

樹德科技大學 115 學年度第 1 學期學生選課日期表

發文日期：115 年 5 月 25 日
發文字號：德科大教公字第 115022 號

項目		日期	參與身份	簡要說明
教學意見調查	畢業班課程	5/26 上午 10:00 起至 6/3 上午 09:00	全校在學生	- 路徑：校務資訊系統→教務系統→申請輸入程式→教學成效問卷填答 - 初選前必須完成 114-2 教學成效問卷填答。 - 未完成者，需等待加退選階段再進行選課。
	非畢業班課程	5/26 上午 10:00 起至 6/18 上午 9:00 止		
公告全校課程		5/29	不限	- 路徑：校務資訊系統→教務系統→查詢程式→課程查詢系統 - 選課前先規劃並查閱選課資訊，課程大綱於開學前會陸續增補。 - 各單位開課後，異動資料即時更新於系統，選課依系統資料為準。
初選登記	I	6/8 上午 10:00 起至 6/18 上午 09:00 止	全校在學生	- 路徑：校務資訊系統→教務系統→申請輸入程式→初選 - 依據各系課程表，必修科目於選課前預先排入已選課清單。部份未排入科目，請自行上網加選，例如體育、專題或論文(個別指導課)。
	II	8/4 上午 10:00 起至 8/10 上午 09:00 止	轉系、轉學、延修雙主修、輔系復學生	此階段開放：申請通過 115-1 轉系、修讀輔系、修讀雙主修學生，於 115-1 入學的轉學生，於 115-1 復學生，於 115-1 具延修身分的學生。
查詢選課結果		8/11 上午 10:00 起	全校在學生	初選登記後會進行剔除及抽籤作業，請上網(教務系統→查詢程式)查詢初選結果，需要調整課表者，請於加退選階段再選課。
初選登記	III	8/30 上午 10:00 起至 9/3 上午 09:00 止	新生、1 年級復學生	新生選課說明會相關資訊詳見新生入學服務網
超(減)修學分		8/3~9/21	視學生個人需要	- 路徑：校務資訊系統→教務系統→申請輸入程式→超減修學分申請 - 每學期修習學分數須符合「學生選課準則」規定。 - 修習學分超過或少於規定，須申請超修或減修學分。
抵免學分		8/3~9/21	轉系、轉學生	路徑：校務資訊系統→教務系統→申請輸入程式→抵免學分申請
開學正式上課		9/7	全校在學生	從開學第一天起全程參與(含欲加選課程)，勿以尚未加選作為缺課理由。
加退選	I	9/7 上午 10:00 起至 9/9 上午 09:00 止	全校在學生	- 路徑：校務資訊系統→教務系統→申請輸入程式→加退選 - 此階段保障本系本學制的學生優先選課，符合選課條件者，隨選隨上。具輔系、雙主修資格者，比照本系生權限；已登記學分學程者，加選學程課程亦比照本系生權限。
	II	9/9 上午 10:00 起至 9/14 上午 09:00 止	全校在學生	- 此階段增加開放選修外院系、進四技學生跨選日四技課程，但仍須符合所選課程條件。 - 校必修及通識課程於此階段無保留院系的限制。
預修碩士課程		9/7 起至 9/14 止	學士班學生	紙本申請，經授課教師及開課單位同意，送註冊課務組辦理。
校際選課		外校生至 9/14 止 本校生依修課學校規定	在學生	參閱跨校課程公共平台 https://cross-school.nkust.edu.tw/course/course03m.aspx 公告或洽註冊課務組辦理
公告關課		9/14	不開放選課	選課人數未達開課標準，於當日晚上 9 點前公告於教務處網頁並個別 e-mail 通知被關課的學生，請留意個人信件，以免錯過補加選。
補加選		9/15 上午 10:00 起至 9/16 上午 09:00 止	僅限被關課學生	- 路徑：校務資訊系統→教務系統→申請輸入程式→補加選 - 提供加退選結束後，人數未達開班標準，關課導致所選學分數減少者，再次加選課程。此階段不能退選原已選上的課程。
確認選課結果		9/16 起至 9/22 止	全校在學生	上網確認。加退選課資料轉入選課清單後，進行確認。
特殊選課處理		9/24 止	有特殊原因者	填寫「特殊狀況選課申請單」經教師及院系主管同意，送教務處辦理。
棄選		11/30 上午 10:00 起至 12/7 上午 09:00 止	依學生個人需要者	- 路徑：校務資訊系統→教務系統→申請輸入程式→棄選 - 棄選是學生申請終止該科目授課教師給予成績及學分數之程序，但棄選科目仍列於成績單並註記為 W(Withdraw)。 - 棄選學分仍列入學費計算，依本校「進修部收費辦法」規定辦理。 - 棄選後仍須符合學分規定，且修業期間同 1 科目只能棄選 1 次。 - 棄選者將影響次學期「超修學分」之申請資格。
確認選課結果		12/7 起至 12/14	全校在學生	上網確認選課結果。

