

석·박사 학위논문 작성 및 제출 요령

Thesis preparation and submission tips



2022

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Guidelines on Completion and Submission of Dissertations

Classified into dissertations for requesting degrees (for evaluation), dissertations for submission (printed and bound), and electronic dissertations, all dissertations shall be completed and submitted as specified in this Guidelines on Completion and Submission of Dissertations. Dissertations for submission shall include the seals of approval, approval for submission, abstract, table of contents, main body, and bibliography. In addition, acknowledgements and curriculum vitae may be included optionally. **Dissertations shall be prepared in Korean or in English. When a dissertation is prepared in Korean, there should be no English alphabet unless specified otherwise.**

1. Dissertations for Requesting Degrees (for Evaluation)

A. Guidelines on Completion

- 1) There is no page limit. Blank white papers of size A4 should be used.
- 2) Both Korean abstract with at most 500 letters and English abstract with at most 300 words must be included (p. 13: Appendix 1).
- 3) For the evaluation of the dissertations for requesting Master and Ph. D. degrees, three and five copies, respectively, shall be submitted to the dissertation committee as described in 'Schedule of Completion and Submission of Dissertations'.
- 4) If the title of the dissertation has been changed since the dissertation proposal, the change shall be recorded in the Request for Evaluation of Ph. D. Dissertation (p. 26: Appendix 2) and submitted to the department or major.

B. Due Date for Submission: Please refer to 'Schedule of Completion and Submission of Dissertations'.

2. Dissertations for Submission (Printed)

A. Guidelines on Completion

- 1) For the dissertations, non-coated white papers of size 210×297 mm (A4) should be used. Each page in the dissertations should have top, bottom, left, and right margins of 30, 25.4, 25.4, and 25.4 mm, respectively.
- 2) Any searchable font type is allowed and no scanned letter/alphabet is allowed. For Korean, 명조, 궁서, 신명조, 바탕체, 굴림체 are recommended. For English, Arial and Times New Roman are recommended.
- 3) The dissertation shall be bound with the seals (or signatures) of the dissertation committee members certifying the completion of dissertation evaluation (p. 11: Appendix 1). Note that spring bound is prohibited. **Two copies with hardcover to be submitted shall bear actual seals or signatures (photocopies of seals or signatures prohibited).** For other copies, on the other hand, photocopies of seals or signatures are allowed.
- 4) As for other formats, please refer to Examples with Explanations (Appendix 1).
- 5) Dissertations should be printed double-sided; however, in the case of books under 50 pages, single-sided printing is allowed.

B. Submission Procedure

Once the dissertation for requesting a degree has been approved by the dissertation committee, the submitter shall: ❶ send the dissertation, converted into a computer file according to the guidelines on completing electronic dissertations, to the library homepage (<https://library.kaist.ac.kr/main.do>); ❷ print out Agreement to Disclose Electronic Dissertation (p. 29: Appendix 2) from the same homepage;

❸ verify with the department office whether the titles of the printed dissertation and the dissertation on CAIS are the same (if they are different, they shall be corrected and confirmed by affixing administrative confirmation at the bottom of the Agreement to Disclose Electronic Dissertation); and ❹ submit to the Affiliated Department Office ❺ 4 copies of the dissertation, completed and printed according to this Guidelines on the Completion and Submission of Dissertations, on or before the due date.

- ① The submitter must send an electronic dissertation in the form of a computer file to “Thesis Submission” on the library homepage (<https://library.kaist.ac.kr/main.do>)
- ② The submitter must submit the Agreement to Disclose Electronic Dissertation (to be printed out from the library homepage and sealed or signed by the submitter and department office).
- ③ The submitter must verify with the department office whether the title of the printed dissertation and that of the dissertation on the CAIS agree with each other.
- ④ The submitter must submit 4 copies of the printed dissertation (2 hardcover editions; 2 softcover editions) and 1 copy of the Agreement to Disclose Electronic Dissertation.

C. Due Date for Submission: Please refer to 'Schedule of Completion and Submission of Dissertations'.

D. Deferral of Degree Conferment

Regardless of the results of thesis evaluation, the College Academic Deliberation Committee may postpone degree conferral in cases of students who fail to submit their printed thesis by the deadline or who are unable to graduate for other reasons.

Students whose degree conferral has been postponed are required to undergo thesis evaluation again before the meeting of the College Academic Deliberation Committee in the desired semester of graduation (applicable to all students submitting dissertations for evaluation in the spring semester of 2003 and onwards).

