

國立陽明交通大學

NATIONAL YANG MING CHIAO TUNG UNIVERSITY

Notice of Registration (Current Students) for the 2nd Semester of

Academic Year 2022

[Please ignore this message if you will be expelled due to any reason or have been expelled.]

Important Dates for the 2nd Semester of Academic Year 2022

Classes start date: February 13, 2023

Registration period for payment of tuition and miscellaneous fees: January 17 to February 15, 2023

Period for payment of credit fees: March 20 to March 31, 2023

YM Campus : (02) 2826-7000

CT Campus : (03) 571-2121

Item	Date	Description	Division/Ext.
Search for student status and academic records	See description	<p>A student may search for his or her status and academic records at NYCU via “NYCU Portal”: https://portal.nycu.edu.tw/. Click “NYCU” → Link to “Grading System” to perform your search.</p> <p>A course instructor shall submit incomplete student grades of the previous semester before the class start date of the next semester. Any request for correction of student grades shall be submitted within one week from the classes start date. If a student has any question regarding his or her grades, he or she shall direct the question to and seek confirmation with the relevant course instructor before the aforementioned dates.</p>	<p>Division of Registrar</p> <p>YM Campus 62203</p> <p>CT Campus 31999</p>
Delayed registration	See description.	<p>According to the NYCU Academic Regulations, the registration period shall end three days after the classes start date.</p> <p>Any current student who has failed to complete registration (or payment) due to any reason shall, within two weeks following the classes start date at the latest, submit a delayed payment request to the Office of Academic Affairs for approval and record after the request has been reviewed and approved by the student’s advisor (or class mentor) and the head of the student’s academic unit and, in the case of a foreign student, the Office of International Affairs.</p> <p>Any student who has failed to complete payment within</p>	<p>Division of Registrar</p> <p>YM Campus 62203</p> <p>CT Campus 31999</p> <p>Departmental offices</p> <p>Office of International Affairs</p>

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		<p>three days following the classes start date or complete the process of delayed payment request within two weeks following the classes start date will be deemed as having failed to register and shall be expelled.</p> <p>Any student who has completed a delayed payment request shall make the payment by the deadline as requested. Failure to do so shall result in his or her expulsion.</p>	<p>YM Campus 62244 CT Campus 50666</p>
Leave of absence	<p>Payment may be waived if the process for a leave of absence request is completed prior to the start of the classes on February 13.</p>	<p>I. Payment of tuition and miscellaneous fees may be waived for any student who has completed the process for a leave of absence request prior to the classes start date. Any student who intends to submit a leave of absence request after the classes start date shall complete his or her registration and payment before doing so.</p> <p>II. Any current student may take a leave of absence for up to four semesters. The student may request for exclusion from such four semesters of any period when he or she is subject to compulsory military service or is pregnant, giving birth or parenting any child at or below the age of three.</p> <p>III. Any student shall contact his or her department and advisor before submitting a leave of absence request. (Process for a leave of absence request: NYCUC Portal → Grading System → Student Status 學籍 → Student Status Change 學籍異動. After a student has submitted a request via the online system and printed a request form, he or she shall have the request form endorsed by his or her department before submitting it to the relevant unit.)</p>	<p>Departmental offices</p> <p>Division of Registrar YM Campus 62203 CT Campus 31999</p>
Payment of tuition and miscellaneous fees, credit fees	<p>Tuition and miscellaneous fees: 1/17–2/15 Credit fees: 3/20–3/31</p>	<p>I. For your statement of tuition and miscellaneous fees, please go to [NYCU Portal] and click [Tuition System] or go to the Tuition System: https://tuition.nycu.edu.tw to download and print the statement within the payment period.</p> <p>◆ Best browsers for opening the new version of “Tuition System”: Google Chrome and Firefox only.</p>	<p>Division of Cashier</p> <p>YM Campus 62080 CT Campus 51803</p>

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		<p>◆ Instruction video for the new version of “Tuition System”: https://www.youtube.com/watch?v=NhByX6OfI-No</p> <p>II. Three days after your successful payment, you may go to [NYCU Portal] and click [Tuition System] or go to the Tuition System 學雜費系統 to download your payment receipt with an “e-seal for payment of tuition and miscellaneous fees.”</p> <p>III. Payment of credit fees (master’s or PhD students, students of on-job master’s programs, and education programs), the credit fees, tuition and miscellaneous fees of bachelor’s students with an extended study period and personal advisory fees shall be completed following the steps described above within the payment period.</p> <p>IV. Graduate students admitted before the 2021 school year (inclusive) shall pay the basic tuition and miscellaneous fees per semester, and credit fees based on the credits taken. Students who complete graduation credits may apply for the “Exemption From Payment of Credit Fees by Masters/Doctoral Program Students” pursuant to the relevant requirements.</p> <p>V. Graduate students admitted 2022 school year (except Degree Program of Global Business Administration) are charged in the manner that the total of tuition and miscellaneous fees are collected for the first two school years, and basic tuition and miscellaneous fees are charged as of the 3rd school year (without credit fees) until graduation.</p> <p>List of Tuition and Miscellaneous Fees for the 2022 School Year: https://aa.nycu.edu.tw/reg/tuition-fee/</p>	
Certificate of enrollment	See description.	<p>Three days after your successful payment, you may go to [NYCU Portal]: https://portal.nycu.edu.tw/ and click “NYCU” → Link to “Grading System” → Student Status 學籍 → Personal Account 個人管理 → Download the “Certificate of Enrollment” 下載「在學證明單」</p>	<p>Division of Registrar YM Campus 62203 CT Campus 31999</p>

Item	Date	Description	Division/Ext.
Course registration	See description.	<p>I. Course registration website: Please go to “NYCU Portal”: https://portal.nycu.edu.tw and click “NYCU” → “Online Course Registration System”</p> <p>II. Information on course registration: Please see “Latest News” on the website of the Division of Curriculum or “Course Schedules” on the “Online Course Registration System” → “Instructions for Course Registration.”</p> <p>The required number of credits of any bachelor’s student for each semester may refer to the NYCU Academic Regulations.</p>	<p>Division of Curriculum</p> <p>YM Campus 62038~62039 CT Campus 50421~50425</p>
Student’s car/motorcycle parking permits	See description.	<p>I. For the application period for student’s car/motorcycle parking permits in Academic Year 2022, please see the latest news on the website of the YM /CT Campus of Division of General Affairs.</p> <p>II. YM Campus: “NYCU Portal”: https://portal.nycu.edu.tw→ YM Campus→ Life at YM Campus→ Parking Permit CT Campus : CT Campus parking permit application system: https://ga.nycu.edu.tw/ct-general/parking</p>	<p>The Division of General Affairs</p> <p>YM Campus 62214,62300 CT Campus 50092</p>
Protection of personal information	See description.	<p>I. Information of any NYCU student’s status shall be permanently retained. In accordance with the Personal Data Protection Act, such information may be collected, processed and used to the extent necessary for the performance of legal duties.</p> <p>II. To change your name, gender, National ID Number, date of birth, registered address or mailing address, please go to “Application Forms” on the website of the Division of Registrar: https://aa.nycu.edu.tw/reg/regulation/ to download the “NYCU Updating Personal Information Form” and submit the relevant documents along with your application.</p> <p>III. A student may search for his or her status and academic records at NYCU via “NYCU Portal”: https://portal.nycu.edu.tw/. Click “NYCU” → Link to “Grading System” to perform your search.</p>	