

The Procedure for Oral Examination of Master Degree

【Application Time】

Master Degree Thesis Examination :

The first semester is October to January. (10/1~1/31)

The second semester is April to July. (4/1~7/31)

※ **It is required to complete all the leaving procedure before the deadline stated on the academic calendar. Otherwise, you need to re-register in the next semester.**

【Documents need to be submitted before Master Degree Examination】

Please submit all of the documents at least **2 weeks** prior oral examination.

1. List of Master Degree Examination Committee Members in **【Appendix 1】**

2. Degree Requirement Sheet 修課狀況調查表 in **【Appendix 5 or 6 or 7】**

Print of Transcript from Student Information System (and the copy version of English Certificate→depend on your advisor)

3. Declaration Form in **【Appendix 4】** .

【Required Documents in the Master Degree Examination】

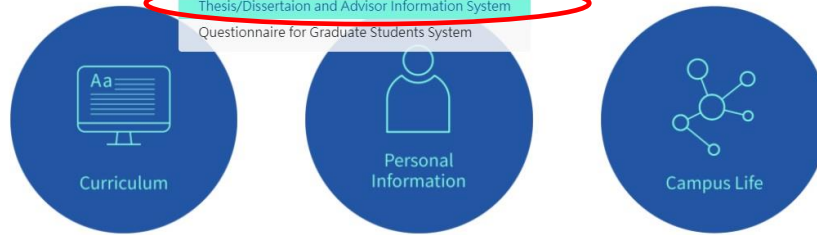
Please download and print out **documents1~3** bellow from [Student Information System](#)

→**Fill in the required information (Thesis title and Advisor) to download the required documents below:**

1. **Qualification Form by Master's Degree Examination Committee**
2. **Forms for Final Oral Defense (master degree)** x(One for each Committee)
3. **Master's Thesis Recommendation Form**
4. **領款收據 Payment Receipts** (One for each Committee) as **【Appendix 2】**
5. Apply for a comparison class by "[Turnitin](#)" from Library website for the thesis. The similarity of the thesis should be under 20%. (One for each Committee)

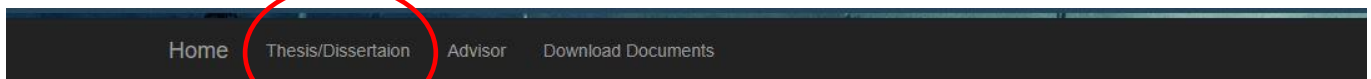
Documents (1-3) should be printed with the **BARCODE** on it!!

A. Click Thesis/ Dissertation and Advisor Information System



- Student Information Management
- Student ID Card Application
- Thesis/Dissertation and Advisor Information System
- Questionnaire for Graduate Students System

B. Fill in the information about your Thesis



Thesis/Dissertation and Advisor Information System

© 2020 - Thesis/Dissertation and Advisor Information System



Department: School of Management, Graduate Institute of Finance, Master's Program

English Name

CHANG, YUEH-KAI

Thesis Title (Chinese)

Thesis Title (English)

Laboratory Room No.

Laboratory Tel.

Edit

※ Degree examination period: fall semester: October to January of next year; spring semester: April to July.
※ Documents related to applying patent with the thesis/dissertation (required for those who want to apply for patent)

C. Choose your Thesis Advisor

Home Thesis/Dissertaion **Advisor** Download Documents Logout 中文

Advisor List

Department (External Included) : (Please Select) Name of Advisor : (Please Select)

Number	Department	Name	Type	Delete
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※ Drag your option directly to change the sequence of Advisors.
※ External Advisor Option is at the bottom of the department list

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D. Print out the three documents with BARCODE on them

Home Thesis/Dissertaion Advisor **Download Documents**

Download Documents

Master's Thesis Recommendation Form

Qualification Form by Master's Degree Examination Committee

Form for Final Oral Defense

© 2020 - Thesis/Dissertaion and Advisor Information System

【Post -Master's Degree Examination】

You should give the three documents to the department office.

1. **Payment Receipts** as 【Appendix 2】 (One for each Committee member)
2. Forms for Master's Degree Final Oral Defense (One for each Committee member)
3. Qualification Form by Master's Degree Examination Committee.

