

## Notice about Course Registration and Exemption for Overseas students of 2022-2023(2)

### I. Course registration and alternation

1. Ensure that you have finished making study plan in system before you start to register courses.
2. Course Registration
  - (1) The system for course registration and alternation is to be opened twice:
    - ① The first one is from Feb. 21<sup>st</sup> to Mar. 3<sup>rd</sup>.
    - ② The second one is from Mar. 6<sup>th</sup> to Mar. 10<sup>th</sup>.If you missed the deadline, you would not register courses for this semester.
  - (2) All the courses in this semester are provided offline. The attached is the course list. Before you register courses you should check it first.
    - ① You can find the time and room of the courses in the attached list or in the app “My timetable search” in the system where you also can find e-mail of teachers in the column named “ Course registration Notes”
    - ② “Intermediate Chinese” has two classes: Class 1 for students who registered “Elementary Chinese, Class 1” last semester; Class 2 for students who registered “Elementary Chinese, Class 2” last semester. You are not allowed to select both classes in the same semester.
    - ③ You must finish course registration or alternation before the deadline and had better register or delete courses by yourself. If you ask others to do that for you, you should still check the results and take the consequences .
3. Attending classes
  - ① The courses will starts from Feb. 27<sup>th</sup> this semester.
  - ② You should follow the requirements of “Training Links” by keep attending reports, lectures and reading literature and uploading reports which should be appraised by your supervisor step by step.

### II. Public course exemption

1. The system for Public Course Exemption will open from Feb.27<sup>th</sup> to Mar 10<sup>th</sup>.
  - (1) Do not register the public course that needs to be exempted. You just need to select the course into your study plan in system.
  - (2) After the deadline our Graduate School will remind course teachers to approve exemption on line. At the end of March, you can check the result in the module “My Transcript”.

### III.Note

1. If you have any question about course registration or exemption, you can contact us by e-mail: [pyb@swjtu.edu.cn](mailto:pyb@swjtu.edu.cn) or come to our office (Room 229 of the Building of Administration in Xipu Campus).

2. You can scan the QR code to download the guide“Guide to the system of Graduate School for International Students of 2022” .



Provost Office of Graduate School

Feb 21<sup>st</sup>, 2023