



東海大學

2025Academic Year/Fall Semester



Compiled by the THU Registration & Curriculum Office
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Course Selection

Add

 Student Info System

Pre-selection

Jun.10 (Tue) - Jun.24 (Tue)



Announcements on
Jun. 27 (Fri) (TBC)

Online Add Period I

Aug.25 (Mon) - Sep.04(Thu)

for sophomores, juniors, seniors,
master's students, or doctoral students

Sep.01 (Mon) - Sep.04 (Thu) for Freshmen



Announcements on
Sep. 06 (Sat) (TBC)

Online Add Period II

Sep.07 (Sun) - Sep.10 (Wed)



Announcements on
Sep. 12 (Fri) (TBC)

Special Course Addition (Manual)

Sep.06(Sat)-Sep.10(Wed)	Freshmen English	P.6
Sep.12(Fri)-Sep.15(Mon)	Freshmen English 、 Sophomore English	
Sep.08(Mon)-Sep.16(Tue)	General education (GE) courses for seniors with less than 8 GE credits	P.7
Sep.06(Sat)-Sep.18(Thu)	Chinese	P.5
Sep.13(Sat)-Sep.15(Mon)	Japanese	P.11
Sep.13(Sat)-Sep.18(Thu)	Department	P.5
Sep.15(Mon)	Exploring Computational Thinking and	P.8
Sep.15(Mon)-Sep.18(Thu)	Foreign Language 、 All-out Defense	P.12 P.9
Sep.16(Thu)	Diverse Learning 、 Physical Education	P.13 P.10
Sep.18(Thu)	Physical Education (2nd Add may be opened if additional slots available)	P.10

Drop

During the pre-selection period

Jun. 10 (Tue) - Jun. 24 (Tue)

Online Drop Period I

Aug. 25 (Mon) - Sep. 04 (Thu)

Online Drop Period II

Sep. 7 (Sun) - Sep. 10 (Wed)

Special Add

Sep. 13 (Sat) - Sep. 18 (Thu)

Results are available the next day



Student Info System

Special Drop (Paper or Online Review)

Sep. 22 (Mon) - Oct. 03 (Fri)

More Details P.17



Online Application > Print for Paper Approval



Submitting the online application is considered as approval.

Others

Special Course Overload Application

Sep. 15 (Mon) - Sep. 19 (Fri)

More Details P.16



Online Application > Print for Paper Approval

Confirm Schedule

Sep. 22 (Mon) - Oct. 03 (Fri)

More Details P.17



Student Info System

Course Withdrawal Application

Nov. 24 (Mon) - Dec. 5 (Fri)

More Details P.18



Online Application > Print for Paper Approval



Submitting the online application is considered as approval.

Course Selection Tips



Find Your Course Schedule

Before pre-selection, please search for [Pre-selected Course Schedule](#) in the student system.

In principle, year-long courses, compulsory, and mandatory courses will be automatically imported to your course selection (unless otherwise determined by the department).

Students do not need to add courses that already exist on their course schedule. You may also drop a course from your current course schedule online.

Online Course Selection

For results of the pre-selection, please look at the [Pre-selected Course Schedule](#).

For results from the [Online Add/Drop Periods I & II](#), please look at the [Semester Schedule](#).

For each stage of course selection, please remember to check online and personally back up or print out your course selection results.

Manual Add/Drop Period

Add: Please add courses before deadlines and in compliance with course guidelines. Late additions will not be accepted. If you have any questions, please consult the department/unit offering the course.

Drop: Please fill out the application form online within the specified period:
1. Saving and submitting the form online will be considered as approved. 2. Print out the form, obtain signatures from the instructing faculty and department chair for approval, and then submit it to the Registration and Curriculum Office.

Confirm Schedule

After the [Online Add/Drop Period](#) and [Manual Add/Drop Period](#) (~4th week), please log onto the [Student Info System](#), and confirm your course schedule. Students will not be able to add/drop courses for any reasons beyond this point.

**Adding a course on the iLearn platform does not mean you are officially enrolled. Please make sure to log into the Student Information System during the course selection period to complete your enrollment.*

Online Course Selection Instructions

1. Log onto the [Student Info System](#) at <http://fsis.thu.edu.tw>
2. Under **Course Selection**, carefully read the "Course Selection Notices." Click to confirm, then read the "Online Course Selection Instructions" to understand different types of courses.
3. In **Course Selection**, you can select: **Add Department Courses**, **Add Courses from Other Departments** (Online Add/Drop Period II), **Add Other Courses**, **Add General Education Courses**, and **Add Teacher Education Program Courses**. To register for Department Courses and Courses from Other Departments, simply check the courses. To register for other courses, please rank them by priority and preference. Online courses will be assigned randomly to students who have added the course during the online course selection period.
4. In **Course Selection**, **Withdrawal Registration** allows you to register for withdrawal from courses currently in your schedule. You can check if you've successfully withdrawn from the course one day after registering for withdrawal.

