

[2024-2nd Semester Engineering Sciences College Additional Course Registration Notice]

English Version

Please review the following information carefully before applying.

1. Important Notes [Please read carefully.]*

a. **Eligibility:** Only students belonging to the College of Engineering (based on major or double major) are eligible for additional course registration. → Students from other colleges should contact their respective administrative office.

b. **(Important)** If there is space available during the general course registration period, you should use the course registration system to apply yourself. (No additional course registration needed)

- General course registration correction period after the start of the 2024-2nd semester:

1. September 2 (Mon) 17:00 ~ 24:00
2. September 3 (Mon) ~ September 6 (Fri) 11:00 ~ 24:00

c. Proceed with additional course registration after capturing and uploading the professor's permission email.

[Example of professor's permission email] "Professor Kim Han-Yang of the course [Course Name] permits student Hong Gil-Dong to register." (※ Capture and upload the entire email conversation for verification)

[Additional Course Registration Method] Hanyang University Portal Login -> Application -> Class -> Course Expansion Application -> Upload professor's permission screenshot



d. Additional Registration Period: **September 4 (Wed) 09:00 ~ September 9 (Mon) 17:00 ★★★★★ [* Strict adherence to the time is required. Late applications will not be accepted.]**

e. For multiple course registrations: Apply separately for each course.

f. Each course has a unique course number. Check the course number and professor.

- [Click here for the 2024–2nd semester course guide]

g. Please read the Academic Affairs Office's 2024–2nd Semester Course Registration Guide.

- [Click here for the 2024–2nd semester course registration guide] (Must read)

h. If your additional course registration request is not processed (registration not possible), (Important) ① If the screenshot of the permission cannot be verified ② If the student's schedule conflicts or exceeds the maximum credits allowed ③ If registering for general education courses (Contact the department managing general education courses at 031–400–5766) ④ If it is a course managed by the Smart Convergence Engineering Department ★★★★★

2. Additional Course Registration Period: September 4 (Wed) 09:00 ~ September 9 (Mon) 17:00 ★★★★★ [* Strict adherence to the time is required. Late applications will not be accepted.]

3. Additional Course Registration Confirmation

a. Expected to be entered by the administrative team from September 10, 2024 (Tue) 10:00 b. Student Confirmation Schedule: From September 11, 2024 (Wed) 09:00, check your registration status directly on HY-in.

- If there are any issues after checking, be sure to contact the administrative team (see '4. Department Contact Information' below). ※ If you fail to contact us due to your own negligence, no assistance will be possible after 16:00 on September 11, 2024. ※ Attendance will be applied from September 11, 2024 (Wed) 13:00 onwards → If not applied, request a new attendance list from the professor.

[2024-2 学期工程学院额外课程注册通知]

Chinese Version

请务必在申请前仔细阅读以下信息。

1. 注意事项 [请仔细阅读]

a. **申请对象**：仅限工程学院（主修/双学位）学生申请额外课程注册。 → 其他学院的学生请联系所在学院行政办公室。

b. (重要)

如果在整体课程注册期间有名额空余，需使用课程注册系统自行申请。（不需要额外注册）

o. 2024-2 学期开始后的整体课程注册修改期：

1. 9月2日（周一）17:00 ~ 24:00
2. 9月3日（周二）~ 9月6日（周五）11:00 ~ 24:00

c. 需在获取并上传教授的许可邮件截图后，进行额外课程注册。

[教授许可邮件示例] “课程[课程名称]的金汉洋教授允许洪吉洞学生注册。”（※请截图上传整个邮件对话以供验证）

[额外课程注册方法]

汉阳大学门户登录 → 申请 → 课程 → 课程扩展申请 → 上传教授许可截图



d. **额外注册期间**：9月4日（周三）09:00 ~ 9月9日（周一）17:00

★★★★★ [* 请严格遵守时间。逾期申请不予受理。]

e. 如果需要申请多个课程：每个课程需单独申请。

f. 每门课程都有唯一的课程编号。请核对课程编号和教授。

o. [点击这里查看 2024-2 学期课程指南]

g. 请仔细阅读教务处的 2024 学年度 2 学期课程注册指南。

o. [点击这里查看 2024-2 学期课程注册指南] (必读)

h. 如果额外课程注册请求未被处理 (无法注册), (重要)

① 如果无法确认许可截图 ② 如果学生的课表时间冲突或超过最大学分限制

③ 如果注册的是通识课程 (请联系通识课程管理部门, 电话 031-400-

5766) ④ 如果是智能融合工程学部管理的课程

★★★★★

2. 额外课程注册期间: 9月4日(周三) 09:00 ~ 9月9日(周一) 17:00

★★★★★ [* 请严格遵守时间。逾期申请不予受理。]

3. 额外课程注册确认 a.

预计于 2024 年 9 月 10 日 (周二) 10:00 由行政团队录入 b.

学生确认时间: 从 2024 年 9 月 11 日 (周三) 09:00 起, 请直接在 HY-in 上检查注册状态。

o. 如果检查后发现问题, 请务必联系行政团队 (见‘4. 各系咨询处’)。 ※
如果因自身疏忽未联系, 2024 年 9 月 11 日 (周三) 16:00 之后将无法提供任何帮助。 ※

出勤记录将从 2024 年 9 月 11 日 (周三) 13:00 起应用 ->

如果未应用, 请向教授请求新的出勤记录。