Appendix 10

Tzu Chi University
Department of Public Health

Application for Appointment of Oral Examination Committee Members

Application Date: _____ (mm/dd/yyyy)

Department		Student Name		Student ID	
Year/Semester		Examination date		Examination Location	
Thesis or Project/Research Report Title					

	On-campus or Off-campus	Name	Education	Workplace	Title
Examination Committee Member		Chair			

Note: Examination committee consists of three to five members (At least one-third must be off-campus members). The President may designate any member as the chair, excluding the advisor.

Appendix 10

Advisor's Comment		Chairperson's Comment	
Registrar's Comment		Dean of Academic Affairs	
President			
Notes	I. The required documents are as follows: 1. The application form 2. Invitation letters 3. The proof of completing required credit hours and coursework 4. The faculty advisor's approval. 5. Other Students need to submit them to the department for review, and then forward to the Office of Academic Affairs. II. The Office of Academic Affairs shall review the appropriateness of the approach, date/time, and location of final oral examination as well as the list of the committee members, then present to TCU's president for approval. III. The Office of Academic Affairs will send a copy of the approved application form to the department.		