



Global MBA Graduation Procedure

step by step

2025 edition

Prior to requesting an oral defense exam

47 credits—to be completed

Fundamental courses: 15 credits

Core courses: 15 credits

Thesis: 2 credits

electives: 15 credits

Internship

To satisfy the internship requirement

1. Required period : at least 4 weeks
2. To submit the "Proposal of Internship" **prior to** the internship at least 6 weeks
3. To submit the "Certificate of Internship Participation" after completing your internship



To COMPLETE

“Gender Equity Education”



“Academic Ethics and Research Integrity Training”
online course



Chinese Language

For international students

to acquire the
TOCFL Level-2 certificate

OR

to pass at least **10 credits** of Chinese language courses
offered by NYCU or a certified Chinese Language Center

Thesis Step

–Find an Advisor

APRIL 30th



- An advisor should be confirmed at least 7 months before graduation

One of the advisors must be the faculties of COM at NYCU

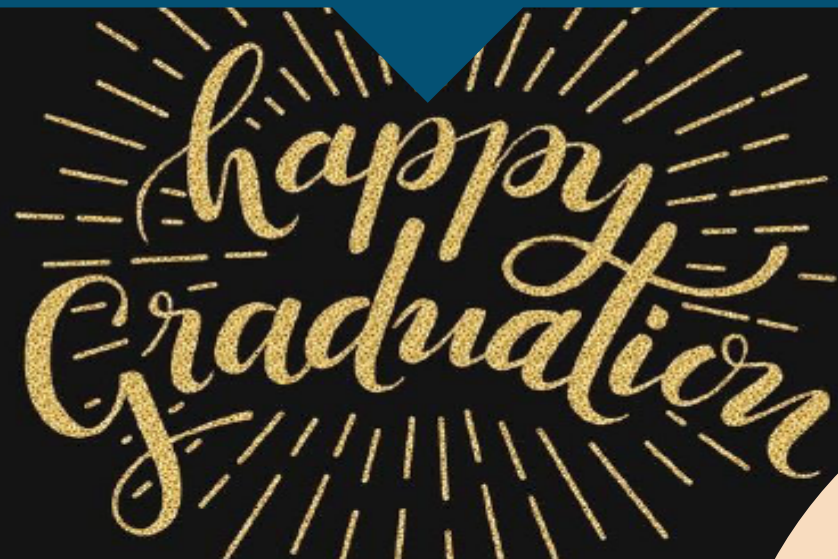
If advisor is outside of COM – getting the approval by the GMBA Director is required

- If the advisor needs to be changed due to some reasons, this change must be mutually agreed by the previous and new advisor, and reported to the GMBA office **4 months** before graduation

Hand in thesis advisor application form

Graduation time

2025/7/30



National Yang Ming Chiao Tung University
Master Degree Program of Global Business Administration