NOTICE

♥ At each stage of online drop registration, submissions occur on the day of submission and are deleted on the next school business day. You can then check the drop results.

♥ **Your course priority list at each stage will be scrubbed after random assignment.** As such, please make sure to add courses that you wish to enroll in and rank the courses based on priority level for every course selection period.

♥ **Schedule Conflicts:** If you've already selected a course during a specific time slot, remember to drop the class before choosing another course at the same time.

♥ **Review Your Course Selections:** Double-check for any courses that shouldn't be on your schedule, such as conflicting classes, waived or exempted courses, those where you didn't meet the minimum passing grade last semester (grade D or lower), or you've selected two of the same courses. **Please drop the class before the deadline, as students will not be allowed to drop classes after the deadline.**

Course Selection Tips

Common Required Courses

Department Courses

[Students in the Department]

During the **Pre-selection Period**, students can register for compulsory courses and electives within their grade level and department through [Student Info System - Course Selection - Add Department Courses](#). In the **Online Add/Drop Period I**, students can register for compulsory courses that they need to retake, whereas in **Online Add/Drop Period II**, it is not available.

[Transfer, Minor, and Double Major Students]

During the **Pre-selection Period**, course selection is unavailable. In **Online Add/Drop Period I**, courses can be registered via the "[Student Info System - Course Selection - Add Department Courses](#)."

[Students in Other Departments]

During **Online Add/Drop Period II**, students can register courses offered by other departments on [Student Info System - Course Selection - Add Courses from Other Departments](#).

★ **Manual Add Period: Sep.13 (Sat)-Sep.18 (Thu), 2025@ department offices** (The deadline and method for course adding are announced by the course offering unit. Unless otherwise specified, please refer to the course selection handbook for the official schedule.)

Chinese Courses

[Freshmen]

Chinese courses are open to freshmen students for registration during the **Online Add/Drop Period I** on [Student Info System - Course Selection - Add Other Courses](#). If the registration was unsuccessful, please register with the Google Form provided on the Department of Chinese Literature's website. Instructor-initiated enrollment is not permitted.

[Sophomores, Juniors & Seniors]

During **Online Add/Drop Period II**, courses can be registered via the "[Student Info System - Course Selection - Add Other Courses](#)." If unable to enroll in a course, please register with the Google Form provided on the Department of Chinese Literature's website. Instructor-initiated enrollment is not permitted.

★ **Manual Add Period: Sep. 6 (Sat) - Sep. 18 (Thu), 2025 @ Chinese Literature's website Google Form**

Freshmen English

[Pre-selection & Online Course Registration] Freshmen English courses are not available for online registration. ([Student Info System - Course Selection](#)) Freshmen students will be assigned to Freshmen English courses by the English Language Center. Students who wish to retake the course should add the course manually through the English Language Center's website (<http://elc.thu.edu.tw>). Teacher-initiated enrollment is not permitted.

★ **Manual Add Period: Sep. 06 (Sat) - Sep. 10 (Wed),
Sep. 12 (Fri) - Sep. 15 (Mon), 2025 @ English Language Center website**

Sophomore English

[Course Enrollment Instructions] Including "Sophomore English-Career and Profession," "Sophomore English-Daily Communication" "Sophomore English - Multiculturalism," and "Sophomore English - Self-Expression Skills," four major module courses.

[Sophomores] During the **Pre-selection, Online Add/Drop Periods I & II**, students can register for courses through the "[Student Info System - Course Selection - Add Other Courses](#)." If registration is unsuccessful, please register manually online at the English Language Center website. Teacher-initiated enrollment is not permitted.

[Juniors & Seniors] During **Online Add/Drop Periods II**, students can register for courses through the "[Student Info System - Course Selection - Add Other Courses](#)." If registration is unsuccessful, please register manually online at the English Language Center website. Teacher-initiated enrollment is not permitted.

