

Taipei National University of the Arts
Application for Inter-Department (Institute) Transfer

Academic year _____ Semester _____					
Student ID Number		Department or Graduate Institute		Grade	
Name		Sex	<input type="checkbox"/> 1.Male <input type="checkbox"/> 2.Female	Date of Birth	(y/m/d)
Address				Phone Number	Home : ()
	E mail :				Mobil :
Applicant				Date of Application	(y/m/d)

【List 1】 Application Form for Department Transfer

Intended Department and Grade	Department	Reasons	
	Grade		
1.Applicant	4.Dean of the Original School	7.Registration Section	10.Chief of Curriculum Section
2.Parent / Guardian	5.Chairperson of the Intended Department	8.Chief Registrar	11.Dean of Academic Affairs
Undergraduate student only			
3.Chairperson of the Original Department	6.Dean of the Intended School	9.Curriculum Section	
Remarks	1. Once the transfer is finalized, the students shall not alter or withdraw their applications. 2. Transfers to other departments (institutes) shall be governed by the Regulations for Inter-Department (Institute) Transfer. 3. Students may transfer only once. Any student whose transfer has been approved may not ask to transfer to another department (institute) again, or return to his or her original department (institute).		

【List 2】 The Flow Chart

12.Chairperson of the Original Department	15.Examination from the Intended Department	18.Chief Registrar	21.Dean of Academic Affairs
	<input type="checkbox"/> Passed <input type="checkbox"/> Rejected <input type="checkbox"/> Grade		
13.Dean of the Original School	16.Dean of the Intended School	19.Curriculum Section	22.President
14.Chairperson of the Intended Department	17.Registration Section	20.Chief of Curriculum Section	
Remarks	1. Transfer applicants must obtain the approval by the chairpersons of the departments (institutes) they intend to transfer to. After obtaining the approval, they need to take designated exams. Once the transfer is finalized, the students shall not alter or withdraw their applications. 2. Please attach the examination result and Inter-Department (Institute) Transfer form after exam. Please note who passed or Rejected in the blank.		