E. Disclosure of Dissertations

- 1) **Printed dissertations shall be disclosed.** However, in case there exist special reasons not to disclose printed dissertations, a completed copy of 'Request for Non-Disclosure of Printed Dissertation' (p. 30) shall be submitted.
- 2) As for the disclosure of electronic dissertations, the submitter must select either disclosure or non-disclosure. In the case of non-disclosure, the reasons and period must be stipulated in detail.

F. Additional Remarks

The title of the printed dissertation and the title of the dissertation entered in CAIS must agree: If they do not agree, the certificate of graduation will bear a wrong title.

G. Designation of Department and Major

대학	학부(과)/전공(프로그램)	영문명칭
자연과학대학	물리학과 (PH) 수리과학과 (MAS) 화학과 (CH) 나노과학기술대학원 (NST)	Department of Physics (PH) Department of Mathematical Sciences (MAS) Department of Chemistry (CH) Graduate School of Nanoscience and Technology (NST)
생명과학기술대학	생명과학과 (BS) 의과학대학원 (MSE)	Department of Biological Sciences (BS) Graduate School of Medical Science and Engineering (MSE)
공과대학	건설및환경공학과 (CE) 기계항공공학부 - 기계공학과 (ME) - 해양시스템대학원 (OSE)	Department of Civil and Environmental Engineering (CE) School of Mechanical and Aerospace Engineering - Department of Mechanical Engineering (ME) - Graduate School of Ocean Systems Engineering (OSE)
	항공우주공학과 (AE) 바이오및뇌공학과 (BIS) - 뇌인지공학프로그램 (BCE) 산업디자인학과 (ID) 생명화학공학과 (CBE) 신소재공학과 (MS) 전기및전자공학부 (EE) 전산학부 (CS) - 웹사이언스대학원 (WST) - 정보보호대학원 (IS) - 소프트웨어대학원프로그램 (SEP) 정보통신공학과 (ICE) - 디지털미디어프로그램 (DMP) 산업 및 시스템 공학과 (IE) - 지식서비스공학대학원 (KSE) 원자력 및 양자공학과 (NQE) 조천식녹색교통대학원 (GT) 김재철AI대학원 (AI)	Department of Aerospace Engineering (AE) Department of Bio and Brain Engineering (BIS) - Program of Brain and Cognitive Engineering (BCE) Department of Industrial Design (ID) Department of Chemical and Biomolecular Engineering (CBE) Department of Materials Science and Engineering (MS) School of Electrical Engineering (EE) School of Computing (CS) - Graduate School of Web Science Technology (WST) - Graduate School of Information Security (IS) - Software Graduate Program (SEP) Department of Information and Communications Engineering (ICE) - Digital Media Program (DMP) Department of Industrial and Systems Engineering (IE) - Graduate School of Knowledge Service Engineering (KSE) Department of Nuclear and Quantum Engineering (NQE) The Cho Chun Shik Graduate School of Green Transportation (GT) Kim Jaechul Graduate School of AI (AI)
	고분자학 학제전공 (PSE) 우주탐사공학 학제전공 (SPE) 환경·에너지공학 학제전공 (ENY) 로봇공학 학제전공 (RE) 미래자동차 학제전공 (PD) 반도체 학제전공 (STE) 정보통신공학 학제전공 (TE)	Polymer Science and Engineering Program (PSE) Space Exploration Engineering Program (SPE) Environmental and Energy Technology Program (ENY) Robotics Program (RE) Division of Future Vehicle (PD) Semiconductor Technology Educational Program (STE) Telecommunication Engineering Program (TE)
	인문사회과학부 문화기술대학원 (GCT) 과학기술정책대학원 (STP)	School of Humanities and Social Sciences Graduate School of Culture Technology (GCT) Graduate School of Science and Technology Policy (STP)
융합과학대학	문술미래전략대학원 (GFS) - 지식재산대학원프로그램 (IP) - 과학저널리즘대학원프로그램 (SJ) - 미래전략대학원프로그램 (FS)	Moon Soul Graduate School of Future Strategy (GFS) - Master's Program in Intellectual Property (IP) - Master's Program in Science Journalism (SJ) - Master's Program in Future Strategy (FS)
경영대학	기술경영학부 (BTM)	School of Business and Technology Management (BTM)
	- 기술경영학부 (IT경영학) (IT) - 글로벌IT기술대학원프로그램 (ITP) - 기술경영전문대학원 (ITM) - 바이오혁신경영프로그램 (MBI)	- School of Business and Technology Management (IT Business) (IT) - Global Information and Telecommunication Technology Program (ITP) - Graduate School of Innovation and Technology Management (ITM) - Bio Innovation Management Program (MBI)
	경영공학부 (MT)	School of Management Engineering (MT)

