National Yunlin University of Science and Technology

Format of Thesis

1. Sequence of thesis

1. Front cover (Example 1)
2. Verification letter from the Examination Committee (Example 2)
3. Chinese abstract (Example 3)
4. English abstract (Example 4)
5. Letter of recommendation from the advising professor (optional, Example 5)
6. Preface or acknowledgements (optional)
7. Table of contents
8. List of tables (optional)
9. List of figures (optional)
10. Explanation of symbols (optional)
11. Body of the thesis (it can be double-sided if too many pages)
12. References
13. Appendices
14. Back cover
15. Number of copies: 1 paperbound copy of thesis (the cover should be laminated) should be submitted to the Curriculum and Teaching Division of the Office of Academic Affairs. The copy will be sent to the National Central Library in accordance with the Degree Conferral Law stipulated by the Ministry of Education.
16. Binding: Student are suggested to bind their thesis on the left side of the cover. The back cover should include the year (same as the front cover), Chinese title of the thesis, school name, department/institute, and your name
17. Paper: 150-pound paper should be used for both front and back covers. White paper of A4 size paper for all of the other pages should be used.
18. Fonts: As for Chinese texts, a font size of 12-pt should be used for the body of the thesis. As for the title, a font size of 14-pt should be used. Computer layout should be in black. Punctuations required for the texts. Deletions or stains are not accepted.
19. Margins: 3-cm margins for the top, left, right and bottom of the page. (page number should be placed 1-cm margin at the center of the bottom)
20. Front cover: Titles (in both Chinese and English) should be placed in the center of the front cover. The school’s name, department or institute, degree, topic, student’s name, advising professor’s name and the month/year of the submission (students applying for earlier graduation should write the month/year of his/her graduation; please write January if the student graduates in the spring semester; please write June if the student graduates in the fall semester) should be written on the front cover. Students should use the assigned cover page of their own department or institute. The front cover should be laminated.
21. Letter of the recommendation from the advising professor: please ask your department or institute if this is required.
22. Verification letter by the Examination Committee
23. Abstract: Both Chinese and English versions should be concise and succinct. Each of them should be less than 1 page, including key arguments, research methods or procedures, results, conclusion and keywords.
24. Preface or acknowledgement: Written on another page.
25. Table of contents: Abstract, titles of each chapter, appendices, references and page numbers sorted out in order.
26. References: First name and last names of the authors, titles and number of volumes, number of pages, years of publications and publishers should be included.
27. Appendices: Copious data, materials, figures, tables and so forth can be included in the Appendices.
28. Delay of Publication of Thesis Request Form: Please fill out the 15. Delay of Publication of Thesis Request Form from the National Library if you would like to postpone submitting your thesis and staple the form as the first page of your thesis.
29. Uploading the e-file of the thesis: Please upload the e-file of the thesis to the library of YunTech. In order to protect the intellectual property right of the author, please have the YunTech mark on every page of the main text of the thesis.
30. Others: The conventions used should follow the detailed rules set by individual department or institute.