

健康照護科學研究所博士候選人考試注意事項

Institute of Allied Health Sciences, National Cheng Kung University

Notice of Oral Defense for PhD Candidate

一、口試時間及地點 Time and venue :

- (一)口試委員及考試時間確認後，請自行借用考試地點，且確認該地點內部設備足夠您進行口試使用。After confirming the examiners and examination time, please borrow the examination venue by yourself and ensure that the internal facilities of the venue are sufficient for your oral examination.
- (二)若校外委員需所上提供公文申請公假使用，請提供委員服務單位及職稱，**最晚於口試前兩週**週知所辦。If external committee members require official documents to apply for leave of absence, please provide the committee member's service unit and title, and notify AHS office **no later than two weeks before** the oral examination.

二、經費 Reimbursement :

- (一)博士候選人考試所上補助校外委員審查費及交通費，校內委員不補助，審查費：教授 1000 元、副教授 800 元，交通費實報實銷(不補助計程車費)。不補助任何雜支費用。The doctoral candidate shall provide subsidies for external committee members' review fees and transportation expenses. Internal committee members are not eligible for subsidies. The review fees are 1000 NT dollars for professors and 800 NT dollars for associate professors, and the transportation expenses are reimbursed based on actual expenses (taxi fares are not subsidized). No miscellaneous expenses will be subsidized.
- (二)該筆費用需請學生先行墊付，考試後由所上報支學校匯款給您，請務必提供您的郵局帳戶號碼(封面影本)。The student is required to pay this expense in advance, and the school will reimburse you after the examination. Please provide your post office account (copy page) to transfer your reimbursement.
- (三)考試當天若老師要自行開車前往本校，或由學生至高鐵或台鐵接送口委，請於一週前將車牌號碼提供給所辦，將申請口試當天該車進入本院之短期停車證。If the examiner would like to drive to the university on the day of the examination or be picked up by a student at the high-speed rail or railway station, please provide the license plate number to the office **one week before**, and a short-term parking permit for entering the university on the day of the oral examination will be applied for.

三、若您有校外委員，口試前請向所辦領取三樣東西，1. 經費申請表、2. 校外委員簽收單據(綜合所得收據、交通費收據)、3.校外委員經費信封及回郵信封。口試結束後，第 1.2 項文件及校外委員搭乘高鐵票根需送回所辦。If you have external committee members, please pick up from the office the following documents:

1. Reimbursement application form
2. Thesis audit and transportation fees list

3. Self-addressed stamped envelope

After the Oral Defense, please send back document 1 and 2 and HSR tickets to the AHS office.

四、博士候選人資格鑑定結果評估表請學生自行準備，供口試時使用，口試結束後將資料送回所上存檔。Students are requested to prepare the evaluation form for the oral defense by themselves. After the oral defense, please send back to the AHS office.