

**Kainan University Application for Giving up Double Major Qualification**

1. For those who have already met the qualifications for graduation in their department but have not completed the required subjects and credits for double major and minor, applicants can personally fill out this application to apply for giving up the double major qualification or to apply for a minor qualification. (However, those who have chosen but have not completed one full academic year may not withdraw or change their double major selection.)
2. For those who wish to give up their double major and apply for a minor, they should obtain a graduation audit form from their major department, and submit it to the department they are minoring in as well as their major department for verification. The required credits for the minor program must not be lower than the 'anticipated credits to be taken' for the original application year. (Minor program audit courses must not overlap with those of the major program)
3. Application deadline: Within one week after the start of each semester.
4. After submitting this application to the Office of the Registrar and completing the procedures, no requests for the reinstatement of double major qualifications will be accepted for any reason, and no requests for related documentation of coursework will be provided by the university after graduation.

Applicant's Fill-in Section	Major Department		Student Number			
	Year		Name			
	Contact Phone Number		Year of Enrollment			
	Minor Department					
	Reason of Giving Up	<input type="checkbox"/> Give up Double Major <input type="checkbox"/> Meet the minor program criteria, change to applying for a minor Student's signature: _____				
Fill in Completed Courses (To be completed by those changing their application to a minor)	Course	Credit	Grade	Course	Credit	Grade
Chairperson of the Major Department's Approval	Chairperson of the Major Department's : _____					
Chairperson of the Minor Department's Approval	Have the courses and credits for which the student has obtained passing grades met the requirements for the minor program? (Please check one of the following) <input type="checkbox"/> Give up the double major and minor qualifications <input type="checkbox"/> Able to complete the required minor program credits for this semester. If all minor program courses to be taken this semester are passed, then agree to grant the minor program qualification.  Chairperson of the Minor Department's : _____					

For those who meet the requirements for changing to a minor, please download the minor program application form and fill in the required courses (the required major courses for the minor are the same as the year of the original double major application).

Registrar's Office Administrator		Registrar's Office Director	
----------------------------------	--	-----------------------------	--