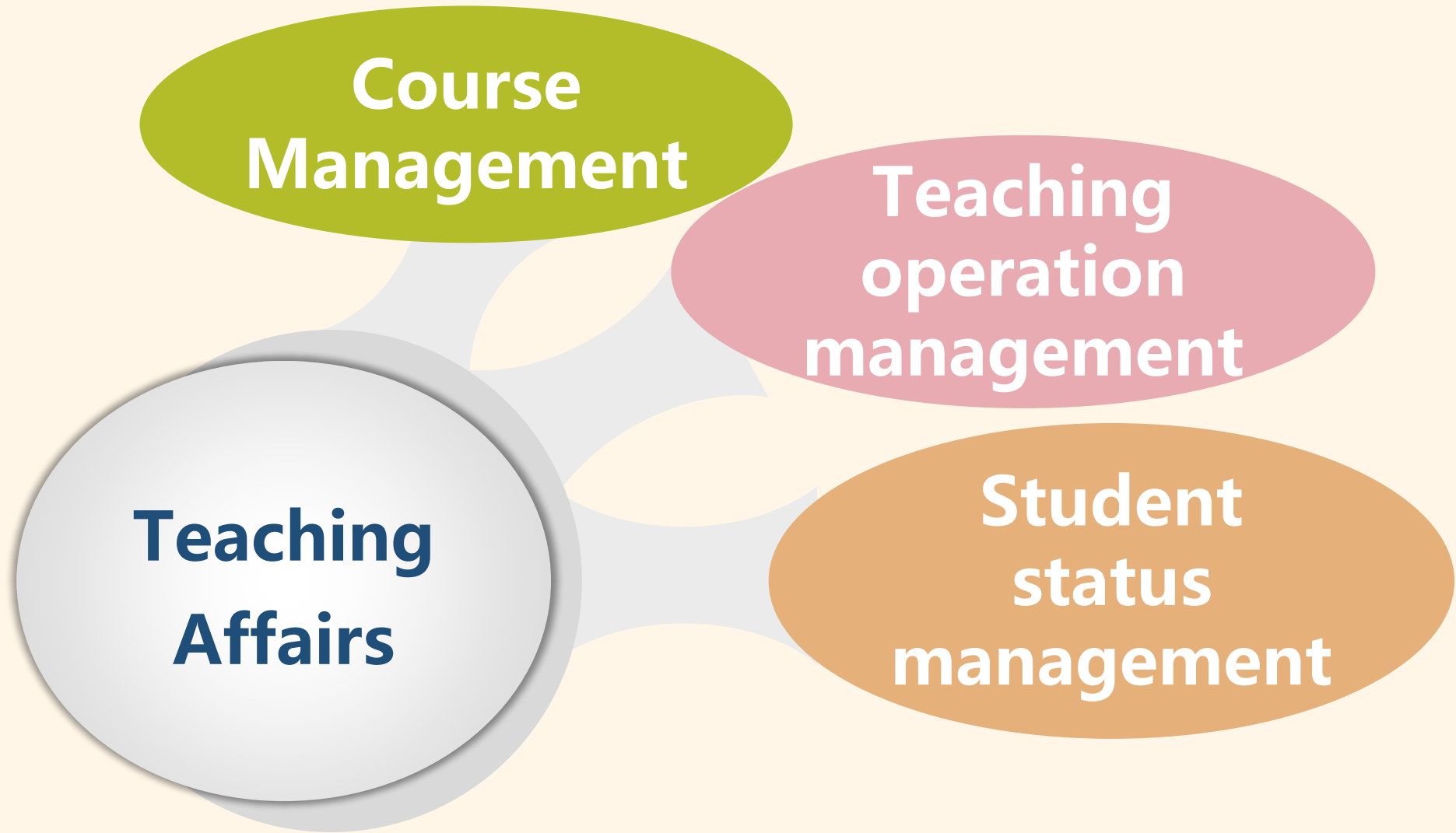


Teaching Affairs Office





Course Management

formulate syllabus

	课程体系	学分	比例 (%)	学时	比例 (%)
必修课	通识必修课	24	22.6%	432	24.8%
	学科基础必修课	33	31.1%	528	30.2%
	专业必修课	25	23.7%	400	22.9%
	必修课 合计	82	77.4%	1360	77.9%
选修课	通识选修课				
	学科基础选修课				
	拓展选修课				
	选修课 合计				
	实践教学	24	22.6%	384	22.1%
	总学分/学时	106	100%	1744	100%



scheduled

**Teaching
operation
management**



**make-up
exams**

**academic
warning**

**academic
warning**



**yellow
warning**

**red
warning**



How many credits you lose will cause you receive yellow warning in one semester?



