

國際人工智慧管理研究所 碩士生 Proposal & Defense SOP

一年級:

完成學術倫理課程

上 SSO 線上申請指導教授，系統中印出**指導教授提報單**
連同**指導教授同意書***送至所辦

第三學期:

Proposal 不用線上申請 需在學期結束前 完成 Proposal
Proposal 前一周 交**碩士班論文計畫審查申請書** 送至所辦
Proposal 結束後 交**論文計畫書評審表** 送至所辦

第四學期

上 SSO 申請 Final defense 印出:

- 1.**學位考試申請書***
- 2.**學位考試申請審核表*** 送至所辦
(口試委員請與指導教授討論，校外口試委員人數需超過總人數 1/3)
- 3.若校外委員是第一次來雲科大，需先填寫「**校外人員劃帳申請表**」建立金融帳戶
- 4.**評分表**、**總評分表** 在口試時交給委員評分填寫
- 5.口試結束後校外委員需提供**收據**，每位學生口試費用為\$4000，通常分配校外委員\$2000，校內委員\$1000，若有其他分配方式請主動告知系辦。
- 6.指導教授另有每位\$4000 指導費。

Final defense 至少一周前 告知系助確切考試時間
結束後繳交 **評分表**、**總評分表** 送至所辦

論文修改完後 上傳至圖書館系統

藍色→系網 表單下載 **黃色**→申請時於 SSO 列印

*表示需指導教授親簽

IAI Thesis & Defense Timeline (Master's Program)

First Year

- Completion of the academic ethics course
- Apply for your thesis advisor online via SSO.
- Print out the **Advisor Proposal Form**(指導教授提報單) from the system.
- Submit the **Advisor Proposal Form**(指導教授提報單) along with the **Advisor Consent Form***(指導教授同意書) to the department office.

Third Semester

- **Thesis Proposal:** Online application is not required, but the proposal must be completed before the end of the semester.
- **One week before the Proposal:** Submit the **Master's Thesis Proposal Examination Application**(碩士班論文計畫審查申請書) to the department office.
- **After the Proposal:** Submit the **Thesis Proposal Evaluation Form**(論文計畫書評審表) to the department office.

Fourth Semester

- Apply for the **Final Defense** online via SSO and print out:
 1. **Degree Examination Application Form***(學位考試申請書)
 2. **Degree Examination Application Review Form***(學位考試申請審核表)
(Please discuss the selection of committee members with your advisor. The number of external committee members must exceed one-third of the total committee.)
 3. If an external committee member is visiting YunTech for the first time, they must complete the "**External Personnel Payment Application Form**" in advance to set up a financial account.
 4. **The evaluation form and overall evaluation form** should be given to the committee members during the defense for scoring.

5. After the defense, external committee members are required to provide a **receipt**. The defense fee is NT\$4,000 per student, typically allocated as NT\$2,000 for external members and NT\$1,000 for internal members.
If there is any different arrangement, please inform the department office in advance.
6. The advisor will receive an additional NT\$4,000 supervision fee per student.

Inform the department assistant of the exact exam time at least one week in advance and submit the evaluation forms and overall evaluation form after the Final defense.

Blue text = Download forms from the Department website

Yellow text = Print from the SSO system during application

***** = It must be signed by your advisor before submission to the department office