

COURSE SELECTION GUIDE FOR EXCHANGE STUDENTS



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COURSE SELECTION - PHASE I & II

Course Selection Phase	Description
Phase I: Initial Online Course Selection	You can select all courses <u>EXCEPT GENERAL and PE COURSES</u>
Phase II: Online Course Selection	<ol style="list-style-type: none">1. For the courses you didn't manage to select successfully in Phase I, please re-select in Phase II.2. You can select <u>ALL courses</u>.
Phase I & II Course Enrollment Results	<ol style="list-style-type: none">1. Click on "Course List" to see the courses you successfully enrolled into.2. The courses you didn't get during Phase II will be automatically put on your waiting list.
Phases I & II are available for 24 hours after the System opens.	Please note: The results are randomly allocated by the System, and not on a first-come, first-served basis.

COURSE SELECTION - PHASE III & IV

Course Selection Phase	Description
<p>Phase III: Online Course Add/Drop</p>	<ol style="list-style-type: none">1. Make sure you drop the course(s) you don't want to take. Delete the unwanted course(s) on your waiting list, or otherwise you may still be enrolled in those course(s).2. The System will be closed for 2 hours (17:00-19:00) every day for course vacancy fill-in.
<p>Phase IV: Manual Add/Drop with Course Instructor's Approval</p>	<ol style="list-style-type: none">1. After the online course add/drop period, if you still have any course(s) on the waiting list that you want to add or drop, please download the request form from the system and ask the course instructor for their signature.<ul style="list-style-type: none">* To add a course: submit the signed form to the Course Department that runs the course.* To drop a course: submit the signed form to the Registration Office.2. The maximum number of courses you can add is 5 for undergraduate students, and 3 for graduate students. ** Please confirm if all the courses you want to take are shown on your "Course List" in the system.

COURSE SELECTION - PHASE V

Course Selection Phase	Description
Phase V: Course Withdrawal	<ol style="list-style-type: none">1. You're only allowed to withdraw 1 course. There will be a letter "W" on your transcript for the course you withdraw.2. Method:<ol style="list-style-type: none">(1) Download the course withdrawal form from the course selection system.(2) Ask for the course instructor's signature.(3) Submit the signed form to the Registration Office. * Withdrawal will not affect your semester score/grade average.

LOGGING INTO THE COURSE SELECTION SYSTEM

Course Selection System: <https://selectcourse.nccu.edu.tw/regcourse/Default.aspx>

Mandarin Chinese Version:



English Version: Click “English” on the top right corner



說明 | 回政大首頁 | 中文 | English

Welcome 選課系統 System for Course Selection

請使用NCCU電子郵件帳號登入

帳號: @nccu.edu.tw
密碼:

為確保選課系統功能完整相容，限用
IE7(含以上)、Chrome、Edge瀏覽器，
並請勿使用行動通訊器材

登錄

經營管理碩士學程(EMBA)選課系統由此進：
(限Chrome瀏覽器) <http://www.emba.sys.nccu.edu.tw/>

校際選課申請系統(本校生) [操作手冊]
<https://i.nccu.edu.tw/Login.aspx?ReturnUrl=https://sgnweb.nccu.edu.tw/EXCourseIStu/Login.aspx&stnum=TW>

校際選課申請系統(外校生) [操作手冊]
<https://sgnweb.nccu.edu.tw/EXCourseOStu/Login.aspx>

學生超額修習學分數申請
https://i.nccu.edu.tw/sso_app/NewMoltkeSSO.aspx?sid=90

學生出國選課申請系統
https://i.nccu.edu.tw/sso_app/NewMoltkeSSO.aspx?sid=176

新生預設密碼為身份證號前6碼，包含英文字，英文字母請大寫。
國際生及僑生預設密碼為：nccu(小寫)+出生月日。

選課訊息
<http://aca.nccu.edu.tw/zh/註冊組/選課訊息/>

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Help | NCCU Home | Traditional Chinese | English

Welcome 選課系統 System for Course Selection

Please enter your NCCU e-mail account to login.

Account: @nccu.edu.tw
Password:

Login

經營管理碩士學程(EMBA)選課系統由此進：
(限Chrome瀏覽器) <http://www.emba.sys.nccu.edu.tw/>

Cross-campus Course Selection System(NCCU Students) [User Manual]
<https://i.nccu.edu.tw/Login.aspx?ReturnUrl=https://sgnweb.nccu.edu.tw/EXCourseIStu/Login.aspx&stnum=TW>

Cross-campus Course Selection System(students from other campuses) [User Manual]
<https://sgnweb.nccu.edu.tw/EXCourseOStu/Login.aspx>

Total credit hours exceeding the maximum or falling below the minimum required for senior students
https://i.nccu.edu.tw/sso_app/NewMoltkeSSO.aspx?sid=90

system for studying and selecting courses abroad
https://i.nccu.edu.tw/sso_app/NewMoltkeSSO.aspx?sid=176

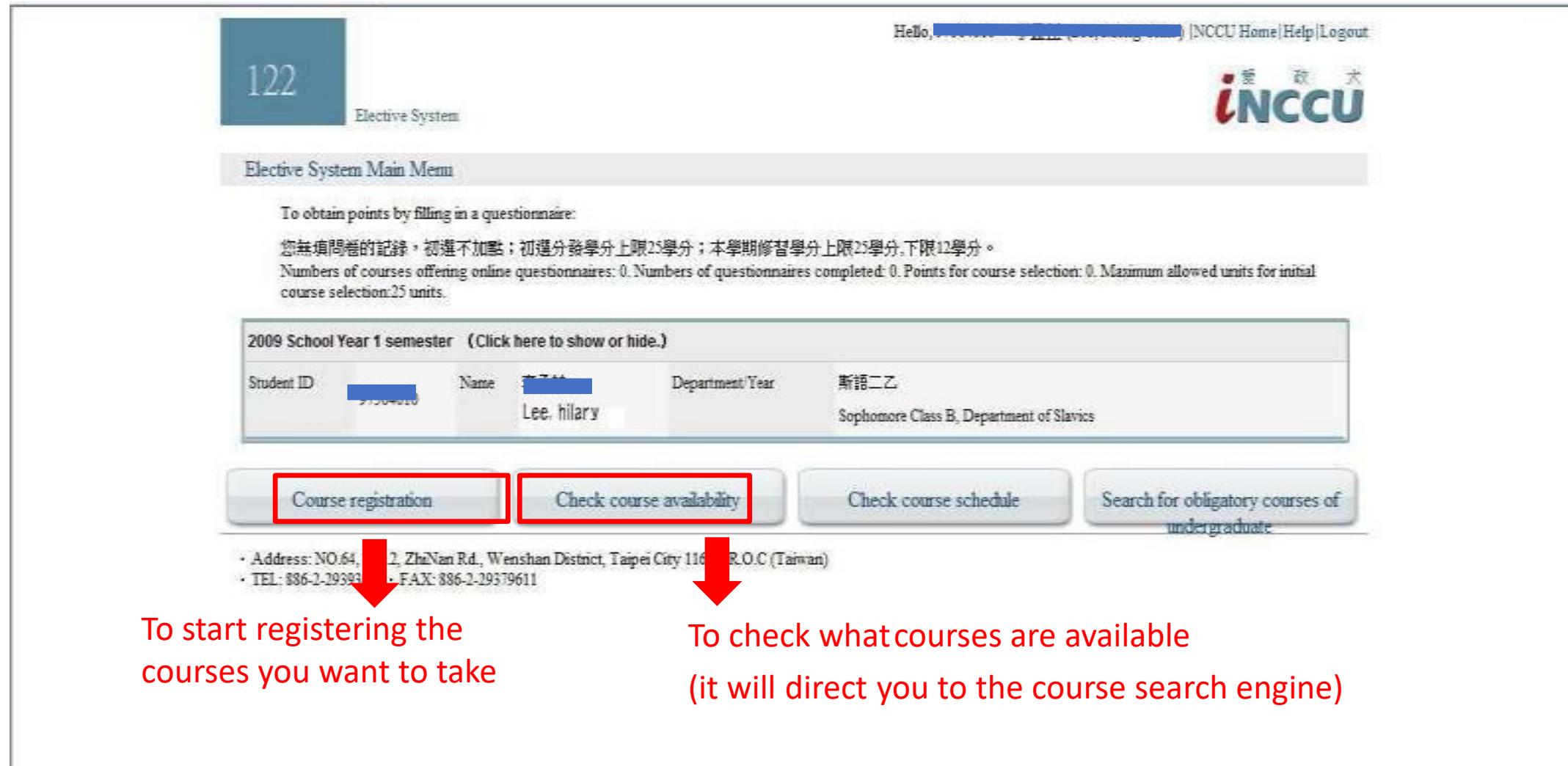
The default password for new students is the first 6 digits of your ID number, including letters.
letters.

