

Checklist before you submit your Printed Thesis / Dissertation

Item	check	Binding Order	Mandatory or not	Instructions
Before Binding	<input type="checkbox"/>	Binding style and front cover color		Paperback; front cover color for master's thesis is earthy yellow, for Ph.D is light blue.
	<input type="checkbox"/>	Fulltext and abstract		Need watermark; gray or color, single-sided or double-sided are not limited.
1. Title of thesis / disseration	<input type="checkbox"/>	(None)	Mandatory	The title of thesis/dissertation is the same as authorization letter's.
2. Content	<input type="checkbox"/>	(1) Wrapper/ Front cover	Mandatory	Front Cover should include school name, the title of the thesis (Chinese and English), full name of the department or graduate program, student ID, student's name (Chinese and English), advisor's name (Chinese and English), Date of pass the Oral Defense (ROC format).
	<input type="checkbox"/>	(2) Blank page		
	<input type="checkbox"/>	(3) front cover	Mandatory	
	<input type="checkbox"/>	(4) Authorization to copyright of ETD-electronic thesis (NTHU)	Mandatory	Signed in Blue ink (original) and add the date.
	<input type="checkbox"/>	(5) Authorization to copyright of thesis / dissertation (paper copy-NTHU)	Mandatory	Signed in Blue ink (original) and add the date.
	<input type="checkbox"/>	(6) Authorization to copyright of ETD (National central library) Bound Page	If agree, please print out the authorization letter and bind it	Signed in Blue ink (original) and add the date.
	<input type="checkbox"/>	(7) Advisor Approval Form	Mandatory	Copy or scanned is acceptable, and the date of "Advisor Approval Form" should be early than or equal to the date of the "Oral Defense Form".
	<input type="checkbox"/>	(8) Oral Defense Form	Mandatory	
	<input type="checkbox"/>	(9) Abstract	Mandatory	
	<input type="checkbox"/>	(10) Acknowledgment		
	<input type="checkbox"/>	(11) Table of content	Mandatory	
	<input type="checkbox"/>	(12) Text	Mandatory	
	<input type="checkbox"/>	(13) Reference	Mandatory	
	<input type="checkbox"/>	(14) Appendix		
<input type="checkbox"/>	Spine of a book/a ridge	Mandatory	School name, Department name, master or doctoral degree, title of the thesis / dissertation, author's name, academic year of graduation.	
3. Authorization to copyright of ETD (National central library) Hand-in Page	<input type="checkbox"/>	Don't bind	If agree, please print out the authorization letter	Signed in Blue ink (original) and add the date.
4. Application for Embargo of Thesis/ Dissertation	<input type="checkbox"/>	Don't bind	If delay public access, you have to fill in the application	Print out the application form and finish the process (signed by the advisor, stamped by the department), and hand in the the application form and your PTD to the Division of Registration.