入學校首頁→學雜費專區→暑修專區；或

3.手機下載靜宜大學 APP→登入 MyPU。

繳費通路：1.列印繳費單至第一銀行臨櫃繳納；或

2.利用金融卡 ATM 操作繳費：選擇【繳費】，輸入銀行代號【007】→輸入【存戶編號(轉入帳號)】→輸入【繳款金額】；或

3.使用信用卡線上刷卡：[第一銀行第 e 學雜費入口網](#)。

十四、煩請國際暨兩岸事務處轉知外籍生、交換生選課相關訊息，以利遵循。

十五、外校生線上選課及繳費日期，上期 6 月 17 日 10 點至 6 月 19 日 23 點；下期 7 月 29 日 11 點至 7 月 31 日 23 點。

十六、暑修業務請洽綜合業務組各學系(所、中心、室、學位學程)承辦人。

正本：本校全體學生

副本：各學院(系、所、中心、室、學位學程)、國際暨兩岸事務處、通識教育中心、教務處、綜合業務組、出納組、教學資源中心、網路系統組

教務長

鄭志文

Providence University Office of Academic Affairs Announcement

Add.: 200, Sec. 7, Taiwan Boulevard, Shalu, Taichung 433-01, Taiwan
Case Officer: Liao, Yu-Tzu
e-mail: ytliaw@pu.edu.tw
Phone: 886-4-26328001 ext. 11112

TO: All Students

Date: April 29, 2024

Ref. No.: Jing-Jiao-Jung No. 11300028

Priority: Regular

Classification: Regular

Attachment: [Cross-university \(PU to visiting universities\) course registration application manual](#)

Subject: 2023-24AY Summer Session and Course Registration

BASIS: In accordance with the *Regulations on Summer Session Courses* and 2023-24AY Tuition and Fees Standards

Announcements:

- The Summer Sessions for 2023-24AY is divided into Term 1 and Term 2. The session dates are as follows:
Term 1: June 24 – August 2, 2024 (5-week session)
Term 2: August 5 – September 6, 2024(5-week session)
- Class suspension: Fridays, June 28 (bridge holidays). The campus is closed Monday, July 15 – Friday, July 19.
- The course registration for Summer Sessions is processed online and is divided into pre-registration and Drop/Add with guaranteed enrollment. Students should apply online. After the pre-registration, if the number of students registered meets the course offering standard, the course will be reserved till Drop/Add. If the number of students registered during the pre-registration and Drop/Add failed to meet the course offering standard, the course shall be cancelled. Please complete the course registration and make all payment within the specified time. Those who have completed the course registration and made the payment cannot withdraw from the class without justifiable causes, or it will be considered absenteeism and a “zero” mark will be given as the grade while the students still need to make all payment due.
- The deadline for course registration and fee payment are as follows:**

Summer	Pre-registration	Drop/Add	Dates for Credit Fee Enquiry and Payment
Term 1	09:00, May 6 ~23:00, May 12	09:00, May 20 ~23:00, May 26	09:00, June 3 ~23:00, June 10
Term 2	09:00, June 17 ~23:00, June 23	09:00, July 1 ~23:00, July 7	9:00, July 11~23:00, July 22
- All summer courses and course outlines are published in the “Summer Sessions” of e-Campus. For their own rights and interests, students are requested to read the syllabus of each subject carefully before signing up for a course.
- For online course registration, go to PU Homepage→log in to e-Campus (enter personal account and password)→Summer Sessions Course Registration.
- The number of students in each subject eligible for Summer Session is as follows:
 - The minimum number of enrollment for Summer Session is 20 students per class.
 - A minimum of 10 students per class for senior classes of undergraduate studies and Master’s Programs (In-service Master’s Program included).
 - When the number of students registered for a summer course is less than the required minimum, if the registered students are willing to pay for the full credit fees for 20 students, the course can still be offered upon the approval of the pertinent Department Head and the course instructor with the full payment been made.
 - For the asynchronous online curriculum, the minimum enrollment for undergraduate courses is 30 (inclusive) per class and 10 (inclusive) for graduate courses.
Only the full-time registered students of this University are accounted for the number of enrollments prescribed in the preceding clauses.
- Continuing courses are not necessarily offered in both terms. It is pending on whether the number of students signed up for the respective courses meet the minimal requirement. The class can be offered only when the number of PU students who pay up the fees meet the minimal requirement.
- A full refund will be made if a course is suspended due to insufficient number of students who pay the fees. Please note the announcement of Cashier’s Office for the refund schedule.

10. A student can take a maximum of 9 credits in the Summer Sessions (including cross-university courses). It is subject to the respective departments whether these courses can be included in the graduation credit requirement. If a student is interested in taking cross-university courses, please complete first the application procedure: Log in to e-Campus→select Cross-University Course Registration. The manual can be found in the Attachment (or go to the Div. of R&C homepage→System→Student enquiry).
11. In addition to completing the application procedures of PU, students who are taking courses from Excellent Long-Established University Consortium of Taiwan (ELECT), Summer College (of National Taiwan University), or Summer Online School should complete the enrollment, course registration, and fee payment by the respective schedules.
12. Fees for Summer Sessions:
- 1) The information published on the website of the Accounting Office shall prevail. Please go to PU homepage→Administration→[Accounting Office](#)→Announcement of Tuition and Fees→Tuition and Fees for 2023-24AY→[Tuition and Fees for Day School](#).
 - 2) Effective 2023-24AY, the lab or practicum courses will be charged according to the “number of hours of lab or practicum”.
 - 3) Fees for case-based classes will be charged by a separate standard. Please contact the Div. of R&C for details.
13. **Credit Fees Enquiry:**
- 1) Log on to e-Campus→Summer Sessions Credit Fees Enquiry; or
 - 2) Log on PU Homepage→Tuition and Fees→Summer Sessions; or
 - 3) Download PU APP on mobile phone→log on to MyPU.
- Payment Channels:**
- 1) Make a printout of Tuition Payment slip and make payment at First Bank; or
 - 2) By ATM: Select “Fees Payment”, enter bank code 007→enter Transfer-in Account Number→ Enter the amount; or
 - 3) Online payment by credit card: [eTuition Portal at First Bank](#).
14. **The OIA is requested to forward the information on Summer Session course registration to foreign students and exchange students.**
15. Online course registration and payment for visiting students are scheduled as follows:
Term 1: 10:00, June 17 to 23:00, June 19;
Term 2: 11:00, July 29 to 23:00, July 31.
16. For questions on Summer Sessions, please contact the case officers of the respective departments (institutes, centers, offices, and degree programs).

Original: All Students

Copies: All Colleges (Department, Institutes, Centers, Offices, Degree Programs); OIA; GEC; Office of Academic Affairs; Div. of R&C; Cashier; Teaching and Learning Resource Center (TLRC); Division of Network and Systems (DNS)

Dean of Academic Affairs