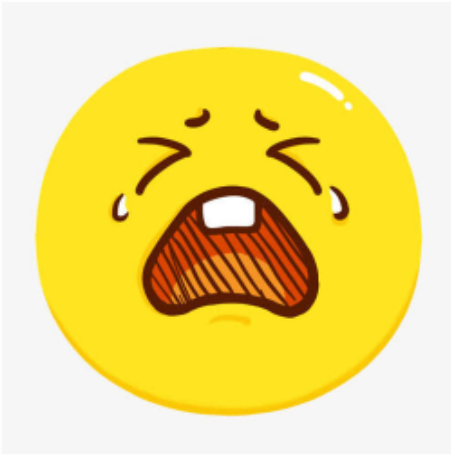
1/3 of the total credits of one semester



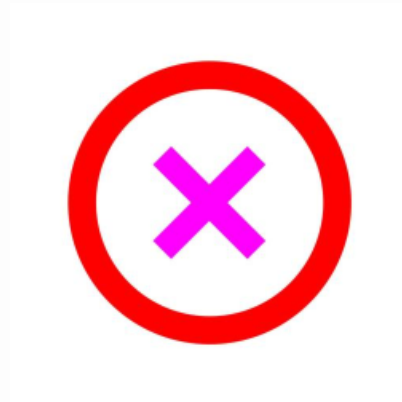
How many credits you lose will cause you receive red warning in one semester?



1/2 of the total credits of one semester



recieve red warning
twice or yellow warning
three times

A collection of small icons including a document with '100', a pencil, a magnifying glass, and a graduation cap.

drop out



If absence in one semester accumulates to the following classes

• up to 20 classes

• up to 25 classes

• up to 30 classes

• up to 40 classes

• up to 50 classes

• staying in school for inspection

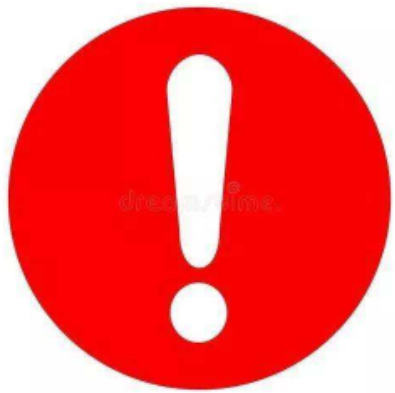
• detention

• expulsion

• warning

• serious warning

Those who are absent from school for up to 75 classes in an academic year should be given





ask for leave

昆明学院国际学生请假申请表

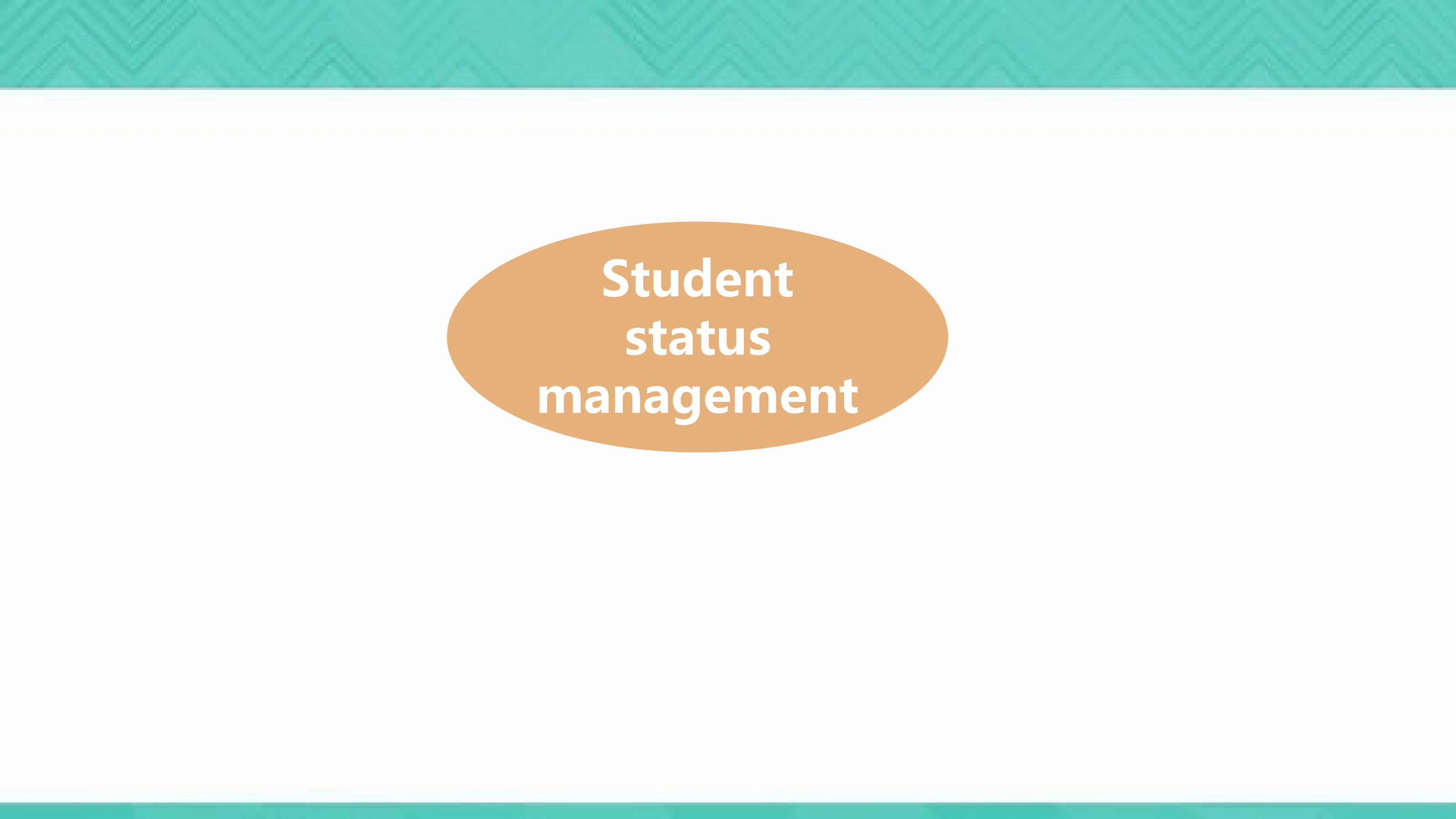
Application Form of Ask-for-Leave for Kunming University International Students