★ **Manual Add Period: Sep. 12 (Fri) - Sep. 15 (Mon), 2025@ English Language Center website(<http://elc.thu.edu.tw>)**

Course Selection Tips

Common Required Courses

General Education (GE) Courses

【GE Guidelines】

- General Education Courses are divided into four domains-- Humanities, Natural Sciences, Social Sciences, and Sustainability Practice.
 - * Students enrolled in the 2019 and 2020 academic years are required to take at least one course each in Humanities, Natural Sciences, Social Sciences, and Logical Thinking and Computing. Students are required to fulfill the requirements above before their graduation and obtain at least 14 GE credits.
 - * Students enrolled in the 2021 academic year and any time after are required to take at least one course each in Humanities, Natural Sciences, and Social Sciences. Students are required to fulfill the requirements above before their graduation and obtain at least 12 GE credits.
 - * Students enrolled in the 2023 academic year and any time after are required to take at least one course each in Humanities, Natural Sciences, Social Sciences, and Sustainability Practices. Students are required to fulfill the requirements above before their graduation and obtain at least 12 GE credits. **The 1 credit in the Sustainable Practices domain is arranged by the Office of Service Learning, including course planning and enrollment procedures. Students are not required to register for the course themselves.**
 - * Students enrolled in the 2025 academic year and any time after are required to take at least one course each in Humanities, Natural Sciences, Social Sciences, and Sustainability Practices. Students are required to fulfill the requirements above before their graduation and obtain at least 12 GE credits. **The 2 credit in the Sustainable Practices domain is arranged by the Office of Service Learning, including course planning and enrollment procedures. Students are not required to register for the course themselves.**
- On Student Info System - Course Selection - Add General Education Courses, students can select seven courses from each GE domain that they wish to enroll in. The courses will be assigned randomly. Each semester, students are permitted to have, at most, two courses from the three core domains on their course schedule through online selection and one course from all other domains.

General Education (GE) Courses

- **Instructors cannot add students to any GE courses.** Students are required to register for GE courses during the **Pre-selection Period** and **Online Add/Drop Periods I & II**. If the registration was unsuccessful, please add GE courses manually before the deadline.
- Instructors can drop students from courses if they fail to attend the first class. (Not mandatory, please check if the course instructor requires attendance on the first week)
- ★ **Manual Add Period:**
 - (1) **Seniors (or higher) with less than 8 GE credits**
Sep. 08(Mon) -Sep. 16 (Tue), 2025@ the Center for General Education (C209)
 - (2) **Priority will be given to students who have zero GE courses and have not met the GE credit requirement for graduation**
Sep. 17 (Wed), 2025 @ the Center for General Education (C209)
Please complete the application form on the Center for General Education website before 16:00 on September 17
→ Log onto the Student Info System on September 18 (Thu) to check if GE courses are now on your class schedule
- Please visit the Center for General Education website (<http://ge.thu.edu.tw>) to find more information on courses offered by the Center and related announcements
- ◆ Reminder: GE courses are undergraduate courses. GE credits acquired by graduate students will not be counted toward their graduation.
- ◆ Please do not retake courses with the same course title.

Exploring Computational Thinking and Generative AI

【Pre-selection】 For required courses, the system automatically determines course selection based on the student's academic grades and major.

【Online Add/Drop】 During Online Add/Drop Periods I & II, students who are retaking courses can register for them. Registration takes place online through the "Student Info System - Course Selection - Add Other Courses." If a student is still unable to enroll in a course during Online Add/Drop Period II, they should proceed with manual enrollment.

★ **Manual Add Period:** Sep. 15 (Mon), 2025 @ the Center for General Education (C209)

Course Selection Tips

Common Required Courses

Elective Courses

All-out Defense Electives

[Pre-selection & Online Add Period]

Register, at most, one All-out Defense course through [Student Info System - Course Selection - Add Other Courses](#).

[Reminder]

- The "All-Out Defense Education Elective" courses include five major domains: "National Defense Policy" (changed from mandatory to elective starting from the 2025 academic year), "International Situation," "Defense Technology," "All-Out Defense," and "Defense Mobilization" (changed from mandatory to elective starting from the 2023 academic year). Before enrolling, please verify whether you have previously taken a course in the same domain, as repeated courses cannot be counted for credits or used to offset military service obligations.
- Starting from the 2023 academic year, the "All-Out Defense Education Elective" courses may count toward graduation credits, with a maximum of 2 credits allowed. However, if taken as a substitute for a mandatory course, the credits will not be counted toward graduation.
- Starting from the 2025 academic year, the mandatory "All-Out Defense Education" course for first-year students will be cancelled. However, students who are retaking the course or who are transfer or returning students and are subject to the curriculum requirements of the 2024 academic year or earlier must still complete the mandatory "All-Out Defense Education" course. Details are as follows:
 - (1) Students who are retaking the course or are transfer or returning students subject to the mandatory curriculum from the 2022 to 2024 academic years, and for whom "National Defense Policy" was a required course, may substitute it with any "All-Out Defense Education Elective" course. However, the substituted course will not be counted toward graduation credits.
 - (2) Students who are retaking the course or are transfer or returning students subject to the mandatory curriculum from the 2021 academic year or earlier, and for whom "National Defense Policy" and "Defense Mobilization" were required courses, may substitute them with any two "All-Out Defense Education Elective" courses. However, the substituted courses will not be counted toward graduation credits.
- Students who are absent without valid reason during the first and second weeks of class may be administratively dropped by the instructor in consideration of other students' enrollment rights.