The default password for international students and overseas students is "nccu" with birthday ,such as "nccu0503".

Course selection bulletin
<http://aca.nccu.edu.tw/zh/註冊組/選課訊息/>

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INTRODUCTION TO THE USER INTERFACE



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Elective System

Hello, [REDACTED] | NCCU Home | Help | Logout

iNCCU

Elective System Main Menu

To obtain points by filling in a questionnaire:

您無須問卷的記錄，初選不加點；初選分發學分上限25學分；本學期修習學分上限25學分,下限12學分。

Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection: 25 units.

2009 School Year 1 semester (Click here to show or hide.)

Student ID 200904010	Name Lee, hilary	Department/Year Sophomore Class B, Department of Slavics
-------------------------	---------------------	---

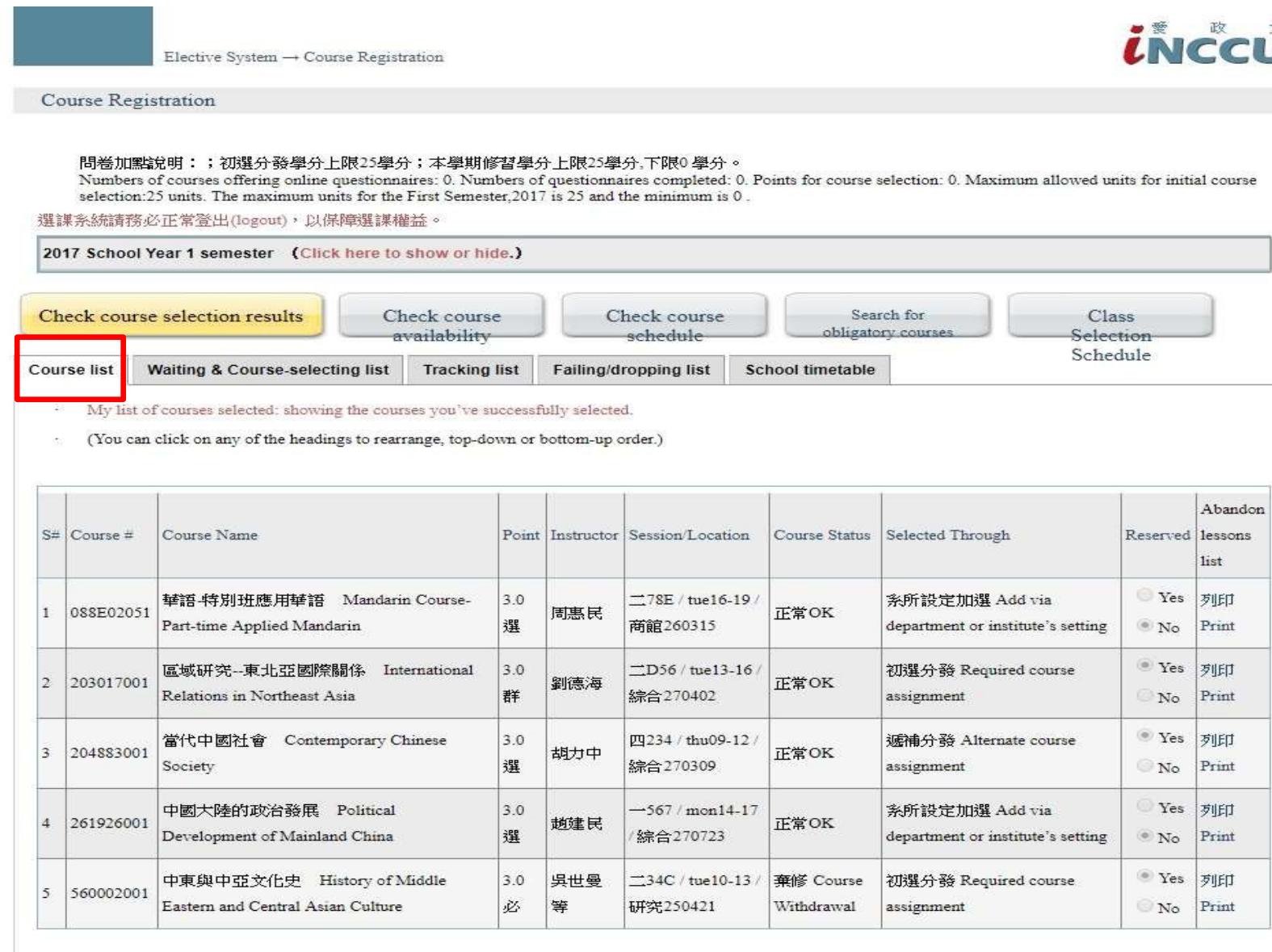
Course registration Check course availability Check course schedule Search for obligatory courses of undergraduate

- Address: NO.64, 2, Zhinan Rd., Wenshan District, Taipei City 116, R.O.C (Taiwan)
- TEL: 886-2-29393 FAX: 886-2-29379611

To start registering the courses you want to take

To check what courses are available (it will direct you to the course search engine)

INTRODUCTION TO THE USER INTERFACE



Elective System → Course Registration

Course Registration

問卷加點說明：；初選分數上限25學分；本學期修習學分上限25學分,下限0學分。
Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection:25 units. The maximum units for the First Semester,2017 is 25 and the minimum is 0 .

選課系統請務必正常登出(logout)，以保障選課權益。

2017 School Year 1 semester (Click here to show or hide.)

Check course selection results Check course availability Check course schedule Search for obligatory courses Class Selection Schedule

Course list Waiting & Course-selecting list Tracking list Failing/dropping list School timetable

My list of courses selected: showing the courses you've successfully selected.
(You can click on any of the headings to rearrange, top-down or bottom-up order.)

S#	Course #	Course Name	Point	Instructor	Session/Location	Course Status	Selected Through	Reserved lessons list	Abandon lessons list
1	088E02051	華語 特別班應用華語 Mandarin Course-Part-time Applied Mandarin	3.0 選	周惠民	二78E / tue16-19 / 商館260315	正常OK	系所設定加選 Add via department or institute's setting	<input type="radio"/> Yes <input checked="" type="radio"/> No	列印 Print
2	203017001	區域研究--東北亞國際關係 International Relations in Northeast Asia	3.0 群	劉德海	二D56 / tue13-16 / 綜合270402	正常OK	初選分發 Required course assignment	<input checked="" type="radio"/> Yes <input type="radio"/> No	列印 Print
3	204883001	當代中國社會 Contemporary Chinese Society	3.0 選	胡力中	四234 / thu09-12 / 綜合270309	正常OK	遞補分發 Alternate course assignment	<input checked="" type="radio"/> Yes <input type="radio"/> No	列印 Print
4	261926001	中國大陸的政治發展 Political Development of Mainland China	3.0 選	趙建民	一567 / mon14-17 /綜合270723	正常OK	系所設定加選 Add via department or institute's setting	<input type="radio"/> Yes <input checked="" type="radio"/> No	列印 Print
5	560002001	中東與中亞文化史 History of Middle Eastern and Central Asian Culture	3.0 必 等	吳世曼	二34C / tue10-13 / 研究250421	棄修 Course Withdrawal	初選分發 Required course assignment	<input checked="" type="radio"/> Yes <input type="radio"/> No	列印 Print

Course list:

It shows the courses you have successfully selected/registered.

INTRODUCTION TO THE USER INTERFACE

Elective System → Course Registration

Course Registration

問卷加點說明：；初選分發學分上限25學分；本學期修習學分上限25學分,下限0學分。
Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection:25 units. The maximum units for the First Semester,2017 is 25 and the minimum is 0.

