

# CYCU Instructions for Credit Transfer System



# Table of Contents

1

Fill in and confirm personal information

2

Application process for Course Credit Transfer

3

Print the Checklist & Application Form

4

Check Application Progress  
& Print the Application Results

5

Q&A

# 1. Fill in and confirm basic information (1/3)

## Credit Transfer System Pathway: CYCU Homepage/I-TOUCH/Study/Course Information/Credit Transfer System

1. Go to the CYCU Homepage and click on the I-Touch.



2. Enter your account number (student ID) and password.



3. 點選→ 學業 Study/選課資訊/抵免申請 進入本系統。



# 1. Fill in and confirm basic information (2/3)

For the first login, please click 'Basic Information' and then click 'Update Contact Details' via the link.

Credit Transfer/Exemption System

Homepage **Basic Information** Apply for Credit Exemption Inquiry the Application Progress Print the Application form ▼ Print the Checklist ▼

Welcome to the Credit Transfer/Exemption System  
Please make sure to submit your application within the designated time.



Credit Transfer/Exemption System

Necessary Course Course Query System 語言：中文

**It is your first time to use this system, please fill in the following information first.**

Student ID	Original School
11211161	國立宜蘭大學
Department	Original Department
應數二甲	土木工程學系
Student Name	
W張炯炯 Mona Rudo Mona Rudo	
Telephone <small>Format : 02-12345678</small>	
02-12345678	
Mobile Phone <small>Format : 0912345678</small>	
0912345678	
E-Mail	
12345678@gmail.com	

\*Instructions for freshmen on completing summer preparatory courses to fill in : \*

→Please enter "中原大學" as your Original School.  
→Please enter the department you will study in soon as your Original Department.

[Click here to update/modify your information via the iTouch for Freshmen.](#)

Submit

# 1. Fill in and confirm basic information (3/3)

If the school/department information is incorrect, please click "Search" and select your graduation school/department.

Credit Transfer/Exemption System

Necessary Course

Course Query System

語言：中文

**It is your first time to use this system, please fill in the following information first.**

Student ID

11211161

Department

應數二甲

Student Name

W張燭燭 Mona Rudo Mona Rudo

Telephone Format : 02-12345678

02-12345678

Mobile Phone Format : 0912345678

0912345678

E-Mail

12345678@gmail.com

Original School

國立宜蘭大學

Original Department

土木工程學系

\*Instructions for freshmen on completing summer preparatory courses to fill in : \*  
→Please enter "中原大學" as your Original School.  
→Please enter the department you will study in soon as your Original Department.

[→Click here to update/modify your information via the iTouch for Freshmen.](#)

Submit

Credit Transfer/Exemption System\_查詢畢業學...

https://etouch30.cycu.edu.tw/active\_p...

School Name Search \*If your school is not found, please select "A1111 其他"

宜蘭

School Code	School Name
0031	國立宜蘭大學
0135	國立宜蘭技術學院
020F01	國立宜蘭特殊教育學校
0211	國立宜蘭農工專科學校

Credit Transfer/Exemption System\_查詢畢業科...

https://etouch30.cycu.edu.tw/active\_project...

科系搜尋 \*If your school is not found, please select "A1111 其他"

土木


科系代碼	科系名稱
15203	土木工程學類
1520301	土木工程學系
1520302	土木與工程資訊學系

[Back to Contents](#)

## 2. Application process for Course Credit Transfer (1/11)

- Please go to the homepage and review the related information before proceeding.

[Homepage](#) [Basic Information](#) [Apply for Credit Exemption](#) [Inquiry the Application Progress](#) [Print the Application form ▼](#) [Print the Checklist ▼](#) 應數二甲 W張炯炯 Mona Rudo Mona Rudo 11211161



Welcome to the Credit Transfer/Exemption System

Apply time:2025/08/01 00:00 ~ 2025/09/10 23:00

Please make sure to submit your application within the designated time.

Ø 申請前請先詳閱「[中原大學辦理學生抵免學分審核要點](#)」、「[各系輔導辦理抵免資訊](#)」及「[申請抵免系統操作說明](#)」等注意事項。

Ø 務必於[系統開放期間](#)，完成「[申請抵免](#)」線上申請，於截止日前親自繳交或郵寄(以郵戳為憑)原肄(畢)業學校歷年成績單正本(註明所屬學系及學號)及課程大綱相關文件。

