Department of Academic Affairs

Department of General Affairs

Department of Graduate Student Affairs

Office of President

Depart of Student Affairs
Department of Research and Development
Office of Human Resources
Office of Accounting

								Updated According To The Administrative Meeting on March 9 <sup>th</sup> , 2016
Wkd	y S	M	T	$\mathbf{w}$	Th	F	Sat	Events
Mth.						_		
		1	2	3	4	5	6	1st: 1st Semester(Fall Semester) Begins
	7	8	9	10	11	12	13	1st: Bank of Taiwan begins to accept Student Loan Related Information
	14				18	19	20	1st: School begins to accept the receipt of Student Loan Application
	21	_	23		25	26	27	1st: Tuition Invoice becomes available on school webpage till Sep 12th
	28		30			20		1st: An-Kang Motorcycle Parking Application Begins
			30	31				1-31 <sup>st</sup> : National Sci-Tech Programs Appeal
<b>&gt;</b>								5 <sup>th</sup> : On-Site Registration for two-year system students
gu								5 <sup>th</sup> : On-Site Registration for graduate students
August 2016								5th : All receipts for 2015 Due
12								10th: 1st Semester 1st Administrative Affairs Meeting
016								15-31 <sup>st</sup> : New Faculty and researcher Project Application
<b> </b>								15 <sup>th</sup> : Deadline for 1st Purchase of Office Supplies
								**
								16-31 <sup>st</sup> : Faculty Research Project Subsidy Application
								28th: Regular Check for High Voltage Electrical Apparatus at Taichung
								Campus
								31st: On-Site Registration for Post-baccalaureate
	_					_	_	Chinese Medicine Student
					1	2	3	5-9th: Application for Interdisciplinary Programs,
	4	5	6	7	8	9	10	Minor or Double Major
1	11	_	13	_	15	16	<b>17</b>	5-8 <sup>th</sup> : CMU Orientation for all students
2	18	19	20	21	22	23	24	6 <sup>th</sup> : On-Site Registration for Transfer Students
3	25	26	27	28	29	30		6 <sup>th</sup> -8 <sup>th</sup> : Health Exam for new students
$\infty$								8th: An-Kang Motorcycle Parking Application Deadline
Sept.								9th: An-Kang Motorcycle Parking Lucky Draw
1.2								10th: Deferred Work Day
2016								12th: 1st Semester (Fall) Begins (deadline for Tuition payment)
6								12-26 <sup>th</sup> : Add/Drop Course (Online)
								12th: Open for CMU scholarship application
								14th: 1st Semester 2nd Administrative Affairs Meeting
								15 <sup>th</sup> : Mid-Autumn Festival
								16 <sup>th</sup> : Deferred holiday for mid-autumn festival; (9/10 Deferred Work Day)
								30th: Student Loan Deadline
							1	3 <sup>rd</sup> : Deadline for scholarships application
4	2	3	4	5	6	7	8	3 <sup>rd</sup> : 2016 Academic Year Animal Center Utilization and Management
5	9	10	11	_	13	14	15	Training Course (TBD)
6	10	_	18		20	21	22	10th: National Holiday
7	23	_	_	_	27	28	29	12th: Core-Course Committee Meeting
$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	30	_		20		20	ار س	12 <sup>th</sup> : 1 <sup>st</sup> Semester 3 <sup>rd</sup> Administrative Affairs Meeting
<u>+</u>		31						15th: Deadline for 2nd Purchase of Office Supplies
2016								19th: Course Committee Meeting
6								25th: Faculty Promotion Process:
								Each college will host evaluation meeting to finish the reexamination
								process
								26 <sup>th</sup> : Academic Affair Meeting
								31st: Deadline for final report for Campus-wide Individual Project
						<u> </u>		51 · Deadine for final report for Campus-wide murvidual froject

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									Updated According To The Administrative Meeting on March 9th, 2016
Mt	Wkdy h.	S	M	Т	W	Th	F	Sat	Events
				1	2	3	4	5	7-11: Midterm Week