選課系統請務必正常登出(logout)，以保障選課權益。

2017 School Year 1 semester [\(Click here to show or hide.\)](#)

Check course selection results

Check course availability

Check course schedule

Search for obligatory courses

Class Selection Schedule

Course list

Waiting & Course-selecting list

Tracking list

Failing/dropping list

School timetable

Waiting list

- My waiting list: showing the courses which failed to be selected and need to wait for the next allocation. The waiting list is only referable during the add & drop period.
- (You can click on any of the headings to rearrange, top-down or bottom-up order.)

Course-selecting list

- My course-selecting list: showing courses which are ready to be allocated in the next session. The 1st phase of preliminary course selection is only open to 30 courses at most, while during the add/drop period, 50 courses are allowed (courses in the "waiting list + course-selecting list").
- (You can click on any of the headings to rearrange, top-down or bottom-up order.)

Waiting list:

This shows the courses in which you failed to be selected and you will need to wait for the next system allocation. The waiting list is only available during the online add/drop period.

Course-Selecting list:

It shows the courses which are ready to be allocated in the next session.

*** Only the courses on the Course-selecting list will be available for students to select and be allocated by the system.
(Availability isn't guaranteed)**

INTRODUCTION TO THE USER INTERFACE

Course list Waiting & Course-selecting list **Tracking list** Failing/dropping list

My tracking list: You can refer to this list when selecting courses. The number of courses in tracking list is not limited. Courses info will be maintained during the course selection period (8/20-9/25).

Express adding —> Course code (9 digits):

Also add to my tracking list

(You can click on any of the headings to rearrange, top-down or bottom-up order.)

Save Update course review

S#	Course #	Course Name	Point	Instructor	Session/Location	Course Status	Memo	Add to my course-selecting list	Delete
1	041010001	二十世紀中國史 History of China in the 20th Century	2.0	群 唐啟華	三78 / wed78 / 季陶340406	正常	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	041015001	現代文明的傳統根源 The Traditional Origins of Modern Civilization	2.0	群 劉季倫	四78 / thu78 / 季陶340402	正常	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	041037001	中國古典情詩欣賞 Comprehension and Appreciation of Classical Chinese Love Poetry	2.0	群 陳芳汶	二78 / tue78 / 研究250201	正常	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

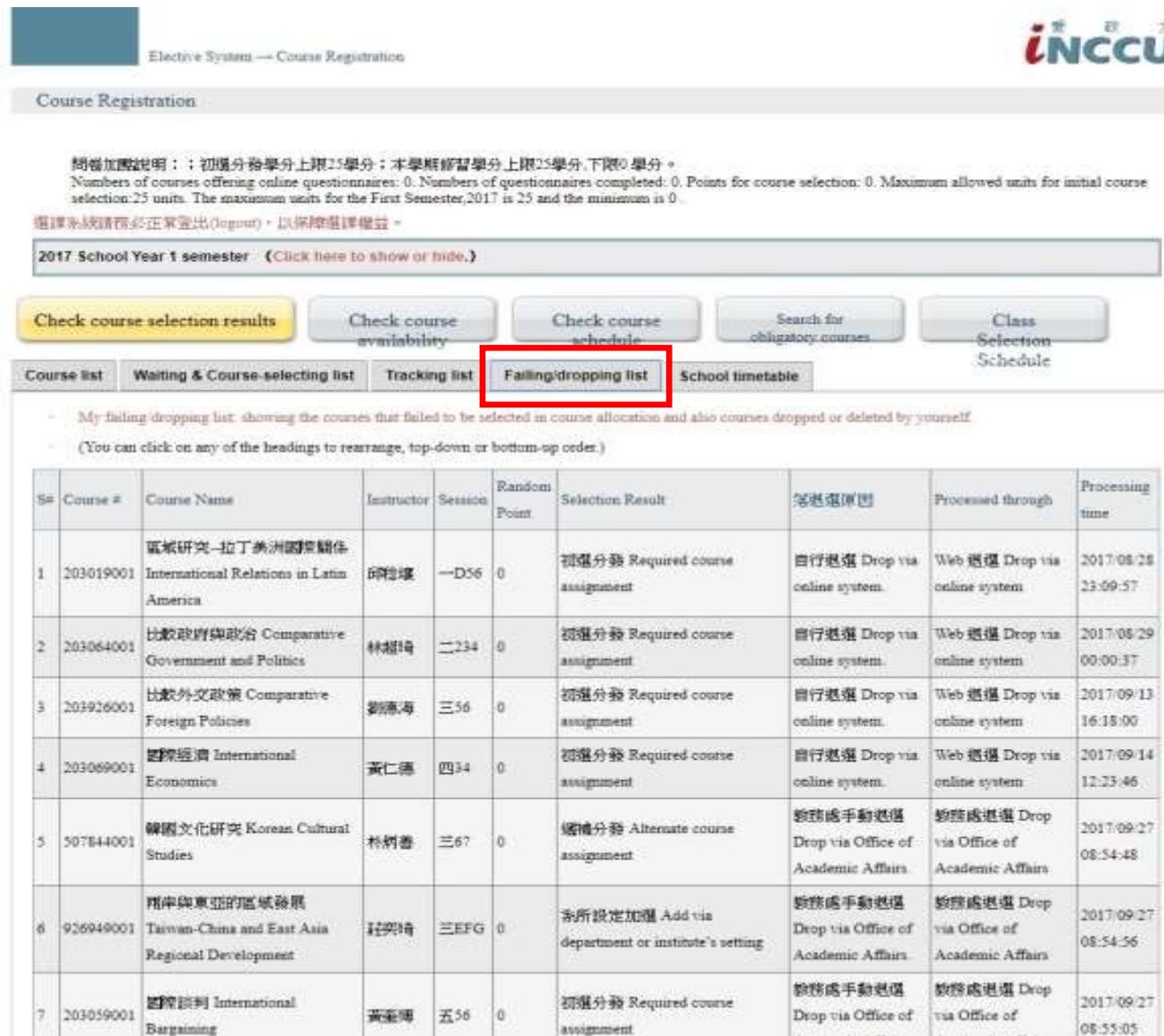
Tracking List:

You can refer to this list when selecting courses. The number of courses on the tracking list is not limited.

* The courses you put on the tracking list are the ones you consider taking.

You will need to put the courses you decide to enroll in from "Tracking list" to "**Course-Selecting list**" in order for the system to be able to allocate the courses.