Ø 大一新生修讀本校先修課程或全國大學先修課程平台課程之抵免，線上申請即可，無須檢附成績單。

Ø 修習Ewant平台－SOS暑期線上學院之新生，線上申請後，須提供「修課結業證明影本」(並註明所屬學系及學號)，親自繳交或郵寄(以郵戳為憑)至教務處課註組。

Ø 轉入全英語授課班制學生，申請抵免科目，原肄(畢)業學校歷年成績單之課程，皆須為全英語授課課程。

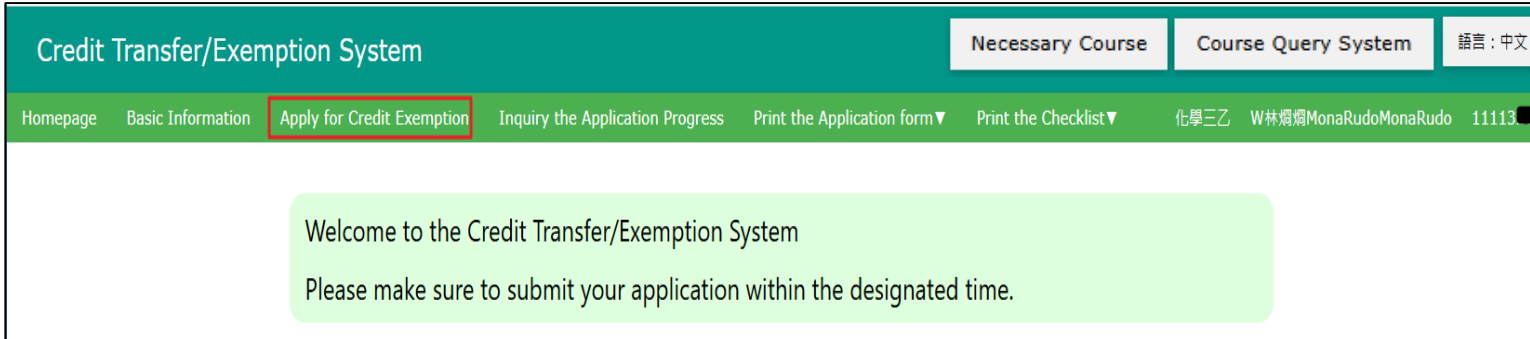
Ø 注意事項：

- 1.選課期間自行上網退選准予抵免科目，無法自行退選之課程，逕洽開課單位。
- 2.[應修科目表](#)：依所屬學系及適用學年度之應修科目表申請抵免，例如：114學年度，轉入二年級者適用113學年度、轉入三年級者適用112學年度。
- 3.[中原大學開課查詢系統](#)：申請抵免課程及大綱參考所屬學系各學期開課資料。
- 4.通識課程抵免，須依「[中原大學通識教育學分抵免辦法](#)」相關規定辦理。
- 5.抵免教育學程課程，不受理線上申請，逕洽師培中心王小姐，電話：03-265-6804。
- 6.務必確認抵免科目全部填寫再送出申請；抵免審核中，相同課程名稱不得同時申請他筆抵免，以免影響審核結果。

Title
<a href="#">中原大學辦理學生抵免學分審核要點(download)</a>
<a href="#">各系輔導辦理抵免資訊(download)</a>
<a href="#">申請抵免系統操作說明(download)</a>
<a href="#">中原大學通識教育學分抵免辦法(download)</a>

## 2. Application process for Course Credit Transfer (2/11)

- Step 1: Click "Apply for Credit Transfer" to start the application process.



Credit Transfer/Exemption System

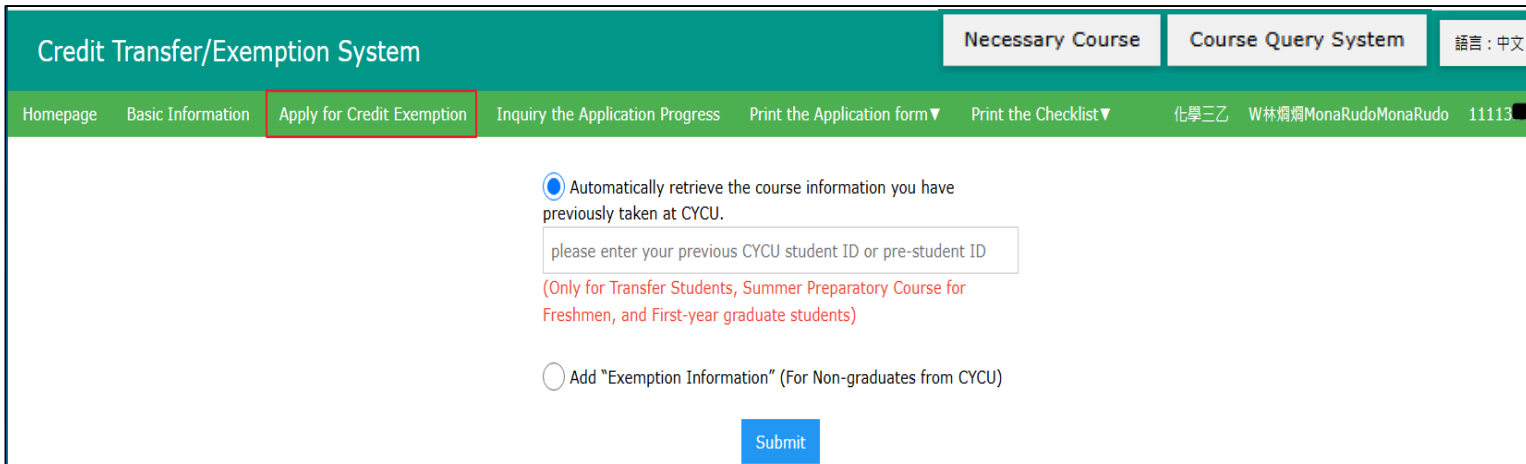
Necessary Course Course Query System 語言: 中文

Homepage Basic Information **Apply for Credit Exemption** Inquiry the Application Progress Print the Application form ▼ Print the Checklist ▼ 化學三乙 W林焜焜MonaRudoMonaRudo 11113

Welcome to the Credit Transfer/Exemption System

Please make sure to submit your application within the designated time.

- Step 2: Choose "Automatically retrieve the course information you have previously taken at CYCU" or "Add Exemption Information," and then click "Confirm" to submit.