After all of the above documents have been signed, please submit them to the Department Office to get one form with Chairperson's signature (Qualification Form by Master's Degree Examination Committee) back and then scan and put it in the Thesis.

※ There are two ways to pay the oral defense fee:

1. If the committee works in NTUST, please mark 請撥入口試委員帳戶(限校內) on the Payment Receipts. Then, the oral defense fee would be remitted into his/her bank account.
2. If the committee works in other institution, please ask about his/her bank account information in advance, and then he/she has to write those information on the Payment Receipts. Please Mark

匯入校外口試委員帳戶, and the committee have to provide: 銀行(Name of the bank), 分行名稱 (Name of the branch bank), 帳號(Bank account). Please write all those information, then the oral defense fee would be remitted into his/her bank account.

Please note : If your Oral Examination committee members have more than one exam on that day, you and your classmates (with the same advisor) are suggested to create only one payment receipt sheet for each committee member.

【Upload the Thesis】

◎Please confirm your upload is the final version of your dissertation.

https://etheses.lib.ntust.edu.tw/cgi-bin/g32/gswweb.cgi/ccd=6LHxwU/thesis_login? → Website of submission the dissertation

<http://etheses.lib.ntust.edu.tw/cgi-bin/g32/gswweb.cgi/ccd=BTrole/webmge?switchlang=en>

→ website of the library e-thesis system

If you have any other questions, please call the library extension 6196(Monday to Friday, Office Hours).

E-mail : lib@mail.ntust.edu.tw

【Thesis Front Cover】

Thesis front cover is **pink (No. 253)**.

Graduation academic year should be included on the top of the book spine.

【Leaving School Procedure】

To complete leaving procedure from before the designed date on the academic calendar. Please download and fill in the documents.

1. A copy of the thesis to the department (**pink cover**)
2. A copy of the thesis to library (**pink cover**) respectively.

A book spine can adjust the font size according to thickness of thesis; however, graduation academic year should be included on the top of spine.

◎Please download the leaving procedure form from the student information website.

Path: Personal Information → Leaving processes for graduate students

Frequently Used

Curriculum

Personal Information

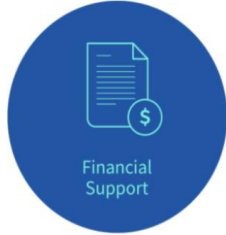
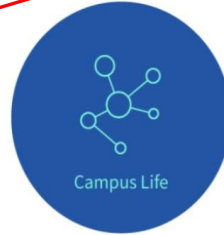
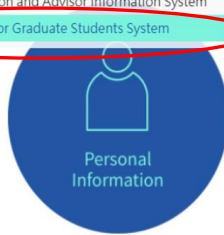
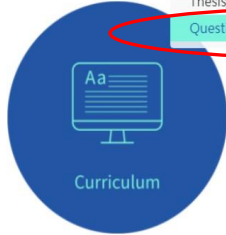
Campus Life

Financial Support

Activities

Resources

- Student Information Management
- Student ID Card Application
- Thesis/Dissertaion and Advisor Information System
- Questionnaire for Graduate Students System



【Appendix 1】 List for Master Degree Examination Committee Members

國立臺灣科技大學 財務金融研究所碩士學位考試委員名冊							
學 號 Student ID							
姓名 Student Name							
指導教授 Advisor	(Please have the advisor sign in this field)						
考 試 日 期 E x a m D a t e							
論 文 名 稱 Thesis Title							
Exam Committees	校內外委員 Internal / external (1)	姓 名 Name (2)	服 務 單 位 Affiliation/Department (3)	職 稱 Faculty Position/ Title (4)	口 試 費 Payment (5)	交 通 費 travel expenses (6)	合 計 Total (7)

*Note 1 (Relevant guidelines pertaining to the Master’s Degree Exam)

1. Each master’s degree graduate student must fill out a copy of this form.
2. Please fill in the complete name for the school and department in the third field, ex: National Taiwan University of Science and Technology Graduate Institute of Finance. For fields 5, 6, and 7, please refer to the “Thesis Oral Exam Fee and Transportation Cost Guidelines” (see Appendix 3).
3. The degree exam takes place once a semester. The oral examination may take place during the oral examination period indicated on the academic calendar. The list of examiners must be filled out within the designated exam application deadline(2 weeks before) to be handed in to the department office for approval

