

**【博士資格考試】申請**

1. 無須先申請「學位論文計畫」。

2. 博士資格考程序：

請至教學務系統→碩博士系統→資格考作業→申請→繳交「博士資格考申請」文件至所辦。

請檢附以下 1~4 項資料交至所辦：

(1) **資格考試委員名冊 1 份**（請至教學務系統登入資料並列印）

若在教學務系統上沒有委員的姓名，則代表尚未經過「博士暨碩士學位考試資格及考試委員資格審查委員會」審查通過，需在教學務系統登入以下資料，請將資料 e-mail 給所辦承辦人員處理。

(1) 委員中英文姓名

(2) 最高學歷

(3) 服務機關與職稱

(4) 教師證書字號

(5) 戶籍地址

(6) 身份證字號（外國委員：護照號碼或居留證號）

(7) 五年內期刊著作(非在大專院校或學術單位任職者，學歷為博士者，需附上)

(2) **1 份資格考試申請書**（請至教學務系統列印）

(3) **1 本論文計畫書**

(4) **1 份歷年成績單**（請至教學務系統列印）

3. 本學期申請，需在本學期完成「博士資格考試」。

4. 資料送至所辦後，需經過本所「博士暨碩士學位考試資格及考試委員資格審查委員會」審查通過後，續送生科院審查，最後送至教務處註課組、教務長、校長簽核同意後，文件送至教務處註課組完成申請程序，註課組核發委員聘書後，始能進行博士資格考試作業。預計完成程序約 **1 個月時間**後，再安排口試時間為宜。

通過審核程序，請依照以下程序進行

5. 「實體口試」作法：

請在「博士資格考試」口試前 2 個禮拜，送 1 份紙本「博士班研究生資格考口試成績計算單」(請至教學務系統列印)、e-mail 口試委員的車號(辦理校內免費停車申請)至所辦。

所辦將①口試委員評分表、②委員領據、③口試委員聘函(請給口試委員)，一起繳交給口試學生，請口試學生在口試當日給口試委員打分數與填寫資料。

1102 學期「線上口試」的作法：

(1) 口試學生，請在口試前 2 個禮拜 e-mail 先告知 Kendra(林曉珍)口試時間，並請至教學務系統登入口試時間與地點。

(2) Kendra(林曉珍)將以下文件寄信給口試學生，請學生寄給口試委員填寫與評分。

(A) 博士班研究生資格考口試成績計算單×委員數

(B) 口試委員評分表×委員數

(C) 委員領據×委員數

6. 「實體口試」作法：

口試完後，請將①「博士班研究生資格考口試成績計算單」、②「口試委員評分表」、③「委員領據」等資料，一同交至所辦彙整，承辦人會將文件續送至教務處完成程序。

1102 學期「線上口試」的作法：

(A) 口試時，需全程錄影(含聲音)，影片檔中需有全部人員，錄影檔請口試結束後，e-mail 連結給 Kendra(林曉珍)。

(B) 口試委員將①②③用藍筆簽完名後，將文件用彩色掃描成電子檔後，請口試委員將文件寄給指導教授與口試學生，最後，指導教授確認無誤後，請口試學生將這些電子檔文件寄給 Kendra(林曉珍)。

①「博士班研究生資格考口試成績計算單」(若有 5 位口試委員，就會有 5 份)，本所指導教授需要親自填寫「及格」、「平均分數」、「簽名」。

請註明及格或不及格	及格
總平均分數(國字大寫) (小數點以後四捨五入)	玖拾分
指導教授簽名	
系主任(所長)簽章	
請註明有無筆試	有 <input checked="" type="checkbox"/> 無 <input type="checkbox"/> 及格 <input type="checkbox"/> 不及格 <input type="checkbox"/>

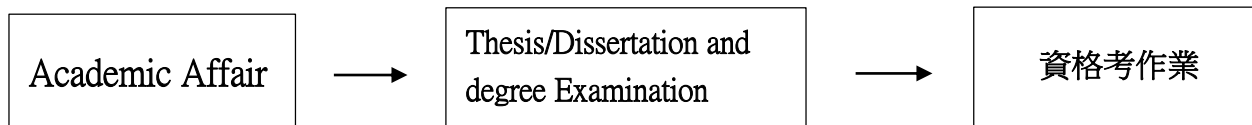
7. 「博士資格考試」通過後，就是「博士後選人」。

8. 在申請「博士學位考試」之前一個學期前，若確認論文之中英文題目後，記得申請「學位論文計畫」，審核通過後，下一個學期後始能申請「博士學位考試」。

## The Doctoral Qualifying Examination

1. Apply for the doctoral qualifying examination, no need to apply to the thesis proposal.

2. Program: Login to Academic Information System



3. Print the following documents and submit them to the 402 office(IMB).

(1) List of exam committee members

(2) Application form for the doctoral qualifying examination

(3) Thesis proposal

(4) Transcripts of all semesters

4. You must finish the doctoral qualifying examination in the same semester of application.

5. Application form for the doctoral qualifying examination shall be sent to the exam committee for review and then to the academic affairs office and principal's office for sign-off to complete the process.

It will take about one month to complete the application process. Arrange the oral exam after the review process is completed.

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### Complete the application process

6. Before the Doctoral Qualifying Examination:

(1) Physical oral exam: Submit the doctoral qualifying examination scoring record to the 402 office(IMB) and inform us about the committee members' license plate numbers two weeks before the qualification exam. We will give you the letter of appointment for the oral defense committee, the receipt of receiving payment for oral defense committees, and the oral defense scoring chart.

(2) Online oral exam: Log in to the Academic Information System for the time and location of the exam two weeks before the qualification exam. And then let us know your exam time. We will send you the following documents. The following documents are for you to submit to the oral examination committee to fill in and score.

(A) The doctoral qualifying examination scoring record × The number of the exam committee

(B) The oral defense scoring chart × The number of the exam committee

(C) The receipt of receiving payment for oral defense committees × The number of the exam committee

Important: Please record the whole process on the day of the Doctoral Qualifying Examination (including audio). Each participating member needs to be recorded during the process.

7. After the Doctoral Qualifying Examination:

(1) Physical oral exam: Submit the doctoral qualifying examination scoring record, the oral defense scoring chart, and the receipt of receiving payment for committees to the 402 office(IMB) after the

examination.

(2) Online oral exam: After the exam committee fill in and sign the 3 documents **with the blue pen**, scan the documents into a **color electronic file** and send them to you and your advisor. After your advisor confirms that it is correct, email us all documents and the video file.

**Important: Your advisor need to sign on the doctoral qualifying examination scoring record and fill in the passing and grade point average. The number of copies of the doctoral qualifying examination scoring record is the number of members of your oral examination.**

8. You will obtain the doctoral candidacy after passing the doctoral qualifying examination.

