

Final Thesis Exam Procedures for MS and PhD

(Graduation in Aug. 2023)

Contents	Person in Charge	Due Dates		Admin Office	Remarks
		MS	PhD		
- Submit Defense Approval Form with Thesis Title	Student	'23. 5. 15	'23. 4. 14	Graduate school office	Form from graduate school office
- Submit Lists of Thesis Defenders and Committee	Dean/ Student	'23. 5. 15	'23. 4. 14	Graduate school office	Form from graduate school office
- Submit Thesis Draft to the Committee	Student	'23. 5. 15	'23. 4. 14	Thesis director	MS : 3 copies PhD : 5 copies
- Certificate of Research Ethics (E-learning lecture, KIRD)	Student	'23. 5. 15	'23. 4. 14	Graduate school office	
- Submit List of Accademic Publications	Student		'23. 4. 28	Graduate school office	
- Pay Defense Fee	Student	'23. 6. 6 ~ 6. 9	'23. 6. 6 ~ 6. 9		Virtual account MS : 190,000원 PhD : 520,000원
- Research Ethics Enforcement Confirmation	Student	A week before defense	A week before defense	Graduate school office	Submit copy for final screening
- Submit Result Report of Thesis Screening	Chief referee	'23. 6. 16	'23. 6. 16	Graduate school office	Form from graduate school office
- Submit Thesis to Library (Submit a final copy by on-line)	Student	'23. 6. 27	'23. 6. 27	Library	dCollection System
- Submit Documents Required · On-line Submission Form · Degree Petition Form · Agreement Form (open to the public) · survey form for employment statistics · survey form for a doctor	Student	'23. 7. 7	'23. 7. 7	Graduate school office	3 Copies (all copies require referees' signatures) 1 more copies if you choose "conditional agree" or "not agree" to license use
- Commencement Ceremony Summer 2022		'23. 8. 22	'23. 8. 22		

* Students should follow the Guidelines for Writing Thesis at Graduate School.

(Students can download the Guidelines for Writing Thesis from Graduate School' s Website.)

* Thesis cover should have "2022. 6.". The cover lettering must be printed in gold letters for doctoral thesis and in silver letters for master' s thesis.

* Thesis defender in joined program of university and research institute should add an examiner from the institute.

* All formats are available in graduate school office website.

* Relevant: detailed graduate school regulations chapter 6 article 65~76.