選課叮嚀

- ✧ 延修、進修部學生學費是以加退選後所選課程計算，多選或不需要的課程學分，請於加退選結束前退選完畢；跨學制或跨部別選課者，須補繳學雜(分)費差額。
- ✧ 選課時應審慎考慮並以應修的必修課程為優先，以免延誤修習而影響畢業。
- ✧ 各階段選課確認時間結束後，若有非歸責學生之特殊理由，得檢附相關證明及請核書，經授課教師及開課單位同意，送教務處簽辦，經教務長同意後人工處理選課。

相關連結

- ✧ 選課訊息：教務處/註冊課務組/學生選課(網址 <http://www.aca.stu.edu.tw>)
- ✧ 相關法規：教務處/教務法規(網址 <http://www.aca.stu.edu.tw>)

SHU-TE University Student Course Selection Schedule for the 1st Semester, Academic Year 115 (2026–2027)

Event	Date	Participants	Description
Teaching Evaluation	5/26 - 6/18	Enrolled students	Complete the Teaching Effectiveness Questionnaire for Academic Year 114-2 before initial course selection. Access via: Academic System → Teaching Evaluation Input.
Announcement of Courses	5/29	All students	Review and plan your course selection before the selection period. Course outlines will be updated before the semester starts. Access via: Academic System → Course Search.
Initial Selection I	6/8 (10:00 AM) - 6/18 (9:00 AM)	All current students	Compulsory courses pre-filled. Students must manually select some courses (e.g., PE, theses). Access via: Academic System → Course Registration Input.
Initial SelectionII	8/4 (10:00 AM) - 8/10 (9:00 AM)	Transfer, dual-major, minor, returning, or extended students	Open to approved students with special statuses for Academic Year 115-1.
Check Selection Results	8/11 (10:00 AM)	All current students	Review the initial selection results. Adjustments can be made during the add/drop period.
Initial SelectionIII	8/30 (10:00 AM) - 9/3 (9:00 AM)	First-Year Students and Returning First-Year Students	For information about the Course Selection Orientation for New Students, please refer to the New Student Enrollment Service Website.
Credit Transfer	8/3 - 9/21	Transfer students	Submit applications for credit transfer.
Credit Adjustment	8/3 - 9/21	Based on individual needs	Apply for excess or reduced credits online via: Academic System → Credit Adjustment Input.
Semester Begins	9/7	All current students	Full participation in all courses is required from day one.
Add/Drop I	9/7 (10:00 AM) - 9/9 (9:00 AM)	All current students	Priority for home department and program students. Qualified students with dual majors or minors are treated equivalently.
Add/Drop II	9/9 (10:00 AM) - 9/14 (9:00 AM)	All current students	Open for inter-department and inter-program course selection. General and core courses have no departmental restrictions.
Graduate Course Preselection	9/7 - 9/14	Undergraduate students	Submit paper applications with approval from the instructor and department.
Inter-University Course Selection	Until 9/14	Intra- and inter-university students	Follow the respective school's regulations. Refer to the Cross-School Course Platform.
Course Cancellation	9/14	Not open for selection	Courses with insufficient enrollment will be canceled. Notifications will be sent via email.
Makeup Add/Drop	9/15 (10:00 AM) - 9/16 (9:00 AM)	Students affected by course cancellations	Open for students whose credits are reduced due to cancellations. Add courses without dropping previously enrolled ones.
Confirm Course Results	9/16 - 9/22	All current students	Confirm your course list online. No confirmation implies agreement with the course list.
Special Course Handling	Until 9/24	Students with special reasons	Submit a special application form with supporting documents. Approval required.
Course Withdrawal	11/30 (10:00 AM) - 12/7 (9:00 AM)	Students as needed	Withdrawals are recorded with a "W" grade. Application affects eligibility for excess credit applications in future semesters.
Final Course Confirmation	12/7 - 12/14	All current students	Confirm final course results online.

Course Selection Reminders

- **Tuition Calculation:** Tuition fees for extended and evening division students are calculated based on courses selected after the add/drop period. Please drop any unnecessary courses before the deadline. Students selecting courses across different divisions or programs must pay any differences in tuition and fees.
- **Prioritizing Required Courses:** Students should carefully consider their course selections and prioritize required courses to avoid delays in graduation.
- **Special Situations:** After the confirmation period for each course selection stage, students with special reasons beyond their control may submit relevant proof and a request letter. Approval must be obtained from the instructor and offering department, and the case should be forwarded to the Academic Affairs Office for final approval by the Dean of Academic Affairs. Manual processing will be conducted upon approval.

Related Links

- **Course Selection Information:** Academic Affairs Office/Registration and Curriculum Section/Student Course Selection ([Website](#))
- **Relevant Regulations:** Academic Affairs Office/Academic Regulations ([Website](#))