Credit Transfer/Exemption System

Necessary Course Course Query System 語言: 中文

Homepage Basic Information **Apply for Credit Exemption** Inquiry the Application Progress Print the Application form ▼ Print the Checklist ▼ 化學三乙 W林焜焜MonaRudoMonaRudo 11113

☒ Automatically retrieve the course information you have previously taken at CYCU.

please enter your previous CYCU student ID or pre-student ID

(Only for Transfer Students, Summer Preparatory Course for Freshmen, and First-year graduate students)

☐ Add "Exemption Information" (For Non-graduates from CYCU)

Submit



## 2. Application process for Course Credit Transfer (3/11)

**If you were previously a student at Chung Yuan, please enter your previous Chung Yuan student ID or pre-student ID. The system will automatically retrieve the course information you have previously taken.**

Credit Transfer/Exemption System

Necessary CourseCourse Query System語言：中文

HomepageBasic InformationApply for Credit ExemptionInquiry the Application ProgressPrint the Application form▼Print the Checklist▼化學三乙W林焜焜MonaRudoMonaRudo11113

☒ Automatically retrieve the course information you have previously taken at CYCU.

please enter your previous CYCU student ID or pre-student ID

(Only for Transfer Students, Summer Preparatory Course for Freshmen, and First-year graduate students)

☐ Add "Exemption Information" (For Non-graduates from CYCU)

Submit



Credit Transfer/Exemption System

Necessary CourseCourse Query System語言：中文

HomepageBasic InformationApply for Credit ExemptionInquiry the Application ProgressPrint the Application form▼Print the Checklist▼化學三乙W林焜焜MonaRudoMonaRudo11113

☒ Automatically retrieve the course information you have previously taken at CYCU.

10813

(Only for Transfer Students, Summer Preparatory Course for Freshmen, and First-year graduate students)

☐ Add "Exemption Information" (For Non-graduates from CYCU)

Submit



## 2. Application process for Course Credit Transfer (4/11)

If you were previously a student at **Chung Yuan**, please enter your previous Chung Yuan student ID or pre-student ID. The system will automatically retrieve the course information you have previously taken.

Credit Transfer/Exemption System

The system will automatically retrieve the course information you have previously taken.

Necessary Course

Course Query System

語言：中文

[Homepage](#)
[Basic Information](#)
[Apply for Credit Exemption](#)
[Inquiry the Application Progress](#)
[Print the Application form ▼](#)
[Print the Checklist ▼](#)
化學三乙 W林嫻嫻 Mona Rudo Mona Rudo 11113

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	分析化學	65	3	Query	Ordinary ▼							Curriculum and Registration Division
Delete	分析化學實驗	93	1	Query	Ordinary ▼							Curriculum and Registration Division
Delete	普通化學實驗(一)	87	1	Query	Ordinary ▼							Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query	Ordinary ▼							Curriculum and Registration Division
Delete	化學英文	91	2	Query	Ordinary ▼							Curriculum and Registration Division
Delete	進階化學英文	86	1	Query	Ordinary ▼							Curriculum and Registration Division
Delete	實驗室安全	80	3	Query	Ordinary ▼							Curriculum and Registration Division
Delete	分析化學(一)	60	2	Query	Ordinary ▼							Curriculum and Registration Division
Delete	量子化學	84	3	Query	Ordinary ▼							Curriculum and Registration Division
Delete	化學數學	60	3	Query	Ordinary ▼							Curriculum and Registration Division
Delete	有機化學(一)	85	4	Query	Ordinary ▼							Curriculum and Registration Division
Delete	電腦在化學上的應用	86	2	Query	Ordinary ▼							Curriculum and Registration Division
Delete	分析化學(二)	60	2	Query	Ordinary ▼							Curriculum and Registration Division

## 2. Application process for Course Credit Transfer (5/11)

➤ Step 1: Click "Query" and the subject inquiry window will appear.

The screenshot displays the 'Credit Transfer/Exemption System' interface. At the top, there are navigation links: 'Homepage', 'Basic Information', 'Apply for Credit Exemption', 'Inquiry the Application Progress', 'Print the Application form', and 'Print the Checklist'. The user is logged in as '化學三乙 W林燭燭 Monarudo Monarudo 11113'. The main table lists courses with columns: 'Add Course', 'Previous School Course Name', 'Score', 'Credits', 'Query Course', 'Type', 'Equivalent CYCU Course', 'Credits', 'Characteristic', 'Required/Elective', 'Semester', 'First Examination Dep.', and 'Final Examination Dep.'. A red circle and arrow highlight the 'Query' button in the first row. A modal window titled 'Please enter search conditions' is open, showing search criteria for '普通化學實驗(一)' (General Chemistry Laboratory I) with options for 'Dep. & Common Courses' and 'Other Dep. Courses'. The search results table shows two entries for '普通化學實驗(一)' (General Chemistry Laboratory I) with course codes CY055A and CY055B, both 1 credit, 1st semester, required, and half credit.

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	普通化學實驗(一)	87	1	Query	Ordinary							Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query								Curriculum and Registration Division
Delete	化學英文	91	2	Query								Curriculum and Registration Division
Delete	進階化學英文	86	1	Query								Curriculum and Registration Division
Delete	實驗室安全	80	3	Query								Curriculum and Registration Division
Delete	分析化學(一)	60	2	Query								Curriculum and Registration Division
Delete	量子化學	84	3	Query								Curriculum and Registration Division
Delete	化學數學	60	3	Query								Curriculum and Registration Division
Delete	有機化學(一)	85	4	Query								Curriculum and Registration Division
Delete	電腦在化學上的應用	86	2	Query								Curriculum and Registration Division
Delete	分析化學(二)	60	2	Query	Ordinary							Curriculum and Registration Division

Semester	Course Code	Course Name	Credits	Course semester	Required/Elective	Characteristic	Class	Department
1101	CY055A	普通化學實驗(一) General Chemistry Laboratory(I) (附:PBL課程, 微:化學微型課程)	1	上學期	必修	半	化學系化學組一年級	化學系
1101	CY055B	普通化學實驗(一) General Chemistry Laboratory(I) (附:PBL課程, 微:化學微型課程)	1	上學期	必修	半	化學系材料化學組一年級	化學系

✂ For new graduate students, all courses previously taken during the undergraduate program will be displayed on the left side. Please apply based on the required course list of your department. Undergraduate courses unrelated to the graduate program do not need to be exempted.

Graduate students may apply for exemption, a maximum of two credits from General Education courses based on Article 2 of the CYCU Regulations for the exemption of General Education.

