

## 113 學年度學士班轉系標準

★除繳交書審資料、轉系家長同意書(綜合業務組→表單下載→學生使用)外務必於 e 校園服務網轉系申請系統列印轉系申請書一併繳交至申請學系，逾時未送件者或資料不全，視同未申請。

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學院	學系組別	評試項目			限制及說明
		一年級	二年級	三年級	
外語學院	英國語文學系	書面審查(100%)			1.視障學生之轉系標準與一般生同 2.書面審查資料： (1).英文自傳(含轉系理由) (2).歷年成績單正本(含排名) (3).各類英檢成績單，如無免附
	西班牙語文學系	書面審查(100%)			1.三年級不招收轉系生 2.視障同學之轉系標準與一般生同 3.書面審查應檢附資料如下： (1).轉系申請書 (2).歷年成績單 (3).轉系動機 300 字
	日本語文學系	書面審查(100%)			1.三年級不招收轉系生。 2.二年級不招收「無日語學習經驗」者。 3.不招收「日籍生身分入學」之轉系生。 4.書面審查資料包含歷年成績單、轉系動機說明書(含日語學習經驗)約 500 字一份及前一學期修課出席紀錄表一份。 5.有修過日文相關課程且操行或學業成績優異者
人文暨社會科學院	中國文學系	書面審查(100%)			書面審查應檢附資料如下： 1.自傳(含轉系動機) 2.其他有利審查之資料 3.歷年成績單正本
	社會工作與兒童少年福利學系	書面審查(100%)			1.三年級不招收轉系生 2.書面審查資料包含：學業成績(50%)(申請者須檢附歷年成績單)；自傳(含轉系動機)、社團經驗與服務經驗 (50%)
	台灣文學系	書面審查(100%)			書面審查資料應檢附： 1.自傳(須使用本系格式，請至本系網頁→下載專區→大學部相關→轉系申請表) 2.歷年成績單正本
	法律學系	書面審查(100%)			書面審查應檢附資料如下： 1.學業成績(30%)(申請者須檢附歷年成績單) 2.轉系動機(70%)
	生態人文學系	書面審查(100%)			書面審查資料應檢附： 1.自傳(包含轉系動機) 2.歷年成績單正本 3.其他有利審查之資料
	大眾傳播學系	書面審查(100%)			1.三年級不招收轉系生 2.書面審查資料：歷年成績單(含排名)、自傳、經歷、轉系動機、讀書計畫、相關競賽成果證明
	法律學士學位學程原住民專班	書面審查(100%)			書面審查： 1.大學歷年成績單正本(佔 25%) 2.自傳、個人基本資料(含民族別);族語或族群文化經驗資料(佔 25%) 3.社會服務經驗證明、社團服務證明及學校服務證明(佔 50%)
	健康照顧社會工作學士學位學程原住民專班	書面審查(100%)			書面審查： 1.大學歷年成績單正本(佔 25%) 2.自傳、個人基本資料(含民族別);族語或族群文化經驗資料(佔 25%) 3.社會服務經驗證明、社團服務證明及學校服務證明(佔 50%)

