

藝術研究所研究生學位考試申請、提送資料表【正表】

Master's Thesis Oral Defense Application and Document Submission (Form A)

考生姓名 (Name of Applicant): _____ 學號 (Student No.): _____

※所辦提醒 (Notes):

- 學位考試申請最遲須於口試日期**前 15 個工作日**，備齊所有資料後向所辦提出申請，逾期或資料不全者，恕不受理。
Applicants should apply for a thesis oral defense **at least 15 working days** before the date of oral defense, with all required materials ready. Any belated or incomplete application will not be accepted.
- 提交口試委員論文，須於口試日期**前 15 個工作日**，連同其他申請資料送達所辦公室，**統一由所辦寄送**，以免對委員失禮，影響自身權益。
Applicants should provide copies of the thesis to the oral defense committee along with all application materials ready **at least 15 working days** before the date of oral defense to the Institute office to facilitate our delivery service and further administration. Any delayed delivery may cause inconvenience to committee members and affect your oral defense.
- 口試委員口試費為 1000 元，交通費則以「**學校**」地點計算，**費用由學校支付**，全數以匯款方式匯入郵局帳戶，若以其他金融單位入帳者，請提供存摺影本。
Committee members will each be paid NT\$1,000 for the administration of the oral defense while external members will each receive a transportation allowance according to the location of his/her affiliated institution/school. All payments will be made by way of remittance into their post office accounts. Those who would like to have payments deposited into a specific bank account should provide a photocopy of the bankbook.
- 考生得申請 **250 元** 雜費(超過部分得自行買單)，申請**發票/收據抬頭**為「國立成功大學」，統編為「**69115908**」，經費申請後，將於辦理離校時發放。
An applicant is entitled to a maximum subsidy of NT\$250 for expenses related to the oral defense. An applicant shall submit relevant receipts on which National Cheng Kung University is titled as the recipient with its uniform tax number **69115908** to apply for the subsidy, which will be issued by the office during the administration of the graduation procedure.
- 口試時間如有異動，請務必聯繫口試委員，並通知所辦公室。
An applicant must inform all committee members and the Institute office if the defense is to be rescheduled.
論文上傳與離校手續，見本所網頁/所務規章/表單/學生相關法規/國立成功大學藝術研究所離校須知 <http://www.art.ncku.edu.tw/rule.html>。離校應於寒假一開學前／暑假一八月底前辦妥離校，請留意時間掌控，以免影響自身權益。
Applicants may refer to the website of the Institute at <http://www.art.ncku.edu.tw/rule.html> to upload their theses online and apply for graduation by the designated deadline (during winter break before the beginning of spring semester / by the end of August during summer break). Please be aware of the deadline and complete your application for graduation.

※繳交資料 (Submission checklist):

<input type="checkbox"/> 1.所辦備查論文乙本 One copy of thesis in a yellow cover	<input type="checkbox"/> 2.寄送口試委員論文 Copies of thesis for the oral defense committee members	<input type="checkbox"/> 3.歷年成績表 One transcript
<input type="checkbox"/> 4.學位口試申請書(指導教授簽章) One completed application form for the thesis defense	<input type="checkbox"/> 5.口試委員名冊 One roster of committee members	<input type="checkbox"/> 6.論文比對系統結果數據 An originality report

所辦簽收 (Received by the office): _____ 日期(Date of submission): _____

藝術研究所研究生學位口試申請、提送資料【副表】
Master's Thesis Oral Defense Application and Document Submission (Form B)

☐ 已閱讀口試申請／提送提醒

I have read the notes for master's thesis oral defense application and document submission.

考生簽名(Signature of Applicant)： _____

※畢業門檻(Graduation Thresholds Checklist)：

☐ 論文提綱題目：_____

Thesis outline and title: _____

☐ 小論文通過（認證）：_____學年_____學期

Paper presentation/publication accredited in the _____ semester of the _____ academic year

☐ 外語門檻(Foreign Language Proficiency)：

○ 已繳交。_____考試 _____(級/分)

Submission of a proficiency certificate of Level _____ on the test of _____

○ 修習本校_____課程，取得_____學分

Completion of study on the course(s) of _____ with _____ credits

☐ 參與學術活動暨藝文活動點數認證申請表：_____點（104 學年度以後入學者適用）

Credits of attending academic activities according to *The Regulations for Academic and Art Activity Attendance Accreditation*: _____Points

(For applicants admitted since the 2015 academic year)

※108 學年度第 1 學期第 2 次所務會議決議：學生申請學位考試時，提供論文比對系統的結果數據(於 108 學年度第 2 學期起實施)。

【附表】(Appendix Table)

考生姓名 Name of applicant		口試日期 Date of defense	
委員姓名 Name of member	寄送地址 Mailing address		

【本表由所辦留存】 This form is filed in the Institute office as a reference for administration.