*Note 2 (Relevant guidelines for the school’s Master’s Degree Exam)

1. There should be 3-5 examiners, consisting of at least 2 from within the school (on-campus).
2. Examiners must possess one of the following qualifications: Served as a professor or an associate professor. Served as an academician, a researcher or an associate researcher at Academia Sinica. Received a Ph.D, and obtained academic achievement; academic achievement standards will be determined based on each department’s internal meeting.
3. Adjust faculty members of this school may be off-campus examiners.
4. Examiners must attend the committee meetings in person and may not use a substitute. Degree exam must be attended by at least 3 examiners or the exam will not be held; otherwise the grades for those who have already completed their exams will not be considered.
5. In the event that plagiarism or fraud has been committed by the thesis owner and it has been confirmed by the degree exam committee, a failing grade will be assigned to the individual.

【Appendix 2】碩士口試費領款收據

Payment Receipts

Student ID: _____ Name: _____

匯入校外口試委員帳戶 請撥入口試委員帳戶(限校內)

_____銀行 分行名稱 _____

帳號 _____

國立臺灣科技大學

領款收據

日期 Date: _____ 年(year) _____ 月(month) _____ 日(Day)

領款人姓名 (Committee Member Name)				所屬年度月份	中華民國	年	月份
費別	<input type="checkbox"/> 演講費 <input type="checkbox"/> 撰稿費 <input type="checkbox"/> 審稿費 <input type="checkbox"/> 出席費 <input type="checkbox"/> 鐘點費 <input type="checkbox"/> 命題費 <input type="checkbox"/> 顧問費 <input type="checkbox"/> 工作津貼 <input type="checkbox"/> 臨時工資 <input checked="" type="checkbox"/> 口試費 1000 <input type="checkbox"/> 交通費						
摘要	單位	單位數	單位金	合計金額	代扣繳金額	實發金額	
碩士口試費 Payment	人	1	1000元	1000元	0	1000元	
交通費 Travel Expenses	日						
以上實發金額新臺幣 (國字大寫) _____ 拾 _____ 萬 _____ 仟 _____ 佰 _____ 拾 _____ 元整 業已如數領到無訛 此致 姓名: _____ (簽章) 身分證統一編號: _____ 服務單位及職稱: _____ (校外委員) 聯絡電話: _____ (校外委員) 電子信箱: _____ (校外委員) (外籍人士須附護照影本, 並填妥護照號碼: _____ 國別: _____ 出生年月日: _____)							
戶籍地址	郵遞區號	市 區 里 鄰 路 段 巷 弄 號 樓 縣 鄉鎮 村 莊 街					

經手人 _____ 單位主管 _____ 會計室 _____ 校長 _____

請沿線剪下

填寫說明

- 口試學生須填: ①「日期」; 請填寫口試日期。
 ②「領款人姓名」; 請填寫口試委員姓名。
 ③「所屬年度月份」; 請填寫口試之年度月份
 ④「費別」、「摘要」: 若有交通費 XXXX元, 請勾選 交通費, 並計算摘要金額。
 ⑤領款收據「右上方」; 須註明口試學生姓名、學號
- 委員請填寫: ①「姓名欄」、②「身分證統一編號」
 ③校外口試委員必填「戶籍地址」; 里(村)、鄰, 校內專任教師則免填。
 ④服務單位 (XX大學 XX系) 及職稱 (教授、副教授、助理教授) (校外委員必填)。
 ⑤「聯絡電話」(校外委員必填)。「電子信箱」(校外委員必填)
- Only committee in other institution can get travel expenses. The travel expenses is according to the place he/she works.
- Please give the payment receipts back after you finish the Examination.
- Committee in other institution can get travel expenses once a day. Even if the committee attend several Oral Defenses a day, he/she can get only one travel expenses.

Thesis/Dissertation Defense Fee(Other Institution)

Note: Reimbursement of Thesis transportation fee is based on the standard listed.

