

Defense Application/Graduation Notice

Master's Degree

Before the Defense

1. Print the “國立成功大學學生畢業資格審查表” p.2 and the transcript.
2. Submit an **Originality Comparison Report** p.3 and **Affidavit of Thesis/Dissertation Originality and Non-Plagiarism** p.6-7. 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 3 to 5 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 ([mou2222](#)), list of the committee, post office account and receipt, and certificate of approval(論文證明書 [mou2227](#)) 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 **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).

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

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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。
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.
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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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畢業論文相似度無抄襲切結書

Affidavit of Thesis/Dissertation Originality and Non-Plagiarism

一、本切結書，依「國立成功大學研究生學位考試細則」與「國立成功大學學生學術倫理案件審議辦法」進行。

This affidavit is issued in accordance with the "NCKU Rules and Regulations of Graduation Examination for Graduate Students" and the "NCKU Regulations for the Review of Student Academic Ethics Violation Cases."

二、研究生學位論文撰寫完成後，應提出經指導教授簽名確認之論文比對原創性報告與本畢業論文相似度無抄襲切結書。

Upon completion of the graduate thesis/dissertation, the student must submit an originality report generated by plagiarism detection software along with this signed affidavit, both of which must be reviewed and signed by the advisor.

三、作業程序 Procedures：

1. 由學生遞交論文相似度比對報告、並簽署無抄襲切結書予指導教授審核，無過度相似或抄襲之虞方可提出口試申請。

The student shall submit the originality report and sign this affidavit, presenting both to the advisor for review. An application for the oral defense may only be submitted once the advisor confirms there are no concerns regarding excessive similarity or plagiarism.

2. 學生提送口試申請表時，須同時檢具論文相似度比對報告及無抄襲切結書。

When submitting the application form for the oral defense, the student must concurrently present the originality report and this signed affidavit.

3. 口試時由學生遞交論文相似度比對報告予口試委員審核。

During the oral defense, the student shall submit the originality report to the defense committee members for review.

【無抄襲切結書 Affidavit of Non-Plagiarism】

本人已完全瞭解學術倫理定義與行為規範，並依據本校「國立成功大學研究生學位考試細則」與「國立成功大學學生學術倫理案件審議辦法」規定，謹此嚴正聲明，本人所呈繳畢業論文確實為本人所研究及撰寫，如有抄襲、違反著作權法或相關實驗、問卷假他人之手等違反學術誠信與倫理之行為時，願自行擔負所有的法律責任，以及概括承受一切後果，與本人之指導教授及口試委員無關。

I hereby declare that I fully understand the definitions and conduct guidelines of academic ethics. In accordance with the "NCKU Rules and Regulations of Graduation Examination for Graduate Students" and the "NCKU Regulations for the Review of Student Academic Ethics Violation Cases," I solemnly state that the graduation thesis/dissertation submitted herewith is entirely the result of my own research and writing. Should there be any violation of academic integrity and ethics—including, but not limited to, plagiarism, copyright infringement, or outsourcing experiments and questionnaires to others—I am willing to bear full legal responsibility and accept all resulting consequences. Such actions bear no relevance to or responsibility on the part of my advisor and the defense committee members.

	學位考試申請人 Degree Examination Applicant
姓名 Full Name	
學號 Student ID	

申請人無抄襲切結簽名 Applicant Signature : _____

Date: (YYYY/MM/DD) _____ / _____ / _____

※備註(比對報告取得方式) Note (How to obtain the originality report) :

學生可免費申請進行檢測比對，申請方式請至本校圖書館，電子資源查詢系統，Turnitin (Plagiarism checker) = Turnitin 論文原創性比對服務，進行線上檢測比對，申請者可先下載學生版使用手冊參考。

Students may apply for the plagiarism check free of charge. To apply, please visit the University Library website, access the Electronic Resources System, and navigate to Turnitin (Plagiarism Checker) to perform the online originality comparison. Applicants are advised to download and review the Student User Manual beforehand.

※請於口試後離校前將此表遞回系辦 Please return this form to the Department Office after your oral defense.