★ Manual Add Period: Sep. 15(Mon) -Sep. 18 (Thu.), 2025@ Military Instructor Office

Physical Education (PE) Electives

[Pre-selection & Online Add Period]

Register, at most, one PE course through [Student Info System - Course Selection - Add Other Courses](#).

★ Manual Add Period: Sep. 15(Mon) -Sep. 18 (Thu), 2025@ Department of Physical Education

Freshmen & Sophomore PE

[Freshmen PE]

During the **Online Add/Drop Period**, freshmen can register for PE courses through [Student Info System - Course Selection - Add Other Courses](#). All freshmen students, whether you have successfully registered for a PE course or not, should assemble at the gymnasium for their first class between Sep. 08 (Mon)– Sep. 12(Fri).

Sophomores, juniors, and seniors can add PE courses online if they are required to retake PE. Other sophomores, juniors, and seniors should manually register for PE courses.

[Sophomore PE]

During the **Pre-selection Period**, Sophomore PE courses will be available to only sophomores. During the **Online Add/Drop Periods I & II**, Sophomore PE courses will be available to juniors and seniors too on [Student Info System - Course Selection - Add Other Courses](#).

[Reminder]

Students enrolled in the 2024 academic year and later that are required to retake PE should take note that the PE requirement for graduation consists of two Freshmen PE courses and two Sophomore PE courses. Students can take these courses at any point, but can only enroll in, at most, two PE courses each semester.

★ Manual Add Period:

First: Sep. 16 (Tue), 2025 @ Department of Physical Education

Offline and online registrations are processed together. For more information, please visit the Department of Physical Education website.

Results: Available on Sep. 17 (Wed) 5:00 PM on the system

Second: Sep. 18 (Thu), 2025 @ Department of Physical Education

The **Manual Add Period** will be determined by the number of spots left available in the course/subjects:

09:00-12:00/Seniors

14:00-17:00/Freshmen, Sophomores, Juniors, and Exchange Students

Course Selection Tips

Elective Courses

English Electives

[Pre-selection]

Register, at most, one English elective through [Student Info System - Course Selection - Add Other Courses](#). Courses specified for "Manual Course Selection" will not be available for online course selection.

[Online Add Period]

English electives will not be available during the Online Add/Drop Period II (and will only be available during the Online Add/Drop Period I). If the registration was unsuccessful, please attend the first class and talk directly to the instructor to register for the course.

★ **Manual Add Period:** Please attend the first class and talk directly to the instructor to register for the course. Instructors will have permission slips to add students to their courses. After signing the permission slip and registering for the class, please confirm on the Student Info System. If the course is still not in your schedule on Sep. 18 (Thu), contact the instructor directly.

◆ **Reminder:** English electives are undergraduate courses. English elective credits acquired by graduate students will not be counted toward their graduation.

Japanese Courses

[Pre-selection & Online Add Period]

Register, at most, one Japanese course through [Student Info System - Course Selection - Add Other Courses](#).

[Reminder]

- Japanese courses labeled with a (I) in the course title indicate that it is a beginner's course, while those labeled with a (II) indicate that it is an advanced course.
- In the event of conflicting schedules, please drop a class before adding another class during the Online Add/Drop Period. The system will only recognize one course for the same subject.
- 1st Year Japanese (I) & (II), 2nd Year Japanese (I) & (II), 3rd Year Japanese (I) & (II), and Anime Japanese (I) & (II) now correspond with freshmen, sophomore, junior, and senior year, respectively.

The department will not arrange separate finals for graduating students.

-11- Graduating students will be required to take the finals with other students.

Foreign Language

[Pre-selection & Online Add Period]

Register, at most, one Foreign Language course through [Student Info System - Course Selection - Add Other Courses](#). Please attend the first class and register in person if there are spots available.