## 2. Application process for Course Credit Transfer (6/11)

- Step 2: After selecting and choosing the desired subject for exemption (please ensure that the “Credit Units” meet the requirements), the system will automatically populate the information.

Credit Transfer/Exemption System

Homepage Basic Information Apply for Credit Exemption Inquiry the Application Progress Print the Application form Print the Checklist

化學三乙 W林燦燦 Mona Rudo Mona Rudo 11113

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	普通化學實驗(一)	87	1	Query	Ordinary							Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query								Curriculum and Registration Division
Delete	化學英文	91	2	Query								Curriculum and Registration Division
Delete	進階化學英文	86	1	Query								Curriculum and Registration Division
Delete	實驗安全	80	3	Query								Curriculum and Registration Division
Delete	分析化學(一)	60	2	Query								Curriculum and Registration Division
Delete	量子化學	84	3	Query								Curriculum and Registration Division
Delete	化學數學	60	3	Query								Curriculum and Registration Division
Delete	有機化學(一)	85	4	Query								Curriculum and Registration Division
Delete	電腦在化學上的應用	86	2	Query								Curriculum and Registration Division
Delete	分析化學(二)	60	2	Query	Ordinary							Curriculum and Registration Division

Please enter search conditions

Dep. & Common Courses Other Dep. Courses Search

Semester	Course Code	Course Name	Credits	Course semester	Required/Elective	Characteristic	Class	Department
1101	CY055A	普通化學實驗(一) General Chemistry Laboratory(I) (前: PBL課程, 前: 化學系化學組)	1	上學期	必修	半	化學系化學組一級	化學系
1101	CY055B	普通化學實驗(一) General Chemistry Laboratory(I) (前: PBL課程, 前: 化學系化學組)	1	上學期	必修	半	化學系材料化學組一級	化學系



Credit Transfer/Exemption System

Homepage Basic Information Apply for Credit Exemption Inquiry the Application Progress Print the Application form Print the Checklist

化學三乙 W林燦燦 Mona Rudo Mona Rudo 11113

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	普通化學實驗(一)	87	1	Query	Ordinary	普通化學實驗(一)	1	半	必修	上學期	化學系材料化學組	Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query	Ordinary							Curriculum and Registration Division
Delete	化學英文	91	2	Query	Ordinary							Curriculum and Registration Division
Delete	進階化學英文	86	1	Query	Ordinary							Curriculum and Registration Division

## 2. Application process for Course Credit Transfer (7/11)

- Please make sure to delete any previously submitted information before clicking "Submit."

**抵免系統** etouch30.cycu.edu.tw 說

第1筆資料的本校抵免科目已申請過，請勿重複申請！請先刪除相同名稱之科目，方能再次申請。  
Repeat application in item 1, please delete the course with the same name before re-applying it.

會計一甲 W濱爾爾 Mona Rudo Mona Rudo 11443101

增加科目	原學校科目名稱	成績	學分	查詢	抵免	所屬學期	初審單位	備審單位					
Delete	超級英雄的物理學	88	2	查詢	抵免	超級英雄的物理學	2	半	選修	1122	下學期	通識教育中心	教務處課程組
Delete	企業的故事書-會計學	85	1	查詢	抵免	企業的故事書-會計學	1	半	選修	1101	上學期	會計學系	教務處課程組
Delete	會計學	80	3	查詢	抵免	會計學(一)	3	半	必修	1131	上學期	會計學系	教務處課程組
Delete	體育一	90	0	查詢	抵免	體育一	0	半	必修	1131	上學期	體育室	教務處課程組
Delete	企業倫理	90	2	查詢	抵免	企業倫理	2	半	選修	1122	下學期	通識教育中心	教務處課程組

確定送出

**抵免系統** etouch30.cycu.edu.tw 說

第1筆資料的本校抵免科目已申請過，請勿重複申請！請先刪除相同名稱之科目，方能再次申請。  
Repeat application in item 1, please delete the course with the same name before re-applying it.

會計一甲 W濱爾爾 Mona Rudo Mona Rudo 11443101

增加科目	原學校科目名稱	成績	學分	查詢	抵免	所屬學期	初審單位	備審單位					
Delete	企業的故事書-會計學	85	1	查詢	抵免	企業的故事書-會計	1	半	選修	1101	上學期	會計學系	教務處課程組
Delete	會計學	80	3	查詢	抵免	會計學(一)	3	半	必修	1131	上學期	會計學系	教務處課程組
Delete	體育一	90	0	查詢	抵免	體育一	0	半	必修	1131	上學期	體育室	教務處課程組
Delete	企業倫理	90	2	查詢	抵免	企業倫理	2	半	選修	1122	下學期	通識教育中心	教務處課程組

確定送出



**Credit Transfer/Exemption System** 語言: 中文

Homepage Basic Information Apply for Credit Exemption Inquiry the Application Progress Print the Application form Print the Checklist 化學三乙 W林嫻嫻 Mona Rudo Mona Rudo 11113

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	普通化學實驗(一)	87	1	Query	Ordinary	普通化學實驗(一)	1	半	必修	上學期	化學系材料化學組	Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query	Ordinary	普通化學實驗(二)	1	半	必修	下學期	化學系材料化學組	Curriculum and Registration Division
Delete	化學英文	91	2	Query	Ordinary	化學英文	1	半	選修	上學期	化學系材料化學組	Curriculum and Registration Division
Delete	進階化學英文	86	1	Query	Ordinary	進階化學英文	1	半	選修	下學期	化學系材料化學組	Curriculum and Registration Division

Submit

## 2. Application process for Course Credit Transfer (8/11)

- Step 3: After confirming the exemption subjects, click "Confirm" to submit.

