Master's Degree Application for Thesis

First Semester
(It will be accepted at any month of the semester)

Step 1: Fill out the **Form 1**. This form must also be signed by both chosen advisor and the advisee. This chosen advisor is a faculty member of the department for the thesis writing.

Second Semester
(It will be accepted at the end of May)

First semester
Application of Research proposal <at least first 3 chapters>
(Before *November*)

Step 2: Fill out the **Form 2**. It must be filled out a month before the preferred scheduled of Pre-Oral. This form indicates the interview time. The advisor and the advisee set the schedule. Hereafter, this form must be submitted to the department office for documentation purposes.

Second semester
Application of Research proposal < at least first 3 chapters >
(Before *April*)

First Semester
Master's Thesis Proposal (Present month of *December*)

Step 3: The researcher (advisee) will present his or her study before the panel who shall give recommendations and suggestions to improve the researcher's study. (Fill out the **Form 4**) Then the researcher can present the paper to any research conference that is approved by his or her advisor. He or she can publish a photocopy for proof (Fill out the **Form 3** and it must be signed by your advisor).

Second semester
Master's Thesis Proposal (Present month of *May*)

Oral Dissertation application
Scheduled one month before. November for 1st semester and May for 2nd semester.

Step 4: (**Form 5**) Apply this form three (3) months before your Oral Presentation.
Step 5: (**Form 6 & 7**) Apply this form one (1) month before your Oral Presentation.
*Graduates must provide three (3) copies (*one (1) Advisor and two (2) Professors*). It should be applied one (1) month

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Step 6: (**Form 8**) After modifying and giving comments from the Professors, fill out this form to prove that the advisee revised his or her thesis.
Step 7: (**Form 9 & 11**) Complete the checklist in the form. Advisee should join one (1) religious conference outside school activity and two (2) school activities that the department holds the conference.

Oral dissertation
For first semester. Present your final thesis not later than your finals week. (December to January)

Graduates must upload their thesis in the **National Digital Library of Theses and Dissertation in Taiwan** website. (They will send an e-mail after you upload your thesis. If you have not received any e-mail from it, you may ask questions in the Department Office.

Oral dissertation
For second semester. Present your final thesis not later than your finals week. (May to June)

Requirements for AU graduates:
(It must be completed before the end of each semester **31st of January** and **31st of July**)

1. A Master's Degree thesis application form. (**Form 5 and 6**)
2. Complete the Master's Degree proposal. (**Form 10**)
3. The paper should be uploaded in the School Library. (**Form 13 & 14**)
4. Graduates must comply the survey (http://aucpse.epage.au.edu.tw/bin/home.php), a proof that you completed your thesis.
5. Hand the final copy in the office, **5 dark blue hardcover**. [*Three (3) in the office, one (1) School library and a soft copy, one (1) Registration office*.]
6. Graduates must submit in Registration's Office: *(Student card, stamps, do the survey for graduating students, recent photo not less than three months ago 2x2 photo, photocopy of the passport)*. (**Form 12 & 13**)
7. After submitting the **form 8**, you may ask a form in the Department Office of the verification letter from the Oral Examination Committee.