

# 東海大學學位論文異動申請書

## Application for Thesis/Dissertation Modification

申請日期 Application Date：民國 年 月 日 (ROC Year/MM/DD)

論文著作人 Author (Applicant)		畢業年月 Graduation Year and Month	民國 年 月 (ROC Year/MM/)
學位 Degree	<input type="checkbox"/> 碩士 Master <input type="checkbox"/> 博士 Doctorate	系所名稱 Department/Institute	
學號 Student ID Number		身分證號碼 ID Number/Passport No.	
手機號碼 Cell Phone Number		電子郵件 Email Address	
論文題名 Thesis/Dissertation Title			
異動內容 Items to be modified	<input type="checkbox"/> 論文公開時間異動(請參說明2) Thesis/Dissertation Public Access Date Adjustment (Please refer to Note2) <input type="checkbox"/> 延後公開時間，於民國_____年_____月_____日後公開 Postponement of Public Access: The thesis will be made publicly accessible after ROC Year ____ / ____ / ____. ※延後公開以五年內為原則，需另附 <u>東海大學學位論文紙本延後公開申請書及證明文件</u> In principle, the postponement period shall not exceed five years. An “Application for Embargo of Thesis/Dissertation” and supporting documents must be attached. <input type="checkbox"/> 縮短原定之延後公開時間 Shortening of the Originally Postponement Period <input type="checkbox"/> 立即公開 Public access available immediately <input type="checkbox"/> 於民國_____年_____月_____日後公開 Public access available after ROC Year ____ / ____ / ____  <input type="checkbox"/> 論文抽換，需另附 <u>東海大學學位論文勘誤表(紙本、電子檔)</u> (請參說明3~說明6) Replacement of Existing Thesis/Dissertation. A hard copy and electronic file of the “Errata Sheet for Thesis/Dissertation” must be attached. (Please refer to Note3 to Note6) ★論文抽換原因( Reason for replacement , please specify )  _____  <input type="checkbox"/> 論文內容勘誤，需另附 <u>東海大學學位論文勘誤表(紙本、電子檔)</u> (請參說明1) Correction of Thesis/Dissertation content. A hard copy and electronic file of the “Errata Sheet for Thesis/Dissertation” must be attached. (Please refer to Note1)  <input type="checkbox"/> 其他 Others (請說明 please specify ) _____		

論文著作人暨申請人簽章 : \_\_\_\_\_ 日期：民國\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日  
 Applicant Signature (ROC Year/MM/DD)

論文指導教授簽章 : \_\_\_\_\_ 日期：民國\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日  
 Advisor Signature (ROC Year/MM/DD)

系所章戳 : \_\_\_\_\_ 日期：民國\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日  
 Seal of Department (ROC Year/MM/DD)

若有申請學位論文抽換，務必送交教務處核准。

( Request a replacement for your thesis, you must submit the request to the Office of Academic Affairs for approval.)

教務處章戳 : \_\_\_\_\_ 日期：民國\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日  
 Seal of Office of Academic (ROC Year/MM/DD)

## 【說明】

1. 兼顧學術倫理及著作權保護，就已授予學位之論文，倘若畢業校友(著作人)日後發現原論文有錯、漏字等不影響原論文架構、內容之勘誤申請，可填「東海大學學位論文異動申請書」略述異動項目，並附「東海大學學位論文勘誤表」，逕交由東海大學圖書館處理。
2. 申請電子全文或紙本論文延後公開者，一次至多不得超過五年，且需逐次申請；第二次起之申請程序，仍應取得原所有學位考試委員審核確認，或經原就讀系所之系(所)務等會議審核確認。
3. 若是申請學位論文抽換，應先填寫「東海大學學位論文異動申請書」，並檢具抽換後論文、「東海大學學位論文勘誤表」、論文原創性比對報告及相關佐證文件等，提交系所進行專業性審查，審查同意後才得以申請。
4. 申請學位論文抽換，經系所專業性審查會議審議同意者，請將說明3之資料連同審議會議記錄、新版論文紙本2冊及新版電子全文檔(含圖檔、聲音、影像、程式執行檔或其他檔案格式等檔案)，提交給圖書館總館代為提送國家圖書館申請。
5. 抽換學位論文若無系所及教務處章戳者，退回申請者不受理。
6. 抽換學位論文下架之紙本論文由東海大學圖書館及國家圖書館保存，不對外公開。

## 【Notes】

1. In order to balance academic integrity and copyright protection, regarding theses for which degrees have already been conferred, if a graduate (the author) subsequently discovers errors or omissions in the original thesis that do not affect its structure or content, they may submit a request for corrections by completing the “Application for Thesis/Dissertation Modification” form, briefly outlining the changes, and attaching a “Errata Sheet for Thesis/Dissertation,” and submitting these directly to Tunghai University Library for processing.
2. Applicants requesting a delay in the public release of thesis—whether in electronic or hard copy format—may apply for a maximum of five years at a time, and must submit a separate application for each extension. For applications submitted after the first, approval must still be obtained from the original degree examination committee or through a review and approval process by the relevant departmental or program committee of the applicant’s original department or program.
3. To request a replacement of a thesis, you must first complete the “Application for Thesis/Dissertation Modification” form, and submit the revised thesis, the “Errata Sheet for Thesis/Dissertation”, the thesis originality comparison report, and any relevant supporting documents to your department for professional review. The request may only be submitted after the review has been approved.
4. If the application for degree thesis replacement has been approved by the professional review meeting of the department, please submit the information in Note 3, together with the minutes of the review meeting, two volumes of the new version of thesis paper and the new version of the full-text electronic file (including files such as graphic files, sound, video, program executable files, or other file format files) to the Main Library to submit the application to the National Library on behalf of the applicant.
5. Application for degree thesis replacement, if the application form is not stamped by the department and Office of Academic, it will be returned to the applicant.
6. Paperback theses that have been removed from the shelves will be kept by the Tunghai University Library and the National Library, and will not be disclosed to the public.

同意本表單蒐集之個人資料，僅限學位論文異動申請書使用，不轉作其他用途，並遵循本校個人資料保存及安全控管辦理。

I consent to the collection of personal data via this form, which will be used solely for the purpose of the Application for Changes to a Thesis and will not be used for any other purpose. The data will be handled in accordance with the University’s policies on personal data retention and security controls.

For internal use 圖書館受理日期：民國\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日