

論文延後公開的同學，請依下列五個步驟提出申請：

To apply for deferred thesis publication, please complete the following procedures:

STEP1

於圖書館論文提交系統左測「下載區」下載『國立虎尾科技大學學位論文延後公開申請書』。

Download the "National Formosa University Application Form for Deferred Thesis Publication" from the "Download Section" on the left-hand side of the Library's Thesis Submission System.

STEP2

將資料填寫完整並親筆簽名，檢附佐證資料(佐證資料需有指導教授與系主任簽名)至學校審議單位核章。(審議單位請參閱論文提交系統下載區「國立虎尾科技大學學位論文延後公開申請書處理單位對照表」)

Complete the application form with signature. Attach supporting documents signed by both the thesis advisor and department chair, then submit the application form and documents to the designated university review unit for approval. (Please refer to the "Processing Unit Reference Table for Deferred Thesis Publication Application" available in the download section of the thesis submission system.)

STEP3

進行學位論文口試時，請攜帶延後公開申請書以及佐證資料，經考試委員再次審核是否符合延後公開條件。(涉及機密、專利事項、依法不得提供三種)

Submit the application form and supporting documents at the oral defense. The Examination Committee will reassess the materials to verify eligibility for deferred publication. (Deferral is permitted only for theses involving confidential information, patent applications, or not permitted to be provided on statutory grounds.)

STEP4

提交論文電子檔時，將『國立虎尾科技大學學位論文延後公開申請書』與佐證資料掃描成 PDF，點選系統「step2 上傳全文」畫面中間「有申請紙本論文延後公開者請點選此按鈕」，將檔案上傳並設定論文延後公開日期。

When uploading the thesis file, scan the signed application form and supporting documents into a single PDF file. In the "Step 2: Upload" section of the Thesis Submission System, click the button labeled “Click here if applying for embargo of thesis/dissertation”, then upload the file and set the deferral end date.

STEP5

『國立虎尾科技大學學位論文延後公開申請書』與佐證資料，需於電子檔通過審核後，連同兩本紙本論文與授權書(授權書於論文提交系統 step3 下載列印)一起繳交至圖書館。

After the uploaded thesis passes the review process, submit the printed application form, supporting documents, two hard copies of the thesis, and the authorization form (downloadable in Step 3 of the Thesis Submission System) to the library.

※特別提醒(Important reminder)

依教育部 114 年 6 月 4 日臺教高通字第 1142201506 號函有關學位論文延後公開（一定期間不予公開）機制，每次申請紙本論文及電子全文延後公開至多為 5 年，且需逐次申請；第 2 次起之申請程序，仍應取得原所有學位考試委員審核確認，或經原就讀系所之系（所）務等會議審核確認，經由學校向國家圖書館提出申請。

According to the Ministry of Education's directive on the thesis/dissertation embargo mechanism, each embargo period shall not exceed five (5) years from the date of application. From the second application onward, approval must be reconfirmed by all original degree examination committee members or by the departmental (or institute) affairs meeting of the applicant's original academic unit.