

# Important Requirements for Oral Defense & Graduation Application

## Before Oral Defense:

1. The committee members of oral defense should include both IoC and the department of applied chemistry. For example, 5 members should include 3 from IoC and 2 from NYCU.
  2. You should have at least 5 members in the committee, but no more than 7.
  3. After confirming the date and venue of oral defense, you need to submit all the required documents to SCST office **FOUR WEEKS** before the day of your oral defense.
    - a. Oral Defense Application
    - b. Recommendation form
    - c. Transcripts of PhD study
    - d. 2 Papers
    - e. Research Ethic Course Certificate
    - f. Thesis Format Form (Updated on Jan. 25, 2024)
    - g. Information and Co-author Contribution Statement of Thesis by Publication (all the authors are required to sign)
    - h. Plagiarism Check Results (with advisor's signature on the cover page)
- \* Other regulations please refer to Graduation Requirement on SCST website.

## One Day Before Oral Defense:

Please prepare the following documents:

- a. Thesis Approval Form
- b. Grading Sheets (for every committee member)
- c. Thesis Defense Grading Sheet
- d. Plagiarism Check Results
- e. Information and Co-author Contribution Statement of Thesis by Publication

## On the Day of Oral Defense:

Please submit all the forms after the examination:

- a. Thesis Approval Form
- b. Grading Sheets (for every committee member)
- c. Thesis Defense Grading Sheet
- d. Plagiarism Check Results (request every committee to sign)
- e. Information and Co-author Contribution Statement of Thesis by Publication (request every committee to sign)

**After the Oral Defense:**

Please return the following completed documents to the SCST office or DAC office:

- a. Thesis Approval Form
- b. Grading Sheets
- c. Thesis Defense Grading Sheet
- d. Plagiarism Check Results

\* You can find all the required documents on the SCST website.

**Notice:**

If you do not have co-advisor from NYCU, please be reminded to list the Director of Department of Applied Chemistry as your co-advisor in every required form.