**Dissertation Evaluation**

**1. Matters Related to the Advisor**

1) Signing of the Dissertation Examination Application & Submission Approval form

 - Applicants must complete the application form and have their advisor signatere and seal it.

**\* Dissertation examination application forms once submitted not retured.**

2) Nomination of Dissertation Examination Committee Members

 a. General Programs: Advisors should nominate three members for the master’s program and five members for the doctoral program. Advisors are included in these quotas.

 b. **University-Research Institute-Industry Collaborative Program** : Advisors should nominate four members for the master’s program and six for the doctoral program, including co-advisors.

 c. The chair of the Dissertation Examination Committee shall be elected by the committee from among its members and he/she has an obligation to report to the department head.

 (Article 52.5 of the Detailed Enforcement Regulations for the Graduation School)

 d. Two additional members can be nominated for the eventuality that original committee members require substitution.

**2. Entering the Evaluation Results and Report**

**※ Log onto the Dissertation Examination page**

- **Internal Members : Portal (https://portal.korea.ac.kr/front/Intro.kpd) → Consultation → Thesis Evaluation**

**- External Members : Verify identification on the dissertation examination page (http://infodepot.korea.ac.kr/research/ThesisAuth.jsp) → Consultation → Thesis Evaluation**

1) Master’s Program

a. Evaluation Committee Members : Conduct thesis and oral examinations and enter **the Master’s Thesis Examination results.**

b. Evaluation Committee Chair : Decide whether the thesis deserves passing status with the consent of more than 2/3 (3/4 for **University-Research Institute-Industry Collaborative Programs**) of the committee members and enter **both the Master’s Thesis Examination results and Evaluation opinion.**

2) Doctoral Program

a. Evaluation Committee Members : Conduct at least three dissertation and oral examination rounds and enter both **the Doctoral Dissertation Examination results and Evaluation opinion**.

b. Evaluation Committee Chair : Decide whether the dissertation deserves passing status with the consent of more than 4/5 (5/6 for **University-Research Institute-Industry Collaborative Programs**) of the committee members and enter both **the Doctoral Dissertation Examination results and Evaluation opinion.**

**※ For more details, refer to the Thesis/Dissertation Examiner’s Guide.**

**3. Dissertation Examination Schedule**

1) Application for Dissertation Examination (submission of dissertation and application form)

 : **Oct. 19 (Mon.) ~ Oct. 22 (Thu.) 2020, 4:00 PM**

\* External Members shoule submit 'Personal Information Collection and Use Agreement' (form) to the department administration office of Student to the payment of dissertation evaluation Fee

\* External Members(Foreigner) must submit additional Alien registration card (copy) or Passpost(copy)

 ① Resident of the Korea : Alien registration card (copy)

 ② Non-residents of the Korea : Passport (copy)

2) Entering Dissertation Examination Results and Evaluation opinion: no later than  **by Dec. 11 (Fri.)**

 **\* Examination results for unsuccessful applicants shall also be entered.**

3) Payment of Dissertation Evaluation Fee : around end-Jan 2021

 - Dissertation evaluation fees shall be deposited into the bank account of each committee member.

 - Amount of Fee(per One dissertation of one) students : [M.A] KW 50,000, [Ph.D] KW 100,000

4) (Library homepage) Dissertation upload: **Dec. 21 (Mon.) 2020 ~ Jan. 10 (Fri.) 2021, 4:30 P.M**

5) Submission of a copy of the completed dissertation (Library), confirmation of dissertation submission (Department Administration Office), copy of inner pages (inner cover page and evaluation completion verification page) of the completed dissertation, and Confirmation of Thesis Plagiarism Check : **Jan. 4 (Mon.) 2021 ~ Jan. 6 (Wed.) 2021, 5:00 P.M**

**\* Applicants who fail to submit the above documents by the deadline (Jan. 6(Wed.) 2021) will be precluded from graduation in February 2021 regardless of the evaluation result.**

Oct.  2020

**the Graduate School**