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理學院	財務工程學系		書面審查(100%)			書面審查應檢附資料如下： 1. 自傳(請依序陳述)： (1). 自我介紹 (例如：個性、學習興趣、學經歷、最有成就感的事.....等) (2). 轉入本系之動機 2. 歷年成績單 3. 其他有利審查之資料
	應用化學系		書面審查(100%)			1. 需備妥自傳(佔 60%)、歷年成績單(佔 40%)及其他有利審查之資料 自傳，請依下列撰寫：家庭背景、成長經驗、個人特質描述(例：能力、專長、潛能等)、選擇就讀應用化學系的動機(例：科系吸引你的地方) 2. 實驗課程涉及化學反應，視障、聽障、辨色力異常、精神障礙或肢障不利於久站作實驗者，宜慎重考慮
	食品營養學系	營養與保健組	書面審查(100%)			★資料審查： 1. 自傳與讀書計畫(佔 40%) 2. 大學或專科歷年成績單正本(含班排名)(佔 40%) 3. 其他有利審查之資料(如語文檢定、競賽成績、社團活動、班級幹部證明、獲獎記錄、考取證照證明等)(佔 20%) ★本系專業課程著重實習、化學實驗及實務操作視障、色盲、嚴重肢體障礙、聽力障礙及精神疾病等，可能影響實驗安全及學習成效，請慎重考慮
		食品與生物技術組				
	化粧品科學系		書面審查(100%)			備審資料： 1. 自傳與讀書計畫(含轉系原因以及原科系學習狀況說明)(佔 40%) 2. 歷年成績單(佔 40%) 3. 其他有利審查之資料(佔 20%) ★注意事項：本系實驗課程涉及化學反應，視障、聽障、辨色力異常、精神障礙或肢障不利於久站作實驗者，宜慎重考慮
資料科學暨大數據分析與應用學系		書面審查(100%)			書面審查應檢附資料如下： 1. 歷年成績單 2. 轉系申請書 3. 其他有助於審查之資料	
管理學院	企業管理學系		書面審查(100%)			書面審查應檢附資料如下： 1. 自傳(需使用本系提供之格式，請至企管系網頁法規/下載專區→學生相關→大學部 <a href="https://ba.pu.edu.tw/p/412-1011-2453.php?Lang=zh-tw">https://ba.pu.edu.tw/p/412-1011-2453.php?Lang=zh-tw</a> ) 2. 歷年成績單正本(含班級排名) 3. 得獎紀錄及足以佐證個人能力之相關證明
	國際企業學系		書面審查(100%)			申請者須檢附歷年成績單及有利審查之資料
	會計學系		書面審查(100%)			1. 歷年成績單正本(含班級排名) 2. 得獎紀錄及其他有利審查之資料
	觀光事業學系		書面審查(100%)			1. 三年級不招收轉系生 2. 申請者須檢附歷年成績單及有利審查之資料
	財務金融學系		書面審查(100%)			申請者須檢附歷年成績單正本(含系或班級排名)、自傳及有利審查之資料

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資訊學院	資訊管理學系	書面審查(100%)			檢附資料： 1. 歷年成績單正本(含排名) 2. 自傳(包含轉系動機) 3. 其他有助於審查之資料
	資訊工程學系	書面審查(100%)			書面審查應檢附資料如下： 1. 歷年成績單(含排名) 2. 其他優異表現證明
	資訊傳播工程學系	書面審查(100%)			書面審查應檢附資料如下： 1. 歷年成績單正本 2. 自傳(請附轉系動機) 3. 其他有利於審查之資料，如無則免附
	國際資訊學士學位學程	書面審查(100%)			書面審查應檢附資料如下： 1. 歷年成績單(含排名) 2. 其他優異表現證明
國際學院	寰宇管理學士學位學程	書面審查(100%)			書面審查應檢附資料如下： 1. 英文自傳(含轉系理由) 2. 歷年成績單正本(含排名) 3. 有利之英語文證明文件(例如:托福、雅思、多益)，若無則由英文面試取代。
	寰宇外語教育學位學程	書面審查(100%)			1. 視障學生之轉系標準與一般生同 2. 書面審查資料：(1)英文自傳(含轉系理由)(2)歷年成績單正本(含排名)(3)各類英檢成績單，如無免附

## Criteria for Undergraduate Major Change in 2024-25AY

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★ **The Senior year of each department does not admit transferred students; the newly established department in 2024-25AY will not admit transferred students; not all departments admit Junior year transferred students; no transferred students will be admitted when there are no vacancies. The students enrolled in the International Foundation Program for the 112(1) semester are eligible to apply for a transfer to only 8 different departments: - Computer Science and Information Management, Computer Science and Information Engineering, Computer Science and Communication Engineering, Social Work and Child Welfare, Applied Chemistry, Tourism, Nutrition and Health Division, and Food Science and Biotechnology Division**

