

國立雲林科技大學學生轉系申請要點

National Yunlin University of Science and Technology Guidelines for Application for Change of Major

114 年 10 月 8 日第 129 次教務會議修訂
Amended at the 129th Academic Affairs Meeting on Oct. 8, 2025

一、本要點依據教育部有關規定及本校學則訂定。

1. These guidelines are established in accordance with relevant regulations of the Ministry of Education and YunTech's Academic Regulations.

二、學生如認為所就讀學系與其志趣不合時，得於入學後第二學年開始前申請轉系。

2. Students who believe that their current department does not align with their ambitions may apply for change of major before the start of their second academic year.

三、本要點所稱之轉系含學位學程及同系轉組。

3. Change of major that is referred to herein includes transferring between degree programs and changing majors within the same department.

四、學生申請轉系可轉入之年級：

(一)二年級開始前申請者，得轉各學系二年級。

(二)三年級開始前申請者，可轉入性質相近學系三年級或性質不同學系二年級(含)以下肄業。

(三)有特殊原因於四年級開始前申請者，可轉入性質相近學系或輔系三年級肄業。

(四)特殊狀況者得申請抵免學分後轉入適當年級。

4. Year of entry for students applying for change of major:

(1) Students who apply before the start of their second year may transfer into the second year of any department.

(2) Students who apply before the start of their third year may transfer into the third year of a department with a similar academic nature, or into the second year or lower of a department with a different academic nature.

(3) Students who apply before the start of their fourth year for special reasons may transfer to the third year of a department with a similar academic nature or a minor program.

(4) Students with special circumstances may apply for credit waiver and then transfer to an appropriate academic year.

五、學生有下列情形之一者，不得申請轉系：

(一)在休學期間者。但於次學期核定轉系時已屆復學期間者，不在此限。

(二)各多元入學之招生法令中或招生簡章規定不得轉系者。惟情況特殊提經教務會議通過者不在此限。

(三)特殊專班學生不得申請轉系。日間部與進修部不得跨部轉系。

(四)大陸地區學生申請轉系，應在本校經教育部當學年度核定招收陸生之系組範圍內辦理之。

5. Students who fall under any of the following circumstances may not apply for change of major:
- (1) Students who are currently on leave of absence, except students whose return to YunTech is scheduled to occur during the next semester in which their change of major is approved.
 - (2) Students who are prohibited from changing majors under the relevant admission regulations or the admission brochure for diverse admission initiatives, except students whose cases are approved by the Academic Affairs meeting due to special circumstances.
 - (3) Students in special programs are not eligible to apply for a change of major. Students in the Day Division and the Evening Division may not transfer to a major in the other division.
 - (4) Students from mainland China applying for a change of major shall do so within the departments and programs approved by the Ministry of Education for that academic year.

六、各學系轉入學生年級及名額，以不超過該學系原核定新生名額（四年制一年級、二年制三年級）連同教育部分發新僑生名額加二成為度。

6. The grade level and quota for students transferring into each department shall not exceed the department's originally approved quota for new students (first year for four-year programs; third year for two-year programs) along with the quota for new overseas Chinese students allocated by the Ministry of Education plus 20%.

七、凡欲申請轉系之學生應於行事曆所規定之時間內填具申請書表，送請轉出學系系主任簽注意見後送註冊組彙整。凡逾期未辦理申請轉系手續者，不論任何理由均不得補行辦理。

7. Students wishing to apply for a change of major shall complete the application form within the timeframe specified in the academic calendar, have it signed by the department head of the department they are leaving, and submit it to the Registration Division for compilation. Students who fail to complete the procedures of change of major by the deadline will not be permitted to apply retroactively under any circumstances.

八、填表時限填一個志願，即不得同時申請轉入兩系，且一經填妥志願送交教務處註冊組後，即不得再行更改。

8. Only one targeted department can be specified on the application form; that is, a student may not apply to transfer to two departments simultaneously. Once the application has been completed and submitted to the Registration Division of the Office of Academic Affairs, the targeted department may not be altered.

九、註冊組將學生轉系申請書表彙送各學系，受理學生轉入之學系於接受轉系申請書表後，應依各學系所訂之轉系考審標準進行初審或考試。

9. The Registration Division forwards the student transfer applications to the respective departments. Upon receiving the applications, the departments accepting transfer students shall conduct a preliminary review or examination in accordance with their respective transfer evaluation criteria.

十、學生轉系須符合轉入學系之標準，方得申請。轉系考審標準另訂之。

10. Students are not eligible for application for transferring to a department if they do not meet the admission requirements of that department. The criteria for the transfer examination will be

established elsewhere.

十一、轉系申請經轉入學系召開相關資格審查會議後送交註冊組，並簽請教務長核定。轉系合格學生名單除由註冊組統一公告外並個別通知。

11. Applications for department transfers undergo a review meeting convened by the receiving department before being sent to the Registration Division, and further being forwarded to the Dean of Academic Affairs for approval. The list of students approved for transfer will be published by the Registration Office and each student will be notified individually as well.

十二、核准轉系學生，不得申請變更或撤銷。

12. Students whose department transfer has been approved may not apply for alteration or withdraw their application.

十三、經核准轉系學生應辦理承認學分，凡轉入年級前本系應修科目已在原系修習及格，經轉入系主任核准承認者，可抵免修，但仍須在規定年限內修足轉入學系規定之科目及學分數，方准畢業。

13. Students whose transfer has been approved must complete the credit recognition process. If a student has successfully completed at his/her original department the courses required by the receiving department for the years before the grade he/she transfers into, he/she is not required to take any of those courses again with the approval and recognition by the department head of the receiving department. However, students must still complete all courses and earn the credits required by the receiving department within the prescribed time limit in order to graduate.

十四、智慧科技學院所屬學位學程及各技優專班因設立屬性特殊，有關轉系時程、報名資格、招收年級、招收名額等，另由該學位學程、專班訂定公告之，餘相關規定仍適用本要點。

14. Due to the unique nature of the degree programs and specialized technical classes under the College of Artificial Intelligence Technology, matters such as the timeline for change of major, eligibility requirements, target grade levels, and enrollment quotas shall be separately established and announced by the respective degree programs and specialized classes. To all other relevant regulations, these Guidelines shall remain applicable.

十五、本要點未盡事宜悉依學則及有關章則之規定辦理。

15. Any matters not covered in these Guidelines shall be handled in accordance with the provisions of the Academic Regulations and other relevant rules and regulations.

十六、本要點經教務會議通過，陳請校長核定後施行，修正時亦同。

16. These guidelines, and amendments hereto, shall be implemented upon adoption at the Academic Affairs meeting and ratification by the President.

※本要點中文版與英譯版語意有所差異時，依中文版為主。

In the event of any discrepancy between the Chinese version and the English translation of these Guidelines, the Chinese version shall prevail.