

學位論文考試-畢業論文口試申請及填寫注意事項

畢業論文口試申請：

1. 自111學年度起，研究生學位考試申請改採線上申請、下載列印申請書、考試委員名單等，請至系統申請、列印備齊文件送指導教授簽名、送至系辦審查，資料包含：
 - (1) 學位考試申請書（含學術倫理聲明）及應繳文件
 - (2) 學位考試委員名單
2. 操作手冊見教務處畢業專區：
https://www.aa.ntnu.edu.tw/zh_tw/graduate02/postgraduate/graduatedegree01
3. 系統使用問題，請洽教務處研究生教務組邱于芝小姐（電話：02-7749-1099,E-mail:
chihchiu@ntnu.edu.tw）

填寫注意事項：

1. 各學期申請時間及細節，請參見系所網頁最新消息/研究生口試/研究生（博、碩、暑碩）論文口試辦理時間表
2. 考試（口試）委員：
 - (1) 須與計畫口試相同，若有特殊原因須更換，請於申請書手寫註明原因
 - (2) 博士班口試委員須為副教授以上、碩士班口試委員須為助理教授以上；其餘口試委員須符合本系所對於教育部學位授予法第8、10條提及考試委員「在學術上著有成就者」之認定標準，須檢附相關佐證，詳見各班別之修業規定（108學年度第4次系務會議通過）
 - (3) 口試委員資料請務必詳實填寫（至服務單位網頁查詢或與口委確認）
 - * 現職單位請填寫口委「現任或曾任」大專校院之服務單位/職稱，以符合學位考試授予法規定，例如：國立臺灣師範大學/兼任助理教授、XX大學/退休教授
 - * 口委之專職「非大專校院」，請填寫口委現任或曾任「大專校院」兼職之服務單位/職稱，以符合學位考試授予法規定
 - * 本校之退休教師或兼任教師屬校外口試委員
 - * 符合學位考試授予法規定之口試委員，請於申請系統之聘任資格選「符合各學位考試委員職級之教師或院士」
3. 學位論文前三章原創性比對報告：未規定參考值%，須檢附紙本全份報告（包含最後的原創性報告百分比結果），為省資源，可於每張紙上印二頁報告內容、雙面列印
★通過口試、論文定稿之全部章節之原創性比對，規定參考值為15%以下
4. 學生外語能力畢業資格檢定標準：
 - (1) 特教系碩博班（不含暑碩、修習全英語課程學生）：99學年度以後入學者需通過全民英檢中高級初試（或相當等級）。
 - (2) 復諮所碩士班：104學年度以後入學者需通過全民英檢中高級初試（或相當等級）。★符合英語畢業門檻佐證，請上傳教務系統/學生外語檢定審查。審查通過後，查閱「學生修課檢視表」會註記「符合」外語畢業門檻
5. 暑碩班應繳文件「論文指導費收據影本」：論文指導費固定於第2年暑期繳交，論文指導費收據影本可至學雜費繳費系統中下載「註冊繳費證明」，其所載新台幣16,000元論文指導費項目

Thesis Defense Evaluation (Thesis Oral Defense) Application and Filling out Forms Notice

Application:

1. Starting from the 2022 academic year, the application for thesis defense evaluation has been changed to online application. Please first apply online, print the required documents and send them to the advisor for signature, and send them to the department office for review. The documents include:
 - (1) Application form (including declaration of academic integrity) and required documents
 - (2) Thesis oral defense committee list
2. The operation manual can be found in the "Graduation" section of the Office of Academic AffairsOffice:https://www.aa.ntnu.edu.tw/graduation/super_pages.php?ID=0graduation2&Sn=339
3. Please ask Ms. Wang for questions about the use of the system. (Tei:02-7749-1099,E-mail: lichi@ntnu.edu.tw)

Filling out Forms:

1. For the time of application and details of each semester, please refer to the latest information on the website of the department: News/Oral defense/~~Schedule~~-Timetable for Postgraduate Oral Defense Application.
2. Oral defense committee:
 - (1) The oral defense committee member must be the same as the proposal oral defense. If the committee member shall be replaced for special reasons, please write down the reason on application form.
 - (2) The oral defense committee member of the doctoral students must be associate professors or above, and the oral defense committee member of the master students must be assistant professors or above; the rest of the oral defense committee member must meet the requirements of Degree Conferral Act(have done specialized study in the research field of the student who has undertaken the master's degree program). The criteria for the recognition must be accompanied by relevant supporting evidence. For details, please refer to the Academic Regulations of each class.
 - (3) Please make sure the correct information of the oral defense committee member (check the website of the service unit or confirm with the oral committee members)
 - * For the present job, please fill in the service unit/title of the "current or former" colleges and universities of the oral defense committee, so as to meet the rank of each oral defense committee member by the Degree Conferral Act, for example: please fill in: XX University/part-time assistant professor
 - * If the oral defense committee members' full-time job are off-campus, please fill in the part-time job unit/title of the "current or former" colleges and universities of the oral defense committee.
 - *Retired or part-time professors are off-campus professors
3. Comparison report of the first three chapter: The reference value % is not specified, and the full paper report (including the final originality report percentage result) must be attached. Two pages of the report content can be printed on one sheet of paper on both sides.
 - ★The specified reference value is below 15% when passing the oral defense and the originality comparison of all chapters in the final draft of the thesis.
4. Requirement of English proficiency: Not be applicable to those who are studying in the English-Taught Program.
5. Summer class should submit the copy of the receipt of the advisor fee: Not be applicable to those who are studying in the English-Taught Program.