Thesis Advisor Application Form
Academic Year: _____

A. Personal Data

Name: _____ Student ID No.: _____

Undergraduate/Graduate Study: University/Institute: _____

Major/Minor: _____ Year of graduation: _____

B. Thesis Research Area

Thesis advisor
application form

2024/4/30

STEP 1

Thesis Step 2

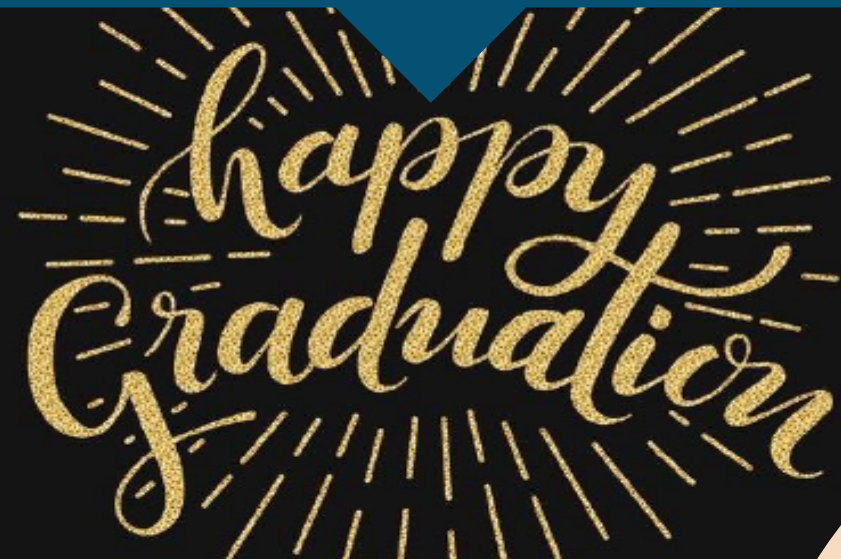
Write it: THESIS FORMAT



Hand in
thesis
proposal
application
form

Graduation Time

2025/7/30



Thesis Title	
Thesis Advisor	
<input type="checkbox"/> Approve the thesis proposal 通過論文計畫書審查	
<input type="checkbox"/> Others (Please comment) 其他：請說明	