INTRODUCTION TO THE USER INTERFACE



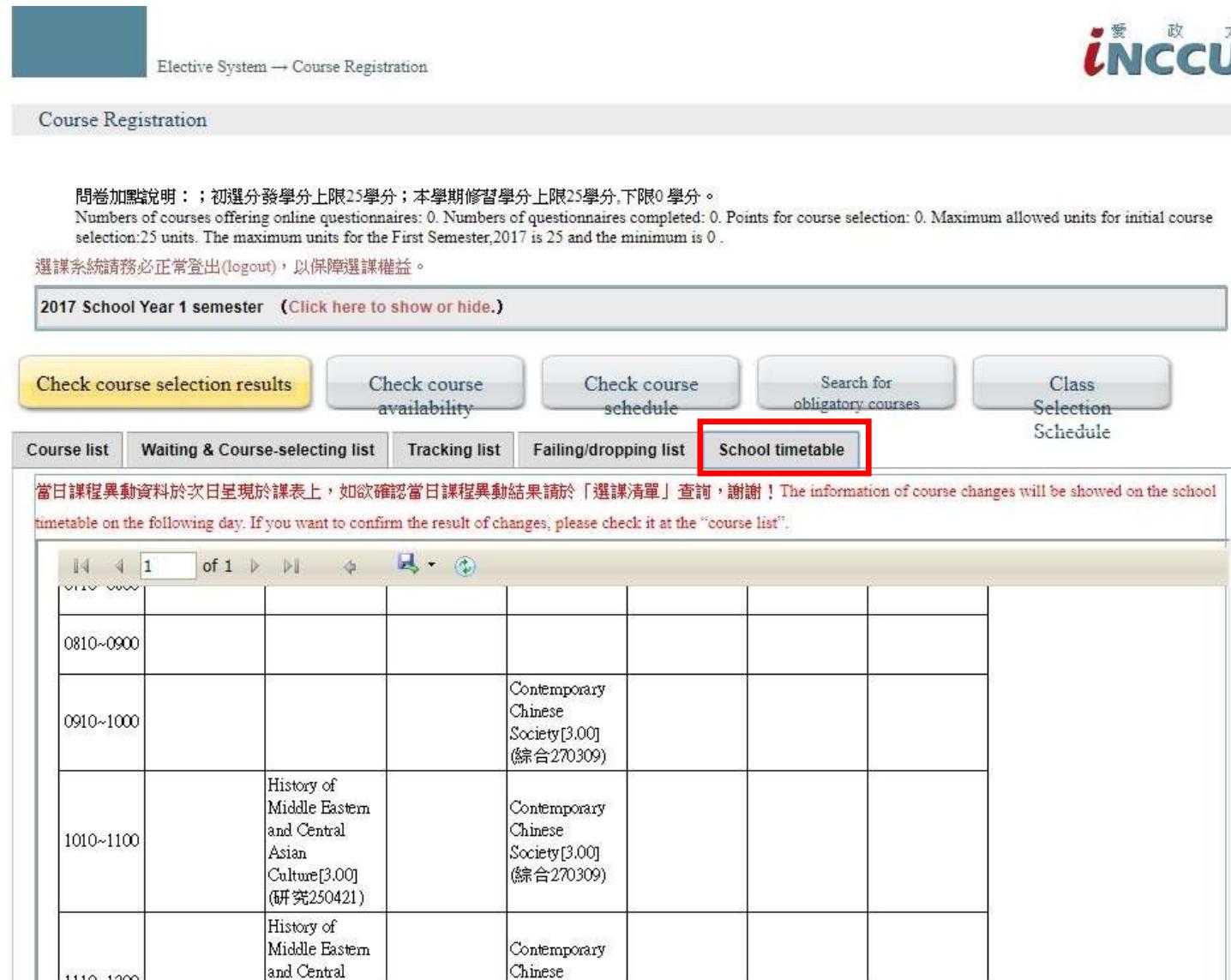
The screenshot shows the iNCCU Course Registration interface. At the top, there is a blue header bar with the text "Elective System — Course Registration". To the right of the header is the iNCCU logo. Below the header, the page title "Course Registration" is displayed. A message in Chinese and English states: "問卷加選說明：；初選分發學分上限25學分；本學期修習學分上限25學分,下限0學分。 Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection:25 units. The maximum units for the First Semester,2017 is 25 and the minimum is 0." Below this message, there is a note: "選課系統請務必正常登出(logout)，以保障選課權益。" A banner for "2017 School Year 1 semester" with a "Click here to show or hide." link is present. Below the banner, there are several buttons: "Check course selection results", "Check course availability", "Check course schedule", "Search for obligatory courses", "Class Selection Schedule", and "Failing/dropping list". The "Failing/dropping list" button is highlighted with a red box. Below these buttons, there are tabs: "Course list", "Waiting & Course-selecting list", "Tracking list", "Failing/dropping list" (which is active), and "School timetable". A note below the tabs says: "My failing/dropping list, showing the courses that failed to be selected in course allocation and also courses dropped or deleted by yourself. (You can click on any of the headings to rearrange, top-down or bottom-up order.)". The main content area displays a table with the following data:

S#	Course #	Course Name	Instructor	Session	Random Point	Selection Result	失選原因	Processed through	Processing time
1	203019001	區域研究-拉丁美洲國際關係 International Relations in Latin America	邱慈暉	一D56	0	初選分發 Required course assignment	自行退選 Drop via online system.	Web 退選 Drop via online system	2017/08/28 23:09:57
2	203064001	比較政府與政治 Comparative Government and Politics	林超昇	二234	0	初選分發 Required course assignment	自行退選 Drop via online system.	Web 退選 Drop via online system	2017/08/29 00:00:37
3	203916001	比較外交政策 Comparative Foreign Policies	劉曉寧	三56	0	初選分發 Required course assignment	自行退選 Drop via online system.	Web 退選 Drop via online system	2017/09/13 16:18:00
4	203069001	國際經濟 International Economics	黃仁德	四34	0	初選分發 Required course assignment	自行退選 Drop via online system.	Web 退選 Drop via online system	2017/09/14 12:23:46
5	507844001	韓國文化研究 Korean Cultural Studies	朴炳善	三67	0	候補分發 Alternate course assignment	教務處手動退選 Drop via Office of Academic Affairs	教務處退選 Drop via Office of Academic Affairs	2017/09/27 08:54:48
6	926949001	兩岸與東亞的區域發展 Taiwan-China and East Asia Regional Development	莊翠玲	三EFG	0	新所設定加選 Add via department or institute's setting	教務處手動退選 Drop via Office of Academic Affairs	教務處退選 Drop via Office of Academic Affairs	2017/09/27 08:54:56
7	203059001	國際談判 International Bargaining	黃聖暉	五56	0	初選分發 Required course assignment	教務處手動退選 Drop via Office of Academic Affairs	教務處退選 Drop via Office of Academic Affairs	2017/09/27 08:55:05

Failing/Dropping List:

This shows the courses that you failed to enroll in during course selection/allocation phases, and the courses you dropped or deleted.

INTRODUCTION TO THE USER INTERFACE



The screenshot shows the INCCU Course Registration interface. At the top, there is a blue bar with the text "Elective System → Course Registration". To the right is the INCCU logo with the text "愛政大" and "INCCU". Below the logo, the title "Course Registration" is displayed. A message in Chinese and English states: "問卷加點說明：初選分發學分上限25學分；本學期修習學分上限25學分,下限0學分。 Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection: 25 units. The maximum units for the First Semester, 2017 is 25 and the minimum is 0." Below this, a note says: "選課系統請務必正常登出(logout), 以保障選課權益。". A section for "2017 School Year 1 semester" is shown with a link "(Click here to show or hide.)". Below this are several buttons: "Check course selection results" (yellow background), "Check course availability", "Check course schedule", "Search for obligatory courses", and "Class Selection Schedule". A red box highlights the "School timetable" button. Below these buttons, there is a note in red: "當日課程異動資料於次日呈現於課表上,如欲確認當日課程異動結果請於「選課清單」查詢,謝謝! The information of course changes will be showed on the school timetable on the following day. If you want to confirm the result of changes, please check it at the "course list".". The "School timetable" section displays a table with course details:

时段	科目	学分	教师
0810~0900			
0910~1000	Contemporary Chinese Society [3.00] (综合270309)	3.00	
1010~1100	History of Middle Eastern and Central Asian Culture [3.00] (研究250421)	3.00	Contemporary Chinese Society [3.00] (综合270309)
1110~1200	History of Middle Eastern and Central Asian Culture [3.00] (研究250421)	3.00	Contemporary Chinese Society [3.00] (综合270309)

School timetable:

This shows the weekly timetable of the courses you have successfully enrolled onto.

The courses shown here are the same as the courses shown on the "Course list".

COURSE SEARCH ENGINE -ADVANCED QUERY

System for Course Schedule

iNCCU

NCCU Home | Traditional Chinese | English

Please specify query criteria below (The following criteria will be "AND'ed", i.e. all criteria must be satisfied for results to be returned.)

Course index information last updated at 8-4-2011 12:00:00 AM (There may be an information gap of up to 24 hours between this course index information and the Academic Affairs Division's real-time curriculum maintenance system.)

