

## Preparation for Thesis Defense Form

(**Two weeks** before the defense date)

Note: If you submit the hard copy in less than two weeks, the office will reject your application immediately. The e-documents are NOT accepted by the office.

Application date: (Stamp by office)

Defense meeting date:

☐ Yes ☐ No Please confirm that the meeting will be held **AFTER** two weeks of this application date

Check all boxes as follows:

- ☐ Thesis Defense Committee List (*English or Chinese*)
- ☐ Thesis Defense Information
- ☐ Certificate of Appointment of Thesis Defense (personalize for each committee)
- ☐ Thesis Approval Form
- ☐ Thesis Defense Grading Form (*Based on the quantity of your Committee Board*)
- ☐ NTNU Thesis Defense Grading Form
- ☐ School Accounting Form
- ☐ Parking Permit (if applicable), Name: \_\_\_\_\_
- ☐ Please certify that you tell two/three committees via email about your thesis meeting on the date of \_\_\_\_\_, 202\_\_.
- ☐ Yes ☐ No Please confirm that the hard copy of the thesis was submitted via surface mail or that the e-thesis via email.

## Attachments

- i. Turnitin Record (*print out the percentage page and sign by advisor with the date*)

### **Instructions:**

Students should prepare all the forms below before the thesis defense meeting. Fill in or replace the **texts in yellow** with your thesis defense information. Print the forms to distribute to advisor/committee members at the defense meeting. After the meeting, please remind your advisor to seal the completed forms in an envelope and return the package to the office.

國立臺灣師範大學國際人力資源發展研究所  
學位考試委員名單

NTNU, Graduate Institute of International Human Resource Development  
Oral Defense Committee List

姓名 Name：

學號 Student ID No.：

論文題目 Title：

口試時間

Date of Oral Defense：

**口試委員 Oral Defense Committee**

姓名 Name	服務機關/系所 Affiliation	職稱 Job Title	專長 Specialty/Professional Area in Research	指導教授 Advisor	校內/校外委員 Internal/ External	聘任資格 Qualification
				Yes		符合各學位考試委員 職級之教師或院士
				No		符合各學位考試委員 職級之教師或院士
				No		符合各學位考試委員 職級之教師或院士

■備註 Notes：

- 依據教育部「學位授予法」第8條及10條規定，如屬於「稀少性或特殊性學科，在學術或專業上著有成就者」，其提聘資格應經系所務相關會議通過。According to the Ministry of Education's "Degree Conferral Law" (i.e., articles 8 and 10), if one intends to invite special professionals to serve on the thesis or dissertation committee, the invitation needs to be reviewed and approved by the department administration and/or relevant department committee.
- 本表隨「論文口試費申請暨印領清冊」至教務處備查。A copy of this form needs to be submitted along with the pay check form for the oral defense committee members.

指導教授親簽 Advisor's signature：

系所主管簽核 Chairman's signature：

Please cut down and attach it to the “Committee Appointment”, and send it with your thesis to your committee members.

國立臺灣師範大學國際人力資源發展研究所論文口試資訊

Thesis Defense Information

Graduate Institute of International Human Resource Development, National Taiwan Normal University

研究生 Student:

電話 Student Tel:

指導教授 Advisor:

電郵 Student Email:

論文題目 Thesis Title:

口試時間 Meeting Date / Time:

口試地點 Meeting Location:

國立臺灣師範大學國際人力資源發展研究所論文口試資訊

Thesis Defense Information

Graduate Institute of International Human Resource Development, National Taiwan Normal University

研究生 Student:

電話 Student Tel:

指導教授 Advisor:

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國立臺灣師範大學國際人力資源發展研究所論文口試資訊

Thesis Defense Information

Graduate Institute of International Human Resource Development, National Taiwan Normal University

研究生 Student:

電話 Student Tel:

指導教授 Advisor:

電郵 Student Email:

論文題目 Thesis Title:

口試時間 Meeting Date / Time:

口試地點 Meeting Location:

國立臺灣師範大學國際人力資源發展研究所  
論文口試委員聘函

**Certificate of Appointment of Thesis Defense Meeting**  
**Graduate Institute of International Human Resource Development**  
**National Taiwan Normal University**

茲敦聘

○○○教授為本系(所) 113 學年度第一學期  
碩士班研究生\_\_\_\_(YOUR NAME)\_\_\_\_學位考試委員會委員，隨函  
謹附論文草稿乙冊。

此 聘

國立臺灣師範大學  
國際人力資源發展研究所所長

民國 113 年 06 月 20 日

國立臺灣師範大學國際人力資源發展研究所  
論文口試委員聘函

**Certificate of Appointment of Thesis Defense Meeting**  
**Graduate Institute of International Human Resource Development**  
**National Taiwan Normal University**

茲敦聘

○○○教授為本系(所) 113 學年度第一 學期  
碩士班研究生\_\_\_\_(YOUR NAME)\_\_\_\_學位考試委員會委員，隨函  
謹附論文草稿乙冊。

此 聘

國 立 臺 灣 師 範 大 學  
國際人力資源發展研究所所長

民國 113 年 06 月 20 日

國立臺灣師範大學國際人力資源發展研究所  
論文口試委員聘函

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**Graduate Institute of International Human Resource Development**  
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○○○教授為本系(所) 113 學年度第一學期  
碩士班研究生\_\_\_\_(YOUR NAME)\_\_\_\_學位考試委員會委員，隨函  
謹附論文草稿乙冊。

此 聘

國 立 臺 灣 師 範 大 學  
國際人力資源發展研究所所長

民國 113 年 06 月 20 日

Thesis Title.....

by

YOUR NAME (First Name Last Name)

A Thesis Submitted to the  
Graduate Faculty in Partial Fulfillment of the  
Requirements for the Degree of  
MASTER OF BUSINESS ADMINISTRATION

Approved by:

\_\_\_\_\_  
Dr. ○○○○○○○○○○  
In Charge of Major Work

\_\_\_\_\_  
Dr. ○○○○○○○○○○  
Committee Member

\_\_\_\_\_  
Dr. ○○○○○○○○○○  
Committee Member

\_\_\_\_\_  
Dr. Cheng-Chieh Lu  
Director of the Graduate Program



**Thesis Title.....**

by

**YOUR NAME (First Name Last Name)**

A Professional Practice Report Submitted to the  
Graduate Faculty in Partial Fulfillment of the  
Requirements for the Degree of  
MASTER OF BUSINESS ADMINISTRATION

Approved by:

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**Dr. O O O O O O O O O**

In Charge of Major Work

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**Dr. O O O O O O O O O**

Committee Member

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**Dr. O O O O O O O O O**

Committee Member

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**Dr. Cheng-Chieh Lu**

Director of the Graduate Program

Graduate Institute of International Human Resource Development  
National Taiwan Normal University  
Taipei, Taiwan  
**June 20th, 2024**

**THESIS DEFENSE GRADING FORM**

(One copy per committee member)

Student	NAME	Date	2024/06/20
Thesis Advisor	Dr. ○○○○○○ ○○○		
Thesis Track	<input type="checkbox"/> Academic Track <input type="checkbox"/> Practical Track		
Thesis Title	THESIS TITLE.....		
Comments			
Total score (100%)			

Committee Member Signature:

\_\_\_\_\_

Date:\_\_\_\_\_

## 國立臺灣師範大學研究生碩博士學位考試成績紀錄表

## NTNU Master's / PhD Thesis Defense Evaluation Form

◎學年度 Academic Period：\_\_\_\_學年度 Academic Year 第\_\_\_\_學期 Semester

◎系/所別 Department/Graduate Institute：國際人力資源發展研究所

☒碩士班 Master (\_\_\_\_年級 Year) ☐博士班 PhD (\_\_\_\_年級 Year)