S	9	6	7	8	9	10	11	12	7-20: Midterm Grade Entry
Nov. 2016	10	13	14	15	16	17	18	19	9th: 1st Semester 4th Administrative Affairs Meeting
201	11	20	21	22	23	24	25	26	11/28~12/9: Application for Course Withdraw
6	12	27	28	29	30				
						1	2	3	1st: World AIDS Day
	13	4	5	6	7	8	9	10	1 <sup>st</sup> -31 <sup>st</sup> : Annual National Sci-Tech Programs Application
	14	11	12	13	14	15	16	17	3 <sup>rd</sup> : Sports Day
	15	18	19	20	21	22	23	24	9 <sup>th</sup> : Graduate Student Thesis Defense Application Deadline
	16	25	26	27	28	29	30	31	12/12-105/1/6: Administrative Departments:
									Student Award Suggestion Form
Dec.									14th: 1st Semester 5th Administrative Affairs Meeting
3									15th: Deadline for 3rd Purchase of Office Supplies
2016									19th: Income Tax Verification Application Deadline
6									19th: An-Kang Motorcycle Parking Application Begins
									23 <sup>rd</sup> : Annual Research Project Animal Experiment Auditing Application
									Deadline
									12/26-106/1/2: Course Sign-Up for second semester begins
									Before 31st: Faculty Promotion Process: 1st semester promotion:
									Final Evaluation process
									by University Teacher Evaluation Committee
	17	1	2	3	4	5	6	7	1st: National Founding Day
	18	8	9	10	11	12	13	14	2-22 <sup>nd</sup> : Final Grade Entry
		15	16	17	18	19	20	21	3 <sup>rd</sup> : University Property Inventory Check
		22	23	24	25	26	<b>27</b>	<b>28</b>	9-13 <sup>rd</sup> : Final Exam
		<b>29</b>	<b>30</b>	31					11th: 1st Semester 6th Administrative Affairs Meeting
									15 <sup>th</sup> : Tuition Invoice becomes available on school webpage till Feb 13 <sup>nd</sup>
									16th: Bank of Taiwan begins to accept Student Loan Related Information
J									16th: School begins to accept the receipt of Student Loan Application
Jan.									22th: Regular Check for High Voltage Electrical Apparatus at Taichung
. 2									Campus
2017									1/23-2/28: 2015-16 Academic Year Budget Estimate
									26th: Grade for Graduate Student Thesis Defense Due
									(Graduate Student Affairs)
									27 <sup>th</sup> -Feb 2 <sup>nd</sup> : Chinese New Year
									31st: 1st semester (Fall) Ends
									<b>Before 31st</b> : Faculty Promotion Process:
									1st Semester Faculty Promotion Information Report
									<b>Before 31st : Faculty Promotion Process:</b>
									2 <sup>nd</sup> Semester Newly Hired/Adjoint Faculty Appointment

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Application    Second   Second		X/1- J								Updated According To The Administrative Meeting on March 9 <sup>th</sup> , 2010
S	11	\	S	M	T	W	Th	F	Sat	Events
1   12   13   14   15   16   17   18   2   9   90   21   22   23   24   25   25   3   26   27   28   28   29   20   21   22   23   24   25   25   25   25   25   25   25						1	2	3	4	1st: 2nd Semester (Spring Semester) begins
Special Research Project (MOST) Application Begins   10th   10th   12th   13th   14th   15th   16th   17th   18th   19th   18th   12th   13th   14th   15th   16th   17th   18th   18t			5	6	7	8	9	10	11	1-28th : Academic Year Animal Science Application Survey
Second Processing Property Inventory Check Ends   Second Property Inventory Check Ends   Seco		1	<b>12</b>	13	14	15	16	17	18	
This Winter Transfer Student Registration		2	19	20	21	22	23	24	25	= = = = = = = = = = = = = = = = = = = =