Search Reset Advanced Query Traditional course search

School year Semester : 100學年度第1學期 2011 Fall Semester

Course Name :

Instructor :

College Department offering the course :
全部 通識與分組開課, General Education and Common Courses
文學院 Liberal Arts
社會科學學院 Social Sciences
商學院 Commerce

Department
全部
通識與分組開課, General Education and Common Courses
文學院 Liberal Arts
社會科學學院 Social Sciences
商學院 Commerce

Single selection / Required
Important course selection related info
Course information for the 2001 academic year and later is available
Course selection settings available for current semester only
eg: 「統計」、「思想」...etc
Keywords to search
Leave this blank if no criteria are specified
eg: 「張國志」、「劉志」...etc
Keywords to search
Leave this blank if no criteria are specified
eg: 「Liberal Arts」 — Search all courses in Liberal Arts faculty
eg: 「Liberal Arts」 + 「Undergraduate」 — Search all Undergraduate courses in Liberal Arts faculty
eg: 「Liberal Arts」 + 「Undergraduate」 + 「Chinese Literature」 — Search all Undergraduate courses in Chinese Literature Subjects
Linked multiple options
If no particular criteria are required, please this part as is or select "All"

Search Reset Advanced Query Traditional course search

Select “English” if needed

Click “Advanced Query” for advanced search

*Another webpage for the course search engine:
<https://qrysub.nccu.edu.tw/>

COURSE SEARCH ENGINE -ADVANCED QUERY

Choose the lecturing language

Session : Mon Tue Wed Thu Fri Sat Sun

上課時段 : Morning Noon Afternoon Night

Status : Regular Courses
New Courses After First Registration I & II
Cancelled Courses

Language : Chinese English Others

Kernal General Education : Yes No

Charge : No Yes

Number Available : Query all courses
Query courses that are still available
Query courses that are currently full (no vacancy)

Department

College/Department offering the course : General Education and Common Courses
Liberal Arts
Social Sciences
Commerce

Undergraduate/graduate/integrated classification

Number of courses on one page : 10 20 30 40 50 筆

Search

- This can be combined with the "class hours" criterion in the preceding paragraph for the search
- Check all if no criteria are required
- Multiple selection / Required
- This can be combined with the "class hours" criterion in the preceding paragraph for the search
- Check all if no criteria are required
- Multiple selection / Required
- Check all if no criteria are required
- Multiple selection / Required
- Check all if no criteria are required
- Single selection / Required
- To search courses by calendar year, click on the first item "Search all courses"
- The selected semester applies when search criterion 2 or 3 is selected

Choose a specific department if needed

- eg: 「Liberal Arts」 — Search all courses in Liberal Arts faculty
- eg: 「Liberal Arts」 + 「Undergraduate」 — Search all Undergraduate courses in Liberal Arts faculty
- eg: 「Liberal Arts」 + 「Undergraduate」 + 「Chinese Literature」 — Search all Undergraduate courses in Chinese Literature Subjects
- Linked multiple options
- If no particular criteria are required, please this part as is or select "All"

Click on "Search" for the results

COURSE SEARCH ENGINE

-SEARCH RESULTS

Add to my selecting list:

Click it to add the course to your “tracking list”

Course #:

Course code, which is easy for you to add courses later

Session:

Class time

Classroom:

Where the class will take place

System for Course Schedule																				
Conditional Filter			Numbers of Rows in Pages :																	
Class Day		Add to my tracking list	School year/Semester	Course #	Instructor	Point	Session	Classroom	Syllabus	Course selection method	Distance learning course	Language	Charge	General Education category	Expanded auxiliary department	Department and Level / Course School/Department	Course length (1. Semester course / 2. Academic year course)	Type of credit	Kernal General Education	Number Available
Monday					莊奕瑜 CHUANG YIH-CHYI	3.0	四234 thu234	大勇 210201		一般	非同步	英文	否 / No	否 / No	經濟系	2	必	否	6	
Tuesday																				
Wednesday																				
Thursday																				
Friday																				
Saturday																				
Sunday																				
Undecided/Flexible																				
Day Section		②異動資訊Information of alteration:N/A ②備註Note:本課程為英語授課																		
Morning																				
Noon																				
Afternoon																				
Night																				
Open Status		②異動資訊Information of alteration:N/A ②備註Note:本課程有實習課																		
Opened																				
After First Enrollment																				
Closed																				
Language Type		②異動資訊Information of alteration:N/A ②備註Note:本課程有討論課																		
Chinese																				
English																				
Other language																				
Payment Type		②異動資訊Information of alteration:N/A																		
No Charge																				
Charge																				

TIMETABLE FOR CLASS SESSION

A	06:10 - 07:00	5	14:10 - 15:00
B	07:10 - 08:00	6	15:10 - 16:00
1	08:10 - 09:00	7	16:10 - 17:00
2	09:10 - 10:00	8	17:10 - 18:00
3	10:10 - 11:00	E	18:10 - 19:00
4	11:10 - 12:00	F	19:10 - 20:00
C	12:10 - 13:00	G	20:10 - 21:00
D	13:00 - 14:00	H	21:10 - 22:00

E.g. Tue 567= the course will take place on Tuesdays from 14:10-17:00

LOCATION OF CLASSROOMS

E.g.

Classroom Location: 270109

“27” = the building number

“01” = 1st floor

“09” = Room 9

Campus Map:

<https://www.nccu.edu.tw/p/426-1000-13.php?Lang=en>

REGISTERING COURSES

Method 1:

Register courses from your "Tracking list".

Method 2:

Register a course by entering its 9-digit course code.
(also called "express adding")

Either way, remember to prioritize your selected courses.

REGISTERING COURSES- METHOD 1

REGISTER COURSES FROM “TRACKING LIST”

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Elective System → Course Registration

iNCCU

Course Registration

To obtain points by filling in a questionnaire:

您無填問卷的記錄，初選不加點；初選分發學分上限25學分；本學期修習學分上限25學分,下限12學分。

Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection:25 units.

2009 School Year 1 semester (Click here to show or hide.)

Course registration (highlighted with a red circle)

Check course availability

Check course schedule

Search for obligatory courses of undergraduate

Course list

Waiting & Course-selecting list

Tracking list (highlighted with a red circle)

Failing/dropping list

My tracking list: You can refer to this list when selecting course during the course selection period (8/20-9/25).

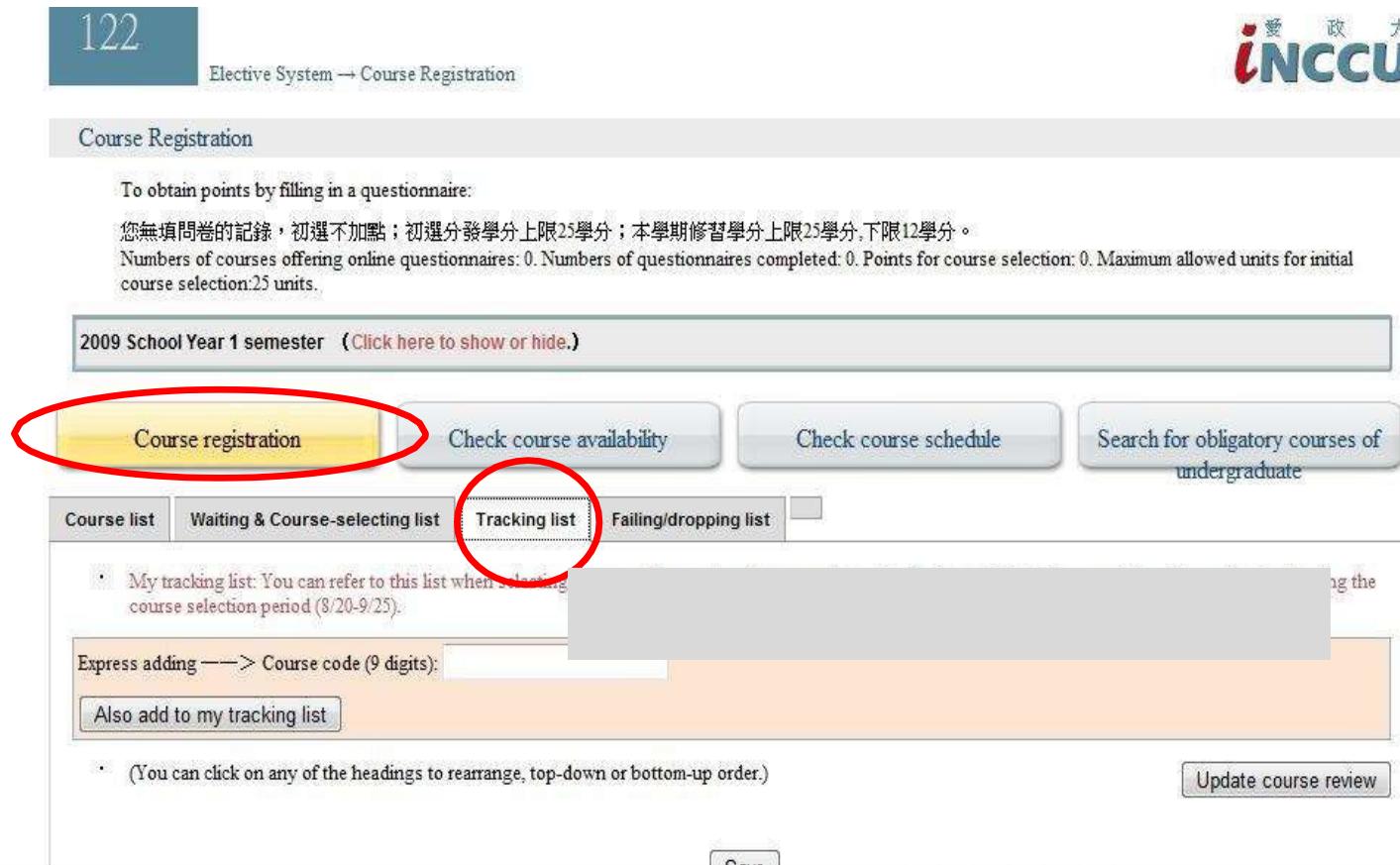
Express adding —> Course code (9 digits):

Also add to my tracking list

(You can click on any of the headings to rearrange, top-down or bottom-up order.)