◎姓名 Name：

◎學號 Student ID No.：

◎論文題目 Title：

(中文 Chinese)

(英文 English)

◎考試日期 Date of Exam：\_\_\_\_年\_\_\_\_月\_\_\_\_日\_\_\_\_時\_\_\_\_分

◎考試地點 Location of Exam：

<b>學位考試委員</b> <b>Thesis Defense Committee Members</b> 碩士：至少3人出席 博士：至少5人出席	<b>考試委員簽名或蓋章</b> <b>Committee Members Signature or Seal</b>	<b>學位論文專業檢核</b> <b>Student Thesis Review</b> <b>符合系所專業領域(請勾選)</b> <b>Meets the professional standards of the department/graduate institute (please check the appropriate box) *Notes</b>
校內委員 Internal Committee Members		<input type="checkbox"/> 符合 Yes <input type="checkbox"/> 不符合，建議修改 No. Revision recommended.
		<input type="checkbox"/> 符合 Yes <input type="checkbox"/> 不符合，建議修改 No. Revision recommended.
校外委員 External Committee Members <b>【須達1/3(含)以上 (Shall make up at least 1/3 of total number of committee members)】</b>		<input type="checkbox"/> 符合 Yes <input type="checkbox"/> 不符合，建議修改 No. Revision recommended.
		<input type="checkbox"/> 符合 Yes <input type="checkbox"/> 不符合，建議修改 No. Revision recommended.
<b>學位考試成績</b> <b>Thesis Defense Grade</b>		<b>系所章戳</b> <b>Seal of Department/Graduate Institute</b>
<b>【以 B-（或百分制70分）為及格;重考以1次為限，重考成績以 B-（或百分制70）登錄。A grade of B- (or 70) and up is considered passing. A thesis defense may be repeated one (1) time maximum, and If passed, a grade of B- (or 70) will be given for the second defense.】</b>		

Notes：學位論文專業檢核依教育部109年3月13日臺教高通字第1090027810號函辦理 Student Thesis Review handled in accordance with MOE letter Tai-Jiao-Gao-Tong No. 1090027810 dated March 13, 2020.

■ 請於舉行學位考試完畢後，將成績於系統上申請並傳送至教務處，紀錄由各系所留存。

Following the completion of the student's thesis defense, please submit this evaluation form to the Office of Academic Affairs with each department/graduate institute maintaining a copy for their records.

國立臺灣師範大學 國際人力資源發展研究所 碩士班112學年度第2學期論文口試費申請暨印領清冊

姓名 及學號	論文題目	口試委員		口試 費	交通 費	小計	簽章	備註(口 試日期)
		服務機關及現 職	姓名					
YOUR NAME  6088603 11	XXXXXXXXXX	National Taiwan Normal University, Graduate Institute of International Human Resource Development/ Associate Professor	X	1000	0	1000		113/6/20
		National Taiwan Normal University, Graduate Institute of International Human Resource Development/ Professor	X	1000	0	1000		
		Ask committee	X	1000				

合計：新台幣

元整

預算科目	金額
款：教學研究及訓輔成本	
項：服務費用	
目：專業服務費	
講課重點、稿費及 出席審查及查詢費	

請購單編號：

：\$

- 一、下列學生共1位，考試委員共3位。
- 二、各口試委員資格由本系、所審核無誤，並檢附口試委員名單送教務處備查。
- 三、俟口試完畢後，始將本件正本送主計室辦理核章撥款事宜。

會辦單位：教務處研究生教務組、主計室

承辦單位

會辦單位

決行

工作簡化逐級授權由教務長決行

# **NTNU Heping Campus I Parking Permit**

## **Application Form**

**(if applicable)**

Please write down the names of your committees if they need to drive to NTNU.

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Defense meeting date: \_\_\_\_\_

Note:

1. Please come to the office to pick up the parking permit card(s) ONE DAY before the meeting date.
2. This form should be completed and attached to this application form. If not, the students have to pay the parking fees for the committees. Each hour is charged for NT 60 dollars.