Colleges	Dept./Div.	Review Items			Restrictions & Remarks
		Freshman	Sophomore	Junior	
College of Foreign Languages and Literature	English Language, Literature & Linguistics	Document Review (100%)			1. The transfer criteria for visually impaired students are the same as those for general students. 2. Documents to be submitted for review are: (1). English autobiography (including the reasons for major change). (2). Original copy of the full transcripts (including ranking). (3). English Proficiency Test reports (optional).
	Spanish Language & Literature	Document Review (100%)	/		1. Transferred students are not admitted in Junior year. 2. The transfer criteria for visually impaired students are the same as those for general students. 3. Documents to be submitted for review are: (1). Application for Major Change. (2). Full transcripts. (3). 300 Reasons for major change.
	Japanese Language & Literature	Document Review (100%)	/		1. Transferred students are not admitted in Junior year. 2. Students without Japanese learning experience not admitted in Sophomore year. 3. students enter the University as Japanese nationals are not admitted. 4. Document review includes full transcript and a statement (around 500 words) indicating the reasons for major change (including previous experiences in Japanese language learning.) 5. Previous experience in Japanese courses with outstanding performance.
College of Humanities and Social Sciences	Chinese Literature	Document Review (100%)			The following information shall be submitted for document review: 1. Autobiography (including reasons for major change). 2. Other documents that are favorable to the application. 3. Original copy of full transcripts.
	Social Work and Child Welfare	Document Review (100%): Grades (50%); Class or Dept. Ranking and student club experience (50%)	/		1. Transferred students are not admitted in Junior year. 2. Submitted for document review are full transcripts (including ranking) and other related documents.
	Taiwanese Literature	Document Review (100%)			The following information shall be submitted for document review: 1. Autobiography (only the department exclusive form is accepted. Go to Dept. webpage → Download → Students → Application for Major Change). 2. Original copy of full transcripts.
	Law	Document Review (100%)			The following information shall be submitted for document review: 1. academic performance (30%, evidenced by full transcripts) 2. statement indicating the reasons for major change.
	Ecological Humanities	Document Review (100%)			Documents to be submitted for review: 1. Autobiography (including reasons for major change). 2. Original copy of full transcripts. 3. Other documents that are favorable to the application.
	Mass Communication	Document Review (100%)	/		1. Transferred students are not admitted in Junior year. 2. Documents to be reviewed: Full transcripts (including ranking), autobiography, experiences, study plan, and related evidences in contests.
	Bachelor Program in Laws for Indigenous Students	Document Review (100%)			Documents to be reviewed: 1. Original copy of the full transcripts (25%). 2. Autobiography; Personal Profile (including Tribe); experience in tribal language or cultural experiences (25%). 3. Certificate in social service experiences; certificate in student club services; certificate in university services (50%).
	Bachelor Program in Health Care and Social Work Indigenous Students	Document Review (100%)			Documents to be reviewed: 1. Original copy of the full transcripts (25%). 2. Autobiography; Personal Profile (including Tribe); experience in tribal language or cultural experiences (25%). 3. Certificate in social service experiences; certificate in student club services; certificate in university services (50%).



