

## **Guidelines for Online Registration of NTU Students in the Summer Session 1 for Academic Year 2024/2025**

**(Course offering will be dependent upon sufficient registration.)**

### I. Limitations on enrollment of NTU students in summer sessions:

1. NTU students who are forced to withdraw from the University during the second semester of the academic year may not register for summer sessions.
2. Students may take up to 16 credits for courses in each summer session.

### II. Application dates: May 2nd (9 am) to May 7th (12 midnight), 2025

Class duration: Please refer to the NTU summer calendar for the academic year 2024/2025.

### III. Course allocation after online registration:

#### 1. Type 1 courses:

- (1) Such a course will be offered when at least 16 students register.
- (2) Such a course will not be offered when less than 16 students register. Under special circumstances, however, students may file a special application for course offerings.
- (3) Regulations on the minimum number of enrolled students required for Service Learning courses are set forth in the Service Learning Program's Implementation Guidelines.

2. Type 2 courses: Such a course will be offered only when at least five NTU students have registered.

3. Students will be notified of any courses made unavailable due to insufficient registration.

### IV. Course registration procedure:

1. The following courses will meet the criteria for course offering. Therefore, online registration is not required. Please directly select any desired courses online by the deadline specified on the NTU summer calendar.

The courses are: [Calculus (1) & Calculus (2)], [General Physics (a)(1)], [Organic Chemistry (b)(1)], or any courses made available by special request.

2. To select any of the following courses, please visit in person the office in charge of the course offering to complete the registration procedures by the deadline.

| Curriculum Identity Number | Course Title                            | Offered by (Where to apply)   |
|----------------------------|---|---|
| 106 001B0                  | Student Service Education (b)           | Office of the Department of Library and Information Science           |
| 310 42000                  | Social Work Practicum (I)               | Office of the Department of Social Work                               |
| 330 M1050                  | Social Work Practicum                   | Office of the Department of Social Work                               |
| 605 40350                  | Forest Camp Practice Forest Environment | Seek approval from the course instructor for enrollment. (No visit to |

|           |   |  |
|-----------|---|--|
|           |   | the office required)   |
| 605 40360 | Forest Camp Practice Resource Conservation and Management | Seek approval from the course instructor for enrollment. (No visit to the office required) |
| 741 M4580 | Seminar on Organizational Research Methods                | Seek approval from the course instructor for enrollment. (No visit to the office required) |
| H41 M0020 | Seminar   | Office of the Master Program in Statistics   |

V. Reminder for online course registration:

1. The number of registered students only serves as a threshold to see if a course will be made available. For courses that meet the minimum number of registered students and are available for online course enrollment, students still have to enroll for courses online by visiting NTU Course Information for summer sessions.
2. Course allocation and blocking  
 For courses without special requirements and with limited seats, when students that register for the course outnumber the seats available, the placement of the enrolled students will be carried out based on their year of college and order of course preference. The allocation based on year of college will go by the following order:
  - (1) Senior undergraduate students, as well as postgraduate students in their second year or above.
  - (2) Junior undergraduate students, as well as postgraduate students in their first year
  - (3) Sophomore students
  - (4) Freshmen

If the registered students still outnumber the seats available within the same priority group, the system will pick students at random.