Credit Transfer/Exemption System

Necessary Course Course Query System 語言: 中文

Homepage Basic Information Apply for Credit Exemption Inquiry the Application Progress Print the Application form Print the Checklist

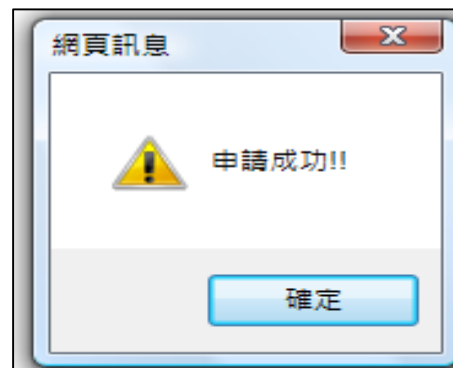
化學三乙 W林焜燭 Mona Rudo Mona Rudo 11113

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete	普通化學實驗(一)	87	1	Query	Ordinary	普通化學實驗(一)	1	半	必修	上學期	化學系材料化學組	Curriculum and Registration Division
Delete	普通化學實驗(二)	79	1	Query	Ordinary	普通化學實驗(二)	1	半	必修	下學期	化學系材料化學組	Curriculum and Registration Division
Delete	化學英文	91	2	Query	Ordinary	化學英文	1	半	選修	上學期	化學系材料化學組	Curriculum and Registration Division
Delete	進階化學英文	86	1	Query	Ordinary	進階化學英文	1	半	選修	下學期	化學系材料化學組	Curriculum and Registration Division

Submit



- Step 4: When the system displays the application success dialog box, it means the application has been completed.



## 2. Application process for Course Credit Transfer (9/11)

**If you have not studied at Chung Yuan College, please click "Add Exemption Information" and then add each relevant course you want to apply for exemption, one by one.**

Credit Transfer/Exemption System

HomepageBasic InformationApply for Credit ExemptionInquiry the Application ProgressPrint the Application form▼Print the Checklist▼

☐ Automatically retrieve the course information you have previously taken at CYCU.  
please enter your previous CYCU student ID or pre-student ID  
(Only for Transfer Students, Summer Preparatory Course for Freshmen, and First-year graduate students)

☒ Add "Exemption Information" (For Non-graduates from CYCU)

Submit



Credit Transfer/Exemption System

Necessary CourseCourse Query System語言：中文

HomepageBasic InformationApply for Credit ExemptionInquiry the Application ProgressPrint the Application form▼Print the Checklist▼會計三丙W陳炯燭Mona Rudo Mona Rudo11143

Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete				Query	Ordinary ▼							Curriculum and Registration Division

Submit

## 2. Application process for Course Credit Transfer (10/11)

- Step 1: Enter the "Previous school Course Name, Grades, and Number of Credits."
- Step 2: Click the button "Search Subjects" to select the desired subject for exemption (please ensure the "Credit Units" meet the requirements.)
- Step 3: The system will automatically populate the information after selecting the course.

The screenshot illustrates the application process for course credit transfer. It shows the main system interface and a search results modal window.

**Main System Interface:**

- Header:** Credit Transfer/Exemption System. Navigation links: Homepage, Basic Information, Apply for Credit Exemption, Inquiry the Application Progress, Print the Application form, Print the Checklist. User info: 會計三丙 W陳煥煌 Mona Rudo Mona Rudo 11143.
- Form Fields:**
  - Add Course:** (1) Previous School Course Name: 成本及管理會計學(一), Score: 3, Credits: 87.
  - Query Course:** (2) Query button.
  - Type:** Ordinary.
  - Equivalent CYCU Course:** (Empty)
  - Credits:** (Empty)
  - Characteristic:** (Empty)
  - Required/Elective:** (Empty)
  - Semester:** (Empty)
  - First Examination Dep.:** (Empty)
  - Final Examination Dep.:** Curriculum and Registration Division.

**Search Results Modal Window:**

**Please enter search conditions**

Cost (Dep. & Common Courses) Search

Semester	Course Code	Course Name	Credits	Course semester	Required/Elective	Characteristic	Class	Department
1122	AC454D	成本會計 (二) Cost Accounting (II)	3	下學期	必修	半	會計學系二年甲班	會計學系
1122	AC454F	成本會計 (二) Cost Accounting (II)	3	下學期	必修	半	會計學系二年丙班	會計學系
1122	AC454E	成本會計 (二) Cost Accounting (II)	3	下學期	必修	半	會計學系二年乙班	會計學系
1121	AC453E	成本會計 (一) Cost Accounting (I)	3	上學期	必修	半	會計學系二年乙班	會計學系
1121	AC453F	成本會計 (一) Cost Accounting (I)	3	上學期	必修	半	會計學系二年丙班	會計學系

**Final System Interface (after selection):**

- Equivalent CYCU Course:** 成本會計(一)
- Credits:** 3
- Characteristic:** 半
- Required/Elective:** 必修
- Semester:** 1121
- First Examination Dep.:** 上學期
- Final Examination Dep.:** 會計學系

**Buttons:** Submit



## 2. Application process for Course Credit Transfer (11/11)

- Step 4: If you want to continue adding subjects, please click on “Add Subject” and follow the same process as the first entry. After adding multiple entries each time, and inputting all the necessary information, click "Confirm" to submit.