[Foreign Language Guidelines]

Starting from the 2023 academic year, foreign languages are no longer year-long courses. Advanced courses will be labeled (II)~(VI). Students can enroll in only one level each semester. The first-year Spanish course is now split into Spanish (I) and Spanish (II). The second year Spanish course is now split into Spanish (III) and Spanish (IV). Any other year-long courses are also similarly split.

◆ **Reminder:** Foreign Language courses are undergraduate courses. Foreign Language credits acquired by graduate students will not be counted toward their graduation.

★ **Manual Add Period:** Sep. 15(Mon) -Sep. 18 (Thu), 2025@ the Department of Foreign Languages (LAN101)

- 1st Year Japanese (I) & (II), 2nd Year Japanese (I) & (II), and 3rd Year Japanese (I) & (II) are progressive courses. Students can only select one during the same semester.
- Students who have completed a higher-level course are not allowed to take a lower-level course in the same sequence; otherwise, the credits will not be recognized. However, this restriction does not apply to students retaking a failed course.
- Students who have already enrolled in "Learning Japanese through Anime (I)" but still wish to take one of the "Japanese I-III" courses may register manually for a lottery, subject to available spots in the "Japanese I-III" courses. Similarly, students who have already enrolled in a "Japanese I-III" course but still wish to take "Learning Japanese through Anime (I)" may register manually for a lottery, depending on the availability of spots in "Learning Japanese through Anime (I)."

◆ **Japanese courses are undergraduate courses. Japanese credits acquired by graduate students will not be counted toward their graduation.**

★ **Manual Add Period:** Sep. 13(Sat) -Sep. 15 (Mon), 2025@ the Department of Japanese Language and Culture website. Please register manually on the department's website. Log onto the Student Info System on September 17 (Wed) to check if GE courses are now on your class schedule

Course Selection Tips

Elective Courses

Teacher Education Program Courses

[Pre-selection & Online Add Period]

Register courses through [Student Info System - Course Selection - Add Teacher Education Program Courses](#).

★ Manual Add Period: Sep. 15(Mon) -Sep. 18 (Thu), 2025@ Center of Teacher Education

Diverse Learning

[Pre-selection & Online Add Period]

Register, at most, one Diverse Learning course through [Student Info System - Course Selection - Add Other Courses](#).

★ Manual Add Period: Sep. 16 (Tue), 2025 @ Center for General Education (C209)

(1) Students who have yet to meet the minimum credit requirement

shall visit the Center for General Education (C209) on Sep. 16 with a printed application form before 12:00

(2) Students interested in Diverse Learning courses shall visit the Center for General Education website and complete the application form before 16:00.

→ Log onto the Student Info System on Sep. 17 (Wed) to check if the courses are now on your class schedule

Calculus

In the 2016 academic year, changes were made to the names and credits of calculus courses and can be found below. To retake Calculus A and Calculus B, please search for available courses first and contact the department to register.

Calculus

Department	course / credits
Department of Chemical and Material Engineering Department of Environmental Science and Engineering Department of Computer Science Department of Electrical Engineering Department of Statistics	Calculus A (I)/3-0 Calculus A (II)/0-3
Department of Economics	Calculus B (I)/3-0 Calculus B (II)/0-3
Department of Life Science Department of Finance Department of Business Administration	Calculus B (I)/3-0
Department of International Business Students enrolled before the 2015 academic year, who wish to retake <u>Business Calculus 2-2</u> can take either Calculus B (I) or (II) depending on which semester they need to retake. Students who are required to retake both semesters can take Calculus B (I) and another related course.(with prior approval from the Department of International Business Department)	Calculus B (I)/3-0
Department of Applied Mathematics	Calculus (I)/4-0 Calculus (II)/0-4
Department of Applied Physics	Calculus /3-3
Department of Food Science Students enrolled before the 2015 academic year, who wish to retake Business Calculus 2-2 can take either Calculus B (I) or (II) depending on which semester they need to retake.	introductory calculus / 3-0
Department of Industrial Engineering and Enterprise Information Students who need to retake introductory calculus can take Calculus A (I) ; Students who need to retake advanced calculus can take Calculus A (II)	introductory calculus / 0-3 advanced calculus / 3-0

Course Selection Tips

Cross-campus Course Selection

★ Students can take up to 6 credits from other universities each semester!

