Question1：

英文	Q: What English courses are there this semester?
	A: You may refer to the English schedule our department website, or read the announcement posted outside of our department office.
中文	問題：這學期有哪些英文課程呢？
	回答：你可以看系網頁上的英文課表，也可以看系辦公室門口的公告。

Question2：

英文	Q: Can I volunteer for service hours?
	A: Yes, of course. But you need to make an appointment at our department office first.
中文	問題：我可以做服務時數嗎？
	回答：可以，但需要先到系辦公室預約時間。

Question3：

英文	Q: How do I apply for a conference grant?
	A: Are you applying for an international conference or a domestic conference? The two application forms are different. International conferences must first be applied through the National Science and Technology Council, then to the school. To download the form, please refer to the website of the International Office. For the application forms of the domestic conference, please refer to the website of Office of Research and Development.
中文	問題：要如何申請研討會補助呢？
	回答：請問你是要申請國際研討會，還是國內研討會？兩份申請表不一樣，國際研討會需要先向國科會申請經費，再向學校申請，表單請參考國際處網頁。國內研討會的表單則請參考研發處網頁。

Question4：

英文	Q: I would like to become a teaching assistant or a program researcher for teachers.

	A:
	1. If you want to become a teaching assistant, first check with your advisor whether you can be hired as a teaching TA, and then check if you have a work permit. If you do not have a work permit, please apply to the Office of International Affairs.
	2. If you want to become a project researcher for a teacher, you need to confirm with your advisor whether you will be hired as a project researcher, and then fill out the application form for a part-time learning assistant.Please check the Personnel Office page for related forms and documents.
中文	問題：我想要擔任教學 TA 或老師的計畫研究人員。
	回答：
	1. 如果你想要擔任 TA，先向你的指導老師確認是否會聘任你擔任教學 TA，再確定是否有工作證，若沒有工作證，請依照國際處的規定提出申請。
	2. 如果你想要擔任老師的計畫研究人員，也需要先向指導老師確認是否會聘任你擔任計畫研究人員，並由指導老師那一端，提出學習型兼任助理申請，相關表單請參考人事室網頁。

Question5：

	Q: I have confirmed with my advisor. What further applications do I need to proceed with?
英文	A: Please fill out the "Advisor Consent Form" and submit it to the department office with your advisor's signature before the end of the first semester. If you need to change your advisor in the future, you will be required to complete the "Change of Advisor Application Form." The relevant forms can be downloaded from the department's website. If you have any questions or need assistance with the forms, feel free to visit the department office for help.
中文	問題：我已經確認好指導教授，請問我後續需要進行什麼申請嗎？
	回答：請於入學後第一個學期結束前，填寫「指導教授同意書」，請

指導老師簽名後交至系辦公室。若未來需要更換指導教授，則需要填寫「更換指導教授申請表」，相關表單都能在系網頁下載。若有填寫上的問題，歡迎來系辦公室請求協助。

Question6：

英文	Q: When do I need to confirm my master's thesis topic? A: Please complete the "Master's Thesis Topic Proficiency Assessment Form" and submit it to the department office with your advisor's signature before the end of the second semester. If you need to change your thesis topic in the future, you will be required to fill out the form again. The relevant forms can be downloaded from the department's website. If you have any questions or need assistance with the form, please feel free to visit the department office for assistance.
中文	問題：請問什麼時候需要確認好碩士論文題目？ 回答：請於第二個學期結束前，填寫「碩士學位論文題目專業度審核表」，並請指導老師簽名後交至系辦公室。若未來需要變更題目，則需要再次填寫，相關表單都能在系網頁下載。若有填寫上的問題，歡迎來系辦公室請求協助。

Question7：

英文	Q: How can I apply for the review of my master's thesis proposal? A: 1. First, make sure you have completed the required 18 credits and apply for a transcript from the Office of Academic Affairs. Then, fill out the application form for the review of your master's thesis proposal. Discuss with your advisor the list of review committee members and the review timeline. PSubmit it to the department office upon completion. 2. The topic for the thesis proposal review must be the same as the "Master's Thesis Topic Proficiency Assessment Form" that

	you previously submitted. If there are any modifications, please fill out the "Master's Thesis Topic Proficiency Assessment Form" again and submit the application.
中文	問題：請問我要如何申請碩士論文計畫審查？
	回答： 1. 先確認是否已修滿 18 學分，並至教務處申請成績單。再填寫碩士論文計畫審查申請表，與指導老師討論審查委員名單及審查時間，完成表格後請交至系辦公室。 2. 論文計畫審查的題目，務必與之前申請的「碩士學位論文題目專業度審核表」相同，若有修改，請再次填寫「碩士學位論文題目專業度審核表」，並提出申請。

Question8：

	Q: What are the requirements for the master's thesis defense?
英文	A: 1. A minimum score of 550 on the TOEIC exam or an equivalent level of English proficiency certification is required. If the minimum score is not met, the student must participate in an international conference and present their thesis orally in English. They should also submit the full thesis, conference program, video recording, and other relevant materials. Alternatively, they can attend English tutoring courses offered by the department and provide a completion certificate. 2. Proof of participation in conferences, journal publications, invention patents, national or international competitions, and industry-academia collaboration projects is required. 3. Completion of the initial draft of the thesis and a similarity check report (similarity below 30%). 4. Proof of taking the Research Ethics Education Course for 6 hours. 5. Academic Ethics Statement. 6. Completion of the thesis defense application form and a list

	of examination committee members.
中文	問題：碩士班畢業口試需要完成哪些條件呢？
	回答： 1. 需要通過多益 550 分，或對應之同等級檢定。若未通過，則需要參加國際研討會，並以英文口頭發表論文，並檢附論文全文、議程表、錄影檔等。或者也可以參加系上辦理的英語輔導課程，檢附結業證書。 2. 需要提供參加研討會、期刊、發明專利、全國或國際競賽、產學合作案的證明資料。 3. 完成學位論文的初稿，以及相似度比對報告（相似度須低於 30%）。 4. 學術倫理教育 6 小時的修課證明。 5. 無違反學術倫理申明書。 6. 準備口試申請表及考試委員審核名冊。

Question9：

	Q: How do I prepare the documents for the master's thesis defense?
英文	A: After submitting the application for the master's thesis defense, the department office will prepare the oral examination scoring sheets 2 to 3 days before your scheduled defense. Please make sure to collect them in advance. However, you are responsible for preparing the final thesis that needs to be provided to the examination committee.
中文	問題：請問畢業口試的資料要如何準備呢？
	回答： 待完成畢業口試申請後，系辦公室會在你舉辦畢業口試的前 2 至 3 天準備好口試評分表單，請務必提前來領取。但是你要提供給口試委員的畢業論文，就要你自己準備了。

Question10：

	Q: How can I apply for access to the laboratory?
英文	A: To apply for access to the laboratory, please fill out the

	"Laboratory Research Application Form," "Night and Holiday Laboratory Research Application Form," and "Declaration Form." After completing the forms, have them signed by your advisor, the laboratory supervisor, and the department chair. Then, submit the forms to the Material Room on the second floor of the Electronic Engineering Building.
中文	問題：我要如何申請實驗室門禁呢？
	回答： 請填寫「實驗室研究申請單」、「夜間及假日實驗研究申請單」及「切結書」，完成後請指導老師、實驗室負責老師與系主任簽名，再送至電子館二樓材料室。