thesis proposal
application form

2024/6/15

STEP 2

Thesis Step 3

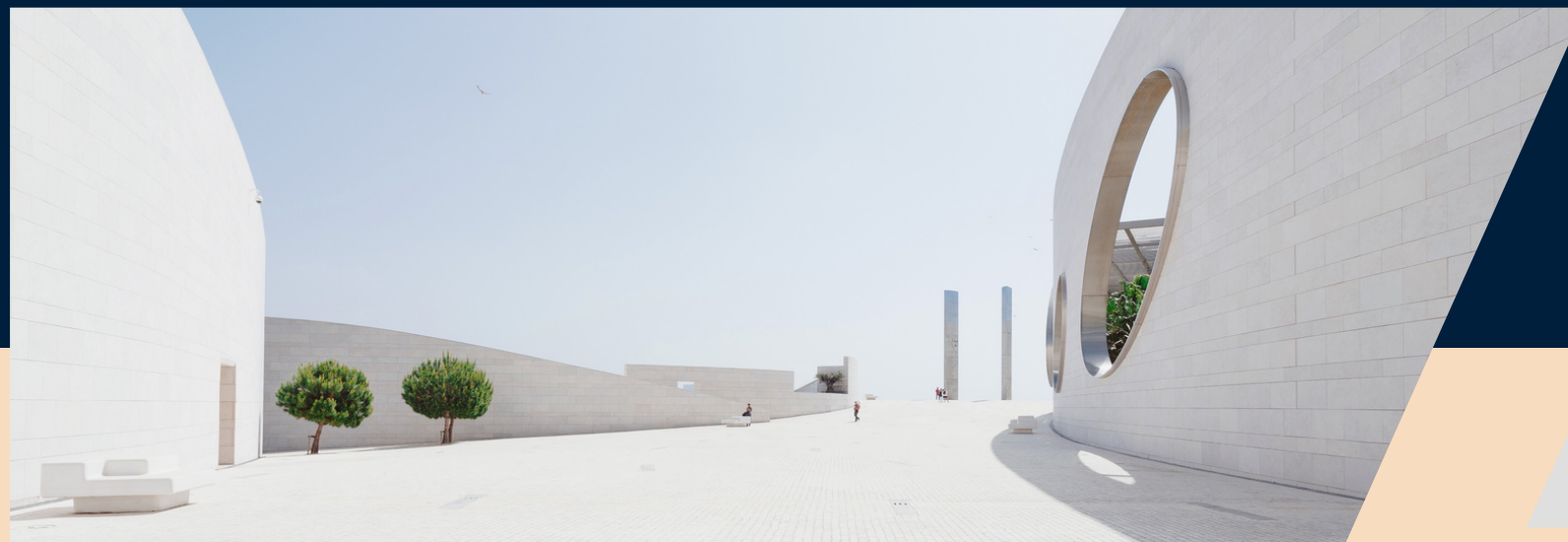
hand in

Request for Oral Defense

Due: 2025/5/29

National Yang Ming Chiao Tung University Master Degree Program of Global Business Administration Request for Oral Defense			
Student Name		Student ID	
Thesis Title			
Thesis Advisor			
<input type="checkbox"/> Postpone the oral defense because the student falls behind the schedule. 該生論文進度落後，暫不予推薦參加本學期畢業口試			
<input type="checkbox"/> Agree to recommend the student to attend the oral defense this semester. 本人同意推薦該生參加本學期畢業口試			
Signature of Advisor: _____			
Date: _____			
Signature of Student: _____			
Date: _____			

Schedule time and place for oral defense with advisor



to book MB201?

- it is owned by COM
- please ask GMBA office to check the availability at least 3 weeks prior to your exam

Committee members -to be assigned by advisor

1. internal*1, external*1
2. a PhD degree is required
3. a CV is required if inviting a non-professor

- ① THESIS INFO
- ② <20% of Turnitin Result

EMAIL to GMBA at least 2 weeks in advance

Thesis Step 4

Thesis hard copy

send it to the committee 1 week in advance
(sending a soft copy is sufficient only when the committee accepts)

Forms on the exam

- download from our website
- fill out and bring them to the exam
- after collecting signatures, submit them to the GMBA Office

