

## Spring 2017 Enrollment Schedule and Information

(The system will be down for maintenance from 11:30 am to 12:30 pm during the enrollment period.)

### Graduate Students Appointment Times

#### Open Hours

Monday, January 16<sup>th</sup>, 2017, 12:30 pm to Tuesday, January 24<sup>th</sup>, 2017, 11:30 am

### Undergraduates Appointment Times

#### Continuing Undergraduates & Seniors

Open Hour	
Phase I	Mon, 16 <sup>th</sup> Jan, 12:30 pm to Tue, 17 <sup>th</sup> Jan, 11:30 am
Phase II	Fri, 20 <sup>th</sup> Jan, 12:30 pm to Sat, 21 <sup>th</sup> Jan, 11:30 am

#### Juniors

Open Hour	
Phase I	Tue, 17 <sup>th</sup> Jan, 12:30 pm to Wed, 18 <sup>th</sup> Jan, 11:30 am
Phase II	Sat, 21 <sup>th</sup> Jan, 12:30 pm to Sun, 22 <sup>th</sup> Jan, 11:30 am

#### Sophomores

Open Hour	
Phase I	Wed, 18 <sup>th</sup> Jan, 12:30 pm to Thu, 19 <sup>th</sup> Jan, 11:30 am
Phase II	Sun, 22 <sup>th</sup> Jan, 12:30 pm to Mon, 23 <sup>th</sup> Jan, 11:30 am

#### Freshmen

Open Hour	
Phase I	Thu, 19 <sup>th</sup> Jan, 12:30 pm to Fri, 20 <sup>th</sup> Jan, 11:30 am
Phase II	Mon, 23 <sup>th</sup> Jan, 12:30 pm to Tue, 24 <sup>th</sup> Jan, 11:30 am

● Students with an Honors Program appointment times: Only Honors Program students are able to enroll in the following times, for those who intend to enroll non-Honor Program curriculums, please enroll at the above appointment times.

#### Students with an Honors Program

Tue, 24<sup>th</sup> Jan, 2017, 12:30 pm to Wed, 25<sup>th</sup> Jan, 2017, 11:30 am

Notice :

1. The courses can be enrolled either by Web access. Online Enrollment System:

<http://www.ais.tku.edu.tw/elecos/>

2. B217 Computer Lab on Tamsui Campus is available for students to enroll in courses.

Date	Open Hour
Mon, 16 <sup>th</sup> January – Thu, 19 <sup>th</sup> January	12:30 pm ~15:30 pm

3. Full academic year curriculums and single semester courses are automatically enrolled by Office of Academic Affairs, Curriculum Division. Students have to enroll TA Drill courses by the serial number. Your present in TA Drill courses are required, time conflicts should be avoided..
4. For those senior or graduate students who have attended GEPT Intermediate Level test voluntarily but failed to pass (students have to register on their field office first) are eligible to take “English Tutorial”.
5. The General Core Curriculums: “Classics in World Literature”, “History and Culture”, “Philosophy and Religion”, “Arts Appreciation and Invention”, “Global Outlook”, “Futures Studies”, “Social Analysis”, “Civil Society and Participation”, “Natural Sciences”, the above courses will provide additional 5 quotas for seniors during the Adjustment Period.
6. Freshmen can enroll in variant PE activity course cross interests this semester.
7. Freshmen should enroll at least 1-2 courses from General Core Curriculums at this semester. (You can only choose 2 fields in each domain; each field can only choose 1 course.). College of business and management students must take the course “Introduction to computer”; therefore, do not enroll in any course in Computer Education Field in the Science domain.
8. To find the General Core Curriculums Information, please refer to TKU Course Catalogs→ “Admission Requirements, Fees, Registration / Enrollment / Examination and More.” → “4. Core Curriculum Information”.
9. For those students who want to enroll “English (II)” at Spring semester but failed to enroll in “English (II)” at Fall semester, please visit the website of English Department and download the add sheet form, and stop by the Department of English (FL207) with student ID at the first week of semester.

10. Students intending to take Campus and Community Service-Learning, please take your student ID card and enroll at the Office of Military Education and Training.
11. Following students are authorized to have extra 6 credits very semester.
  - 11.1 Minor, Double Major, or Program (Please select the courses during enrollment period)
  - 11.2 **Students with previous semester score over 80, please select courses during Adjustment Period.**
  - 11.3 To take more than the maximum, graduate students enrolling in undergraduate curriculum and graduating seniors must download the **Petition Form** at Curriculum Division.
12. The table of your current class schedule is displayed for viewing on EMIS at <http://sinfo.ais.tku.edu.tw/eMIS/> after your selection in real time.