

113 學年第 1 學期 (Fall, 2024)

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 **2024 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](#) 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 [台大指導教授簽核](#) 送所辦公室 (不用交成績單)。

口試安排作業

- 至遲於口試一週前：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
 - A. 自行製作：邀請函 (會提供 template)
 - B. 所辦提供：[委員聘書 \(自行寄送給口試委員 \)](#)、[停車抵用券](#)

PS. 112-1 學期起，已建臺大帳務資料的口委不用簽領據 (仍會支付審查費)。
- 口試當天：準備 [博士論文審定書](#)、[口試紀錄表](#)、[口試評分表](#) (依據口委人數)。
- 口試完：將論文審定書、口試紀錄表、口試評分表送回台大學程辦公室登分存查。

本學期學位考試相關期限

- 舉行學位考試(論文口試)截止日：**114 年 2 月 4 日前**
- 撤銷學位考試截止日：**114 年 2 月 4 日** (需填 [學位考試撤銷申請書](#))
- 繳交學位電子論文：**114 年 2 月 10 日 (星期一)**
- 繳交學位紙本論文截止日：**114 年 2 月 17 日 (星期一)**

論文繳交：

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

離校手續

- **將論文最終稿電子檔上傳 Turnitin 軟體進行論文原創性檢查，並下載學生原創性檢查報告，總相似度不得過高 (標準由指導教授決定)。**

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

113.10.01

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, 2024.
- 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 in NTU)**
 - A. **Committee member letter of appointment**
 - B. **Invitation letter:** send self-written letter of appointment 、 invitation letter and thesis manuscript to examiners.
- **On the day of the oral examination: prepare as below.**
 - A. **Certificate of Dissertation Approval**
 - B. **Examination Grade Sheet**
 - C. **Examination Marking Sheet** (the number of documents is prepared based on the number of examiners) .
- **After oral examination :**
 - A. Submit the **Certificate of Dissertation Approval, Grade Sheet, Marking Sheet** to the program office in NTU.
 - B. UpSent the manuscript to advisor to complete the “similarity check” before submit the thesis to NTU Library. The similarity under 20% is acceptable.

Other related matters to Degree Examination

1. **Conduct Degree examination (thesis oral defense) deadline : before 4, February 2025**
2. **Cancellation to participate in degree examination deadline : before 4, February 2025**
3. **Submit the thesis (to NTU Library) deadline : before 17, February 2025**

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.