

**NATIONAL SUN YAT-SEN UNIVERSITY**  
**Department of Foreign Languages and Literature**  
**Application Form for Basic Language Course Credit Transfer**

School Year \_\_\_\_\_

Date of Application: (yyyy/mm/dd)\_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_

Student ID No.	Name	Department/Institute	Degree Program	Status
		Department/Institute of	<input type="checkbox"/> Undergraduate program	<input type="checkbox"/> First year student <input type="checkbox"/> Transfer student (transferred this year) <input type="checkbox"/> Current student

Title of Credit Transfer Subject Applied for			Proof for Credit Transfer		Reviewer's Decision					
					Credit transfer approved	Credit transfer partially approved (supplementary credits to be taken)			Credit transfer not approved	Signature stamp
Required	Title of Subject	Credits	Title	Grade		Title of Subject (not required if total credit transfer is approved)	Semester	Credits		

Applicant shall sign in the Signature field before submitting the application to the Office of Department of Foreign Languages and Literature.

Applicant Signature	If credit transfer is approved but the applicant has already chosen or the computer system has already assigned the course in question, the applicant shall follow the due procedure to drop the course.			
Case Officer	Contact No.:	Chair of the Department or Director of the Institute		

Note:

1. Applicants are advised to view “National Sun Yat-sen University Regulations of Credit Transfer for Basic Language Courses” of the Department of Foreign Languages and Literature beforehand. .
2. Applicants shall submit valid certificates and related documents.
3. Applicants shall provide the names of subjects and numbers of credits to be transferred.
- \*4. If credit transfer is approved but the applicant has already chosen or the computer system has already assigned the course in question, the applicant must drop the courses within the period announced for course variation.