

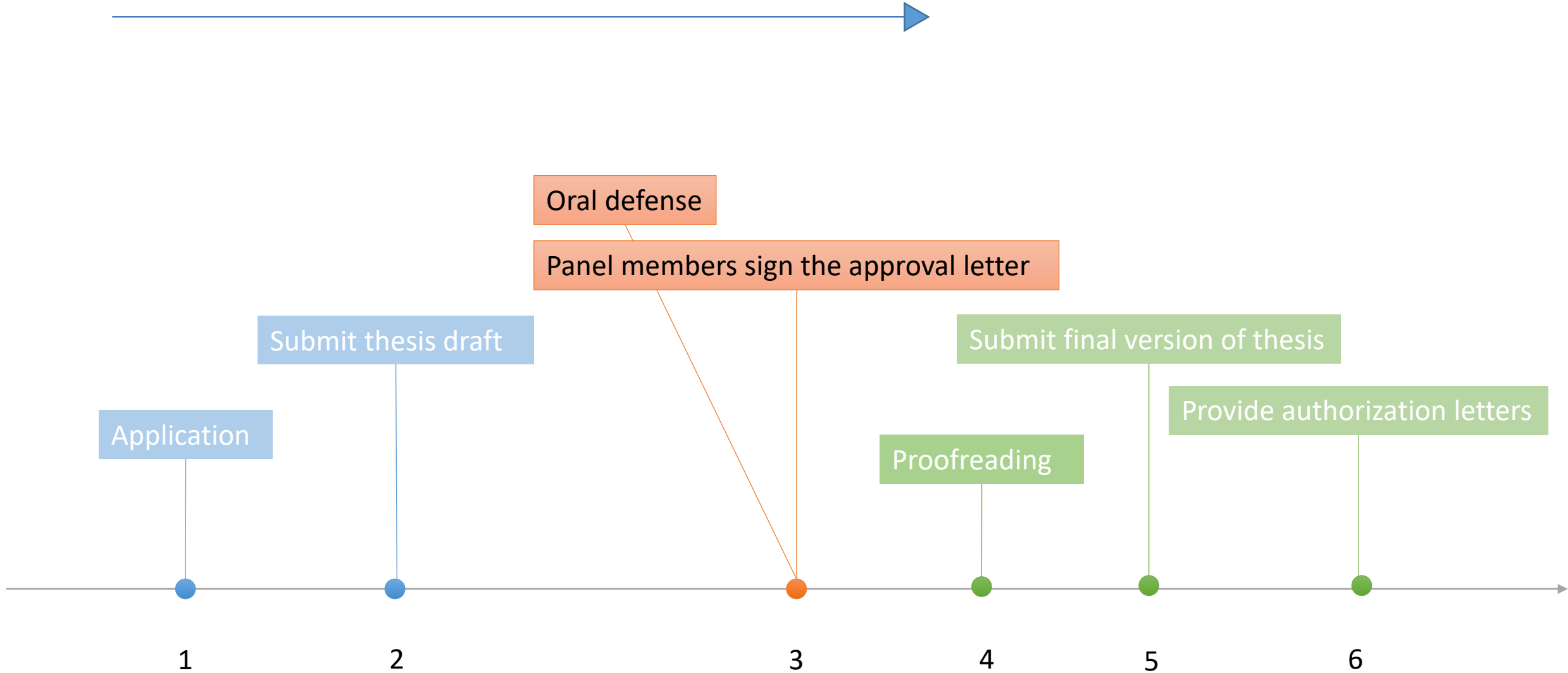
# Providence University

Process for oral defense  
( For Double Degree Students only)

# Request items from PU

- Application of oral defense
- Panel members' CVs
- Format (Table of content)
- Proofreading
- Approval letter
- Final thesis – thesis uploading
- Authorization letter

# Timeline for the Oral Defense



# 1. Application of oral defense

- Please inform PU the date of oral defense at least **one month** earlier.
- In order to do plagiarism test, we will need your thesis draft, please provide it in pdf file at least **2 weeks** before oral defense.
- Program office will provide you the file of the thesis cover page.
- Please provide your panel members CVs (including main advisor's) to PU.

## 2. Format- Table of content (request **page number** only)

Global MBA - Thesis Guidelines

Sample

### Table of Content

Table of Content .....	i
Abstract .....	ii
List of Tables .....	v
List of Figures .....	vii
<b>Chapter One: Introduction .....</b>	<b>1</b>
1.1 Research Background .....	1
1.2 Purposes of study .....	7
1.3 Research Questions .....	10
<b>Chapter Two: Literature Review .....</b>	<b>11</b>
2.1 Experiential Marketing .....	11
2.2 Service Quality .....	13
2.3 Customer Satisfaction .....	17
<b>Chapter Three: Methodology .....</b>	<b>35</b>
<b>Chapter Four: Results .....</b>	<b>50</b>
<b>Chapter Five: Conclusions .....</b>	<b>62</b>

Items such as table of contents, acknowledgements, list of table and figures are listed in Roman numerals (i, ii, iii, iv, v ...)

The main content of the thesis until the reference and the appendix are listed in Arabic numbers(1, 2, 3, 4 ...)

- You may follow the thesis format from your [home universities](#).
- PU only request the format of **“Page Number”** in the Table of Content, please refer to the sample.
- Items such as table of contents, acknowledgements, list of table and figures are listed in **Roman numerals (i, ii, iii, iv, v ...)**
- The main content of the thesis until the reference and the appendix are listed in **Arabic numbers(1, 2, 3, 4 ...)**

# 3. Online Oral defense

- Please finish online oral defense before **June 30** (suggested deadline)
- If you would like to graduate in next Fall semester, Please finish oral defense before **January 15** (suggested deadline)
- After the oral defense, every panel member should sign the **approval letter** and scan the file to PU.

