Fall 2023 Adjustment Period 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

Opening Hour
Mon, 18th September 2023, 12:30 pm to Tue, 26th September 2023, 11:30 am

Undergraduates Appointment Times

Continuing Undergraduates and Seniors

	Date	Opening Hour
Phase I	Mon, 18th Sep	12:30~24:00
	Tue, 19th Sep	00:00~11:30
Phase II	Fri, 22nd Sep	12:30~24:00
	Sat, 23th Sep	00:00~11:30

Juniors

	Date	Opening Hour
Phase I	Tue, 19th Sep	12:30~24:00
	Wed, 20th Sep	00:00~11:30
Phase II	Sat, 23th Sep	12:30~24:00
	Sun, 24th Sep	00:00~11:30

Sophomores

	Date	Opening Hour
Phase I	Wed, 20th Sep	12:30~24:00
	Thu, 21st Sep	00:00~11:30
Phase II	Sun, 24th Sep	12:30~24:00
	Mon, 25th Sep	00:00~11:30

Freshmen

	Date	Opening Hour
Phase I	Thu, 21st Sep	12:30~24:00
	Fri, 22nd Sep	00:00~11:30
Phase II	Mon, 25th Sep	12:30~24:00
	Tue, 26th Sep	00:00~11:30

Notice：

1. The courses can be enrolled either by **Web access**. Online Enrollment System: https://www.ais.tku.edu.tw/elecos/

2. **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. (This site always facilitates students to access to the most immediate, latest information).**

3. If the curriculum belongs to main courses with TA courses, students have to enroll in the course **based on the serial number of TA courses.** Time conflicts of TA courses should be avoided.

4. Three is the maximum number of General Core Courses that can be selected in a semester. Each General Core Course is limited to select one course. During the first Adjustment Period the second General Core Course can be selected; during the second Adjustment Period the third General Core Course can be selected.

5. Starting from the academic year of 2015, the required 8 credits in Foreign Languages and Drills include 4 credits of English (I) and 4 credits of English (II) or any foreign languages under the "Field Q" in the General Education Curriculum, with the same language being selected for the first and second semesters. Those who have successfully selected another language via the Curriculum Online System are required to drop the previously assigned course of English (II). Since English (II) cannot be added through the Curriculum Online System, please consider carefully before dropping this course.

6. Excluding the English-taught departments (or programs), the English (I) course is automatically grouped within each college. Transferring to other classes is not permitted.

7. Excluding the English-taught departments (or programs), the English (II) course is automatically grouped within each college by the placement in terms of students' scores of English (I) and the English Proficiency Test I. Since English (II) cannot be added through the Curriculum Online System, please consider carefully before dropping this course. Those who are not assigned to an English (II) course should follow the add/drop procedure announced on the English Department website (https://www.tflx.tku.edu.tw/english/opinion/1175) to add it.

8. Each class of Spanish (I), French (I), and Japanese (I) is provided with 2 or 3 lab classes given at different periods of time to prevent from class conflict. In other words, only one lab class is required for those who have selected any of these courses.

9. Undergraduates, who intend to take Freshmen Campus and Community service-learning, please contact to Military Training Dept. before the first calss, ext.3716.

10. Petitions: Please pay attention to the website of the Curriculum Division.

11. Students can overtake 6 credits only if:

    9.1 Graduate students attend Programs with approval.

    9.2 Undergraduates' average grades are beyond 80 (a grade A) in the previous semester or you have been approved for Minor, Double Major or Program. In order to take 6 more credits by Web access, you must meet one of the criteria.

    9.3 For Graduating seniors want to overtake credits or graduate students enrolling in undergraduate curriculum, Please pay attention to the website of the Curriculum Division.

12. Please choose your classes carefully. A Student withdrawal from a Class after the Midterm Exam will be listed on the academic record hereafter with a note of **"dropped"** for that semester. (Adjustment Period：Mon, 4th Dec 2023 to Fri, 8th Dec 2023. At that time, please go online and withdraw from your classes according to the announcement time.)