登錄學位考試題目及指導教授系統

System of Enlisting Title of Degree Examination and Advising Professor

Secret code is same as in the system of course selection. If secret code is forgotten, it may be found in the course selection system.
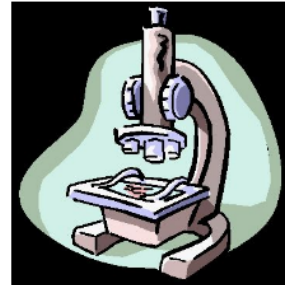
| Student ID Number | 學 | 號： |
| Secret Code | 密 | 碼： |

（密碼與選課系統相同，忘記密碼請至選課系統查詢）

Enlisting   登入   重新設定   Resetting

備註：
（一）申請登錄程序：1.「登錄指導教授」→2.「學位考試申請登錄」→3.「表件列印」→4.申請表件需由申請人親自簽名並檢附修課相關證明文件正本，經指導教授同意後，再由所、院、教務處核定之。

（二）學位考試申請登錄且申請單送至教學組後，如欲更改論文題目，仍可至登錄系統逕自修改；迨「學位考試成績」送達教學組，系統即關閉僅供查詢不得修改。

（三）畢業證書領取程序：各系所應依行事曆規定當學期結束日(第1學期為1月31日、第2學期為7月31日)前，將學位考試成績送教務處登錄，學位考試成績送達於**3個工作日**後，研究生應繳交確已修改完成之學位論文紙本、全文電子檔，並於完成離校程序後，教務處始得發予學位證書。

Note:

I. Procedure of applying for enlisting: 1. Enlisting advisor→2. Applying enlisting for degree examination→3. Enlisting forms→4. Application forms must be signed by the applicant and attached with related verification documents (original copy), then adviser's approval should be obtained, and finally followed by the checking and approving of the Department, the School, and Dean's office for Academic Affairs

II. After applying enlisting for degree examination and the completed application form sent to the Curriculum and Instruction Division, the thesis title may still be changed, if necessary, by the applicant directly through the enlisting system; when the grade of degree examination is received by the curriculum and Instruction Division, this system shall be closed and only information search is allowed, but no more changing allowed

III. Procedure to receive Graduation/Degree Diploma: Every department should follow the work calendar where it is regulated that the grades of degree examination be sent to the Dean's Office for Academic Affairs to get enlisted before the final day of the semester (January 31 for first semester and July 31 for second semester). After 3 working days have passed since when the grade of degree examination reached the Dean's office, the graduate student should submit the finally revised degree thesis including a copy of it in paper form and electronic file of whole thesis. Then, the Dean's Office for Academic Affairs may give the degree diploma after the procedure for school departure is completed.

登錄學位考試題目及指導教授系統

System for Enlisting Title of Degree Examination and Advising Professor (Adviser)

Name 姓名:	Student ID Number 學號:	Department/Institute 系所:

指導教授登錄 Enlisting Adviser	登錄指導教授資料 Enlisting Information about Adviser
學位考試申請登錄 Enlisting Application for Degree Examination	登錄論文題目 Enlisting Title of Thesis
考試委員登錄 Enlisting Members of Examination Committee	登入考試委員 Enlisting Examination Committee Members
List of Names of Degree-Examination Committee Members 表件列印 Printing out of Forms Print-out List of Transportation Fees	學位考試申請表 Application Form for Degree Examination 學位考試委員名冊 學位考試成績單 Grade Record of Degree Examination 論文考試審定書 Decision Report on Thesis Examination 論文指導費、口試費申請表 Application Forms for Thesis Advising 交通費印領清冊 Fee and Oral Examination Fee
修改英檢問卷調查	修改英文檢定問卷調查

Revising Questionnaire Survey on English Proficiency Appraisal

系統登出 Logout System

Revise Questionnaire Survey on English Proficiency Appraisal

指導教授登錄 Enlisting Advising Professor

資料查詢
Searching Information

Student ID Number	學　　號	▮	姓　名 Name	▮
Department/Institute	系所別	▮		
Number of Advisers	指導教授人數	1人 One Person		
Inside-Campus Advisers	校內指導教授	1 ▮　　　2　　　　3		
Outside-Campus Advisers	校外指導教授			

Information Cancellation

[修改資料] [刪除資料] [回系統主選單]

Information Revision　　　　　　　Return to Primary Selection List of System

學位考試申請登錄

資料查詢 Searching Information

Student ID Number	學　　　號			姓　　名 Name				
Department/Institute	系所別							
Number of Advisers	指導教授人數	1人　One Person						
Inside-Campus Advisers	校內指導教授	1		2			3	
Outside-Campus Advisers	校外指導教授							
Thesis Title	論文題目							

Information Cancellation

修改論文題目	刪除資料	回系統主選單

Thesis Title Revision　　　　　　　Return to Primary Selection List of System

考試委員登錄 Enlisting Examination Committee Members

資料輸入 Information Entering

Student Name

Student ID Number 學號	[blank]	姓名	[blank]

Department/Institute 系所別 | [blank] | Examination Chair-person

Names of Committee Members 姓名	服務學校或單位 University or Unit of Employment	Occupation Title 職稱	最高學歷 （含畢業學校及學位） Highest Education Level (Including School and Degree Graduated)	E-Mail	召集人	所內／所外 Inside Institute/Outside Institute
校內老師輸入精靈 Essentials entered by Inside-Campus professors 清除 Cancellation　搜尋老師 Professor Search						○

表件列印 Printing out of Forms

請點選下列表件進行列印 Please select the following forms for printing.

「列印格式設定注意事項」Cautionary Items for Setting Information of Printed Forms

學位論文考試委員名冊	Name List of Committee Members of Degree Thesis Examination
學位論文考試申請表	Application Forms for Degree Thesis Examination
學位考試成績通知單	Notification Sheet for Grade of Degree Examination
論文考試審定書	Decision Report on Thesis Examination
論文指導費、口試費申請表	Application Forms for Thesis Advising Fee and Oral Examination Fee
交通費印領清冊	Receipt Sheet for Transportation Fee

英文格式表件：Certificate Form of Committee Approval (for example)

回系統主選單