中興大學食品暨應用生物科技學系
研究生離校流程

Department of Food Science and Biotechnology, NCHU
Graduate Program Graduation Clearance Procedures

一、論文考試(口試)成績以 70 分為及格。

I. The passing score for the dissertation (oral) defense is 70.

二、請學生務必上教務資訊系統確認中英文論文題目及口試日期與紙本的「學位考試結果通知書」一致，如果「學位考試結果通知書」的內容有塗改，需請指導教授在塗改處簽名或核章，才能跑離校流程。

II. Students must verify that the English and Chinese titles of their thesis and the date of the oral defense in the Academic Affairs System are consistent with those on the hardcopy "Degree Examination Result Notification Form."
If there are any corrections or alterations on the notification form, the advisor must sign or stamp the corrected areas for the graduation clearance process to proceed.

三、離校手續前先行完成下列事項：

(1)先至圖書館上傳電子論文。(請於 8/25 前提前上傳)

(2)填寫本系「畢業生離校問卷」。(系上網頁)

(3)填寫校方「離校問卷填答」及「UCAN 職場共通職能診斷問卷」。(興大單一路口→教務系統)

III. Please complete the following steps before starting the graduation clearance procedures:

(1) Upload your electronic thesis to the university library system. (Please upload in advance by August 25**)**

(2) Fill out the department's **"Graduate Exit Survey"** (available on the department website).

(3) Complete the university's **"Graduation Exit Survey"** and **"UCAN Core Competency Assessment"** via the **NCHU Portal → Academic Affairs System**.

四、離校當天準備資料：

(1)論文 2 本先至系辦蓋章之後繳交給圖書館。(系上不留存)

(2)列印「畢業離校手續單」及攜帶『論文考試結果通知書』，請先給指導教授簽名，再至系辦蓋主任章。(畢業離校手續單必須請指導教授親筆簽名，不接受蓋章)

(3)攜帶圖書館核准『論文授權書』正本(學生親筆簽名)。

IV. Documents to Prepare on the Day of Graduation Clearance:

(1) **Two hardcopies of your thesis** must be stamped at the department office and then submitted to the library. (The department does not keep copies.)

(2) Print the **"Graduation Clearance Form"** and bring the **"Degree Examination Result Notification Form."** Have your advisor sign them first, then bring them to the department office for the chair's stamp. (**The Graduation Clearance Form must bear your advisor's handwritten signature; stamps are not accepted.**)

(3) Bring the **original copy** of the **"Thesis Authorization Form"** approved by the library, signed by the student.