

EOMP- Graduation & Degree Examination Documents Checklist

<p>Second Qualification Review (Prepare the following documents signed by the advisor, and submit to the College office for review.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> 1. Degree Examination Application Form (J7) <input type="checkbox"/> 2. First draft of the dissertation (<i>formatted according to the Guidelines for Dissertation Specifications.</i>) <input type="checkbox"/> 3. Dissertation summary <input type="checkbox"/> 4. Past transcripts <input type="checkbox"/> 5. List of the degree examination committee members (J8) <input type="checkbox"/> 6. two SCI article published with first author <input type="checkbox"/> 7. Certificate of completing the Research Ethics Education courses (after Academic Year 2019) 6 hours at least 	
<p>During Degree Examination (on the day of the degree examination, prepare the following documents.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> 1. Degree Examination Grading Sheet : Each committee member shall have one sheet. The sheets shall be stamped with the institute's seal. (J4) <input type="checkbox"/> 2. Scoresheet : Showing the scores given by all committee members and signed by the advisor and the head of the institute. (J15) <input type="checkbox"/> 3. Dissertation Oral Defense Verification Letter : Signed by each committee member after the student passes the degree examination. The copy of the verification letter has to be included in the dissertation. The original verification letter shall be kept by the student. (J9) <input type="checkbox"/> 4. Attendance fees for examination committee and list of receipts of transportation allowance (Need signed by each committee member) <input type="checkbox"/> 5. Turnitin originality report 	
<p>After Degree Examination (Prepare the following documents and submit to the College office for review.)</p>	<p>Self-Check</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Original grading sheets <input type="checkbox"/> 2. Score sheets <input type="checkbox"/> 3. Dissertation originality comparison checklist <input type="checkbox"/> 4. Result of Library Turnitin Review <input type="checkbox"/> 5. Attendance fees and transportation allowance <input type="checkbox"/> 6. Dissertation Oral Defense Verification letter 	<p>Office Check</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. 評分表 <input type="checkbox"/> 2. 成績表 <input type="checkbox"/> 3. 論文原創性比對檢核表 <input type="checkbox"/> 4. 畢業論文複核結果 (圖書館信件) <input type="checkbox"/> 5. 考試委員出席費核銷 <input type="checkbox"/> 6. 學位論文口試委員會審定書
<p>Graduation Exit Process</p>	<ul style="list-style-type: none"> <input type="checkbox"/> 1. Fulfill department degree requirement <input type="checkbox"/> 2. Fulfill department dissertation requirement <input type="checkbox"/> 3. Return borrowed items from department 	