**\_\_\_學年度第\_\_\_學期**

**西文系專用-辦理本系必修課程與選修課程加退申請單**

**★適用於「本系必修課程之人工加、退選」與「本系選修課程之人工加選」。**

**★選修課程開學限定開學首週完成。**

**★請參照「110學年度第一學期西文系課務/學務重要日程公告」第2、3點辦理。**

★此申請單索取方式：自行下載電子檔填寫。填寫範例見下頁。

**年級:\_\_\_\_ 學號:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 姓名:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**手機:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **加選課程 (下表列數不足可自行增加)** | | | | | | | | | | |
| **部別**  **(1碼)** | **部開課單位**  **(4碼)** | **科目代碼**  **(5碼)** | **組別**  **(1碼)** | **中文科目名稱** | **學分** | **選別** | **期次** | **授課教師簽名同意** | **就讀系所核章** | **課務組處理註記** |
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**填寫範例與欄位說明**

**110學年度第一學期**

**西文系專用-辦理本系必修課程與選修課程加退申請單**

**★適用於「本系必修課程之人工加、退選」與「本系選修課程之人工加選」。**

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**年級: 填你的年級 學號: 填你的學號 姓名: 填你的名字**

**手機: 字跡工整填寫你的郵件信箱 E-mail: 字跡工整填寫你的郵件信箱**

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| **D** | **2302** | **11454** | **A** | **大二西班牙語文法** | **2** | **必** | **01** | **★檢附教師E-mail或通訊軟體同意之列印畫面作為證明** | **E-mail給系辦處理** | **E-mail給系辦處理** |
| **日間部D**  **進修部C** | **課程代碼前4碼數字** | **課程代碼末5碼數字** | **分組課程才要填組別** | **課程名稱須填寫完整** |  | **依課程選別填寫必/選/通/雙/輔/** | **學年課上學期01**  **下學期02**  **學期課填00** |

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|  | | | | | | | | **申請人親自簽名:**  **日期: 年 月 日** | | | |