8th: An-Kang Motorcycle Parking Application Deadline 8th: 2md Semester 1th Administrative Affairs Meeting 9th : An-Kang Motorcycle Parking Lucky Draw 13rd: 2md Semester (Spring) classes begin (deadline for tuition payme 2/13-27 : Add/Drop Course (Online) 13th : Open for CMU scholarship application 15th : Deadline for 4th Purchase of Office Supplies 27th : University Property Inventory Check Ends 28th : Peace Memorial Day (Holiday) 2th : University Property Inventory Check Ends 28th : Peace Memorial Day (Holiday) 2th : University Property Inventory Check Ends 28th : 2md Semester Campus Scholarship Application Deadline 8th : 2md Semester Campus Scholarship Application Deadline 8th : 2md Semester 2md Administrative Affairs Meeting 2th : University Course Committee Meeting 2ph : Academic Affairs Meeting 2th : University Course Committee Meeting 2ph : Academic Affairs Meeting 2th : University Course Committee Meeting 2ph : Academic Affairs Meeting 2th : University Course Committee Meeting 2ph : University Course Committee Meeting 2ph : Molecular Scholarship Application 1st : Property Inventory Random Check 4th : Children's Day and Tomb-Sweeping Holiday 1st : Property Inventory Random Check 1st : Property Inventory Random Check 2st : Paddine for 5th Purchase of Office Supplies Before 25th : Faculty Promotion Process: 2md semester promotion: Final Evaluation process by College Teacher Evaluation Committee 29th : University Invention Random Check 1st : Subsidy for Scientist and Technician Short Term Resea Application 1st : Subsidy for Scientist and Technician Short Term Resea Application 1st : Subsidy for Scientist and Technician Short Term Resea Application 1st : Subsidy for Scientist and Technician Short Term Resea 1st : Student Administrative Affairs Meeting 1st : Grades due for Graduating Class 1st : Grades due for Graduating Cl		3	<b>26</b>	27	28					
Seminary										0
Semilar   Semi	Fel									
2/13-27 : Add/Drop Course (Online)   13th : Open for CMU scholarship application   15th : Deadline for 4th Purchase of Office Supplies   27th : University Property Inventory Check Ends   28th : Pace Memorial Day (Holiday)	b 2									
2/13-27 : Add/Drop Course (Online)   13th : Open for CMU scholarship application   15th : Deadline for 4th Purchase of Office Supplies   27th : University Property Inventory Check Ends   28th : Pace Memorial Day (Holiday)	017									· · · · · · · · · · · · · · · · · · ·
15th   Deadline for 4th Purchase of Office Supplies   27th   Student Loan Deadline   27th   University Property Inventory Check Ends   28th   Peace Memorial Day (Holiday)   1.31st   Valuable Equipment Application   6th   20th   20th   21th   22th   23th   24th   25th   25th   27th   28th   29th   20th   20t	'									, 1 0,
15th : Deadline for 4th Purchase of Office Supplies   27th : Student Loan Deadline   27th : University Property Inventory Check Ends   28th : Peace Memorial Day (Holiday)   1.31st : Valuable Equipment Application   6th : 2nd Semester Campus Scholarship Application Deadline   8th : 2nd Semester Campus Scholarship Application Deadline   27th : University Course Committee Meeting   15th : Core-Course Committee Meeting   22th : University Course Committee Meeting   22th : University Inventory Random Check   4th : Children's Day and Tomb-Sweeping Holiday   10th : 2nd Semester 3rd Administrative Affairs Meeting   15th : Deadline for 5th Purchase of Office Supplies   15th : Deadline for 5th Purchase of Office Supplies   15th : University Invention Random Check   22th : University Invention Random Check   2										13th : Open for CMU scholarship application
Name										
Name										27th : Student Loan Deadline
Name										27th : University Property Inventory Check Ends
Name										28th : Peace Memorial Day (Holiday)
1	1					1	2	3	4	1-31st: Valuable Equipment Application
1	Ma		5	6	7	8	9	10	11	
