

# 修讀第二專長作業流程

## Procedures for Applying for Minor Specialty

學生提出修讀第二專長之申請，應於本校行事曆規定之申請期限內提出申請，第二專長應修科目學分，以申請學年度編印之教務章則所訂之第二專長科目表為準。  
Applicants should apply for Minor Specialty during the appointed time based on the school calendar. Required subjects and credits for each professional course should be based on the Regulations of Minor Specialty published by the Division of Academic Affairs in the applied academic year.

原主系主任及第二專長單位主任簽章  
Ratified by the chairperson of the original major department and the supervisor of the unit of professional courses.

送教務處經教務長核准  
Ratified by the Dean of Academic Affairs

放棄第二專長  
Cancellation of the Minor Specialty

修讀第二專長學生，擬終止修讀第二專長者，應至教務處申明放棄並取銷其第二專長資格。

For students of Minor Specialty to apply for the cancellation, they need to complete the canceling procedure in the office of Academic affairs.

修滿第二專長  
Complete the Minor Specialty

修滿第二專長規定之科目與學分，成績及格者，其學位證書及歷年成績表上註記第二專長名稱。

Students who have completed Minor Specialty with qualified grades according to the Regulations of Minor Specialty, their diploma and transcripts will be noted with the name of the Minor Specialty.