

# Underload Application

Term: \_\_\_\_\_ Year: \_\_\_\_\_

Stu.No. \_\_\_\_\_ Name \_\_\_\_\_ Mobile \_\_\_\_\_ Dept. \_\_\_\_\_

Freshman  Sophomore  Junior  Senior \* Seniors (fifth year and above) are required to take at least one course per semester; there is no minimum grade requirement.

**Submission** : Available from 1st Selection to Add-or-Drop Selection (For midterm low credit application, please fill out a different form.).

**Procedure** : Consult with advisor → Obtain approval from the Dean. → Set up by the department office in the system. → Student to confirm the result. (Check the course selection status, indicating "underload Application Approved")

Please enclose a copy of your transcript and course selection results for the teacher's reference and also allow time for their approval.

Intended credit amount : \_\_\_\_\_ credits

Reason for Underload Application :

Stu. Signature \_\_\_\_\_

The minimum course load for freshman, sophomore, and junior is 16 credits, and 9 credits for senior. Underload application is possible with the permission of the advisor and the department director.

Required signatures

\_\_\_\_\_  
Advisor

→

\_\_\_\_\_  
Chair

→

\_\_\_\_\_  
Dept. Office

Note : Academic Regulation Article 30

Article 30 Students who fail in all courses in the term of the 4<sup>th</sup> academic year in school shall take a deferred pass and continue studies for another term. If the failed courses accounted for more than 1/2 of the total course credits for two terms cumulatively, the student will be ordered to withdraw from study.