选课常见问题 Course Selection Q & A

1. 关于培养计划 ? About Program Plan (See 4.2 Program Plan)

请按照要求选择课程,一切在培养计划中的课程都必须完成课程学习并获得相应成绩。若未完成将作为缺考或未及格处理。若课程退选,则必须一并在培养计划中调整,删去相应计划。 Be sure to choose the course according to the requirements, all the courses in your program must complete the course study and obtain the corresponding grades. If not completed, it will be treated as a missed or failed in exam. Please be carefully on choosing your program. If the student chooses to withdraw from the course, he must also delete the course in the plan and adjust the program plan.

2. 关于选课 About Course Selection (See 4.4 Course Selection)

- (1) 所有博士和硕士的课都必须在第一年修完。
- (2) 若有课程未及格或没修,则应在<mark>重修补修申请(4.7 Course retake/makeup application)中申请,并上传相应申请表.。</mark>
- (3) 若开课已超过两周,因各种原因,没有在系统里注册,则应在<mark>补课申请(4.8 Course by-election application)</mark>,并上传相应申请表。
- (4) 想<mark>选修不在培养方案上的课程替代方案上的课程</mark>,则应在重修补修申请(4.7 Course retake/makeup application)中申请,并上传相应申请表.。具体操作如下:
- (1) All doctoral and master's courses must be completed in the first year.
- (2) If you failed in some course or didn't register the course in the first year, you should apply to retake or make-up (See 4.7 course retake / make up application), and upload the corresponding application form.
- (3) If the course has been started for more than two weeks you still need to register in the system, you should apply to register in the course by-election (See **4.8 Course by-election application**), and upload the corresponding application form.
- (4) If you want to take courses that are not in the training plan, you should apply to retake or make-up (See 4.7 course retake / make up application), and upload the corresponding application form. The specific operation is as follows:

Choose the courses offered to replace the courses in the training program 选择开设的课程,替代培养方案上的课程

To register the available course to replace the course in the program

例如,培养方案上为第二外国语(2015LXS04),现选择汉语 II(2015LXS02)替代 For example, we register the Chinese II (2015LXS02) to replace the Second Foreign Language (2015LXS04).

1. 将方案上的课程添加进"培养计划"

Add the course of program in to my training plan.

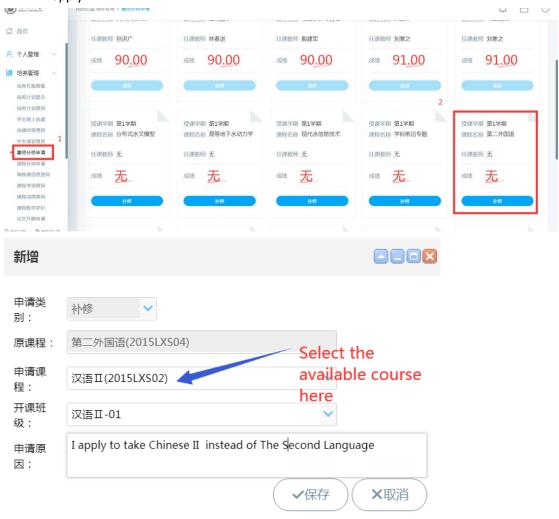






2. 在"重修补修申请"中找到方案上的课程,选择开设的课程申请补修。

Find the course of program in the button "Course retake or makeup Application), then apply.



3. 专业课替代,请联系学院审核。

公共课程替代,请联系国际教育学院审核。

For the major courses, please contact your college to approve.

For the general courses, please contact International School to approve.

4. 审核通过后,替代后的课程将可以在"培养计划查询"中看到。

After approval, you can find the replaced course in the button "Training Plan Check".

