

學程證明書申請流程

由學校首頁/在學學生/登入教務行政資訊系統。

<https://computer.niu.edu.tw:8443/checkoutlogin/studentinformation/student.html>

1. 選擇 教務系統/學分學程/申請審核學分學程證明書。
2. 選擇 欲申請學程證明書名稱後，即可看到學程科目。
3. 請依規格帶回核心課程、實驗課程及輔助課程成績。(點選 {編})
4. 可以看到選擇的科目，點選 {帶回成績}。
5. 歷年成績列表中找到該科目點選 {帶回}。
6. 可以看到帶回之核心課程、實驗課程及輔助課程成績。
7. 重複 3-6 步驟，帶回欲計入本學程之所有科目後，點選右上角[申請審核]即完成。

The screenshot shows the ENR8060 application system interface. It is divided into several sections corresponding to the steps in the list:

- Step 1:** The top-left navigation menu shows '教務系統' (Academic System) > '學分學程' (Credit Program) > '申請審核學分學程證明書' (Apply for Credit Program Certificate).
- Step 2:** A form titled '申請審核學分學程證明書' (Apply for Credit Program Certificate) is shown. It contains fields for '學程名稱' (Program Name) and '課程負責人' (Course Instructors). A red circle labeled '7' highlights the '申請審核' (Apply for Review) button in the top right.
- Step 3:** A table of available courses is displayed. The table has columns for '領域名稱' (Field Name), '學程課程' (Program Course), '課程備註' (Course Remarks), '開課單位' (Offering Unit), '學分' (Credits), '承認課程名稱' (Recognized Course Name), '開課系所' (Offering Department), '學分' (Credits), '成績' (Grade), and '審核狀態' (Review Status). A red circle labeled '3' highlights the '編' (Edit) button in the '電子學三' (Electronics III) row.
- Step 4:** A '【編輯畫面】-新增' (Edit Screen - Add) form is shown. It contains fields for '科目名稱' (Course Name), '科目學分' (Course Credits), '科目備註' (Course Remarks), '開課單位' (Offering Unit), '課程名稱' (Course Name), '學分' (Credits), and '帶回成績' (Return Grade). A red circle labeled '4' highlights the '帶回成績' (Return Grade) button.
- Step 5:** A table of historical grades is shown. The table has columns for '學期' (Semester), '學號' (Student ID), '學分' (Credits), '課程名稱' (Course Name), '成績' (Grade), and '審核狀態' (Review Status). A red circle labeled '5' highlights the '帶回' (Return) button in the '電子學三' (Electronics III) row.
- Step 6:** The course selection table is shown again, but now with the '電子學三' (Electronics III) row highlighted in blue. A red circle labeled '6' highlights the '帶回' (Return) button in this row.