**Credit Transfer/Exemption System**

Homepage Basic Information Apply for Credit Exemption Inquiry the Application Progress Print the Application form Print the Checklist

會計三丙 W/陳婉嫻 Mona Rudo Mona Rudo 11143

	Add Course	Previous School Course Name	Score	Credits	Query Course	Type	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Semester	First Examination Dep.	Final Examination Dep.
Delete		成本及管理會計(一)	3	87	Query	Ordinary	成本會計(一)	3	半	必修	1121 上學期	會計學系	Curriculum and Registration Division
Delete		會計資訊系統	3	70	Query	Ordinary							教務處課組

**Search Modal:**

Please enter search conditions

Dep. & Common Courses Other Dep. Courses Search

Semester	Course Code	Course Name	Credits	Course semester	Required/Elective	Characteristic	Class	Department
1121	AC250L	會計資訊系統 Information Technology & Accounting Systems (附:PBL課程)	3	上學期	必修	半	會計學系四年甲班	會計學系
1121	AC250M	會計資訊系統 Information Technology & Accounting Systems (附:PBL課程, 附:程式設計課程)	3	上學期	必修	半	會計學系四年乙班	會計學系
1121	AC250N	會計資訊系統 Information Technology & Accounting Systems (附:PBL課程)	3	上學期	必修	半	會計學系四年丙班	會計學系

**Submit**

### 3. Print the Checklist and Application form (1/3)

- Step 1 : Print the Checklist Form for Specialized subjects/Common subjects

Credit Transfer/Exemption System

Move the mouse to "Print the Checklist" and select the items you need to print.

Necessary Course

Course Query System

語言: 中文

[Homepage](#)
[Basic Information](#)
[Apply for Credit Exemption](#)
[Inquiry the Application Progress](#)
[Print the Application form ▼](#)
[Print the Checklist ▼](#)

化學三乙 W林焜焜 Mona Rudo Mona Rudo 11113266

Department

化學三乙

Student ID

11113266

Student Name

W林焜焜 Mona Rudo Mona Rudo

Telephone

0980123456

E-Mail

dummy11113266@office.cycu.edu.tw

Specialized Courses CheckList

Common Courses CheckList

專業科目抵免學分檢核表

CYCU Checklist Form for Specialized Subjects

單位收執聯  
Office Receipt

系級(Department):化學三乙 學號(Student ID):11113266 姓名(Name):W林焜焜  
MonaRudoMonaRudo

項目 Items	數量 (張) Quantity (Copies)	簽收 Signature
專業科目抵免學分申請表 Specialized Subjects Application Form		
成績單 Official transcript		
課程大綱 Course Syllabus		
其他 Other		

\* 請依序裝訂:專業科目抵免學分檢核表、申請表、成績單、課程大綱、其他，並繳交紙本至所屬學系辦公室或郵寄至教務處課註組(地址:桃園市中壢區中北路200號，於信封上請註明抵免學分申請)  
 \* Please arrange the items: Checklist, Application Form, Transcript, Course Syllabus, and Other Supporting Documents. Submit the hard copies to your department office or mail them to the Curriculum & Registration Division, Office of Academic Affairs (Address: No. 200, Zhongbei Rd., Zhongli Dist., Taoyuan City 320314). Please indicate "Credit Transfer Application" on the envelope.

申請人簽名(Applicant's Signature) :

共同科目抵免學分檢核表

CYCU Checklist Form for Common Subjects

單位收執聯  
Office Receipt

系級(Department):化學三乙 學號(Student ID):11113266 姓名(Name):W林焜焜  
MonaRudoMonaRudo

項目 Items	數量 (張) Quantity (Copies)	簽收 Signature
共同科目抵免學分申請表 Common Subjects Application Form		
成績單 Official transcript		
課程大綱 Course Syllabus		
其他 Other		

\* 請依序裝訂:共同科目抵免學分檢核表、申請表、成績單、課程大綱、其他，並繳交紙本至所屬學系辦公室或郵寄至教務處課註組(地址:桃園市中壢區中北路200號，於信封上請註明抵免學分申請)  
 \* Please arrange the items: Checklist, Application Form, Transcript, Course Syllabus, and Other Supporting Documents. Submit the hard copies to your department office or mail them to the Curriculum & Registration Division, Office of Academic Affairs (Address: No. 200, Zhongbei Rd., Zhongli Dist., Taoyuan City 320314). Please indicate "Credit Transfer Application" on the envelope.

申請人簽名(Applicant's Signature) :

### 3. Print the Checklist and Application form (2/3)

- Step 2: Print the Application Form for Specialized subjects/Common subjects

Credit Transfer/Exemption System

Move the mouse to "Print the Application Form" and select the items you need to print.

Necessary Course

Course Query System

語言：中文

Homepage

Basic Information

Apply for Credit Exemption

Inquiry the Application Progress

Print the Application form▼

Print the Checklist▼

化學三乙

W林燭燭 Mona Rudo Mona Rudo

11113266

Department

化學三乙

Student ID

Specialized Courses Application

Common Courses Application

Student Name

W林燭燭 Mona Rudo Mona Rudo

Telephone

0980123456

E-Mail

dummy11113266@office.cycu.edu.tw

中原大學專業科目抵免學分申請表  
CYCU Application Form for Specialized Subjects

系級：化學三乙 Department	學號：11113266 Student ID	姓名：W林燭燭 MonaRudoMonaRudo Name
聯絡電話：09800 Cell phone	email：dummy11113266@office.cycu.edu.tw	列印日期：2024 - 12 - 16 Print Date

原學校科目名稱 Previous school Course Name	學分 Credits	分數 Score	本校科目代碼 CYCU Course Code	本校科目名稱 Equivalent CYCU Course	學分 Credits	性質 Characteristic	必/選 Required/Elective	所屬學期 Semester	抵免類型 Type
普通化學實驗(一)_new	1	87	CY102	普通化學實驗(一) General Chemistry Laboratory(I)	1	半	必修	1101/上學期	抵免
普通化學實驗(二)_new	1	79	CY103	普通化學實驗(二) General Chemistry Laboratory(II)	1	半	必修	1102/下學期	抵免

專業科目申請抵免學分總計 Total credit applied for Specialized Subjects transfer
2.0

初審單位 Examination	初審承辦人 First Examination	系主任簽名 Department Chairman's Signature	複審承辦人 Final Examination	聯絡電話 Phone
化學系材料化學組 Materials Chemistry Division, Department of Chemistry	W李燭燭Mona		W黃燭燭Mona	03-xxx026

備註：

- \* 檢附成績單一份及課程大綱。
- \* 原肄業學校為中原大學者，無需檢附課程大綱。

Remark:

- \* Please submit an original copy of the official transcript and all coursework completed.
- \* If the previous school attended was Chung Yuan Christian University, there is no need to attach the course syllabus.