# 4. Approval letter

## PROVIDENCE UNIVERSITY

### Approval Letter of Oral Defense Panel Members

Mr./Ms. \_\_\_\_\_

A Graduate Student of Global Master of  
Business Administration Program,  
International College, whose thesis:

(Chinese) \_\_\_\_\_

(English) \_\_\_\_\_

Has met the standards of qualifications for a Master's Degree and  
has thus been approved by this panel.

Committee Members:

_____	(Signature)
_____	(Signature)

Thesis Advisor

_____	(Signature)
_____	(Signature)

Program Chair:

_____	(Signature)
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Date:

_____
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★ After oral defense, please let your advisor (or panel members) sign the approval letter, and send the scan file back to PU.

Two members from PU or home university

Main / Co Advisors

# 5. Proofreading

靜宜大學寰宇管理碩士學位論文校稿證明 Certification of Proofreading			
學生姓名 Student Name			學號 Student ID
論文題目 Manuscript Title			
論文總字數 Manuscript Word count			
潤稿員 Proofreader			國籍 Nationality
學/經歷 Backgrounds	<input type="checkbox"/> 英語母語人士 English Native Speaker <input type="checkbox"/> 主修英語教學 (學士/碩士) Major in TESOL (Teaching English to Speakers of Other Language) <input type="checkbox"/> 主修英文 (學士/碩士) Major in English Department <input type="checkbox"/> 其他 Others (Please provide related documents)		
相關證明 Related Documents	<input type="checkbox"/> 學歷證明 (Diploma) <input type="checkbox"/> 身份證件 (ID card)		
校稿方式 (可複選) Proofreading Level (Multiple selections are possible)	<input type="checkbox"/> 文法 Grammar <input type="checkbox"/> 內容 Content <input type="checkbox"/> 格式 Format		
編修範圍(可複選) Proofreading Scope (Multiple selections are possible)	<input type="checkbox"/> 正文 Text <input type="checkbox"/> 文獻 References <input type="checkbox"/> 圖表說明 Captions		
潤稿員簽名 Signature of Proofreader			
編修日期 Date of Proofreading			
若無需編修，請指導教授說明並簽章 If you don't need to do proofreading, please let your advisor provide reasons	原因 Reason  指導教授簽章 Advisor Signature		
系所審查 Reviewed by Program office	經手人 Person in charge	日期 Date	

Please provide **certificate of proofreading** before you submit the **final** version of your thesis.



## 6. Submit FINAL version of thesis

- After revising thesis based on panel members' advices, students need to provide the final version of thesis in pdf file to PU.
- Please upload your thesis through PU's library system (<https://cloud.ncl.edu.tw/pu/index.php>)
- When you get the approval email from library, please download the **authorization letters** from the uploading system. We will need students' **signatures for authorization letters**. Please sign the documents and provide **BOTH** scan file and original copy to PU. (PU will provide the letters to students)

# Appendix

- ✓ Sample- Table of Content
- ✓ Sample- Approval letter
- ✓ Certification of Proofreading

## Table of Content

<b>Table of Content .....</b>	<b>i</b>
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## 靜宜大學寰宇管理碩士學程論文校稿證明 Certification of Proofreading

學生姓名 Student Name		學號 Student ID	
論文題目 Manuscript Title			
論文總字數 Manuscript Word count			
潤稿員 Proofreader		國籍 Nationality	
學/經歷 Backgrounds	<input type="checkbox"/> 英語母語人士 English Native Speaker <input type="checkbox"/> 主修英語教學 (學士/碩士) Major in TESOL (Teaching English to Speakers of Other Language) <input type="checkbox"/> 主修英文 (學士/碩士) Major in English Department <input type="checkbox"/> 其他 Others (Please provide related documents) _____		
相關證明 Related Documents	<input type="checkbox"/> 學歷證明 (Diploma) <input type="checkbox"/> 身份證件 (ID card)		
校稿方式 (可複選) Proofreading Level (Multiple selections are possible)	<input type="checkbox"/> 文法 Grammar <input type="checkbox"/> 內容 Content <input type="checkbox"/> 格式 Format		
編修範圍(可複選) Proofreading Scope (Multiple selections are possible)	<input type="checkbox"/> 正文 Text <input type="checkbox"/> 文獻 References <input type="checkbox"/> 圖表說明 Captions		
潤稿員簽名 Signature of Proofreader			
編修日期 Date of Proofreading			
若無需編修，請指導教授說明並簽章 If you don't need to do proofreading, please let your advisor provide reasons	原因 Reason		
	指導教授簽章 Advisor Signature		
系所審查 Reviewed by Program office	經手人 Person in charge	日期 Date	

# PROVIDENCE UNIVERSITY

## Approval Letter of Oral Defense Panel Members

Mr. / Ms. \_\_\_\_\_

A Graduate Student of Global Master of  
Business Administration Program,  
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( Chinese ) \_\_\_\_\_

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Has met the standards of qualifications for a Master's Degree and  
has thus been approved by this panel.

Committee Members: \_\_\_\_\_ (Signature)

\_\_\_\_\_  
(Signature)

Thesis Advisor \_\_\_\_\_ (Signature)

\_\_\_\_\_  
(Signature)

Program Chair: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_