- Application Deadline: **Sep. 19 (Fri), 2025**
- How to Apply:
Step 1: Complete the [Cross-campus Course Selection Application Form](#) online
Step 2: Print the completed form and submit to the department chairmen and college dean for approval
Step 3: Submit to the Registration & Curriculum Office for registration and approval (Registration & Curriculum Office & Dean of Academic Affairs)
Step 4: Apply to another university for course selection
Step 5: [Submit the original copy of the application form to the Registration & Curriculum Office](#)
Please complete the process above to ensure your credits and grades from a cross-campus course are valid
- Apply at <https://ithu.tw/a> or search on the Registration Office's website

Course Selection Relating to Minor, Double Major & Programs

- Students [approved for minors and double majors](#) can add courses in the [Student Info System](#) during the [Online Add/Drop Period](#) and can add courses manually if online registration was unsuccessful. **(During pre-selection, students can only add courses from their own departments)**
- Students who wish to enroll in [program courses](#) can:
(1) if the course is offered by the student's department and applicable to the student's grade level, add the course during the [Pre-selection Period](#) under "[Add Department Courses](#)" or
(2) if the course is offered by another department, add the course during the [Online Add/Drop Period II](#). Students can also add courses manually if online registration was unsuccessful.

Special Course Overload

- Students can enroll in up to 28 credits each semester, either through online or manual course selection. The system will drop courses exceeding the 28-credit limit (est. on Sep. 22).
Students who wish to adjust their courses should do so, in person, at the Registration & Curriculum Office before Oct. 3 (Fri.). The Office will not be open for related matters beyond Oct. 3.
- **【Special Course Overload Application】**
- **Applicants:** Restricted to seniors only (4th-year students, and 5th-year students in the Architecture Department).
- **Application Period:** **Sep. 15 (Mon) - Sep. 19 (Fri), 2025**
- **How to Apply:** Apply in person at the [Registration & Curriculum Office](#) and please bring your **full academic transcript**. Upon review and approval, applicants may then enroll in courses for up to 31 credits.

Scheduling Conflicts

- Students cannot enroll in two courses held at the same time (official meeting times) and should drop one of the courses if two courses on your course schedules are held at the same time. The system will automatically drop one of the courses if two of the courses are held at the same time after the Online Add/Drop Period (est. Sep. 22) is over. Students who wish to adjust their courses should do so, in person, at the Registration & Curriculum Office before Oct. 3 (Fri.). The Office will not be open for related matters beyond Oct. 3.
- If the scheduling conflict is with lab or TA classes, students should reach out to the instructor or TA to overcome the scheduling conflict. If the scheduling conflict cannot be overcome, students should drop one of the courses.

Course Selection Tips

Confirm Schedule

When & How to Confirm

Sep. 22 (Mon) - Oct. 3 (Fri), 2025

Log onto the Student Info System and click on "Confirm" after confirming your class schedule for this semester

Special Drop Period

● How to Drop Courses:

(Step 1) Fill out the Special Drop Course Application Form online

(Step 2) Print out the application form and obtain the necessary signatures/approvals (from the instructor and department chairman) before submitting the form to the Registration & Curriculum Office for approval

● Course Type: Any courses

● Application Period: Sep. 22 (Mon) - Oct. 3 (Fri), 2025

The application is considered complete when the application form is submitted to the Registration & Curriculum Office and only if submitted before the deadline.

● Results: To confirm the course has been dropped, log onto the Student Info System two days after submitting your application to the Registration & Curriculum Office.

● Website: <https://ithu.tw/a>

Course Withdrawal

★ Course withdrawal means withdrawing from a registered course. Not dropping a selected course!

- **How to Apply:** Fill out the Course Withdrawal Application Form online (Course Schedule/Exams - Course Schedule - Course Withdrawal Application)

(Step 1) Saving and submitting the form online will be considered as approved.

(Step 2) Print out the form, obtain signatures from the instructing faculty and department chair for approval, and then submit it to the Registration and Curriculum Office.

- **Restrictions:** Each student can withdraw from up to two courses each semester. The number of credit after course withdrawal cannot be below the maximum credit requirement for each semester

★ Any student (regular undergraduates, continuing education, and graduates) can apply (without early warning) for course withdrawal

- **Application Period:** Nov.24 (Mon) - Dec. 5 (Fri), 2025

The application is considered complete when the application form is submitted to the Registration & Curriculum Office and only if submitted before the deadline. Please contact the Registration & Curriculum Office for cancelling, changing, or altering your two course withdrawals before the deadline. The Office will not be open for related matters beyond the deadline.