中文名 Chinese Name (if have)		英文名 English Name	
学号 Student Number		护照号码 Passport Number	
国籍 Nationality		联系电话 Tel / Mobile Phone	
院系 Department		专业&班级 Major & Class	
Email			
请假具体内容 Details of Leave	请假天数 Days of Leave: _____ Days 从 From _____ (Y/M/D) 至 to _____ (Y/M/D)	目的地 Destination:	
请假原因 Reason:			
学生签字 Signature: _____ 日期 Date: _____ (Y/M/D)			
<p>学生承诺 Commitment of the student</p> <p>我承诺：我会补习请假期间所缺的课程。请假期间的个人人身财产安全由我本人负全部责任，与学校无关！请批准！</p> <p>I also hereby announce that I will learn the missing courses by myself because of my absence. I will bear full responsibility for my personal and possession security during the period while I am absent, and it is not concerned with the university.</p>			
学生签字 Signature: _____ 日期 Date: _____ (Y/M/D)			
班主任意见 Permission of supervisor		院（系）领导意见 Permission of the Faculty Leader	
签字 Signature: _____ 日期 Date: _____		签字 Signature: _____ 日期 Date: _____	
教务处意见 Permission of Teaching Affairs Department			
签字 Signature: _____ 日期 Date: _____ (Y/M/D)			
国际学院意见 Permission of the School of International Education			
签字 Signature: _____ 日期 Date: _____ (Y/M/D)			
校领导意见 Permission of school leader			
签字 Signature: _____ 日期 Date: _____ (Y/M/D)			

注：回校两天后（周六、周日顺延），到国际学院销假

Could you please register in school of international education when you back University after two days (Except Saturday and Sunday).

- **within three days (including three days) shall be approved by the head teacher**
- **Four to thirty days (including thirty days) shall be approved by the head teacher and the dean of the School of International education**



**Student
status
management**







Those who do not register for no reason will drop out after two weeks



transfer majors

国际学院留学生转专业申请表


Major-Changing Application Form for International Students

姓名 Full Name		性别 Sex		国籍 Nationality		是否欠费 Owing Fees or Not	
原专业 Original Major			学号 Student Number				
拟转入专业 Major Applied for							
转专业理由 Reasons for changing major							
申请人签字 Signature of the applicant: _____ 日期 Date: _____ (Y/M/D)							
转出方意见 Opinion of transferring department							
领导签字: _____ 日期 Date: _____ (Y/M/D) Signature (单位盖章 Seal)							
转入方意见 Opinion of receiving department							
领导签字: _____ 日期 Date: _____ (Y/M/D) Signature (单位盖章 Seal)							
国际学院意见 Permission of the School of International Education							
签字 Signature: _____ 日期 Date: _____ (Y/M/D)							
国际学院领导意见 Permission of the Leader of School of International Education							
签字 Signature: _____ 日期 Date: _____ (Y/M/D)							
教务处意见 Permission of Teaching Affairs Department							
签字 Signature: _____ 日期 Date: _____ (Y/M/D)							

附Notes: 1. 办理转专业手续在注册的一个月内。

Please submit this application form within one month after registration.

2. 凭转专业的通知办理其他手续。



**Examine and
approve the
graduation
qualification**

A decorative graphic featuring a large, pink, irregular shape with a white border and a pattern of pink dots. Inside this shape, the text "Chinese Language Students" is written in a bold, brown font. To the left of the shape are two lollipops, one pink and one green. To the right is a pink ice cream cone with colorful sprinkles.

Chinese Language Students

Thank You!

