

國立陽明交通大學機械工程系

Department of Mechanical Engineering of National Yang Ming Chiao Tung University

致碩、博士班畢業生：

To Candidates of Master degree and Doctoral degree:

畢業季節即將來臨，請各位同學於舉行論文口試配合下列各事項，謝謝！

The graduation season is around the corner. During the period of the final defense, please follow the rules below. Thank You!

一、口試前 Before the Final Defense：

■先將論文口試推薦書（一份），於口試二週前送系辦，並另行準備論文口試委員會審定書（一份）、口試成績報告表（份數依口試委員人數而定）及學位考試成績資料表（一份）。
（上述文件請至機械網頁下載：

Please submit the recommendation letter for final defense (one copy) to the department office **two weeks before the final defense**. Please also prepare Thesis/Dissertation Verification Form (one copy), Oral Examination Grading Sheets (one copy for each committee member) and Result Table of Oral Examination (one copy). All documents mentioned above can be downloaded at:

碩班 Master's Degree https://me.nycu.edu.tw/zh_tw/Courses1/9/course13

博班 Doctoral Degree https://me.nycu.edu.tw/zh_tw/Courses1/10/course20

二、口試中 During the Final Defense：

■論文口試委員會審定書---僅一份，務請所有口試委員簽名，最後再請系主任簽名
Thesis/Dissertation Verification Form: one copy, required to be signed by all committee members and subsequently signed by the chair of the department.

■口試成績報告表---每位口試委員一份，評分用
Oral Examination Grading Sheets: **one copy for each committee member for grading**

■學位考試成績資料表---僅一份，召集人須簽名（召集人不得為指導教授）
Result Table of Oral Examination: one copy, required to be signed by the committee chair (the committee chair cannot be the advisor)

■校外口試委員口試費領據---（系辦提供），務請口試委員簽名
Detailed list of the fee for final defense participation: one copy (offered by the department office), required all committee members' account information.

三、離校流程 After the Final Defense：

項目 Items	說明 Descriptions
論文本 Thesis/Dissertation (hard copies)	完成碩、博士論文電子建檔（單一入口：圖書館論文上傳系統） ※ <u>圖書館論文上傳系統所需上傳文件</u> 1. 論文全文檔案(含摘要)。 2. 學位論文原創性比對報告。 3. 學位論文學術倫理暨原創性比對聲明書。 4. 學位論文發表形式確認書。 5. 著作彙編之學位論文資訊及彙編學術著作之共同作者貢獻聲明書(著作彙編之學位論文才需上傳此份文件)→非必要 ※ <u>國立陽明交通大學博碩士學位論文格式規範</u> 著作彙編之學位論文應行注意事項規定應納入學位論文文件 1. 學位論文發表形式確認書。 2. 著作彙編之學位論文資訊及彙編學術著作之共同作者貢獻聲明書(著作彙編之學位論文才需加入學位論文)→非必要

	<p>碩士畢業論文： 綠色平裝 2 本 Master's Degree: 2 green paperback copies</p> <p>博士畢業論文： 深藍色精裝 1 本、綠色平裝 1 本 Doctoral Degree: 1 deep blue hardcover copy and 1 green paperback copy</p> <p>*論文請送 1 本至圖書館、1 本至註冊組 Submit one copy to the library and one to the Registrar Division of the Office of Academic Affairs.</p>
<p>單一入口啟動離校系統 (陽明交大校區) Graduation Procedure Form (Registrar Division), Verification of Electronic Thesis/Dissertation (library)</p>	<p>請詳閱畢業離校專區說明(如下網址),指導教授於離校系統簽核後,再至系辦繳交離校資料 https://aa.nycu.edu.tw/aa/ch/app/artwebsite/view?module=artwebsite&id=2476&sermo=2d36403b-437b-4e0b-b497-e9712a8e30cb</p> <p>1.學位考試成績表須送達註冊組， 2.研究生於啟動畢業離校系統前，需至本校圖書館論文上傳系統，上傳「論文摘要及全文電子檔」、「學位論文原創性比對報告」及「學位論文學術倫理暨原創性比對聲明書」，收到系統審核通過 E-mail 隔日始可啟動離校程序。</p> <p>※離校流程順序： 1. 指導教授線上審核同意 2. 系辦審核 繳交畢業資料： 1.論文光碟片、 2.本系碩博班畢業生問卷調查</p> <p>After the advisor signs on the forms to approve, submit the forms to the department officer to sign and stamp on.</p>
<p>論文光碟片 Thesis/Dissertation (soft copies/disk)</p>	<p>封面：請按下列格式製作並至系辦領取光碟貼紙填寫貼上 Cover: Please print the following content on the disk label and paste it on the disk (1) year of graduation (2) student name and id number (3) name of advisor (4) thesis/dissertation title (5) date of graduation 內含：(1)論文全文原始檔(2)論文全文 PDF 檔(3)摘要原始檔(4)摘要 PDF 檔(5)論文口試委員已簽名之審定書(請掃描成圖檔) Contents: (1) full-text original file (2) full-text PDF file (3)abstract in original file (4) abstract in PDF file (5) Thesis/Dissertation Verification Form with required signatures of committee members (please scanned as an electronic file).</p>
<p>本系碩博班畢業生問卷調查表 Questionnaire for graduates of master's degree and doctoral degree</p>	<p>請至以下網址填寫 https://me.nycu.edu.tw/zh_tw/Courses1/9/course13</p>

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