**110學年第1學期（fall, 2021）**

**碩博士學位考試申請、口試安排及相關作業注意事項**

**學位考試申請**

本學期申請考試日期：即日起至**110年11月30日止**

1. 至[**MyNTU /學生專區/課務資訊/碩博士學位考試申請**](https://gra103.aca.ntu.edu.tw/degree/index_main.asp) **輸入資料、列印「學位考試申請書」，連同學位考試成績審核表，經指導教授簽核送所辦公室（不用交成績單）。**

**口試安排作業**

* **至遲於口試二週前：繳交博士學位考試委員名冊**，**並告知所辦公室口試時間及地點。**
* **口試前：所辦將提供**
	1. **委員聘書，自行寄送給口試委員**
	2. **邀請函，自行寄送給口試委員**
	3. **聘函領據，口試當天請口委簽名**
* **口試當天：準備學位考試委員聘函領據、博士論文審定書、口試紀錄表、考試評分表（依據口委人數）。**
* **口試完：將領據、論文審定書、口試紀錄表、考試評分表送回所辦登分存查。**

**本學期學位考試相關期限**

* **舉行學位考試(論文口試)截止日：111年2月8日前**
* 撤銷學位考試截止日：111年2月8日 (需填[**學位考試撤銷申請書**](http://gra103.aca.ntu.edu.tw/gra2007/gra/tienn/%E5%AD%B8%E4%BD%8D%E8%80%83%E8%A9%A6%E8%A1%A8%E5%86%8A/RETURNAPP.doc))
* 繳交學位論文截止日：111年2月14日

**論文繳交：**

* 參見圖書館說明：<https://www.lib.ntu.edu.tw/node/103>

**國立臺灣大學生物資訊國際研究生博士學位學程**

**TIGP Bioinformatics Program, NTU**

**110.10.29**

**Application for Degree Examination, Oral Examination arrangement and other related important matters**

**Apply for degree examination**

* The application for examination this semester：before 30th, November, 2021.
* Go to**MyNTU/ Student section/ Curriculum/ Online Application System for the Oral Thesis/ Dissertation Defenses** for apply. To submit the printed copy with the **Student Examination grade review form** to the program office in NTU after signed by the advisor.

**Oral Examination Arrangement**

* **Two weeks before the oral test: submit Doctoral degree examination committee registration** to the program office in NTU.
* **Prior to the oral examination: (provided by the program office)**
	1. **Committee member letter of appointment**
	2. **Invitation letter: send self-written letter of appointment、invitation letter and thesis manuscript to examiners.**
	3. **Receipt: to ask the signature by the examiners on the day of the oral examination.**
* **On the day of the oral examination: prepare as below.**
	1. **Receipt**
	2. **Certificate of Dissertation Approval**
	3. **Examination Grade Sheet**
	4. **Examination Marking Sheet（the number of documents is prepared based on the number of examiners）.**
* **After oral examination：Submit the Receipt, Certificate of Dissertation Approval, Grade Sheet, Marking Sheet to the program office in NTU.**

**Other related matters to Degree Examination**

* **Conduct Degree examination (thesis oral defense) deadline：before 8th, February, 2022**
* Cancellation to participate in degree examination deadline：**before 8th, February, 2022**
* Submit the thesis (to NTU Library) deadline：**before 14th, February, 2022**

**Theses/Dissertation Submission**

* Refer to the NTU Library’s website: <https://www.lib.ntu.edu.tw/en/node/1788>

**Graduation Process**

* Fill in the alumni form: <https://forms.gle/82CUitKFAT8v6LXe8>
* Receive your degree certificate: bring your **student ID** and go to the “Graduate Academic Affairs Division of the Academic Affairs Office” (2nd floor of the Administrative Building) to receive your degree certificate.
* (Not necessary) Apply electronic degree certificate ( NT $200) : [LINK](https://www.aca.ntu.edu.tw/w/acaEN/UAADService_21080315505398058) of ordering Academic Transcripts or Documents.

**TIGP Bioinformatics Program, NTU**

**2021.10.29**