Aug. 2026 – Jan. 2027
Master's Program Graduation Oral Examination Schedule

[Academic Affairs Office Regulations] Students who have completed all required courses and earned the necessary graduation credits may apply for the degree examination with their advisor's approval before proceeding with the thesis oral examination.

Dates and Procedures

【Oct.6 – Oct.27 , 2026 (Deadline) 】

- Thesis Topic Registration - Thesis Topic Submission: (Title in both Chinese and English)
  - Fill out the online thesis title form at Graduate Thesis Title and Supervisor Login System (Chinese title limit: 90 characters; English title limit: 240 characters).
  - Submission deadline: Oct. 27 at 11:00 AM.

【Required Paper Submissions to Department (By Nov. 6)】

- Download

  A. Application Form of Degree Examination (Signed by advisor) (1 copy)

  B. Scope Sheet of Degree Examination (3 copies)

  C. Transcript of Degree Examination (1 copy)

  D. Autography Sheet of Committee Members (2 copies)

- Download by Department website.

  E. Learning Effectiveness Assurance Forms (3 copies)

  F. Advisor-recommended oral exam committee list (1 copy)
    - The oral exam committee consists of 3 members: The advisor recommends 2 members based on expertise, with at least one internal member being a full-time faculty member of the university.

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【Two Weeks Before the Oral Examination】

- Send the draft thesis to the oral exam committee and confirm receipt.

【Before Dec. 15, 2026 Cancellation of Oral Examination】

- If unable to complete the thesis revision in time, students must submit an official cancellation report. Failure to cancel will result in a failing grade, forfeiting one oral exam attempt.

【Before Jan. 17, 2027 Thesis Oral Examination】

- Students must reserve their oral exam schedule and avoid other commitments. Arrive at the venue one hour early to set up and prepare the presentation.
- The dissertation shall, in principle, be made publicly accessible. If the dissertation involves confidential or patent-related matters, or is otherwise prohibited from disclosure by law, and an application for delayed public release is required, such an application must be submitted prior to the degree examination, accompanied by relevant supporting documents. The application shall be reviewed and confirmed by the members of the degree examination committee.

【Thesis Upload】

- Upload the full text of your thesis to the University Electronic Thesis and Dissertation Service System (URL: http://etds.lib.tku.edu.tw/). Once the submission has passed the review, the system will issue a notification of approval, after which the authorization form may be printed.
- Print and submit paper copies: At least 3 (1 copies to the library, 1 to the Academic Affairs Office, and 1 to the department). External committee members' copies must be

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sent by the student.

- Submit the thesis cover page and the similarity check report, both verified and signed by the advisor. Scan the above pages and submit the electronic files to the department office.

【Graduation Clearance and Diploma Collection】

- Complete the clearance process at the Tamsui campus.
- Check the "Graduation Clearance Inquiry Platform"to ensure all procedures are completed.
- Submit the following to the library:

- clearance form (download by Graduation Clearance Inquiry Platform)
- student ID card
- personal stamp
- 2 thesis copies (including 1 original)
- and signed authorization letter
- International students must also submit the international student clearance form before collecting their diploma from the Academic Affairs Office.

Graduation Clearance Inquiry Platform

【Post-Oral Examination Thesis Revisions】

- Upon completing thesis revisions, obtain the advisor's approval and signature on the "Thesis Revision Completion Notification Form."
- Thesis Submission and Graduation Procedures - Submit the final thesis within one month of passing the oral examination. If revisions are needed, students may apply for an extension (maximum of one month). Failure to comply will result in a failing grade (recorded as 69 points).

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【Note】

- According to Article 2, Paragraph 1, Subparagraph 3 of the “Graduate Degree Examination Regulations” of our university, starting from the 2020 academic year, graduate students applying for the degree examination must complete a plagiarism detection report using the online originality checking system, and have it signed and confirmed by their thesis advisor.
  - Our university uses the Turnitin system for thesis similarity comparison.
  - Turnitin link: https://www.turnitin.com/login_page.asp?lang=zh_tw
  - User manual: https://www.igroup.com.tw/turnitin-feedback-studio/ (You can select your role on the left side of the webpage; manuals and instructional videos are included.)
  - For system-related issues, please contact the Reference Services Division of the Quehseng Memorial Library at extension 2365.

Turnitin link

- For further details on the Turnitin plagiarism detection system, thesis submission, and related procedures, please visit:
  - https://reurl.cc/Md8omK (Turnitin registration and manual)
  - https://reurl.cc/6LLoVZ (Thesis submission guidelines)