



澳門科技大學
MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY
論文延期提交申請表

APPLICATION FORM FOR DEFERRING THESIS SUBMISSION

職員收件記錄
 To be filled by staff:
 Received by: _____
 Date: _____

(請填妥本申請表後連同身份證複印件提交至所屬學院辦公室。Please fill in this form and submit to respective Faculty Office with ID Copy.)

I. 學生個人資料 PARTICULARS OF STUDENTS

姓名 Student Name: _____ 學生編號 Student NO.: _____
 就讀課程 Program: _____ 專業 Major: _____
 聯絡電話號碼 Contact Phone NO.: _____ 電郵地址 E-mail Address: _____

II. 論文延期提交申請資料 INFORMATION OF DEFERRING THESIS SUBMISSION

論文題目 Thesis Topic: _____
 導師姓名 Name of Supervisor: _____
 論文寫作開始日期 Start date of thesis writing: _____ 論文寫作結束日期 End date of thesis writing: _____
 本人現向學院申請論文延期提交 _____ 個月 並同意繳交論文延期提交費用合共澳門幣/港幣 _____ 元正。
 I apply for a deferral of thesis submission for _____ months, I agree to pay a thesis deferral fee of totally MOP/HKD _____ 元正。
 論文延期提交的原因 Please specify the applying reason: _____

III. 學生聲明 STUDENT DECLARATION

- 本人已閱悉學生手冊內有關論文寫作、論文延期、更換指導老師及相關費用的規定。
 I have read and understood all the regulations and notes about thesis writing, deferral application of thesis submission and related fees arrangement.
- 本人已知悉論文延期提交申請如獲批准，需於指定限期前繳交論文延期提交費用，同時本人已知悉學生需自行登入網上選科系統下載相關費用的付款通知書。未於指定限期前繳費將被終止學籍。
 I understood that a thesis deferral fee will be charged upon approval for my application and related fee should be settled before specific deadline. I also noted that I should download related debit note for thesis deferral fee by logging in the COES directly. I understood that I will be terminated of study by the University if I fail to pay related fees.
- 本人已知悉學生應在最長修業期內完成論文並通過論文答辯，且必須預留對論文進行修改的時間。所有畢業要求及程序必須於最長修業期限屆滿前完成，否則大學將不能依法授予學位。
 I understood that all students should complete thesis writing and pass oral defense within the maximum study period, as well as set aside time for thesis revision. All graduation requirements and procedures must be met and completed before the expiry of the maximum study period; otherwise the degree cannot be conferred in accordance with the laws.

學生簽名 Student's Signature: _____ 日期 Date: _____

註：本表格中的中英文版本如有差異，將以中文版本為準。

Remark: In the event of any discrepancies between the Chinese and English versions of this form, the Chinese version will prevail.

※大學保留修訂及闡釋上述規定的一切權利。The University reserves all rights and privileges in amending and explaining the above mentioned rules and regulations.※

學院批核 (由學院填寫) APPROVAL FROM FACULTY (TO BE FILLED BY THE FACULTY)

指導老師意見 Supervisor's comment: Agree Disagree 導師簽名 Supervisor's Signature: _____ 日期 Date: _____

學院院長批准 Approval from Faculty's Dean: Approve Not approve 院長簽名 Dean's Signature: _____ 日期 Date: _____

批准新的論文寫作結束日期 The new end date of thesis writing: ____/____/____ 批核記錄已輸入至 COES Application and approval record has been input into COES

已通知會計處出具付款通知書 Request on issuing debit note has been sent to the Accounts Office

已向學生發出書面通知 Written notification issued

學院行政人員簽名 Staff's Signature: _____ 日期 Date: _____