**國立中山大學政治學研究所**

**博、碩士研究生論文計畫書口試申請表**

National Sun Yat-sen University Institute of Political Science

Application form of Master/Ph.D students’ oral proposal defense

⮚學生姓名/Student name： ⮚學號/Student number：

* 班別/Program：□博士生/PhD student □碩士生/Master student：

⮚學期別/Academic year： 學年度 第 學期(YYYY/Semester)

⮚口試時間/Time of oral defense：

 年 月 日（星期 ） 午 時 分【YYYY/MM/DD (Week of date)/ Time】

⮚地 點/Place：（由所辦安排）(The place will be arranged by the IPS)

⮚題 目/Title：

⮚口試委員/Committee members：

1. 姓名/Name： （召集人/Committee chair）

單位/職級 Affiliation/Title：

□口試Oral □ 視訊Video □書審Written review（請擇一勾選Please select one of them）

1. 姓名/Name：

單位/職級 Affiliation/Title：

□口試Oral □ 視訊Video □書審Written review（請擇一勾選Please select one of them）

1. 姓名/Name：

單位/職級 Affiliation/Title：

□口試Oral □ 視訊Video □書審Written review（請擇一勾選Please select one of them）

1. 姓名/Name：

單位/職級 Affiliation/Title：

□口試Oral □ 視訊Video □書審Written review（請擇一勾選Please select one of them）

1. 姓名/Name：

單位/職級 Affiliation/Title：

□口試Oral □ 視訊Video □書審Written review（請擇一勾選Please select one of them）

申請人簽章/Applicant Signature: 指導教授簽章/Supervisor Signature:

\*請詳閱下一頁注意事項

承辦人簽章/Case officer's signature: 系所主管簽章/Director Signature:

**注意事項/**Notice**：**

1.召集人不得由指導教授擔任，請與指導教授商榷人選後再行填寫。口委3～5名，所內、外至少1名(含指導教授)，指導教授以外委員應達1/2。

1. The committee chair should not be the student’s advisor. Please fill it in after discussing with the advisor. The committee can contain three to five members, including at least one external member and one from the home institution (the advisor included). The other members should be at least more than the half number of the students’ advisor(s).

2.請檢附歷年成績單，未修畢畢業學分數者，須加附選課正式紀錄或修課規畫，以利審核畢業資格。

Please attach the transcripts from previous years. Those who have not completed the graduation credits must attach the official record of course selection or course planning to facilitate the review of graduation qualifications.

3.研究生完成論文計畫書，經指導教授同意後，於當學年度行事曆規定之期中考、期末考週期間舉行口試，並最遲應於2週前備妥合於格式之論文計畫書（每位口試委員各一本）申請辦理。未能於期限內繳交論文計畫書者，不得依申報時間舉辦。

Students, who complete the dissertation proposal, with the approval of his/her advisor, can hold his/her oral exams during the mid-term and final exam weeks in the calendar of the current academic year. He/She should prepare the dissertation proposal in a suitable format no later than two weeks in advance (One copy for each committee member) to apply for the exam. Those who fail to submit the dissertation proposal within the deadline will not be able to apply for the exam according to the application time.

4.辦理方式以面試為原則，若委員無法親自出席者，可另以視訊或書面審查方式辦理。本所不補助口委住宿費。

The method of oral proposal defense is on the principle of interview. If a committee member is not able to attend in person, he/she can participate via video conferencing or written review. In this case, accommodation fee will not be subsidized.