

靜宜大學教務處 通知

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受 文 者：113 學年度入學新生及轉系生

發文日期：中華民國 113 年 8 月 28 日

發文字號：靜教綜字第 11300054 號

速別/密等/附件：普通/普通/無

主旨：113 學年度入學新生申請「輔系」、「雙主修」、「學分學程」，及轉系生申請主輔系互換事宜，敬請 查照。

說明：

一、113 學年度入學新生申請輔系、雙主修、學分學程：

1. 受理期間：113 年 9 月 2 日早上 9:00 至 9 月 6 日晚上 12:00
2. 申請方式：採線上申請，敬請參閱下列步驟辦理：
申請步驟：本校網頁→輸入個人帳號及密碼，點選「e 校園服務網」→點選「輔系、雙主修申請」或「學分學程申請」。新申請者應選定【113 學年度第 1 學期】為開始修習期別。
3. 請至本校「e 校園服務網」點選「e-portfolio」查詢申請結果。如有誤（漏）載者，務請於 9 月 11 日前(星期三)至綜合業務組申請更正。
4. 舊生及休學中學生，本次不得申請。
5. 學生僅得修習同級學制雙主修；或修習同級或向下一級學制輔系；同一系（組）不得同時申請為輔系兼雙主修。
6. 修課注意事項：
 - (1) 依規定新申請者必需於開始修習之學期(即 113 學年第 1 學期)，修習輔系或雙主修課程至少一科，違者取消修習輔系或雙主修資格。
 - (2) 修習輔系或雙主修請參閱各系課程架構圖及修習輔雙相關辦法。
(網址 <https://dorac.pu.edu.tw/p/412-1059-2390.php?Lang=zh-tw>)
 - (3) 各類學分學程資訊，請至「學程專區」點選「113 學年度」學分學程。
(網址 <https://alcat.pu.edu.tw/2009programarea/>)
7. 逾期未申請者仍可先修習輔系、雙主修課程，修別暫為選修，於 113(2)學期再申請修習資格，並申請認列輔系雙主修學分(部分課程需補繳學分費)。

二、113 學年度轉系生申請主、輔系（雙主修）互換者，請於 113 年 9 月 2 日至 9 月 6 日行政上班時間，至文興樓二樓綜合業務組填單申請。

三、相關業務詢問請撥校內分機 11111-11122，洽綜合業務組。

正本：113 學年度入學新生及轉系生

副本：教務處、綜合業務組、學系主任、導師、系秘書、國際學院、國際暨兩岸事務處

教務長

鄭志文

Providence University Office of Academic Affairs

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To: Students of Initial Entrance and Students Changing Major in 2024/25

Date: August 28, 2024

Ref. No.: JingJiaoJung No. 11300054

Priority/Classification/Attachment: Regular/Unclassified/none

Subject: Applications for taking a Minor, Double Major, and Credit-Based Programs for Students of Initial Entrance and Major/Minor Interchange for Students Changing Major in 2024/25

Descriptions :

A. **Students of Initial Entrance** in 2024/25 applying for a Minor, Double Major, and Credit-Based Programs :

1. Service Hours: **09:00-24:00, September 2-6, 2024**
2. Application: **Online application only.** Please refer to the following steps :
Application Steps: PU homepage → key in your account name and password, select e-Campus → select “Minor, Double Major Application” or “Credit-Based Programs Application”. New applicants should select 2024/25 1st semester as the study term.
3. Please go to the “e-Campus” and select “e-portfolio: to enquire the results of your application. If there is any error/missing of the information, please apply for correction at the Div. of R&C by September 11 (Wednesday).
4. Continuing students and students in suspension of study are excluded from application this time.
5. Students can only take a double major of the same grade; or take a minor at the same grade or one grade lower. It’s not allowed to take a Minor and a Double Major from the same Department (Division) simultaneously.
6. Notes :
 - (1). According to the regulations, a new applicant must register for at least ONE course in the Minor or Double Major curriculum in the initial semester (2024/25 1st semester) of application. Failed to comply will lead to disqualification for studying a Minor or Double Major.
 - (2). Please refer to the Course Structure Diagram of the respective departments and the related regulations on taking a Minor and Double Major. [here](#)
 - (3). For information on “Credit-Based Programs”, please go to “Program Area” and select the credit-based programs for 2024/25. [here](#)
7. The students who failed to apply in time can still take the courses in Minor and Double Major programs. The courses will be listed as electives. Students can file their applications in the 2024/25 2nd semester and apply for the change of course listing as Minor/Double Major credits (credit fees will be charged for some courses.)

B. **The students applying for Major and Minor (Double Major) interchange should file their applications at the Div. of R&C at 2F, Bishop Kupfer Hall during office hours September 2-6, 2024.**

C. For further information, please contact the Div. of R&C at ext. 11111-11122.

Original: Students of Initial Entrance and Students Changing Major in 2024/25

Copies: Office of Academic Affairs, Div. of Registration and Curriculum, Head and Secretary of Departments, Class Advisors, International College, OIA

Dean of Academic Affairs

