

## **Notes for Degree Examinations of GIAS Students**

**When making an application, fill out the application form and submit the following documents:**

1. Application for the Master Degree Examination (Format 1)
2. A academic transcript over the years
3. Letter of Recommendation from the Thesis Adviser (Format 2)
4. Proposal of M.S. Thesis
5. Have attended an international academic symposium. (Provide the attachment, ex: program book, schedule, abstract, picture...)
6. Proof of teaching assistant training. (For students from abroad, such training can be exempted.)
7. Similarity Report of thesis
8. CMU Graduate Student Academic Ethics Statement

**\* Submit the proposal to oral defense committee members one week before the oral defense**

**P.S. Please write thesis in accordance with the regulations of format Description.**

**Note for Graduation and leaving school:**

1. Please send the thesis digital file to office before upload the thesis on the internet. Make sure the format is correct.
2. Upload the thesis on the internet. Website: <http://etds-lib.cmu.edu.tw>
3. Hand in the thesis 3 for institute office, 3 for library.  
Thesis Code: 「論文編號：GIAS-Academic Year of Graduate -student ID first 3 digits & last 3 digits」
4. Send thesis digital file to Institute office (email: [gias@mail.cmu.edu.tw](mailto:gias@mail.cmu.edu.tw))

**\* The procedures of leaving school shall be completed in the semester when the graduation conditions are completed, until January 31st in the first (fall) semester and until August 31st in the second (spring) semester; if the student fails to complete the conditions according to the specified time limits, s/he has to register for the next semester in order to leave school.**