校外專家委員交通膳雜費給付標準

(依任職學校或服務單位之地區別判定)

Area	Transportation Fee Payment Standard
台北 Taipei	200
基隆 Keelung	400
桃園 Taoyuan	500
新竹 Hsinchu	800
宜蘭、苗栗 Yilan or Miaoli	800
台中 Taichung、彰化 Changhua、 南投 Nantou	1,500
雲林、嘉義 Yunlin or Chiayi	2,300
台南 Tainan	2,900
高雄、屏東 Kaohsiung or Pingtung	3,200
花蓮 Hualien	3,000
台東地區及外島 Taitung Area and Surrounding Islands	3,700

論文口試費用支付標準 Payment Standard

費用別	給付標準 (交通膳雜費給付標準請參照上表之規定)
Thesis Defense Fee(NTUST)	1,000/person
Thesis Defense Fee(Other Institution)	1,000/person + travel expenses

Declaration Form

I _____, a student of Graduate Institution of Finance in School of Management in National Taiwan University of Science and Technology, hereby declare that all the research work in this thesis

" _____ "

is of my own independent work. All the content and ideas drawn directly or indirectly from external sources were properly indicated, and I will hold the whole responsibilities for any copyright issue.

Name: _____

ID number: _____

Date of birth: _____

Signature: _____ Date: _____

台灣科技大學財務金融研究所碩士班修課狀況調查表 Degree Requirement Sheet

- 一、依本校第 154 次教務會議(99/1/8)，研究生英文必修決議：
 本校研究生（應外系、外籍生與在職專班生除外）均須修習 4 學分英文課程，得以下列擇一採認。且須於申請畢業論文口試前繳附成績單或其他各項證書，以供查核，始得參加畢業論文口試。
 (1) 通過全民英檢中高級複試、TOEIC750 分(含)以上或相同等級之其他英語測驗(分數請參考附錄)。
 *自入學那年往前推算，一年內考取者，或是入學後考取者皆可計入。
 (2) 參加學校暑期英文密集班，獲得結業證書。
 (3) 入學後選修通過大學部英文學分 4 學分(須自付學分費)。
 二、碩士班畢業學分共 42 學分(不含畢業論文)，學分要求如下：
 共同必修：專題研討(一)、(二)、(三)、(四)—四選三，0 學分
 三、入學新生如於大學或專四、五年級就學期間未曾修習「經濟學」、「會計學」、「統計學或微積分」學科者，必須於大學部補修，學分不列入畢業學分。
 四、以上修業規範之審核，委由指導教授審核之。若有爭議，提課程委員會議決之。

姓名 Name :

學號 Student ID :

English certificate	課程名稱或相關英語認證 English Certificate		分數/等級 Score/Level	指導教授簽名 Advisor's signature
	Required Course Title	Credit	Score	指導教授簽名 Advisor's signature
Required courses	<input type="checkbox"/> Investments	3		
	<input type="checkbox"/> Financial Management	3		
Choose Five of the Ten	<input type="checkbox"/> Econometrics			
	<input type="checkbox"/> Macroeconomic Theory/ Managerial Economics			
	<input type="checkbox"/> International Finance Management			
	<input type="checkbox"/> Futures and Options/ Option Pricing Theory			
	<input type="checkbox"/> Seminar on Banking and Finance			
	<input type="checkbox"/> Asset Securitization			
	<input type="checkbox"/> Financial Statement Analysis			
	<input type="checkbox"/> Investment Banking And Mergers Acquisitions			
	<input type="checkbox"/> Entrepreneurial Finance			
<input type="checkbox"/> Business Strategies and Entrepreneurial Finance				
研究生必修	<input type="checkbox"/> Academic Research Ethics	0		
Total Graduation Credits		Credits		

- 基礎必修課程(經濟學、會計學、「統計學 or 微積分」)，請附大學(或專科)成績單，由指導教授針對已修過之課程簽名認證。未於大學部或專四、五年級修過基礎必修課程之同學，請於論文口試前請指導教授針對補修課程簽名認證，以供辦理論文口試審核之用
- 英文證明請附考試證書或成績影本。(以入學該年往前推算 1 年內考取者，或是入學後考取者，皆可計入)
- 研究生於選課時應徵詢指導教授之意見，於論文口試前提供「成績單」供指導教授簽名認可後，交所辦據以辦理論文口試手續。
- 相關課程之認定若有疑義，提課程委員會議決之。

台灣科技大學財務金融研究所碩士班修課狀況調查表 Degree Requirement Sheet

一、依本校第 154 次教務會議(99/1/8)，研究生英文必修決議：

本校研究生（應外系、外籍生與在職專班生除外）均須修習 4 學分英文課程，得以下列擇一採認。且須於申請畢業論文口試前繳附成績單或其他各項證書，以供查核，始得參加畢業論文口試。