Update course review

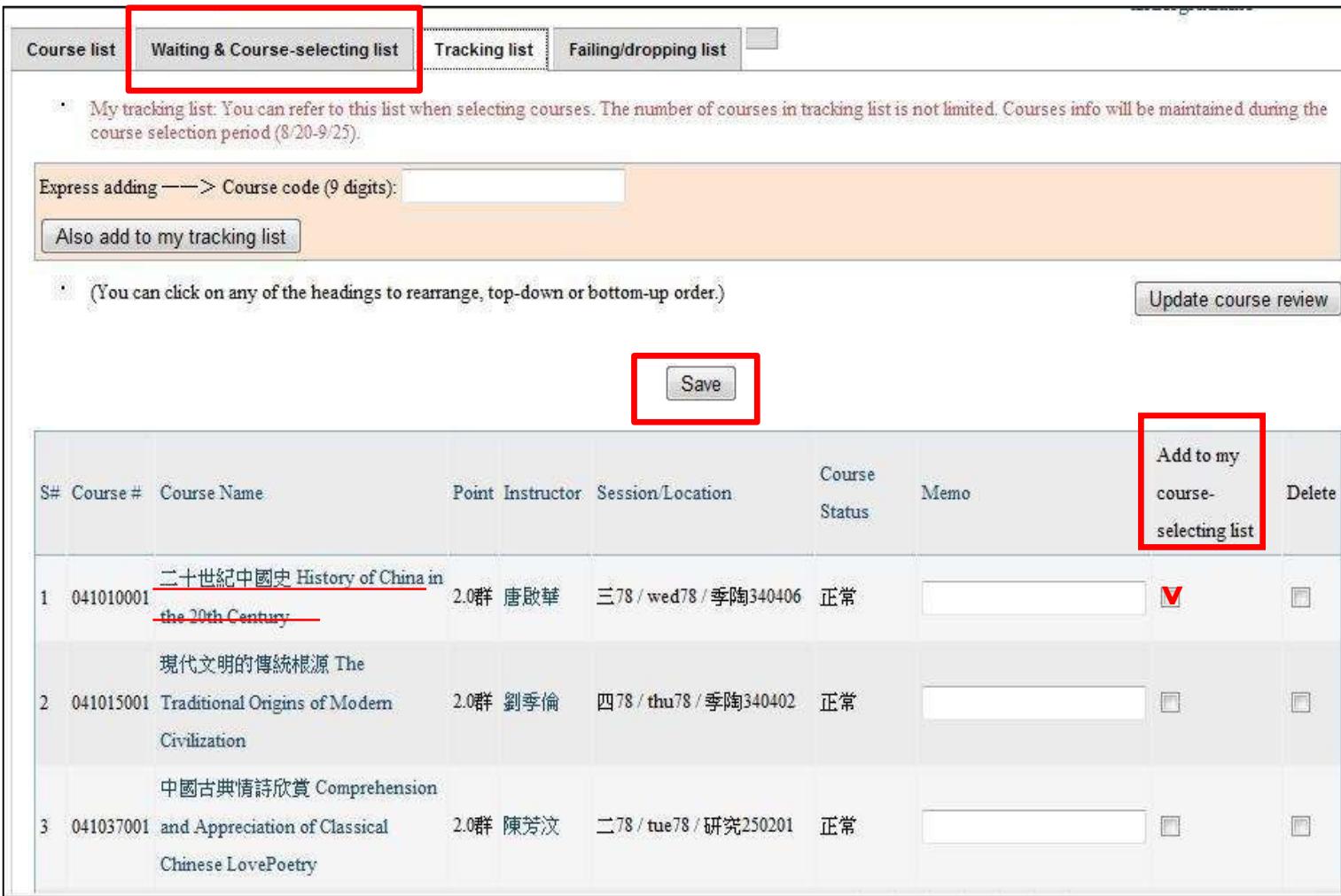
Cancel



NOTE: The Tracking list contains the courses you're considering taking but have not yet decided. It's just like a shopping list, so the courses appearing here **do not mean they're successfully registered.**

REGISTERING COURSES- METHOD 1

REGISTER COURSES FROM “TRACKING LIST”



Course list Waiting & Course-selecting list Tracking list Failing/dropping list

My tracking list: You can refer to this list when selecting courses. The number of courses in tracking list is not limited. Courses info will be maintained during the course selection period (8/20-9/25).

Express adding —> Course code (9 digits):

Also add to my tracking list

(You can click on any of the headings to rearrange, top-down or bottom-up order.)

Update course review

Save

S#	Course #	Course Name	Point	Instructor	Session/Location	Course Status	Memo	Add to my course-selecting list	Delete
1	041010001	二十世紀中國史 History of China in the 20th Century	2.0	群 唐啟華	三78 / wed78 / 季陶340406	正常		<input checked="" type="checkbox"/> V	<input type="checkbox"/>
2	041015001	現代文明的傳統根源 The Traditional Origins of Modern Civilization	2.0	群 劉季倫	四78 / thu78 / 季陶340402	正常		<input type="checkbox"/>	<input type="checkbox"/>
3	041037001	中國古典情詩欣賞 Comprehension and Appreciation of Classical Chinese Love Poetry	2.0	群 陳芳汶	二78 / tue78 / 研究250201	正常		<input type="checkbox"/>	<input type="checkbox"/>

3. Tick the box under “Add to my course-selecting list” to register the course.

4. Click “Save”.

5. Click “Waiting & Course-selecting list” to check the courses you just registered.

REGISTERING COURSES- METHOD 2

REGISTER COURSES BY ENTERING THE COURSE CODE

System for Course Schedule

Check my tracking list Return to Search page

303 data are found. There are 303 data for browsing. (Click "X" to cancel the Filter Condition)

Numbers of Rows in Pages : 10 20 30 40 50

Conditional Filter	Add to my tracking list	School year/Semester	Course #	Instructor	Point	Session	Classroom	Syllabus	Course selection method	Distance learning course	Language	General Education category	Charge	Expanded auxiliary department	Department and Level / Course School Department	Course length (1. Semester course / 2. Academic year course)	Type of credit	Kernal General Education	Number Available
Class Day																			
Monday																			
Tuesday																			
Wednesday																			
Thursday																			
Friday																			
Saturday																			
Sunday																			
Undecided/Flexible																			
Day Section																			
Morning																			
Noon																			
Afternoon																			
Night																			
Open Status																			
Opened																			
After First Enrollment																			
Closed																			
Language Type																			
Chinese																			
English																			
Other language																			
Payment Type																			
No Charge																			
Charge																			

①異動資訊Information of alteration:N/A
②備註Note:本課程為英語授課

①異動資訊Information of alteration:N/A
②備註Note:本課程為英語授課

①異動資訊Information of alteration:N/A
②備註Note:本課程有實習課

①異動資訊Information of alteration:N/A
②備註Note:本課程有討論課

1. Find the course code.

REGISTERING COURSES- METHOD 2

REGISTER COURSES BY ENTERING THE COURSE CODE

122
Elective System → Course Registration

iNCCU

Course Registration

To obtain points by filling in a questionnaire:
您無填問卷的記錄，初選不加點；初選分發學分上限25學分；本學期修習學分上限25學分,下限12學分。
Numbers of courses offering online questionnaires: 0. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection:25 units.

