**文藻外語大學　　學年度第　　學期**

**教學意見調查不列計成績申請表**

**Application for Excluding Student Evaluation of Teaching**

申請日期Date： 年yyyy 月mm 日dd

|  |  |
| --- | --- |
| 申請單位Department |  |
| 教師姓名Name |  |
| 課程名稱Course Title |  | 學分數/時數Credits/Hours |  |
| 授課班級Class |  | 學生人數number of students |  |
| 申請屬性Catalog(please check) | □配合執行教育部、科技部計畫案之課程。計畫案名稱：Courses that support projects launched by the Ministry of Education and the Ministry of Science and Technology.Project title: |
| **※同一門課程以2次為限。****※教師至少應保留1門課程有教學意見調查成績。****※應於開學(課)後3週內提出申請。**Such application can only be made twice for the same course. Those who wish to apply for excluding student evaluation of teaching from the teaching scores should make the application within 3 weeks after a semester starts. Student evaluation of teaching should be kept for at least one of their courses in the semester. |
| 系(所)、中心主任Chairperson | 院 長Dean of college | 課務組Curriculum Section | 教務長Dean of Office of Academic Affairs |
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備註：簽核流程：系（所）、中心主任→院長→課務組→教務長→課務組。

Procedures: Chairperson/director of the department (graduate institute) or center →Dean of college →Curriculum Section →Dean of Office of Academic Affairs →Curriculum Section