

Handbook-How to Use Authorization Code

臺灣科技大學105學年度第2學期加選授權碼單

教師：吳瑞青 | 講師名稱：EE220201 電池(二)

修課人數上限：55 | 修程初選指派前人數： | 電池已選人數：52 | 列印日期時間：2018/1/23 上午10:19:42

使用說明：1. 目前選課人數：請至本校教務員工資訊系統(<http://info.ntust.edu.tw>)「選課人數查詢系統」查詢。
2. 本章將於加選指派第一週至加選指派結束之期間內時至上述系統中自行列印或加印，但由開課單位督導者將無法自行列印。
3. 學生若未於上課前一週將加選指派表上之某課為主，請勿參選該課，以免造成半學期。
4. 本課程未於第2週臺灣大學系統文字說明，授權碼請參照科系學生使用。
5. 本校一般教室容量為55人，請斟酌加選人數。

列印人員：陳淑政

學生姓名 (教師留用)	學生姓名 (教師留用)	加選授權碼(發給學生用)
1052 102220201 吳瑞青 電池(二)	No. 1 1022 102220201 吳瑞青 電池(二)	No. 2 1022 102220201 吳瑞青 電池(二)
授權碼：Authorization Code: 52RCWC3636	授權碼：52RCWC3636	授權碼：Authorization Code: 52IIRTM3233
<small>● 使用說明：1. 本章將於加選指派第一週至加選指派結束之期間內時至上述系統中自行列印或加印，但由開課單位督導者將無法自行列印。 2. 本章將於加選指派第一週至加選指派結束之期間內時至上述系統中自行列印或加印，但由開課單位督導者將無法自行列印。 3. 學生若未於上課前一週將加選指派表上之某課為主，請勿參選該課，以免造成半學期。 4. 本課程未於第2週臺灣大學系統文字說明，授權碼請參照科系學生使用。 5. 本校一般教室容量為55人，請斟酌加選人數。</small>		

1. Please attend the course and inquire for the authorization code.
2. Student must sign in the sheet which is provided by the course instructor, while obtaining the authorization code. (For NTU System courses, please refer to the Q&A)

National Taiwan University of Science and Technology
Student Information System
(for foreign student)

Student ID: Example: 109102000
Password: Example: *****

Login

Major Changes for 2018 Spring semester: Course Selection
1. Course Pre-registration Period of NTU System starts from 9 a.m. on Feb. 22 to 12 noon on Feb. 23, 2018. (The course selection function only applies to NTUST students and NTNU students. The NTU students can't register courses in the NTU system.)
2. During the course adding and dropping period, if students can't select courses(includes the NTU System courses) online, they need to use the Authorization Code to add courses instead of using a manual course adding form. More details and regulations for the adding and dropping period can be found in the "Course Adding and Dropping Period" section.
3. For NTU System courses: Authorization Code is only valid when NTU and NTNU provide such courses to NTU System.
Course adding/dropping: 106.12.22 ~ 106.12.24 (all students) Course adding/dropping period:
106.12.28 ~ 107.01.02 (all students) The admission will be in a three course, first-come basis due to limited course site.
※ System open hours: 9:00 ~ 23:00

Log in to the student information system.

National Taiwan University of Science and Technology
Student Information System

Course Selection System
Authorization code selection (for selecting NTUST course)
Authorization code selection (for selecting NTU and NTNU course)

Mid-Term Course Feedback Survey System
Course Teaching Evaluation System
Second Course Withdrawal
Logout

Click

1. “Authorization code selection (for selecting NTUST course)”
2. “Authorization code selection (for selecting NTU and NTNU course)”

Authorization code selection (for selecting NTUST course)

Special Attendance:

0. If you lost it, there is no way to reissued for any reason.

1. This system is only used for adding and dropping courses by authorization code. For adding and dropping courses, please use "Course Adding and Dropping System".

2. The period for using authorization code is same as Course Adding and Dropping Period. Please do it in time, otherwise system will be closed after the period.

3. The authorization code shall be based on the name list professors provide and is NOT allowed to transfer to others. In the future, any disclosure of mishap including using others' codes will be dealt with in accordance with relevant regulation of the school and relevant laws.

4. Under some circumstances below, it is NOT allowed to cancel the courses by using the authorization code. If students misuse the system to do so, the courses will be directly dropped by Office of Academic Affairs:
(1) The time conflict with other courses, and already taken before, including the exempt course.
(2) Retake the required courses with different credit numbers.
(3) 1st and 2nd grade student to take the graduate courses.
(4) Take the 2nd physical education course (0 credit) for one semester, 1st to 3rd grade student takes physical education course (0 credit) for one semester, and the credit limit is 10 credit, if the student takes the course, the credit limit is 10 credit.
(5) Undergraduate student take more credits over the limitation, e.g. the GPA for previous semester is higher than 3.50 or equal, student who takes EP minor and double major. The credit limitation for the above students is 31 credit.
(6) Undergraduate students take 2 or more inter-universities courses (more than 6 credits).
(7) The Language Center will not add courses for transfer students and students studying in educational program.
(11) Students take courses which are offered by in-service Master's program and doctoral courses from Institute of Management.
(12) Students take courses which are offered by EMBA (EMBA courses only for EMBA students and doctoral student of Institute of Management).

5. Under some circumstances below, it is NOT allowed to enroll the courses by using the authorization code. There is a need to use the system to do so:
(1) Retake the required courses with different credit amount.
(2) Enroll the additional second PE course.
(3) Enroll the additional second PE course.
(4) Other special case should have the approval from professor

6. If graduate students enroll the course of undergraduate, the payment of tuition per credit should be completed before the stipulated date. If the payment is not completed in a name list and the transcript will be marked with "Without following the rules of payment procedure, the liability is canceled".

7. The authorization code is exclusive to the original applicant. Despite the fact that the applicant drops the course by the certain authorization code, it cannot be used by other students.

(Please Click, and log in to Authorization code selection (for selecting NTUST course).)

Read the above statements carefully before entering the course selection system.

Authorization code selection (for selecting NTUST course)

Please input course number: Return

Please input authorization code: Adding Dropping

System Message:

Course Credit Total:
Course Select Content:

Class schedule	Monday(M)	Tuesday(T)	Wednesday(W)	Thursday(R)	Friday(F)	Saturday(S)	Sunday(J)
Class 0							
Class 1							
Class 2							
Class 3							
Class 4							
Class 5							
Class 6							
Class 7							
Class 8							
Class 9							
Class 10							
Class A							
Class B							
Class C							
Class D							

Enter course code, Authorization Code
Click “Adding” or “Dropping”