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Colleges	Dept./Div.		Review Items			Restrictions & Remarks
			Freshman	Sophomore	Junior	
College of Science	Financial Engineering		Document Review (100%)			1. Autobiography (Please present in order): (1). Self-Introduction (e.g., Personality, Learning Interests, Academic and Experiential Background, Most Fulfilling Achievements, etc.) (2). Motivation for Transferring into this Department 2. Full transcripts. 3. Other documents that are favorable to the application.
	Applied Chemistry		Document Review (100%)			1. Autobiography (60%), full transcripts (40%), and other documents that are favorable to the application. For autobiography: Please provide the following information in order: family background; growth experience; personal trait descriptions (e.g., ability, expertise, potential, etc.); motivation for choosing to take Applied Chemistry as your major (e.g., what attracts you to study in this Dept.?) 2. The experiment courses involve chemical reactions. Students' discretions are advised especially for those with visual impairment, hearing impairment, abnormal color discrimination, mental impairment or physical impairment that prevent them from extended standing in the lab.
	Food and Nutrition	Nutrition and Health Division Food Science and Biotechnology Division	Document Review (100%)			★ Documents to be submitted for review: 1. Autobiography and Study Plan (40%). 2. Full transcripts from College or Junior College attended (including class ranking) (40%). 3. Other documents that are favorable to the application (e.g., language proficiency tests; contests; student clubs; class cadre; awards; licenses, etc.) (20%) ★ The professional courses involve practices, chemical experiments, and on-hand operations. Students' discretions are advised especially for those with visual impairment, hearing impairment, abnormal color discrimination, mental impairment or physical impairment that prevent them from extended standing in the lab, which may affect their experiment safety and learning effectiveness.
	Cosmetic Science		Document Review (100%)			Documents to be submitted for review: 1. Autobiography and Study Plan (including reasons for major change and the learning conditions in the current dept.) (40%) 2. Full transcripts (40%). 3. Other documents that are favorable to the application. ★ ATTENTION! The experiment courses involve chemical reactions. Students' discretions are advised especially for those with visual impairment, hearing impairment, abnormal color discrimination, mental impairment or physical impairment that prevent them from extended standing in the lab.
	Data Science and Big Data Analytics		Document Review (100%)			Documents to be submitted for review: 1. Full transcripts. 2. Application for Major Change. 3. Other documents that are favorable to the application.
College of Management	Business Administration		Document Review (100%)			Documents to be submitted for review: 1. Autobiography (Only the department exclusive form is accepted. Go to Dept. webpage → Download → Students → Undergraduate <a href="https://ba.pu.edu.tw/p/412-1011-2453.php?Lang=zh-tw">https://ba.pu.edu.tw/p/412-1011-2453.php?Lang=zh-tw</a> ) 2. Original copy of full transcripts (including class ranking). 3. Award records and related certificates sufficient to evidence personal capacities.
	International Business		Document Review (100%)			Full transcripts and any documents favorable to the application.
	Accounting		Document Review (100%)			1. Original copy full transcripts (including class ranking). 2. Award records and any documents favorable to the application.
	Tourism		Document Review (100%)			1. Transferred students are not admitted in Junior year. 2. Full transcripts and any documents favorable to the application.
	Finance		Document Review (100%)			Original copy of the full transcripts (including department or class ranking), autobiography, and any documents favorable to the application.

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Colleges	Dept./Div.	Review Items			Restrictions & Remarks
		Freshman	Sophomore	Junior	
College of Computing and Informatics	Computer Science and Information Management	Document Review (100%)			Documents to be submitted: 1. Original copy of the full transcripts (including ranking). 2. Autobiography (including reasons for major change). 3. Any documents favorable to the application.
	Computer Science and Information Engineering	Document Review (100%)			Documents to be submitted for review: 1. Full transcripts (including ranking). 2. Other evidence of outstanding performance.
	Computer Science and Communication Engineering	Document Review (100%)			Documents to be submitted for review: 1. Full transcripts. 2. Autobiography (including reasons for major change). 3. Any documents favorable to the application; optional.
	International Program in Computer Science	Document Review (100%)			Documents to be submitted for review: 1. Full transcripts (including ranking). 2. Other evidence of outstanding performance.
International College	International Business Administration Program	Document Review (100%)			Documents to be submitted for review: 1. English autobiography (including reasons for major change). 2. Full transcripts (including ranking). 3. English proficiency test certificate (e.g.: TOEFL, IELTS, TOEIC, etc) · if not available, it will be replaced by an English interview.
	Global Foreign Language Education Program	Document Review (100%)			1. The transfer criteria for visually impaired students are the same as those for general students. 2. Documents to be reviewed: 1) English autobiography (including reasons for major change); 2) full transcripts (including ranking); 3) English proficiency reports (optional).