2009 School Year 1 semester (Click here to show or hide.)

Course registration (highlighted with a red box)

Check course availability

Check course schedule

Search for obligatory courses of undergraduate

Course list Waiting & Course-selecting list Tracking list Failing/dropping list

My tracking list: You can refer to this list when selecting courses. The number of courses in tracking list is not limited. Courses info will be maintained during the course selection period (8/20-9/25).

Express adding —> Course code (9 digits):

Also add to my tracking list

(You can click on any of the headings to rearrange, top-down or bottom-up order.)

Update course review

... (bottom of the page)

2. Click “Course registration”.

3. Click “Waiting & Course-selecting list”.

NOTE: The “Waiting & Course-selecting list” is like a shopping cart, you’re about to pay. For the course you intend to take, don’t forget to put them on your “Waiting & Course-selecting list”.

REGISTERING COURSES- METHOD 2

REGISTER COURSES BY ENTERING THE COURSE CODE

Course list Waiting & Course-selecting list Tracking list Failing/dropping list

Waiting & Course-selecting list

- My waiting list: showing the courses which failed to be selected and need to wait for the next allocation. The waiting list is only referable during the add & drop period.
- (You can click on any of the headings to rearrange, top-down or bottom-up order.)

Course-selecting list

- My course-selecting list: showing courses which are ready to be allocated in the next session. The 1st phase of preliminary course selection is only open to 30 courses at most, while during the add/drop period, 50 courses are allowed (courses in the "waiting list + course-selecting list").

Express adding —> Course code (9 digits): Also add to my tracking list

Add to my course-selecting list

- (You can click on any of the headings to rearrange, top-down or bottom-up order.)

Save

S#	Course #	Course Name	Point	Instructor	Session/Location	Course Status	Course Len	priority	Delete
----	----------	-------------	-------	------------	------------------	---------------	------------	----------	--------

4. Enter the “course code” and click “Add to my course-selecting list”.

5. Click “save.”

When typing in the course code, you MUST TYPE THE DIGITS DIRECTLY (do not copy and paste), otherwise it will result in a system error.

REGISTERING COURSES- PRIORITIZE THE REGISTERED COURSES

開學加點說明：099；開放線上填問卷的科目數共4科；所填問卷份數共0份；初選加點0點；初選分數學分上限99學分；本學期修習學分上限99學分,下限0學分。
Numbers of courses offering online questionnaires in 2010 First Semester: 4. Numbers of questionnaires completed: 0. Points for course selection: 0. Maximum allowed units for initial course selection: 99 units.

選課系統請務必正常退出(logout)，以保障選課權益。

2010 School Year 2 semester [\(Click here to show or hide.\)](#)

Course registration Check course availability Check course schedule Search for obligatory courses of undergraduates

Course list Waiting & Course-selecting list Tracking list Failing/dropping list School timetable

Waiting list

- My waiting list: showing the courses which failed to be selected and need to wait for the next allocation. The waiting list is only referable during the add & drop period.
- You can click on any of the headings to rearrange, top-down or bottom-up order.

Course-selecting list

- My course-selecting list: showing courses which are ready to be allocated in the next session. The 1st phase of preliminary course selection is only open to 30 courses at most, while during the add/drop period, 50 courses are allowed (courses in the "Waiting list" + course-selecting list).

Express adding —> Course code (9 digits): Also add to my tracking list

(You can click on any of the headings to rearrange, top-down or bottom-up order.)

#	Course #	Course Name	Point	Instructor/Session/Location	Course Status	Course cap	Waiting Identity	priority	Delete
1	265940001	中小企業創業與管理 Small and Medium Enterprise Management Seminar	3.0	林月雲 三234 / wed234 / 選	正常	20	外院(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	351792001	固定收益證券：分析與創新 Fixed Income Securities: Analytics and Derivatives	3.0	傅治美 二234 / tue234 / 研究 250303	正常	30	外院(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	359860001	策略管理個案研討 Case Studies in Strategic Management	1.0	沈興欽 三2 / wed2 / 商館 260914	時間異動於 20/11/01 - 教室異動於 20/11/01	50	外院(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	461914001	數位電視與新媒體 Digital TV and New Media	3.0	謝備註 三678 / wed678 / 大勇 210404	正常	20	本系非本班(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	461915001	國際傳播：跨文化觀點 International Communication: Cross-Cultural Perspectives	3.0	謝備註 四234 / thu234 / 大勇 210404	正常	20	本系非本班(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	461919001	策略傳播在科學議題上之應用 Strategic Communication and the Popularization of Emerging Technologies	3.0	施培仁 四307 / thu307 / 大勇 210404	正常	20	本系非本班(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	461927001	人際傳播 Human Communication	3.0	劉文英 三EFO / wedEFO / 大勇 210404	正常	8	本系非本班(非大四)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

NOTE:

1. Remember to prioritize the registered courses and ensure that the order of preference is clear. You cannot repeat the same number in the order.

2. Delete the course you don't want to take from the list (optional).

3. Click "Save".

After the order of the priority is set, it's done.

REGISTERING COURSES- RESERVE COURSES

2012 School Year 1 semester (Click here to show or hide.)

Course registration Check course availability Check course schedule Search for obligatory courses of undergraduate

Course list Waiting & Course-selecting list Tracking list Failing/dropping list School timetable

My list of courses selected: showing the courses you've successfully selected.
(You can click on any of the headings to rearrange, top-down or bottom-up order.)

Update course review Save

There are different tabs in your course selection system, the first tab is for CONFIRMED SELECTED COURSES!

S#	Course #	Course Name	Point	Instructor	Session/Location	Course Status	Selected Through	Reserved	Drop
1	000321091	統計學 Statistics	3.0	必 洪英超	四234 / thu234 / 研究 250101	重複修習已及格科目 You have previously taken and passed this course.	必修灌檔 Required course auto selection	<input checked="" type="radio"/> Yes	<input type="checkbox"/> No
2	305044011	企業實務講座 Business Forum	1.0	必 韓志翔	三D56 / wedD56 / 商館 260202	正常OK	系所設定加選 Add via department or institute's	<input checked="" type="radio"/> Yes	<input type="checkbox"/> No

It's important to click "Yes" under "Reserved" for the course you definitely want to keep.

NOTE:

Click "Yes" under "Reserve" for the course(s) you want to keep; otherwise, if there is a timetable clash between courses, the non-reserved one will be replaced by another course.

FAQS

1. Can I take courses across different departments?

Yes, as long as there is no restrictions set forth by the course department, you can take courses across departments.

2. How many NCCU credits are suggested to take per semester?

The suggested total credits a student takes is **12-18 NCCU credits (1NCCU credit= 2ECTS)** per semester, but since different courses have different workloads, you can adjust how many credits you would prefer to take accordingly.

3. What are the limitations for exchange students in choosing courses?

- IMBA courses (course code starts with 933) and On-Job Training Programs are not available to exchange students. IMBA and On-Job Training courses are exclusive to their degree-seeking students.
- Extended Minor Courses which have a credit fee will not be available to exchange students.
- The maximum number of NCCU credits a student can take is **25** credits per semester (for undergraduates).

FAQS

4. Are undergraduate students allowed to take graduate courses?

Undergraduate students may be allowed to take graduate courses if the course instructor gives their permission for you to do so. This can be done during **Phase IV**, where the course instructor needs to sign the Course Add Form and you will need to submit the signed form to the course department.

5. Are graduate students allowed to take undergraduate courses?

Graduate students may be allowed to take undergraduate courses if the course instructor gives their permission for you to do so. Please note that you **CANNOT** get the credit(s) for the course, only a grade will be given. If your home university accepts it, OIC may issue you a separate proof to verify how many NCCU credits the course is worth.

6. Can I take PE courses (e.g. Basketball, Volleyball)?

Yes, but **you can only add a PE course during Phase IV** by asking the course instructor to sign on the course add form. Also, you are only allowed to take **ONE** PE course per semester.

Please note that PE courses is a required course for degree-seeking undergraduate students, as such, they will have a higher priority when choosing PE courses.



FAQS



7. Why am I blocked from choosing courses in Phase I & II?

- You might be an undergraduate student who is trying to choose a graduate course or vice versa.
- You might be blocked due to the course's pre-requisite requirements (e.g. the pre-requisite for taking "Investment" is to take "Financial Management" in advance).
- That course might be only open to certain department students (it is set up by the department that runs the course).

