

**華德福碩士學位學程畢業口試檢核表**  
 學年度 第 \_\_\_\_\_ 學期

學號： \_\_\_\_\_ 姓名： \_\_\_\_\_ 口試地點： \_\_\_\_\_

口試日期： \_\_\_\_\_ 口試時間： \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ : \_\_\_\_\_

論文題目： \_\_\_\_\_

口 試 委 員	校內/外	姓 名	最高學歷(含校名)	現 職	職 稱

**檢核項目：(請自填下表)**

- 一、 已修畢應修科目及所需畢業學分數。(24 學分，不含論文。檢附歷年成績單一份)
- 二、 已完成論文初稿及提要。(請 email 電子檔至學程負責人信箱)
- 三、 已完成本校學術研究倫理教育課程。(檢附臺灣學術倫理教育資源中心修課證明)
- 四、 已完成【論文相似度比對報告】，相似度指數為 \_\_\_\_\_%(請 email 電子檔至學程負責人信箱)
- 五、 已完成校務資訊系統申請登錄並請指導教授於【指導教授推薦書】上簽名

**簽核流程**

指導教授簽名： \_\_\_\_\_ 日期： \_\_\_\_\_

學程審核： \_\_\_\_\_

校外委員是否自行開車?  
 是， \_\_\_\_\_ 位       否

日期： \_\_\_\_\_

**注意事項：**

1. 口試委員規定事項：
  1. 指導教授為當然委員。
  2. 碩士班口試委員為 3—5 人，指導教授以外之考試委員人數應達 1/2 (含) 以上 **且考試委員中應至少有一人為校外委員**；若有共同指導教授，則指導教授以外的口試委員須佔 1/2(含) 以上。
  3. 指導教授退休後仍在指導學生者，請另覓本校專任教師為共同指導教授方得申請口試。
- 二、因停車幣需事先申請，請務必與校外口試委員確認當天是否自行開車，並於**口試申請時**告知協助申請換幣，請恕無法當天臨時換幣。

# Checking List of Oral Defense

## Academic Year \_\_\_\_\_, \_\_\_\_\_ Semester

Student ID : \_\_\_\_\_ Name : \_\_\_\_\_ Oral Defense Location : \_\_\_\_\_

Date of application(Y/M/D) : \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Time for Oral Defense(Y/M/D) : \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_:\_\_\_\_\_

Thesis Title :

### The committee members

NTHU faculty or not	Name	Highest Education	Current Position	Title

### Check list :

- 1、The transcript of all semesters.
- 2、First draft and the summary of the thesis have been done.(Please email the file to the program’s office)
- 3、Proof of the Online Academic Research Ethics Education Course Completion
- 4、Plagiarism Detection Results and the similarity index of Thesis is \_\_\_\_\_%(Please email the file to the program’s office)
- 5、Online registration is completed and “Advisor Recommendation Letter” has been signed by the advisor.

### Procedure

Advisor’s Signature :

Date : \_\_\_\_\_

Approval by Program Office : \_\_\_\_\_

Do the external committee need to park in NTHU campus ?

Yes , and there are \_\_\_\_\_ members need free parking tokens.      No.

Date : \_\_\_\_\_

### Note :

#### 1. How to comprise the committee :

(1).The advisor serves as a default member

(2).A Master’s degree examination committee is comprised of three to five members.

The members(excluding the advisor & the co-advisor) administering the exam must represent greater than 1/2 of total committee members and **there should be at least one external committee member among the members.** If your advisor is retired when you apply for the oral defense, please find a faculty professor to serve as the co-advisor.

2. As free parking tokens need to be applied for **in advance**, please make sure to confirm with the external committee whether they will be driving. It won’t be able to get the free tokens on the day of oral defense.

