110 Academic Year 2nd Semester
Course Registration Instruction - Exchange student

01 | Schedule Inquiries

Please visit the http://national.service.thu.edu.tw/ or download the English Taught course at OIR website to look up for the courses you wish to take at Tunghai Univesity. If you wish to take course taught in Chinese, you must consult with OIR office in advance and make sure your chinese abilities would be sufficient enough.

02 | Online Course Registration

During course registration period, system will be available to register online excepting for the system maintaining time (05:00-07:00). You will need to log in to the system to enter the course code that your wish to register then select "Confirm and Apply" to add the courses. After done, please select "Apply Form" and apply your personal information to print out your **course registration form**.

03 | Manually Add / Drop Courses

Course Adds：
You must attend the first day of the course to **obtain the signature from the professor** in order to receive permission to register the courses.
For the General Education Courses, You must need to done with the form and submit at the office of General Education by 2 Mar, 2022.

04 | Confirm your course schedule

The Form need to be return to **Office of Academic Affairs - Registration and Curriculum Section** by the deadline .
You have to log into **Students' System** to confirm your course schedule at the 4th week of the semester.
After deadline, you can't make any changes of your course schedule.

Time schedule

Add Courses

2022/2/20
Chinese Courese Placement Test and Registration

2022/2/21-3/4
Manual Course Adds

2022/2/21-3/2
General Education Courses

Drop Courses

2022/2/14-3/4
Online course dropping

2022/3/7-3/18
Manual Course Drops

2022/5/16-6/2
Withdraw the course
Graduation exam deadline 5/20