

Wenzao Ursuline University of Languages
Master's Thesis Defense Application Form

academic year semester month

Graduate Institute		Program	<input type="checkbox"/> Master's program ____year <input type="checkbox"/> Master's on-job program ____year
Name		Student ID No.	
Thesis title	Chinese: English:		
Advisor's comments	(signature)		
Graduate institute's review of student's graduation qualifications	1. Completed years of study: 2. Number of credits required for graduation (according to each graduate institute): 3. Number of credits earned for degree: 4. Has the student passed the proposal hearing? Review by the graduate institute: (please check) <input type="checkbox"/> 1. This student has met requirements to apply for thesis defense. <input type="checkbox"/> 2. This student has not met requirements to apply for thesis defense. * <input type="checkbox"/> Student has not completed the number of credits required by the graduate institute. * <input type="checkbox"/> other Signature of staff of graduate institute: _____ Signature of Dean of graduate institute: _____ Signature of Dean of college: _____		
Proposed date of thesis oral defense	yyyy	mm	dd

1. Applicants should complete this form, seek approval from their advisors and submit the form to the office of the pertinent graduate institute with 4 copies of the thesis.
2. Graduate students who meet the following requirements may apply to defend their theses:
 - (1) the student has completed or will complete in the current semester all required courses and meet all requirements of the graduate institute.
 - (2) Two months have passed since the student has passed his/her proposal hearing.
3. Deadlines for submitting thesis oral defense applications: January 10 for the 1st semester, July 10 for the 2nd semester.
4. Dates for thesis oral defenses: from November 1 to January 31 for the 1st semester, from May 1 to July 31 for the 2nd semester.
5. Issuing of Master's degree diplomas: January and June are the diploma issuing months. Students who complete oral defenses before January 31 are considered to be graduating in the 1st semester and receive diplomas dated January. Students who complete oral defenses before July 31 are considered to be graduating in the 2nd semester and receive diplomas dated June. Graduate students must complete exit procedures within a month after the date on their diplomas. Students who miss the deadline must register for the following semester and pay tuition and fees. Their graduation date is postponed until the next diploma issuing month.