- **Results:** Website: <http://fsis.thu.edu.tw> (Student Info System)

※ Results of course withdrawal can be checked on the online application page two days after submission. **Please make sure to confirm on the system before the deadline.** Students will not be able to reapply if they fail to complete the application process or confirm the course withdrawal online before the deadline.

※ Approved course withdrawals will still be listed on the student's course selection for the semester, semester transcript, and full academic transcript, but **labeled "Withdrawn" in the grade column.** Credits from withdrawn courses will not be counted.

※ Credit fees (credit fees and miscellaneous fees) for withdrawn courses will not be refunded. Students that have yet to pay for their credit fees before withdrawing should also make payment for the withdrawn course.

Course Selection Tips

Course Selection Reminders

- Courses and grades will only be registered if you register for the course. Any courses that you have selected and do not drop or withdraw from will be registered along with your grade in the class.
- **Compulsory courses offered to a specific class and department should be assigned by the department for the class.** In the event of special circumstances, please contact the department offering the course as well as your own department for approval.
- Students can only enroll in courses applicable to their grade level or below. Courses specified as **"for department students only"** will not accept any students from other departments. In the event of special circumstances, please contact the department offering the course and the instructor for approval.
- Students can only enroll in the second course of any **year-long courses** if they've already completed and passed the first course of the year-long course. In principle, the passing grade is 50 (Letter grade: D), but this may vary across courses. In the event of special circumstances, please contact the department offering the course and the instructor for approval.
- Repeating a course for which a passing grade has already been achieved, or one for which credit has been granted through transfers(i.e., with the same course title) , is not permitted.
- Grades and credits from undergraduate programs obtained by graduate students will not be counted toward their semester grade aver-

Credit Limit (Minimum & Maximum)

- Freshmen - Juniors (Dept. of Architecture Seniors): 12-28 Credits
- Seniors (Dept. Architecture Year 5): 9-28 Credits
- In-service Undergraduate Programs: 9-28 Credits
- Graduate Programs: Determined by the institute. Students are, however, limited to 28 undergraduate credits

Exit Requirement: Physical Education & English

- Starting in the 2023 academic year, the English exit requirement has been cancelled for all THU students.
- Students who were supposed to graduate in the spring semester of the 2023 academic year (or any time before) but were unable to do so because of the "PE Requirements for Graduation Threshold" can enroll in the "PE Requirements for Graduation Threshold Course" and apply to undergo the PE graduation threshold test during the same semester. Those that pass the test can apply to graduate after the seventh week of the semester. Those that fail to pass should continue to register at THU for the following semester.
- Students enrolled in aforementioned courses and approved for graduation will only be required to pay the "Incident Fee for Accident" and "Computer & Internet Fees." You will not be asked to pay the credit fees. If, however, you enroll in other courses, registration fees for that academic year will apply.

Course Information

Classroom & Times

College Code

Code	College/Department Building	Code	College/Department Building
A	College of Arts	L	College of Law
AG	Agricultural College	LA	Department of Landscape Architecture
ARC	Dept. of Architecture Building	LAN	Language Building
BS	Basic Science Building	LIB	Library
C	College of Fine Arts and Creative Design	LS	Life Science Building
CH	Dept. of Chemistry Building	M	College of Management
CKS	CKS Memorial Auditorium	MU	Dept. of Music Building
CME	Dept. of Chemical & Material Engineering Building	PG	Provincial Government Building
E	College of Engineering	S	College of Science
FA	Fine Arts Building	ST	Science & Technology Building
H	Humanities Building	SS	College of Social Sciences
HT	Humanities & Technology Building		

