

1. Log in to [Academic Information system](#)
2. Choose **"Application System of The Oral Defense"** 研究生學位考試
3. Fill in "The expected date of oral defense"
4. Fill in "The location of oral defense" (Check the file of [CTM venue Borrow](#))
5. Fill in "Thesis Title" in both English and Chinese
- \* **Thesis Title / Name of Committee Members** should collect Chinese information
6. Click "Add the committee member of oral defense"

\*At least THREE committee members, one is your primary thesis advisor, and one must be off-campus professor, another one could be either NTHU or off-campus professor.

7. Fill the committee member's name. If the member is student adviser, choose "Yes". If not, choose "No".

Academic Information Systems  
校務資訊系統  
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清華大學 | 計通中心 | 校務資訊組

### 研究生學位考試登錄系統 On-line Application System of The Graduate Degree Oral Defense

系所 Department: 國際專業管理碩士班  
學號 Student ID Number: 103077442  
學生姓名 Name: 楊明明  
連絡信箱 Email: suparec.tawee@gmail.com

預計口試日期 The expected date of oral defense: 民國 106 年 Year 2 月 Month 14 日 Date 12 時 Hour - 分 Minute

口試地點 The location of oral defense: TSMC Room 549 (最長25個中文)

論文題目 (中文) Thesis Title (Chinese):

論文題目 (英文) Thesis Title (English):

口試委員 The committee members of oral defense 新增口試委員 Add the committee member of oral defense

| 指導教授註冊<br>Advisor's information     | 姓名<br>Name | 職稱<br>Title | 學歷<br>Academic background | 經歷<br>Work experience | 校內外<br>NTHU faculty or not | 刪除<br>Delete |
|-------------------------------------|------------|-------------|---------------------------|-----------------------|----------------------------|--------------|
| <input type="checkbox"/>            | 林博文        | 教授          |                           |                       | 校內 On campus               | 刪除 Delete    |
| <input checked="" type="checkbox"/> | 胡美智        | 教授          |                           |                       | 校內 On campus               | 刪除 Delete    |
| <input type="checkbox"/>            | 劉玉雲        | 副教授         |                           |                       | 校內 On campus               | 刪除 Delete    |

說明 Direction:  
1. 當學期結束前可完成各系(所)規定之應修科目與學分數, 可依章則第3條規定提出口試, 惟未能於該學期完成應修科目與學分數者, 該次學位考試成績不予採計。詳細規定請參閱國立清華大學碩士學位考試細則。

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On-line Application System of The Graduate Degree Oral Defense

查詢口試委員  
Select the committee member

請輸入口試委員姓名: 張元杰  
The name of the oral defense Committee member

是否為指導教授 Advisor or not: ☐ 是 Yes ☒ 否 No

查詢 關閉視窗

| 指導教授<br>Advisor's<br>information    | 姓名<br>Name | 職稱<br>Title |
|-------------------------------------|------------|-------------|
| <input type="checkbox"/>            | 林博文        | 教授          |
| <input checked="" type="checkbox"/> | 胡美智        | 教授          |
| <input type="checkbox"/>            | 劉玉雲        | 副教授         |

說明 Direction:

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If you cannot finish the department required courses and receive the credits in that semester, the oral defense will not be accepted. For further information please consult the Oral Defense Regulations of National Tsing Hua University

2. 若無中文論文題目, 請於該欄位填英文論文題目。

If there is no Chinese thesis title, please fill in English thesis title in that column.

3. 考試委員: 碩士請選三~五人, 博士請選五~九人。

Oral defense committee members: Master: 3-5 People; PhD: 5-9 People.

4. 碩士班指導教授以外之考試委員人數應達二分之一(含)以上。

Except for the adviser, other members of the oral defense committee should be more than one-half.

5. 博士班之考試委員須有三分之一以上(含)為校外人士。

At least one third of the members in the doctoral oral defense committee should be people off-campus.