中原大學共同科目抵免學分申請表  
CYCU Application Form for Common Subjects

系級：化學三乙 Department	學號：11113266 Student ID	姓名：W林燭燭 MonaRudoMonaRudo Name
聯絡電話：09800 Cell phone	email：dummy11113266@office.cycu.edu.tw	列印日期：2024 - 12 - 16 Print Date

原學校科目名稱 Previous school Course Name	學分 Credits	分數 Grade	本校科目代碼 CYCU Course Code	本校科目名稱 Equivalent CYCU Course title	學分 Credits	性質 Characteristic	必/選 Required/Elective	所屬學期 Semester	抵免類型 Type
共同科目申請抵免學分總計 Total credit applied for Common Subjects transfer									
0.0									

初審單位 Examination	初審承辦人 First Examination	聯絡電話 Phone	開課單位主管簽章 Supervisor's Signature of the Course Offering Unit	複審承辦人 Final Examination	聯絡電話 Phone
校牧室 Chaplain's Office	W黃燭燭Mona	03-xxx603		W黃燭燭Mona	03-xxx026
學生事務處生活輔導組 Student Advising Division	W楊燭燭Mona	03-xxx118		W黃燭燭Mona	03-xxx026
語言中心 The Language Center	W黃燭燭Mona	03-xxx651		W黃燭燭Mona	03-xxx026
通識教育中心 Center for General Education	W廖燭燭Mona	03-xxx851		W黃燭燭Mona	03-xxx026
體育室 Office of Physical Education	W陳燭燭Mona	03-xxx611		W黃燭燭Mona	03-xxx026

備註：

- \* 檢附成績單一份及課程大綱。
- \* 原肄業學校為中原大學者，無需檢附課程大綱。

Remark：

- \* Please submit an original copy of the official transcript and all coursework completed.
- \* If the previous school attended was Chung Yuan Christian University, the course syllabus need not be attached.

### 3. Print the Checklist and Application form (3/3)

➤ Step 3: After completing the online credit exemption application, please arrange the relevant documents in the following order:

- 1. **Checklist Form** for Specialized subjects/Common subjects
- 2. **Application Form** for Specialized subjects/Common subjects
- 3. Attach 2 original transcripts from the original school where you graduated (**enrolled**) behind the aforementioned documents.
- 4. Attach the course syllabus for the subjects to be exempted; if the original graduation (or had studied) was from Chung Yuan, submission is not required.

➤ Step 4 : Submission method (please choose one)

- **In-person submission**: **Professional subjects** should be sent to the respective department office; **common subjects** should be submitted to the Curriculum Sect of the Academic Affairs Office.
- **By mail**: Please ensure that all documents from Step 3 together are sent collectively to the Curriculum Division of the Academic Affairs Office.

**Address:** No. 200, Zhongbei Road, Zhongli District, Taoyuan City 320314; please indicate "Credit Exemption Application" on the envelope.

**Note:** Relevant documents for the credit transfer certificate must be submitted within the designated application period; if mailed, the postmark date will be used as the reference.

## 4. Check Application Progress & Print the Application Results(1/2)

- After clicking "Inquiry the Application Progress", you can see the current status.

Credit Transfer/Exemption System

[Necessary Course](#)
[Course Query System](#)
[語言：中文](#)

[Homepage](#)
[Basic Information](#)
[Apply for Credit Exemption](#)
[Inquiry the Application Progress](#)
[Print the Application form](#)
[Print the Checklist](#)
化學三乙
W林爾瑪MonaRudoMonaRudo
11113

Department	化學三乙	Student ID	11113
Student Name	W林爾瑪MonaRudoMonaRudo	Telephone	09800
		E-Mail	dummy11113266@office.cycu.edu.tw

Common Subjects and General Education courses

Delete	Previous School Course Name	Credits	Score	Course Code	Equivalent CYOU Course	Credits	Characteristic	Required/Elective	Course semester	Type	Examination		Remark
											First Examination	Final Examination	
	在地故事探究	2	90	GE041	在地故事探究 Narrative Inquiry and Indigenous Culture	2	平	選修	1101/上學期	抵免	Center for General Education : Approved	Curriculum and Registration Division : Approved	
	普通化學(一)	3	66	ZA040	普通化學 General Chemistry	4	半	必修	1121/上學期	共抵	Materials Chemistry Division, Department of Chemistry : Approved	Curriculum and Registration Division : Approved	

Application for exemption of courses from other departments

Delete	Previous School Course Name	Credits	Score	Course Code	Equivalent CYOU Course	Credits	Characteristic	Required/Elective	Course semester	Type	Examination		Remark
											First Examination	Final Examination	
	GEPT中級初試加強班	1	73	LG061	GEPT中級初試加強班 Reading and Listening Skills for GEPT Intermediate Level	1	半	選修	1111/上學期	抵免	Materials Chemistry Division, Department of Chemistry : Approved	Curriculum and Registration Division : Approved	

[Print Result](#)

Examination Info

- The total number of applied exempted courses currently : 55
- Approved credits for Common Subjects : 28.0
- Approved credits for Specialized Subjects : 65.0
- Total exempted credits : 93.0

Notifications

- If you have questions about the exemption for Common courses, please contact the relevant offices directly :
  - Military Education Office Tel : 03-xxx416
  - Office of Physical Education Tel : 03-xxx611
  - Chaplain's Office Tel : 03-xxx603
  - Student Advising Division Tel : 03-xxx118
  - Center for General Education Tel : 03-xxx851
  - The Language Center Tel : 03-xxx651
- If you have questions about the exemption for Specialized courses, please contact your department office directly.

