[1] 2024-2 graduation schedule

1. Graduation application (Portal)
   1) period: ~ 2024.11.22.(Fri)
   2) How to: [Portal] → [Graduation] → [Request for Graduation]

2. Thesis committee registration (Portal)
   1) period: ~ 2024.11.22.(Fri)
   2) How to: [Portal] → [Graduation] → [Thesis/Dissertation info] →
                [Graduate Thesis management] → Input your information
                → Print out the form → Get advisor & Committee's signature
                → Upload on portal

3. Document submission(Before the defense)
   1) period: ~2024.11.27.(Wed)
   2) Document list
      - The paper you've uploaded on the portal(signed application form)
      - Pledge of observance of research ethics [ATT1]
      - English test(ex: TOEIC, OPIC, etc) result
        *Office: Bldg. 108 Room. U203-2

4. Defense: ~ 2024.12.20.(Fri)
   1) Send your thesis to all committee members 2 weeks before the defense
   2) Things to prepare
      - Evaluation form [ATT2], [ATT3]
      - Oral test evaluation form [ATT4] (ONLY MS students)
        * Evaluation for presentation ability using English
      - Thesis approval form [ATT5]
      - Result of "Turn it in"
        * All graduates must conduct a Turn it in (thesis plagiarism test)
        * You must submit the results of the plagiarism test to the committee chair

※ Turn it in
   - Manual [ATT6]
   - When the result score is equals to or higher than 20%, you must fill out
     [ATT7] with the advisor's opinion
   - Inquiry: Yulee Kwon at the library (052-217-1405 / kyl7539@unist.ac.kr)

5. Document submission(After the defense)
  1) Period: ~2024.12.27.(Fri)
  2) Document list
    - Evaluation [ATT2, ATT3, ATT4]
    - Thesis approval [ATT5]
      * You must upload the thesis approval and submit the original one to
        the office
    - Result of "Turn it in"
      * Print out the page including your name and plagiarism %
      * When the result score is equals to or higher than 20%, you must submit
        [ATT7]
    - 박사학위 취득 설문조사 결과(Survey for PhD holders)
      * The survey is conducted in Korean. Please ask one of your Korean
        colleague for help and proceed with the survey
      * Please refer to the manual [ATT8]

6. Permanent course completion: ~2024.12.27.(Fri)
  1) Students who can't complete the thesis or official English test within the
     attendance period may apply for Permanent course completion
    * Attendance period: MS 6th sem, Ph.D 12th sem, MS-Ph.D 14th sem
    * The attendance period can be extended (1 year) only once with the
      CUEEN education committee's approval (contact the staff first)
  2) Application: Submit the application [ATT9] to the office
  3) Students who apply for permanent course completion, cannot get MS or PhD
     degree from UNIST.

7. Thesis submission
  1) Online: 2025.1.13.(Mon) ~ 1.15.(Wed), http://unist.dcollection.net
  2) Hardcover: 2025.1.16.(Thu) ~ 1.17.(Fri)
    - Submission to the library (MS: 3 books / Ph.D: 3 books)
    - Please fill out 'Agreement on thesis open & release' [ATT10] and send it
      to the library when you submit the hardcover

8. Thesis template & guideline: [ATT11], [ATT12]
  - Information on thesis writing, submission and usage
    : https://library.unist.ac.kr/en/research/thesis/
  - Thesis FAQ : https://library.unist.ac.kr/en/research/faq/

9. Remark
  1) Please read the thesis guideline thoroughly.
  2) Please use the thesis template after reading the guideline

10. FAQ
   1) Defense deadline: 2024.12.20.(Fri)
   2) Online / Offline / Hybrid(Online+Offline) defense are all available.
      - In case of Offline / Hybrid(Online+Offline) defense, you must arrange a
        rooms that can accommodate twice the number of offline attendees
   3) Electronic signature is also available

[2] Predefense (ONLY Ph.D + MS-Ph.D)

1. Students who are going to graduate in the first(spring) semester of 2025, must
   proceed Predefense by 2nd semester of 2024.

2. Pre-defense : ~2024.12.20.(Fri)

※ Things to prepare
   - English version of thesis
   - Thesis evaluation form [ATT13]

※ Result submission: Visit UNIST CoE(Bldg.110 Rm.U203-2) or email(jyjeon326@unist.ac.kr)