

Defense Application/Graduation Notice

Doctoral Degree

Preliminary Review

Prepare **3 copies** of following documents and submit to MSE office before **Dec. 1st** (Fall semester)/ **May 15th** (Spring semester):

1. Application for Preliminary Reviewing in the Doctoral Dissertation (on package cover) [p.3](#)
2. The form of “Results of the Preliminary Reviewing of Doctoral Dissertations in the Department of Materials Science and Engineering” [p.4](#)
3. The draft of the dissertations
4. The published journals
5. Other required documents

Before the Defense

1. Print the “國立成功大學學生畢業資格審查表” [p.5](#) and the transcript.
2. Submit an **originality comparison report** [p.6](#) (signed by applicant and advisor). For more information, please contact [officer in Library\(#65780\)](#)
3. Login in the website <http://campus4.ncku.edu.tw/wwwmenu/program/mou/> and finish defense application forms.
 - The committee shall consist of 5 to 9 members (for detailed information, please refer to “NCKU Rules and Regulations of Graduation Examination for Graduate Students”)
4. The application date of the defense is due on **Jan. 10th** (Fall semester)/ **July 10th** (Spring semester). Please submit your application forms mentioned above **10 days** before your defense with the signature of your adviser to the MSE office Ms. Lu.
5. It takes time to deal with the paper work, so one will be informed if the works are done. (about 1 hour)
6. The application forms shall be reviewed by different offices. The whole process may take about 1-2 hours.
7. Return the stamped documents to MSE office.

During the Defense

1. Collect the evaluation/grading forms.
2. Collect the signature of the committee and the round trip ticket of the high-speed railway (if any).
3. Keep miscellaneous expenses receipt/invoice.

After the Defense

1. Submit evaluation/grading forms, list of the committee, post office account and receipt, **detailed record of defense**, and certificate of approval(論文證明書) to office within 2 weeks after the defense.

Before Leaving

1. The application to graduation from NCKU ends **1 week** before the new semester begins.
2. Login “Theses and Dissertation of National Cheng Kung University”(<https://thesis.lib.ncku.edu.tw/login/>), and upload the dissertation.
3. Log in “Online Application System for Graduation from

NCKU”(<https://nckustory.ncku.edu.tw/~lou/leave/>) and print.

4. Finish “NCKU MSE Graduate Destination Survey” (<https://reurl.cc/rEpN8Z>).
5. Return the instruments and properties to relevant offices, then submit the Application form for Graduation with a hard copy of dissertation to Mr. Su (old building 2nd floor 4450A), and to MSE Office for a Department Stamp after submitting an **originality comparison report**.
6. Submit another hard copy of dissertation to library and get the stamp from the required office.

*Master Degree: committee member who is not assistant professor nor in the approved list.

*Doctoral Degree: committee member who is not associate professor nor in the approved list.

Please submit "Application for Committee Member's Qualification" to the department office before **March 15** (Spring Semester)/**October 15** (Fall Semester).

博士論文所內初審申請書

Application for Preliminary Reviewing in the Doctoral Dissertation

學生 已修滿 學分，並已具備本系規定博士班畢業資格，茲檢具博士論文完整初稿、著作影本(各三份)及應具資格證明文件如下，請准予舉行本所所內論文初審。

The student has completed the credits and the qualifications required to graduate from the doctoral program of the department. The complete first draft of the doctoral dissertation, the copy of the papers (three copies) and the qualification certificates are as follows. Please review the documents.

本系規定博士班畢業需備資格表（請檢附證明文件）

Please provide following attachments:

☐1.必須在本系認可之著名學術期刊發表(含已被接受)與博士論文相關之第一作者著作至少2篇並附投稿日期時該期刊之JCR排名（本人已發表 篇）。

Publish at least 2 papers related to doctoral dissertation in well-known academic journals recognized by the department and note the JCR ranking (published ____ papers).

☐2.相當多益700分以上英文能力證明。Achieving 700 or higher on the TOEIC

☐3.資格考通過證明。Certificate of qualification

☐4.歷年成績單。Transcript

☐5.成功大學材料系論文比對報告簽名單，經指導教授簽名同意。

The Originality Comparison Report

謹致

指導教授(Advisor's signature)

研究所所長(Chairman's signature)

申請人(Applicant's signature)

中 華 民 國 年 月 日 送件

材料科學及工程學系博士論文初審結果

Results of the Preliminary Reviewing of Doctoral Dissertations in the Department of Materials Science and Engineering

候選人姓名 Candidate			
指導教授 Advisor			
論文題目 Dissertation			
審查結果	<input type="checkbox"/> 符合初審辦法規定 <input type="checkbox"/> 不符合初審辦法規定		
初審小組簽名			
中華民國	年	月	日