1	rch	5	<b>12</b>	13						_
29th : Academic Affairs Meeting   1-30th : Subsidy for college outstanding faculty Application   1st : Property Inventory Random Check   4th : Children's Day and Tomb-Sweeping Holiday   10-14rd : Midterm Week   10-23th : Midterm Week   10-23th : Midterm Grade Entry   12th : 2rd Semester 3rd Administrative Affairs Meeting   15th : Deadline for 5th Purchase of Office Supplies   Before 25th : Faculty Promotion Process: 2rd semester promotion: Final Evaluation process by College Teacher Evaluation Committee   29th : University Invention Random Check   1-12th : Student Course Withdraw Application   5/1-7/31 : Subsidy for Scientist and Technician Short Term Resear   Application   8-12th : Final Exam for Graduating Class   15th : Grades due for Graduating Class   15th :	1 2(	6	<b>19</b>	20	21				25	15th: Core-Course Committee Meeting
1	17	7	<b>26</b>	27	<b>28</b>	29	30	31		· O
S										
9   9   10   11   12   13   14   15   10-14 <sup>nd</sup> : Midterm Week   10-23 <sup>th</sup> : Midterm Grade Entry   12   30   12   30   12   12   12   12   12   12   12   1										
10   16   17   18   19   20   21   22   22   23   24   25   26   27   28   29   29   10-14 <sup>nd</sup> : Midterm Week   10-23 <sup>th</sup> : Midterm Grade Entry   12 <sup>th</sup> : 2 <sup>nd</sup> Semester 3 <sup>rd</sup> Administrative Affairs Meeting   15 <sup>th</sup> : Deadline for 5th Purchase of Office Supplies   Before 25 <sup>th</sup> : Faculty Promotion Process: 2 <sup>nd</sup> semester promotion: Final Evaluation process by College Teacher Evaluation Committee   29 <sup>th</sup> : University Invention Random Check   13   7   8   9   10   11   12   13   14   14   15   16   17   18   19   20   20   15   21   22   23   24   25   26   27   27   16   28   29   30   31   31   41   41   41   41   41   41										
Before 25th: Faculty Promotion Process: 2nd semester promotion: Final Evaluation process by College Teacher Evaluation Committee 29th: University Invention Random Check  1 2 3 4 5 6 13 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 15 21 22 23 24 25 26 27 16 28 29 30 31  17	Apı									
Before 25th: Faculty Promotion Process: 2nd semester promotion: Final Evaluation process by College Teacher Evaluation Committee 29th: University Invention Random Check  1 2 3 4 5 6 13 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 15 21 22 23 24 25 26 27 16 28 29 30 31  17										
Before 25th: Faculty Promotion Process: 2nd semester promotion: Final Evaluation process by College Teacher Evaluation Committee 29th: University Invention Random Check  1 2 3 4 5 6 13 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 15 21 22 23 24 25 26 27 16 28 29 30 31  17	il.			24	25	26	27	28	29	
Before 25th: Faculty Promotion Process: 2nd semester promotion: Final Evaluation process by College Teacher Evaluation Committee 29th: University Invention Random Check  1 2 3 4 5 6 13 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 15 21 22 23 24 25 26 27 16 28 29 30 31  17	201	12	<b>30</b>							
Say   Final Evaluation process by College Teacher Evaluation Committee   29 <sup>th</sup> : University Invention Random Check	7									**
1 2 3 4 5 6   1-12 <sup>th</sup> : Student Course Withdraw Application   5/1-7/31 : Subsidy for Scientist and Technician Short Term Research   1-12 <sup>th</sup> : Final Exam for Graduating Class   10 <sup>th</sup> : 2 <sup>nd</sup> Semester 4th Administrative Affairs Meeting   15 <sup>th</sup> : Grades due for Graduating Class   15 <sup>th</sup> -6/9 : Administrative Departments: Student Award Suggestion For 29-6/5 : Course selection for 1 <sup>st</sup> semester of 2016 Academic Year										