6. 請勾選指導教授, 指導教授中必需至少一人為本校專任教師(本校專任教師退休, 其退休前尚有已持續指導三學年(含)以上之碩士生未完成學位考試者, 經原服務系所、學位學程主管同意, 不受此項限制)。

Please check the advisors. At least one of the advisors need to be a full time professor in NTHU.

7. 送出申請前請確認資料填寫無誤, 送審後如欲修改請向所屬系所提出。

Please make sure all the information is correct before you submit the application. If you want to revise the information after submission, please contact the department office.

表單處理  
Form processing

存檔 Save 如資料尚未確定, 在未送出申請前皆可再修改。  
If the information is not confirmed yet, you can still modify it before submission.

送出申請 Submit the application ☒ 從您的個人信箱(suparee.tawee@gmail.com)寄發審核訊息通知系所  
Send the notification to the department from your personal email address suparee.tawee@gmail.com.

## 8. Click Yes, then "Submit the application"

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If you have finished the department required courses and received the credits before the end of the semester, you can apply for oral defense based on Article 3. If you cannot finish the department required courses and receive the credits in that semester, the oral defense will not be accepted. For further information please consult the Oral Defense Regulations of National Tsing Hua University

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If the information is not confirmed yet, you can still modify it before submission.

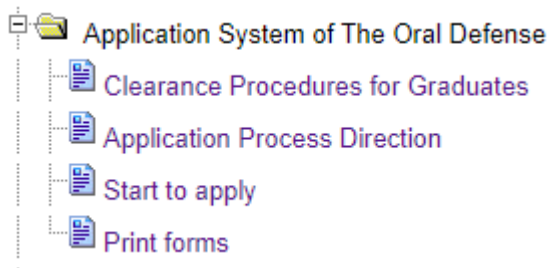
送出申請 Submit the application ☒ 從您的個人信箱(suparee.tawee@gmail.com)寄發審核訊息通知系所  
Send the notification to the department from your personal email address suparee.tawee@gmail.com.

Did you run Turnitin for your thesis?

Please run Turnitin before applying for oral defense!!!

After receiving a oral defense confirmation email, you can start to print out some documents from [the system](#).

## Application System of The Oral Defense/ **Print forms**



Students have to print out below documents:

- ✓ **Advisor Approval Form \*1**
- ✓ **Oral Defense Form \*3**
- ✓ **The Score Sheet of oral defense \*3**
- ✓ **[AACSB Forms](#) \*3** (click hyper link)

\*Except Advisor Approval Form is only for your thesis advisor, the rest of the documents should be prepared for each committee member.

報表列印  
Print forms

請勾選欲列印的報表：  
Please select the form you want to print.

|  |   |
|--|---|
| <input type="checkbox"/>   | 教授推薦書 Advisor Approval Form   |
| <input type="checkbox"/>   | 委員審定書 Oral Defense Form   |
| <input type="checkbox"/>   | 試評分單 The score sheet of oral defense  |
| (請備妥與口試委員總人數相同之份數 Please prepare copies with the same number of the total committee members)   |   |
| <input type="checkbox"/>   | 聘函 employment contract  |
| <input type="checkbox"/>   | 以email寄送聘函 (send the employment contract by email)  |
| <input type="checkbox"/>   | 口試時間 Date of oral defense: 中華民國 0 年 Year / 0 月 month / 0 日 date - - 時 hour : 00 分 minutes |
| <input type="checkbox"/>   | 符合學術倫理聲明書 Thesis/Dissertation Affidavit   |
| <a href="#">國家圖書館博碩士論文延後公開/下架申請書</a> (送交圖論文紙本轉延後公開者務須下載)<br>National Central Library Theses and Dissertations Hard Copy Public Availability Postponement / Removal Request Form (download if needed) |   |

目前您的申請單尚未通過系所審核，僅開放列印部分表件。  
As your application has not been approved by the Department yet, only parts of your documents are available for printing.