(Print 3 copies)

國立成功大學學生畢業資格審查表

系(所)代碼:

☐ 學士

☐ 碩士

學年度

學期

系(所)名稱:

☐ 碩士在職專班

☐ 博士

學生 等 名，畢業資格經審查結果合於畢業規定 名，不能畢業 名，參加暑修 名，檢附歷年成績表，請 複審。

單

位

簽

章

1. 學系(所) 承辦人	2. 學系(所) 主任(所長)	3. 註冊組承辦人
4. 註冊組組長	5. 教務長	

備 註：本表經批示後連同歷年成績表送回註冊組存查

國立成功大學材料科學及工程學系

MSE NCKU

論文比對報告簽名單

The Originality Comparison Report

學號 Student ID : _____ 姓名 Name : _____ 指導教授 Advisor : _____

論文題目 Title : _____

	日期 Date	比例 % Percentage	指導教授簽名 Advisor's Signature	學生簽名 Student's Signature
論文草稿 Draft	_____ YYYY/MM/DD	_____ %	_____	_____
論文初稿 First Draft	_____ YYYY/MM/DD	_____ %	_____	_____
論文完稿 Finalized	_____ YYYY/MM/DD	_____ %	_____	_____

- 本簽名單為離校程序一部分，論文完稿比對完成、師生共同簽名後，交系辦公室留存。
This report is part of leaving procedure. After completing the final version and signed by the student and the advisor, submit to the department office.
- 得分章節完成論文全文比對，唯須詳細標記參考文獻外的各章節比對結果。
The report could be compared by chapter, but need to be marked the comparison results of each chapter outside the reference in detail.
- 無指導教授與學生共同簽名，不受理論文比對報告簽名單與學位考試申請。
Without the signature from the advisor and the student, defense application is not entertained.

註：「論文草稿」為申請學位考試時的版本，「論文初稿」為口試前交予口試委員的版本，「論文完稿」則為離校時所繳交的版本。

Notice: “Draft” means the version of applying for defense; “First Draft” means the version submitted to the committee members; “Finalized” means the version submitted to the National Library before leaving.

分章節比對範例 (數字%非比對標準)

Comparison example by chapter (percentage is not the comparison standard)

國立成功大學材料科學及工程學系

MSE NCKU

論文比對報告簽名單

The Originality Comparison Report

學號 Student ID : _____ 姓名 Name : _____ 指導教授 Advisor : _____

論文題目 Title : _____

	日期 Date	比例 % Percentage	指導教授簽名 Advisor's Signature	學生簽名 Student's Signature
論文草稿 Draft	<u>7/1/2021</u>	<u>CH1. 10%</u>	_____	_____
	<u>7/1/2021</u>	<u>CH2. 15%</u>		
	<u>7/1/2021</u>	<u>CH3. 8%</u>		
	<u>7/1/2021</u>	<u>CH4. 5%</u>		
論文初稿 First Draft	<u>7/10/2021</u>	<u>CH1. 6%</u>	_____	_____
	<u>7/10/2021</u>	<u>CH2. 5%</u>		
	<u>7/10/2021</u>	<u>CH3. 8%</u>		
	<u>7/10/2021</u>	<u>CH4. 2%</u>		
論文完稿 Finalized	<u>7/25/2021</u>	<u>CH1. 4%</u>	_____	_____
	<u>7/25/2021</u>	<u>CH2. 3%</u>		
	<u>7/25/2021</u>	<u>CH3. 5%</u>		
	<u>7/25/2021</u>	<u>CH4. 2%</u>		

- 本簽名單為離校程序一部分，論文完稿比對完成、師生共同簽名後，交系辦公室留存。
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- 得分章節完成論文全文比對，唯須詳細標記參考文獻外的各章節比對結果。
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不分章節比對範例 (數字%非比對標準)

Comparison example regardless of chapter (percentage is not the comparison standard)

國立成功大學材料科學及工程學系

MSE NCKU

論文比對報告簽名單 The Originality Comparison Report

學號 Student ID : _____ 姓名 Name : _____ 指導教授 Advisor : _____

論文題目 Title : _____

	日期 Date	比例 % Percentage	指導教授簽名 Advisor's Signature	學生簽名 Student's Signature
論文草稿 Draft	<u>7/1/2021</u>	<u>16%</u>	_____	_____
論文初稿 First Draft	<u>7/10/2021</u>	<u>10%</u>	_____	_____
論文完稿 Finalized	<u>7/25/2021</u>	<u>5%</u>	_____	_____

- 本簽名單為離校程序一部分，論文完稿比對完成、師生共同簽名後，交系辦公室留存。
This report is part of leaving procedure. After completing the final version and signed by the student and the advisor, submit to the department office.
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