1   2   3   4   5   6     13   7   8   9   10   11   12   13     14   14   15   16   17   18   19   20     15   21   22   23   24   25   26   27     16   28   29   30   31										
13 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 5/1-7/31 : Student Course Withdraw Application 5/1-7/31 : Subsidy for Scientist and Technician Short Term Research Application 5/1-7/31 : Subsidy for Graduating Class 10 <sup>th</sup> : 2 <sup>nd</sup> Semester 4th Administrative Affairs Meeting 15 <sup>th</sup> : Grades due for Graduating Class 15 <sup>th</sup> -6/9 : Administrative Departments: Student Award Suggestion For 29-6/5 : Course selection for 1 <sup>st</sup> semester of 2016 Academic Year				1	2	3	4	5	6	2) · Oniversity invention Random Check
14   14   15   16   17   18   19   20     15   21   22   23   24   25   26   27     16   28   29   30   31	May 2017	13	7							
Application 8-12th: Final Exam for Graduating Class 10th: 2nd Semester 4th Administrative Affairs Meeting 15th: Grades due for Graduating Class 15th -6/9: Administrative Departments: Student Award Suggestion For 29-6/5: Course selection for 1st semester of 2016 Academic Year										5/1-7/31: Subsidy for Scientist and Technician Short Term Research
16 28 29 30 31 10 <sup>th</sup> : 2 <sup>nd</sup> Semester 4th Administrative Affairs Meeting 15 <sup>th</sup> : Grades due for Graduating Class 15 <sup>th</sup> -6/9: Administrative Departments: Student Award Suggestion For 29-6/5: Course selection for 1 <sup>st</sup> semester of 2016 Academic Year										
15 <sup>th</sup> -6/9: Administrative Departments: Student Award Suggestion For 29-6/5: Course selection for 1 <sup>st</sup> semester of 2016 Academic Year								0	_,	
15 <sup>th</sup> -6/9: Administrative Departments: Student Award Suggestion For 29-6/5: Course selection for 1 <sup>st</sup> semester of 2016 Academic Year										· · · · · · · · · · · · · · · · · · ·
29-6/5 : Course selection for 1st semester of 2016 Academic Year										9
I I I I I I I I I I I I I I I I I I I										
30 <sup>th</sup> : Dragon Boat Holiday										Su": Dragon Boat Holiday

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Mtl	Wkdy 1.	S	M	Т	w	Th	F	Sat	Events
						1	2	3	1st: Li-fu Teaching Building Car Parking Application Starts
	17	4	5	6	7	8	9	10	2 <sup>nd</sup> : Graduate Student Thesis Defense Application Deadline
	18	11	12	13	14	15	16	<b>17</b>	<b>3<sup>rd</sup></b> : Graduation
		18	19	20	21	22	23	24	5 <sup>th</sup> -25 <sup>th</sup> : Final Grade Entry
June		25	26	27	28	29	30		12 <sup>th</sup> -16 <sup>th</sup> :Final Exam
le 2									14 <sup>th</sup> : 2 <sup>nd</sup> Semester 5th Administrative Affairs Meeting
2017									15th: Deadline for 6th Purchase of Office Supplies
7									16th: Li-fu Teaching Building Parking Spot Application Deadline
									27th: Li-fu Teaching Building Parking Spot Lucky Draw
									Before 30th: Faculty Promotion Process: 2nd semester promotion:
									Final Evaluation process by University Teacher Evaluation Committee
								1	1-15 <sup>th</sup> : University Special Topic Research Proposal Deadline
ے ا		2	3	4	5	6	7	8	12th: 2 <sup>nd</sup> Semester 6th Administrative Affairs Meeting
July		9	10	11	12	13	14	15	<b>Before 31st</b> : Faculty Promotion Process:
y 2		<b>16</b>	17	18	19	20	21	22	1st Semester Faculty Promotion Information Report
2017		23	24	25	26	27	28	29	<b>Before 31st</b> : Faculty Promotion Process:
1									2 <sup>nd</sup> Semester Newly Hired/Adjoint Faculty Appointment
									31st : 2nd (Spring Semester) Ends