## 4. Check Application Progress & Print the Application Results(2/2)

- In the "Inquiry the Application Progress" section, clicking on "Print Review Progress" will generate a PDF file of the credit review results. Students can download and keep this for reference.

Credit Transfer/Exemption System

[Necessary Course](#)
[Course Query System](#)
[語言: 中文](#)

[Homepage](#)
[Basic Information](#)
[Apply for Credit Exemption](#)
[Inquiry the Application Progress](#)
[Print the Application form](#)
[Print the Checklist](#)
化學三乙 W林燦燦MonaRudoMonaRudo 11113

**Department** 化學三乙  
**Student Name** W林燦燦MonaRudoMonaRudo

**Student ID** 11113  
**Telephone** 09800

**E-Mail** dummy11113266@office.cycu.edu.tw

Common Subjects and General Education courses

Delete	Previous School Course Name	Credits	Score	Course Code	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Course semester	Type	Examination		Remark
											First Examination	Final Examination	
	在地故事探究	2	90	GE041	在地故事探究 Narrative Inquiry and Indigenous Culture	2	平	選修	1101/上學 期	抵免	Center for General Education : Approved	Curriculum and Registration Division : Approved	
	普通化學(一)	3	66	ZA040	普通化學 General Chemistry	4	平	必修	1121/上學 期	共抵	Materials Chemistry Division, Department of Chemistry : Approved	Curriculum and Registration Division : Approved	

Application for exemption of courses from other departments

Delete	Previous School Course Name	Credits	Score	Course Code	Equivalent CYCU Course	Credits	Characteristic	Required/Elective	Course semester	Type	Examination		Remark
											First Examination	Final Examination	
	GEPT中級初試 加強班	1	73	LG061	GEPT中級初試加強班 Reading and Listening Skills for GEPT Intermediate Level	1	平	選修	1111/上學 期	抵免	Materials Chemistry Division, Department of Chemistry : Approved	Curriculum and Registration Division : Approved	

[Print Result](#)



Department : 化學三				Student ID : 11113				Print Date : 2024/12/18				
Student Name : W趙炯炯 MonaRudoMonaRudo				Telephone : 0912345678				E-Mail : dummy11140298@office.cycu.edu.t w				
Previous School Course Name	Cred its	Scor e	Course Code	Equivalent CYCU Course	Cred its	Char acter istic	Requi red/E lecti ve	Course Semeste r	Type	Examination		Remark
										First Examinat ion	Final Examinat ion	
體育 ( 桌球 )	1	84	GR184	Table Tennis (Ping Pong) (M.F) I	0	半	必修	1122/下	抵免	Approved	Approved	
體育 ( 撞球 )	1	72	ZA619	Physical Education (I)	0	半	必修	1121/上	抵免	Approved	Approved	
服務學習	0	90	ZA995	Environment Service- Learning ( I )	0	半	必修	1121/上	抵免	Approved	Approved	

[Back to Contents](#)

# Q&A

How can graduate students apply for credit transfer from General Education Courses?

- For exemption from graduate general education courses, regardless of the courses taken during undergraduate studies, please uniformly select the subject name "Self Exploration for Postgraduate" (GE033R) as per the university's policy. Please refer to the "Chung Yuan University General Education Credit Measures" for relevant regulations. Eligible individuals may be exempted for up to two credits.

How to apply for credit transfer for Chinese Language Courses?

- Starting from the 101 academic year, the Chinese language courses at our school have been changed to:
  - Chinese Literature Classics (First Semester) ~ 2 credits
  - Literacy and Rhetoric (Second Semester) ~ 2 credits

How to apply for credit transfer from education program courses?

- For courses related to the education program, please contact the Center of Teacher Education (4th Floor, South Building, Holistic Education Village), Tel: 03-265-6804. Please do not apply for credit transfer through the online system.



# Q&A

How can exemptions be applied for joint and split credit transfers?

共抵：左邊科目不同，右邊科目相同(多抵一之意)

申請進度查詢   分抵・共抵原則   抵免要點   通識抵免辦法   體育抵免辦法   各年級抵免規定														
刪除	原學校科目名稱	成績	學分	查詢抵免科目	抵本校科目名稱	學分	性質	必修	所屬學期	抵免類型	初審單位	複審單位		
刪除	國文(一)	80	3	查詢科目	國文	3	通	必修	下學期	共抵	機械工程學系	教務處課務組		
刪除	國文(二)	70	3	查詢科目	國文	3	通	必修	下學期	共抵	機械工程學系	教務處課務組		
刪除	英文	86	4	查詢科目	英文(一)	2	半	必修	上學期	分抵	機械工程學系	教務處課務組		
刪除	英文	86	4	查詢科目	英文(二)	2	半	必修	下學期	分抵	機械工程學系	教務處課務組		

增加科目  
確定送出

分抵：左邊科目相同，右邊科目不同(一抵多之意)

How to inquire about course information at CYCU?

Course Requirements Inquiry

<http://acdm.cycu.edu.tw/H2000/necessary/index.jsp>

CYCU Course Information

[https://itouch.cycu.edu.tw/active\\_system/CourseQuerySystem/](https://itouch.cycu.edu.tw/active_system/CourseQuerySystem/)

Interdisciplinary/Career/Micro-program Course Inquiry System

<https://cross.cycu.edu.tw/index.do>

[Back to Contents](#)