Nevertheless, **you still have an opportunity to add the course during Phase IV** by having the "course add form" signed by the course instructor.

8. What is a course schedule conflict?

The system will prevent students from having course schedule conflict.

For example, you will not be able to enroll in both courses on Tuesday 14:10-17:00 and Tuesday 16:10-18:00, because there is a one-hour overlap (16:10-17:00).



FAQS



9. Can I add multiple courses with the same class session to the Course-selecting list in Phase I & II?

Yes, you may choose several courses, which are scheduled at the same timeslots on the course-selecting list (e.g. Tuesday 09:10- 12:00), but in the end you will only be able to enroll in one as the system will prevent you from having course schedule conflict.

Please set your course priority when selecting multiple courses with the same timeslots. For the courses you prefer, please put it at a higher priority (i.e. with smaller number).

For example, if “priority 2, 5, 8” are all on Tuesday 09:10-12:00, if you did not get the course placed at “priority 2”, the system will try to allocate you with the course with “priority 5”. If you get the course with “priority 5”, then the system will not allocate the course with “priority 8” to you.

FAQS

10. What's a prerequisite form?

If you aren't able to/aren't eligible to select a course, you can still add the course during Phase IV under the permission of the course instructor. If a prerequisite form is also needed, please also have it signed by the course instructor.

A prerequisite form can be found via the course search engine: <https://qrysub.nccu.edu.tw/> when you click on “More” for the course you’d like to add.

Distance learning course : N/A																					
Course selection method : Course continuation from preceding semester to current semester.																					
2																					
<p><input checked="" type="checkbox"/> Teacher expertise</p> <p><input checked="" type="checkbox"/> Course Enrollment Details</p>																					
<p>志願類別: 76個體經濟學</p> <p><input type="checkbox"/> 人數限制: 100人</p> <p><input type="checkbox"/> 強制分發: 否</p>																					
<p>分組代碼: A個體經濟學</p> <p><input type="checkbox"/> 是否開放加錄: 是</p> <p><input type="checkbox"/> 優先處理: 一般處理</p>																					
<p><input type="checkbox"/> 人數設定 Number of Students Accepted :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">專業基礎(開放系所)人數 Students from Same Department</th> <th style="width: 33%;">其他系所 Students from Other Departments or Institutes</th> <th style="width: 33%;">總人數 Students in Total</th> </tr> <tr> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> <td style="text-align: center;">100</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: center;">是 Yes</td> </tr> </table>		專業基礎(開放系所)人數 Students from Same Department	其他系所 Students from Other Departments or Institutes	總人數 Students in Total	0	0	100			是 Yes											
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0	0	100																			
		是 Yes																			
<p><input type="checkbox"/> 開放選修年級 Open to Students by Grade :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 16.6%;">一年級 Freshman</th> <th style="width: 16.6%;">二年級 Sophomore</th> <th style="width: 16.6%;">三年級 Junior</th> <th style="width: 16.6%;">四年級 Senior</th> <th style="width: 16.6%;">研究生 Graduate Students</th> <th style="width: 16.6%;">選讀生 Exchange Students</th> </tr> <tr> <td style="text-align: center;">是 Yes</td> </tr> </table>		一年級 Freshman	二年級 Sophomore	三年級 Junior	四年級 Senior	研究生 Graduate Students	選讀生 Exchange Students	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes								
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是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes																
<p><input type="checkbox"/> 開放選修學院 Open to Colleges :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 11.1%;">文學院 Liberal Arts</td> <td style="width: 11.1%;">社科院 Social Sciences</td> <td style="width: 11.1%;">商學院 Commerce</td> <td style="width: 11.1%;">傳播學院 Communication</td> <td style="width: 11.1%;">外語學院 Foreign Languages</td> <td style="width: 11.1%;">法學院 College of Law</td> <td style="width: 11.1%;">理學院 Science</td> <td style="width: 11.1%;">國際事務學院 International Affairs</td> <td style="width: 11.1%;">教育學院 Education</td> <td style="width: 11.1%;">創意學院 Innovation College</td> </tr> <tr> <td style="text-align: center;">是 Yes</td> </tr> </table>		文學院 Liberal Arts	社科院 Social Sciences	商學院 Commerce	傳播學院 Communication	外語學院 Foreign Languages	法學院 College of Law	理學院 Science	國際事務學院 International Affairs	教育學院 Education	創意學院 Innovation College	是 Yes									
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是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes	是 Yes												
<p><input type="checkbox"/> 開放選修的學生身份 Open to Students by Details :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">一般台生/陸生 Taiwan/Mainland China Students</td> <td style="width: 33%;">僑生/港澳生 Overseas Chinese Students/HK,Macau Students</td> <td style="width: 33%;">外籍生 International Students</td> </tr> <tr> <td style="text-align: center;">是 Yes</td> <td style="text-align: center;">是 Yes</td> <td style="text-align: center;">是 Yes</td> </tr> </table>		一般台生/陸生 Taiwan/Mainland China Students	僑生/港澳生 Overseas Chinese Students/HK,Macau Students	外籍生 International Students	是 Yes	是 Yes	是 Yes														
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是 Yes	是 Yes	是 Yes																			
<p><input type="checkbox"/> 擶大輔系生可否選課 Fee-Paying Minors Taking Students Able to Select the Course :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">擴大輔系生 Minors Taking Students Need to Pay a Fee</td> <td style="width: 50%; text-align: center;">是 Yes</td> </tr> </table>		擴大輔系生 Minors Taking Students Need to Pay a Fee	是 Yes																		
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A screenshot of a mobile application interface. At the top, there is a header with the text '1/100' on the left and navigation icons (less than, greater than, greater than) on the right. Below the header is a list of four items, each consisting of a small image, some text, and a '...' button. At the bottom of the screen, there is a footer with the text 'in English' on the left, a '...' button in the center, and a '...' button on the right. A red box highlights the word 'More' in the header, which is positioned to the right of the navigation icons.

										Affairs	Inno
是 Yes		是 Yes		是 Yes		是 Yes		是 Yes		是 Yes	是 Yes
□開放選修的學生身份 Open to Students by Details :											
一般台生/陸生 Taiwan/Mainland China Students				僑生/港澳生 Overseas Chinese Students/HK, Macau Students				外籍生 International Students			
是 Yes				是 Yes				是 Yes			
□擴大輔系生可否選課 Fee-Paying Minors Taking Students Able to Select the Course :											
擴大輔系生 Minors Taking Students Need to Pay a Fee											
是 Yes											
□可否加退選 Add and Drop Allowed :											
可否登記加選 Course Adding Allowed						可否退選 Course Dropping Allowed					
可 Yes						可 Yes					
□校際選課 Cross-University Number of Students Accepted :											
提供台北藝術大學名額 For Taipei National University of the Arts				提供政大附中AP課程名額 For NCCU Affiliated Senior High School				提供高中夥伴學校AP課程名額 Courses of Advanced Placement for Senior high school			
5		0		0		0		0		0	
□是否參加遞補 Auto-Added From Course Selection Wait & Course-Selecting List : 是 Yes											
□性別限制 Gender Restrictions : 不限 Free											
□排除修讀學系 Excluded Departments : [無 None] 1											
3 -先修科目設定 Prerequisite Courses : 列印允許修習認定單 Print Blocked Course Enrollment Approval Form											
000213 - 印保證函 列印允許修習認定單 列印保證函 列印保證函											
[Microeconomics]											
□所屬學分學程 Open only to :											
[無 None]											
4											
+ Course Unit Registration											
+ Syllabus Open in new tab											

REMINDERS

Phase III

Please remove the courses you do not want to take from the list in the system. All the courses listed in your “Course list” will be shown on your transcript.

Please click the “**Reserve**” button and then “Save” for the courses that you want to keep, in order to prevent those courses from being replaced by the courses from your waiting list.

Phase IV

If you want to add a course, which has a schedule conflict with another course on your course list, you need to drop the course on your course list first and then you can add the new course.

The new course will not be added successfully if you don't drop the time conflicting course first even if you have the signature from the course instructor.

Undergraduate students can only add a maximum of **5** courses

Master/Doctoral student can only add a maximum of **3** courses.