(1)通過全民英檢中高級複試、TOEIC750 分(含)以上或相同等級之其他英語測驗(分數請參考下一頁表格)。

*自入學那年往前推算，一年內考取者，或是入學後考取者皆可計入。

(2)參加學校暑期英文密集班，獲得結業證書。

(3)入學後選修通過大學部英文學分 4 學分(須自付學分費)。

二、碩士班畢業學分共 42 學分（不含畢業論文），學分要求如下：

共同必修：專題研討(一)、(二)、(三)、(四)一四選三，0 學分

三、入學新生如於大學或五專四、五年級就學期間未曾修習「經濟學」、「會計學」、「統計學或微積分」學科者，

必須於大學部補修，學分不列入畢業學分。

四、以上修業規範之審核，委由指導教授審核之。若有爭議，提課程委員會議決之。

姓名 Name：

學號 Student ID：

English certificate	課程名稱或相關英語認證 English Certificate		分數/等級 Score/Level	指導教授簽名 Advisor's signature
	Required Course Title	Credit	Score	指導教授簽名 Advisor's signature
Required courses	<input type="checkbox"/> Investments	3		
	<input type="checkbox"/> Financial Management	3		
Choose Five of the Eleven	<input type="checkbox"/> Econometrics			
	<input type="checkbox"/> Macroeconomic Theory/ Managerial Economics			
	<input type="checkbox"/> International Finance Management			
	<input type="checkbox"/> Futures and Options/ Option Pricing Theory			
	<input type="checkbox"/> Seminar on Banking and Finance			
	<input type="checkbox"/> Asset Securitization			
	<input type="checkbox"/> Financial Statement Analysis			
	<input type="checkbox"/> Investment Banking And Mergers Acquisitions			
	<input type="checkbox"/> Entrepreneurial Finance/ Business Strategies and Entrepreneurial Finance			
	<input type="checkbox"/> Mathematics for Financial Engineering			
<input type="checkbox"/> Financial Analytics				
研究生必修	<input type="checkbox"/> Academic Research Ethics	0		
Total Graduation Credits			Credits	

- 基礎必修課程(經濟學、會計學、「統計學 or 微積分」)，請附大學(或專科)成績單，由指導教授針對已修過之課程簽名認證。未於大學部或五專四、五年級修過基礎必修課程之同學，請於論文口試前請指導教授針對補修課程簽名認證，以供辦理論文口試審核之用
- 英文證明請附考試證書或成績影本。(以入學該年往前推算 1 年內考取者，或是入學後考取者，皆可計入)
- 研究生於選課時應徵詢指導教授之意見，於論文口試前提供「成績單」供指導教授簽名認可後，交所辦據以辦理論文口試手續。
- 相關課程之認定若有疑義，提課程委員會議決之。

台灣科技大學財務金融研究所碩士班修課狀況調查表

一、依本校第 154 次教務會議(99/1/8)，研究生英文必修決議：

本校研究生(應外系、外籍生與在職專班生除外)均須修習 4 學分英文課程，得以下列擇一採認。且須於申請畢業論文口試前繳附成績單或其他各項證書，以供查核，始得參加畢業論文口試。

(1)通過全民英檢中高級複試、TOEIC750 分(含)以上或相同等級之其他英語測驗(分數請參考下一頁表格)。

*自入學那年往前推算，一年內考取者，或是入學後考取者皆可計入。

(2)入學後選修通過大學部英文學分 3 學分(須自付學分費)。

二、碩士班畢業學分共 42 學分(不含畢業論文)，學分要求如下：

共同必修：專題研討(一)、(二)、(三)、(四)一四選三，0 學分

三、入學新生如於大學或五專四、五年級就學期間未曾修習「經濟學」、「會計學」、「統計學或微積分」學科者，

必須於大學部補修，學分不列入畢業學分。

四、以上修業規範之審核，委由指導教授審核之。若有爭議，提課程委員會議決之。

姓名 Name：

學號 Student ID：

畢業英文證明【推算至入學前一年】

English Certificate	Score/Level	Advisor's signature

Academic Research Ethics	Credit	Advisor's signature
Semester_____	0	

Required Courses 【6 Credits】【Please Mark ✓】

Required Courses	Credit	Score	Advisor's signature
<input type="checkbox"/> Investments	3		
<input type="checkbox"/> Financial Management	3		

