

If you have online oral defense, there are few changes in procedures, please read and follow the new announcement:

Before Oral Defense:

1. Master Thesis Defense requires at least 3 committees (**if you have co-advisor, then at least 4 committees**), including advisor and an off campus professor.
2. Turn in “**Application Form for Master and Phd's examination by video**” in advance. **The whole oral defense must be recorded** and sent to ISA office (sjhuang@cs.nthu.edu.tw) for future reference. (<https://isa.site.nthu.edu.tw/var/file/182/1182/img/808979814.pdf>)
3. “**Advisor's recommendation letter**”: please mail this to the advisor for signature, then mail a copy or scan file to ISA.
4. “**Committee members' approve form**”, “**The score sheet of oral defense**”, and “**Receipt for oral defense fee**”: send one of each to each committee (please send this to them the day before oral defense, and ask them to mail the scanned signature or electronic signature to the advisor after the oral defense).
5. Send the “**Thesis plagiarism checking report from Turnitin**” to your advisor for signature, and mail it to the committees and ISA office.

After oral defense:

Please ask your advisor to mail documents No. 3~4 to ISA office.

If your advisor asks you to collect, then you collect them and mail to ISA instead.

After advisor approve your thesis, you may start uploading to library and leaving school process.

If you have any questions, or if you have your oral defense date and list of committee members, please inform ISA office as soon as possible.

Thank you very much, and hope to see you soon.