

Inter-unit Notification

Issued by: Office of Library and Information Services

Affairs To: Master's and Doctoral students, Administrative Staff, and Department Chair

No Need to Reply

Ref. No.: 圖資聯字第 H1150429004 號

Date: April 30, 2026

Staffer-in-charge: Chih-Hsiung Chang
(Ext. 3575)

Email: derek@isu.edu.tw

Subject: For a final, post-defense submission of dissertation and thesis, please be sure to read the following information thoroughly.

Description:

- I. The deadlines of completing the graduate student checkout procedure: please refer to an announcement on September 5, 2025 from Registration Section of Office of Academic Affairs.
- II. The important dates for submitting final, defended dissertation/thesis in electronic format in the second semester of the academic year 2025 are as follows:
 1. **Master's and Doctoral students whose defense scheduled in the second semester of the academic year 2025:**
 - a. Dissertation/thesis submission due: **24:00 on August 18, 2026(Tuesday).**
 - b. Format review due: **17:00 on August 21, 2026(Friday).**
 2. **Master's and Doctoral students whose defense scheduled in the first semester of the academic year 2025:**
 - a. Dissertation/thesis submission due: **24:00 on July 20, 2026(Monday).**
 - b. Format review due: **17:00 on July 22, 2026(Wednesday).**

It is your responsibility to submit a dissertation/thesis in the correct format and allow time for revisions to be completed in order to meet deadlines.

- III. Required items and documents to complete the library checkout procedure:
 1. A valid student ID card,
 2. **A dissertation/thesis abstract signed by both the advisor(s) and the student,**
 3. **A copyright authorization for electronic dissertation/thesis signed by the student,**
 4. **One hardcover copy of dissertation/thesis.**
- IV. Notices on the hardcover copy of dissertation/thesis:
 1. **No watermark contained,**
 2. **Black cover,**
 3. **A copyright authorization for dissertation/thesis signed by the advisor(s).**

The hardcover copy can be printed right after passing the oral defense and having the final revision. Students do not have to wait for the library approval of electronic format.
- V. The forms of dissertation/thesis submission are available on the "Electronic Dissertation & Thesis Service" website, [<https://reurl.cc/2Ka9DX>]

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VI. The OLIS will host three workshops on Countdown to Graduation—Turnitin and Submission of the Dissertation/thesis. Students who are expected to submit their dissertation/thesis in the second semester of the academic year 2025 are welcome to attend one of the workshops.

1. Turnitin and Submission of Thesis/Dissertation:

Google Meet: 14:30 on Tuesday, May 12, 2026

(<https://meet.google.com/yqx-kygn-xaf>).

Google Meet: 14:30 on Wednesday, May 13, 2026

(<https://meet.google.com/yqx-kygn-xaf>).

2. Submission of Thesis/Dissertation:

Google Meet: 14:30 on Thursday, May 14, 2026

(<https://meet.google.com/yqx-kygn-xaf>).

Online Registration: <https://forms.gle/MnGw9A8KbrHX4WvW6>

VII. The Turnitin system and thesis submission videos can be watched on the Moodle Learning System, <https://moodle.isu.edu.tw/>. The search method is after entering the system → Dashboard → All courses... → 線上課程_Online Course → 圖書與資訊處 → ISU06120002_畢業倒數計時—論文檢測與上傳任務必修活動.

簽核紀錄：

閱覽諮詢組[張智雄][意見]陳請鈞長核示。/2026/04/29 19:41:35

閱覽諮詢組[劉錦蕙][意見]擬同意轉知預計114學年度第2學期畢業博碩士生相關人員，陳請鈞長核示。/2026/04/30 08:28:19

圖書與資訊處[李崇道][意見](李崇道代判作業)如擬。/2026/04/30 12:35:58