Thesis Step **5**

Refreshment

- coffee/juice/tea/snacks
- meals are required, if held during mealtime

outfit

formal

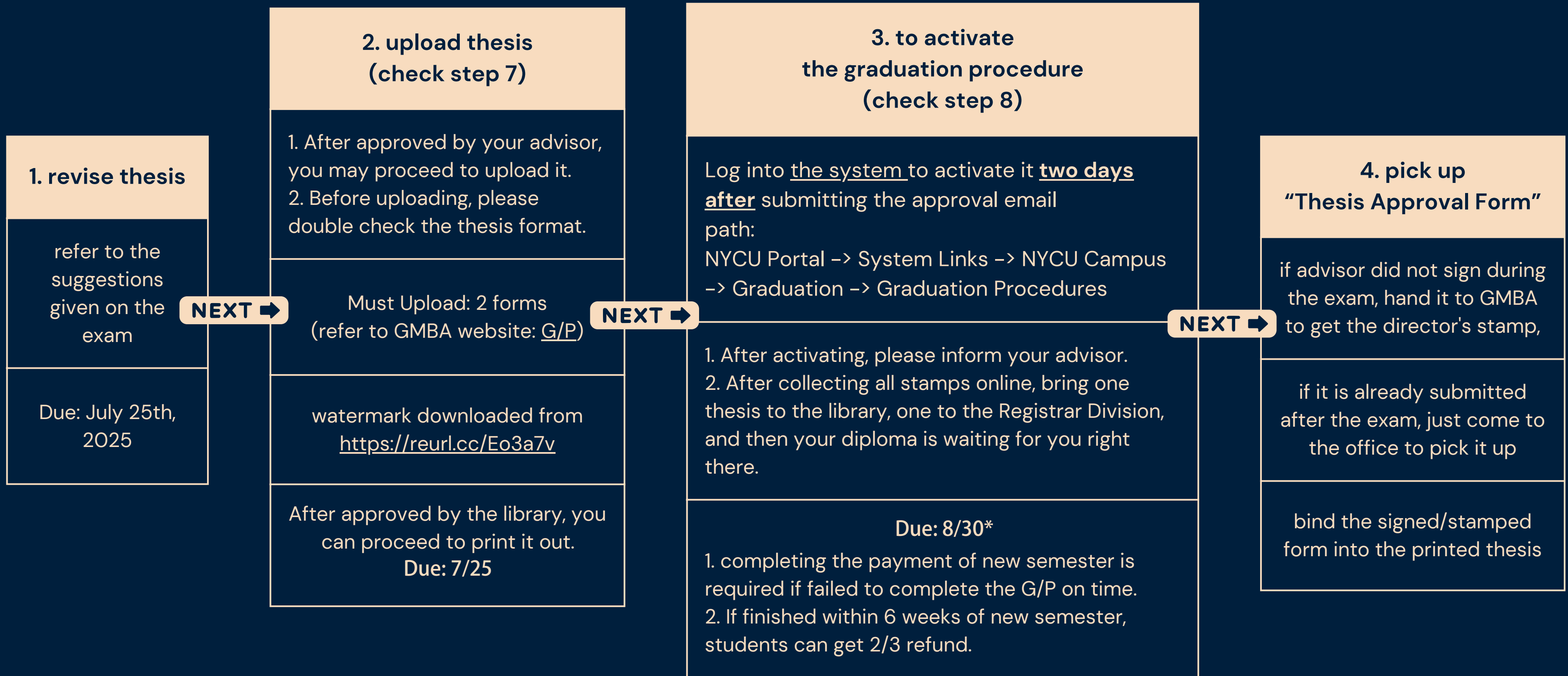
exam period

about one hour, including presentation and assessment

after the exam

submit all related forms to the GMBA Office

Thesis Step 6



Thesis Step 7

Rule of page numbering

Before introduction
i, ii, iii, iv, vi...

Roman Numerals

After introduction
1, 2, 3, 4, 5...

Arabic Numerals

upload E-thesis

- checkpoints is as follows: GMBA Office→advisors
- please check if you use the correct format of cover and title page (check your email to find the file)

CHECK
THESIS FORMAT

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Before
intro

After
intro

COVER

國立陽明交通大學
企業管理碩士學位學程
碩士論文

Degree Program of Global Business Administration

National Yang Ming Chiao Tung University

Master Thesis

應用機器學習方法偵測
財務報表重大誤述情事
Detecting Accounting Misstatement based on
Machine Learning Method

研究生：彭翊庭 (Peng, Yu-Ting)

指導教授：林瑞嘉 博士 (Dr. Lin, Jui-Chia)

中華民國一一二年九月

September 2023

應用機器學習方法偵測
財務報表重大誤述情事
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國立陽明交通大學
企業管理碩士學位學程
碩士論文
A Thesis
Submitted to the Degree Program of Global Business Administration
College of Management
National Yang Ming Chiao Tung University
in partial Fulfillment of the Requirements
for the Degree of
Master
in
Business Administration

September 2023
Taiwan, Republic of China

中華民國 一一二年九月

TITLE
PAGE

Thesis Step 8

printed thesis

- after approved by the library, you are able to print it out
- check the book spine policy from the library (thesis format)
- While binding, THESIS APPROVAL FORM(審定書) is also required.
- Thesis Cover: light gray.
- ask committee members if a hardcopy is needed for delivery (otherwise, e-version is sufficient)
- hardcopy: library*1, registrar division*1
- Due: 8/30, 2025

LOCKER

take a photo and send it to GMBA after cleaning

photocopy settlement

GMBA provides 1,000 copy/printing for free for our students, and will charge 0.5 per page while over the quota.

Say goodbye to GMBA Lab

locker/copy machine

✓ CHECK LIST

- 47 credits (prerequisites to be added)
- Chinese requirement (for intl' students)

- advisor form-due 2024/4/30
- proposal-due 2024/6/15
- defense request-due 2025/5/31
- confirm a date and place
- contact committee members
- email THESIS INFO- 2 weeks ahead
- sending thesis to committee
-1 week ahead
- check forms for the exam day

- revise thesis
- send an approval email/record to Vanessa
- email "Thesis Format Form" to Vanessa
- pick up the signed Thesis Approval Form
- submit the final version to committee
- upload e-thesis (from NYCU portal)
- activate the Graduation Procedure 離校程序 (from portal)
- inform your advisor to sign G/P online
- lab checking
- hardcopy thesis: library*1 / registrar division*1



Due: the last working day BEFORE the next
new semester starts



Farewell !

Happy graduation!
Come back often to share your
experience with NYCU GMBA!