Required Courses 【Choose 5 courses from the six modules. Please Mark ✓ the module and fill in the name of the course, 15 Credits】

Required Courses	Credit	Score	Advisor's signature
<input type="checkbox"/> Research Methods：	3		
<input type="checkbox"/> Financial Institutions：	3		
<input type="checkbox"/> Investment Management：	3		
<input type="checkbox"/> Financial Products and Pricing：	3		
<input type="checkbox"/> Corporate Finance：	3		
<input type="checkbox"/> Other financial related：	3		

Total Graduation Credits	Credits

- 基礎必修課程(經濟學、會計學、「統計學 or 微積分」)，請附大學(或專科)成績單，由指導教授針對已修過之課程簽名認證。未於大學部或五專四、五年級修過基礎必修課程之同學，請於論文口試前請指導教授針對補修課程簽名認證，以供辦理論文口試審核之用
- 英文證明請附考試證書或成績影本。(以入學該年往前推算 1 年內考取者，或是入學後考取者，皆可計入)
- 研究生於選課時應徵詢指導教授之意見，於論文口試前提供「成績單」供指導教授簽名認可後，交所辦據以辦理論文口試手續。
- 相關課程之認定若有疑義，提課程委員會議決之。

【附錄】

英語檢定考分數參照表

考取時間：(104 學年起)自入學那年往前推算，1 年內考取者，或是入學後考取者皆可計入。

分數標準：請參考底下表格黃色標記分數

測驗名稱	全民英檢 (GEPT)		劍橋大學英語能力認證分級測驗 (Cambridge Main Suite)	外語能力測驗 (FLPT-English)		大學校院英語能力測驗 (CSEPT)				電腦化托福測驗 (CBT TOEFL)		IELTS		多益測驗 (TOEIC)		劍橋大學國際商務英語能力測驗 (BULATS)
				(1)	(2)	第一級		第二級		(1)	(2)	(1)	(2)	(1)	(2)	
						(1)	(2)	(1)	(2)							
級數或分數	優級	通過優級測驗者的英語能力接近受過高等教育之母語人士，各種場合均能使用適當策略作最有效的溝通。	Certificate of Proficiency in English (CPE)	--		--		--		287以上		8.5以上		990以上		ALTE Level 5
	高級	通過高級測驗者英語流利順暢，僅有少許錯誤，應用能力擴及學術或專業領域，英語能力相當於國內大學英語主修系所或曾赴英語系國家大學或研究所進修並取得學位者。	Certificate in Advanced English (CAE)	240	315	--		--		250	287	7.0	8.5	900	990	ALTE Level 4
	中高級	通過中高級測驗者英語能力逐漸成熟，應用的領域擴大，雖有錯誤，但無礙溝通，英語能力相當於大學非英語主修系所畢業者。	First Certificate in English (FCE)	195	240	--		240	330	213	250	6.0	7.0	750	900	ALTE Level 3
	中級	通過中級測驗者具有使用簡單英語進行日常生活溝通的能力，英語能力相當於高中職畢業者。	Preliminary English Test (PET)	150	195	170	230	180	240	173	213	4.0	6.0	650	750	ALTE Level 2
	初級	通過初級測驗者具有基礎英語能力，能理解和使用淺易日常用語，英語能力相當於國中畢業者。	Key English Test (KET)	120	150	130	170	---		133	173	3.0	4.0	500	650	ALTE Level 1

註一：上述各項測驗之性質、目的、內容、目標對象、施測方式均略有差異，建議審慎使用本參考表。

註二：上述測驗間之成績比較，為一般性之比較，僅供外界作初步參考。如需精準之成績對照，尚須進行多項實證研究，如同期效度研究等。

註三：教育部一般公費留考之英語能力認定標準：通過全民英檢中級複試、外語能力測驗(總分180分與口試S-2)、CBT TOEFL(173)、IELTS (Band Score 6)、通過Cambridge Main Suite (PET)。

註四：電腦化托福測驗(新制)與2000年以前之舊制托福成績對照，請查閱 TOEFL Concordance Tables (<http://www.ets.org/toefl/academics/toefltables.html>)。