115.01版
2026 Jan

研究生申請學位考試流程 Procedure for Applying for the Graduate Degree Examination

Graduate

People who are qualified:

1. Complete semester registration.
2. Declare supervisor and thesis title.
3. Complete all required credits.
4. Complete the Academic Ethics and Research Integrity course.
5. Upload the completed thesis to Turnitin for similarity checking.

Department

Application for Degree Examination

Apply online, print the degree examination application form, and obtain official endorsement from the GIRS Office. Submit the completed application by the Degree Examination Application Deadline as specified in the NCCU Academic Calendar.

Registration Office

Reviewed by the Registration Office to confirm eligibility

No → Inform the department and return the application form

Yes → **Whether a degree examination is scheduled for the current semester.**

No → Where a student decides not to proceed with the degree examination, the revocation form must be completed and submitted.

Yes → **Result**
- Pass the examination
- Fail the examination

The examination result must be submitted to the Registration Office no later than the end of the semester.
*** Students who pass the degree examination but have not yet completed eight semesters of registration may apply for deferred graduation.***

The result shall be recorded by the Registration Office

Pass → Procedure for Leaving NCCU

Fail → Have eight registered semesters been completed?

Yes → Student withdrawal

No → Students who have not yet completed eight registered semesters may apply to retake the degree examination

Failure to meet the required graduation credits renders the student ineligible for graduation, notwithstanding a pass in the degree examination.

Application for revocation of the degree examination (processed by GIRS)
Students who have completed eight registered semesters will be withdrawn.

GIRS submits the degree examination application and revocation form to the Registration Office within one month after the end of the semester.
- Students who have completed fewer than eight registered semesters may register for the following semester and reapply.
- Students who have completed eight registered semesters will be withdrawn from the programme.

**** Where discrepancies occur, the GIRS Office applies the official Chinese version as the authoritative reference.****