Flowchart for Department/Institute Transfer Application for the Fall Semester of the Academic Year 2023 (112-1)

Per the announcement on the Office of Academic Affairs calendar event, students shall submit department/ institute transfer applications for the next semester from May 22nd, 2023, to June 9th, 2023. The Registry Division shall publicly announce the required forms and procedures on May 15th, 2023.

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Transfer applications will be reviewed online only. Application is open from May 22nd, 2023, to June 9th, 2023. Please submit the application form and upload documents (PDF file only with a maximum of 2M) to the Department Transfer System. Once submitted successfully, please consult with the applicant's advisor by yourself, and the system will email the applicant's advisor to consult with the applicant.
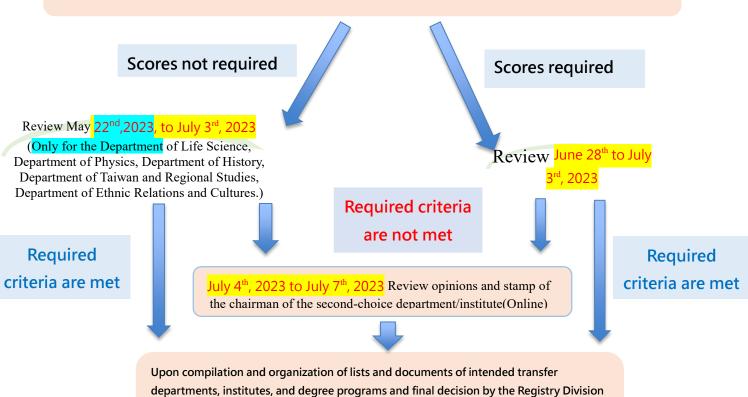
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Review opinions and stamp of the chairman of the department/institute dean (Online)

⬇

Stamp of the College Dean (Online)

⬇

The department Assistant for transfer able to check student's academic results in the Department Transfer System. Due to the Spring 2023(111-2) teacher's online login results will be ending by June 26th, 2023, it is expected that the Registry Division of the Office of Academic Affairs will announce this semester grades after June 27th, 2023.

Scores not required ⬇ | ⬇ **Scores required**

Review May 22nd,2023, to July 3rd, 2023
(Only for the Department of Life Science, Department of Physics, Department of History, Department of Taiwan and Regional Studies, Department of Ethnic Relations and Cultures.)

Review June 28th to July 3rd, 2023

Required criteria are met (left)

Required criteria are not met

Required criteria are met (right)

July 4th, 2023 to July 7th, 2023 Review opinions and stamp of the chairman of the second-choice department/institute(Online)

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Upon compilation and organization of lists and documents of intended transfer departments, institutes, and degree programs and final decision by the Registry Division of the Office of Academic Affairs, the final results will be posted in the official announcement section of the Office of Academic Affairs (only the list of approved transfers is made public; disapproved transfers are kept confidential)

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The Registry Division shall complete registration of transfers in the student status management system before July 24th, 2023.