Class Periods and Hours

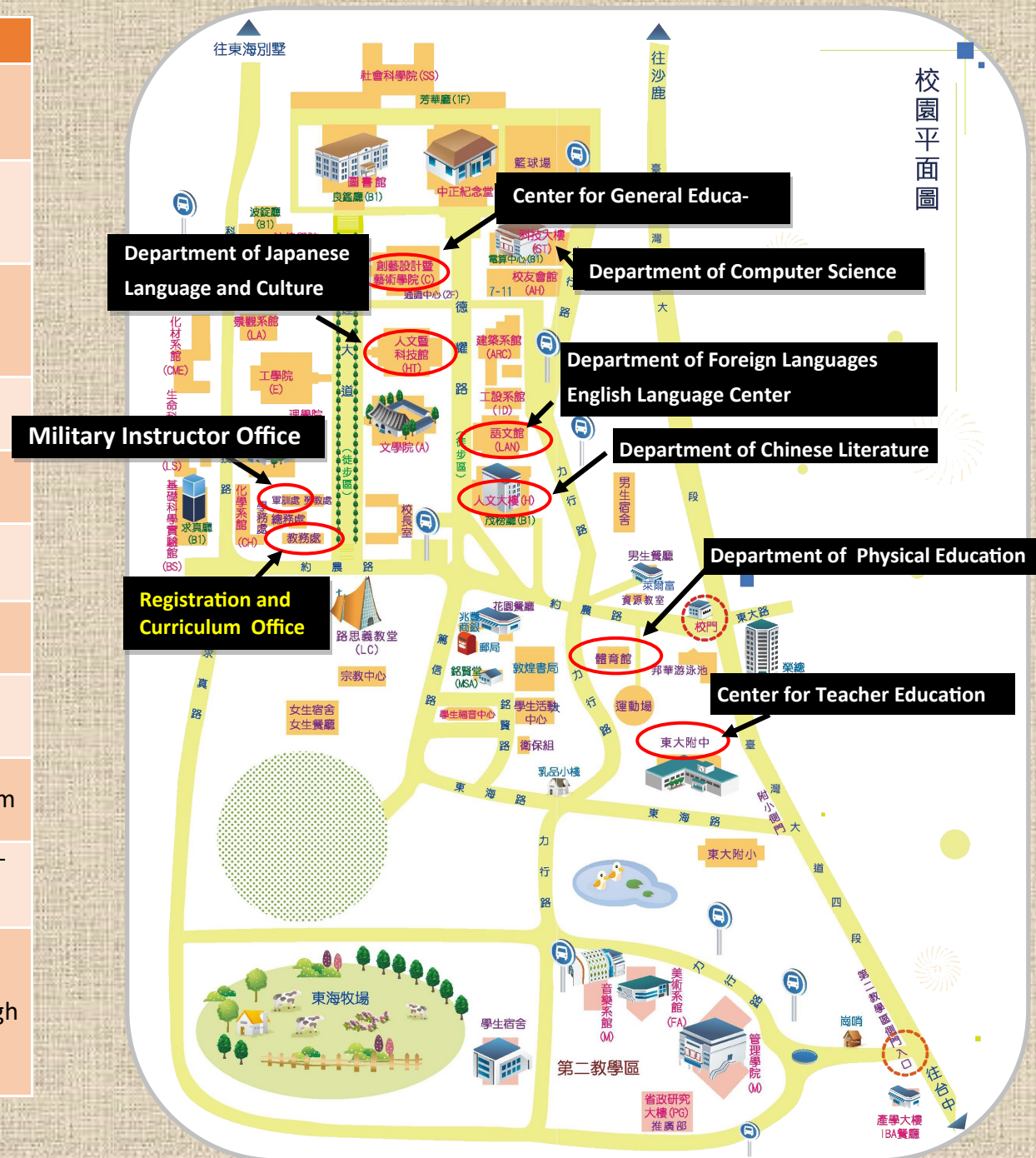
Period	Times	Period	Times
A(0)	07:10~08:00	7	15:20~16:10
1	08:10~09:00	8	16:20~17:10
2	09:10~10:00	9	17:20~18:10
3	10:20~11:10	10	18:20~19:10
4	11:20~12:10	11	19:20~20:10
B(4.5)	12:10~13:00	12	20:20~21:10
5	13:10~14:00	13	21:20~22:10
6	14:10~15:00		

Course Information

College/Department

Subject Unit	Unit	Ext.	Location
Chinese Courses	Department of Chinese Literature	31103	H549
Foreign Language Courses	Department of Foreign Languages	31201	LAN101
Japanese Courses	Department of Japanese Language and Culture	31703	HT106
Freshmen & Sophomore English	English Language Center	31901	LAN106
English Electives	English Language Center	31901	LAN106
General Education Courses	Center for General Education	22700 -22704	C209
Diverse Learning	Center for General Education	22701	C209
Exploring Computational Thinking and Generative AI	Center for General Education	22701	C209
PE Courses	Department of Physical Education	30700	Gymnasium
All-out Defense	Military Instructor Office	30800	Military Instructor Office
Education Program Courses	Center for Teacher Education	36900 #214	Affiliated Experimental High School of THU (6F)

Campus Map



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東海大學學生資訊系統

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成績 ▾ 選課 ▾

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All-out Defense (Electives)
PE Electives
Freshmen & Sophomore PE
English Electives
Foreign Language
Japanese Courses
Diverse Learning
AI Thinking & Programming

Student Info System : <http://fsis.thu.edu.tw>