

# Online Course Registration Schedule for Daytime Students at 1<sup>st</sup> Semester of Academic Year 2012

**I. Students without Sufficient Credits to Graduate:** *09:00 a.m. on Aug.22 (Wed) ~ 11:59 p.m. on Aug.29 (Wed)*  
(Such students may register any of the [daytime](#) and [evening](#) courses.)

**II. Priority Registration:** Students who have accomplished both [midterm](#) and [final](#) teaching surveys are entitled to register. Such students may register daytime courses **at his/her grade offered by the department in which he/she is enrolled**, general education courses and military training courses.

**Registration Schedule:**

- ◆ Undergraduate Seniors and Second-year Graduate Students: *09:00 a.m. ~ 11:59 p.m. on Aug.22 (Wed)*
- ◆ Undergraduate Juniors Students: *09:00 a.m. ~ 11:59 p.m. on Aug.23 (Thu)*
- ◆ Undergraduate Sophomores Students: *09:00 a.m. ~ 11:59 p.m. on Aug.24 (Fri)* (Sophomores shall register Physical Education courses as well.)

**III. General Registration:** (including transfer students)

- ◎ **Phase 1:** Students at all grades may register [daytime courses at his/her grade offered by the department in which he/she is enrolled](#) as well as general education courses.

*Phase 1: Registration Schedule: 09:00 a.m. ~ 11:59 p.m. on August 27 (Mon)*

*Note : Sophomores shall register physical education courses as well.*

- ◎ **Phase 2:** Students at all grades may register [daytime courses at different grades offered by the department in which he/she is enrolled](#) as well as general education courses.

*Phase 2: Registration Schedule: 09:00 a.m. ~ 11:59 p.m. on August 28 (Tue)*

- ◎ **Phase 3:** Students at all grades may register [all the daytime courses](#).

*Phase3: Registration Schedule: 09:00 a.m. ~ 11:59 p.m. on August 29 (Wed)*

- ◎ **Phase 4:** All students may register [all the daytime and evening courses](#) (except for liberal arts courses offered by the Division of Continuing Education with enrollment of 14 or less).

**Phase4:**

*Registration Schedule: 09:00 a.m. on August 30 (Thu) ~ 11:59 p.m. on September 2 (Sun)*

**IV. Course Add/Drop** ([Daytime undergraduates are not permitted to register courses offered by the Division of Continuing Education unless the enrollment reaches 15.](#))

**Course Add/Drop Schedule:**

*09:00 a.m. on September 17 (Mon) ~ 11:59 p.m. on September 23 (Sun)*

## **V. Commencement of Academic Year 2012: *September 17 (Monday)***

- ※ The University asks its faculty to conduct a roll call at every session, and students shall attend class on time as scheduled from the very beginning of the new semester.
- ※ According to the Academic Rules of I-Shou University, one hour of unexcused absence is equal to two hours of excused absence. Anyone who has been absent from a course for more than one-third of the total class hours during a semester is prohibited from taking the final exam and shall receive a course grade of zero.

Example:

Course A: 2 hours per week; therefore,  $2 * 18 = 36$  hours per semester

$36 \text{ hours} * 1/3 = 12 \text{ hours (excused absence)}$ ;

$12 \text{ hours of excused absence} \div 2 = 6 \text{ hours (unexcused absence)}$ ;

prohibited from taking the final exam :

2 hours per week → 6 hours of unexcused absence

3 hours per week → 9 hours of unexcused absence

4 hours per week → 12 hours of unexcused absence