대학	학부(과)/전공(프로그램)	영문명칭
경영대학	테크노경영대학원 - 이그제큐티브MBA (EM) - 사회적기업가MBA (SM) - 프로페셔널MBA (PM) - 테크노경영MBA (TM)	Graduate School of Management - <u>Executive MBA</u> (EM) - <u>Social Entrepreneurship MBA</u> (SM) - <u>Professional MBA</u> (PM) - <u>Techno-MBA</u> (TM)
	금융전문대학원 - 금융MBA (FIN) - 금융공학프로그램 (FE)	Graduate School of Finance - <u>Finance MBA</u> (FIN) - <u>Financial Engineering</u> Program (FE)
	녹색성장대학원 - 녹색경영정책프로그램 (GBP) 정보미디어경영대학원 - 정보경영프로그램 (IM) - 정보미디어MBA (IMM)	Graduate School of Green Growth - <u>Green Business and Policy</u> Program (GBP) Graduate School of Information and Media Management - <u>Information Management</u> Program (IM) - <u>Information and Media MBA</u> (IMM)

H. Order in Binding of Dissertations

1) Preliminaries

- Front cover (p. 9)
- Inside cover (p. 10)
- Seals of Approval (p. 11)
- Approval for Submission and Declaration of Ethical Conduct in Research (p. 12)
- Bibliographic Information, Abstracts in Korean and English (p. 13)
- Separate white sheet
- Table of Contents (p. 16): When the dissertation is prepared in Korean, there should be no English alphabet in Table of Contents.

2) Main body (p. 17)

- Introduction
- Nomenclature
- Theoretical and Mathematical Development
- Experimentation Methods and Materials
- Results
- Discussion
- Conclusion

※ The main body can be adjusted depending on the department or the characteristics of the dissertation. When the dissertation is prepared in Korean, there should be no English alphabet in the main body. If using English alphabet is unavoidable in the main body, write in the form of 'Korean word (English word)'.

3) Bibliography (p. 18)

4) Acknowledgements (p. 19)

5) Curriculum Vitae (p. 20)

6) Separate white sheet

7) Back cover

3. Guidelines on Submission of Electronic Dissertations

A. Submission Website

- After clicking on the "Thesis Submission" in the Library Service category on the library homepage (<https://library.kaist.ac.kr/main.do>), the submitter can login by using the submitter's student ID as the ID and the last seven digits of the submitter's national ID (national registration number) as the password.

※ How to login

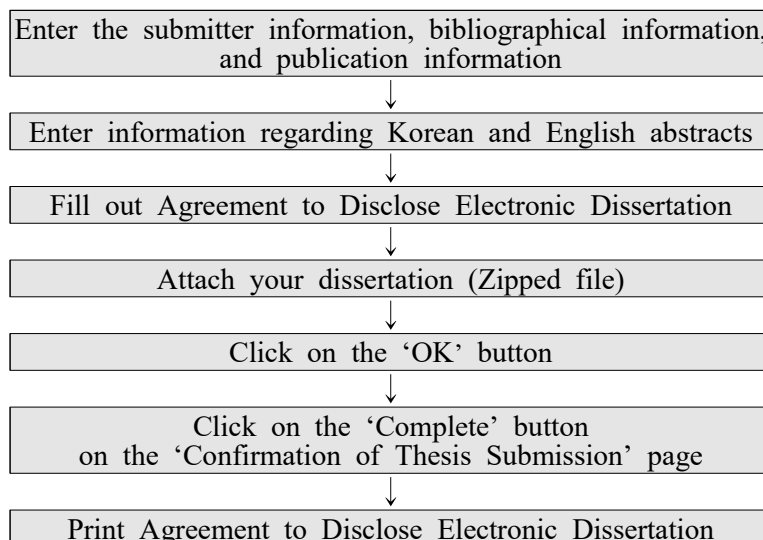
- Login with the portal ID.

If you are submitting your thesis with a different student number from the logged in student number, go to "My Library > My Settings" and change "Library ID".

If you have problems with logging, contact the library manager at 4495 or send an e-mail to library@kaist.ac.kr.

B. Submission Procedure

- 1) The submitter must enter all categories marked as required.
- 2) The Agreement to Disclose Electronic Dissertation may be printed out after the dissertation has been submitted online.



C. More Details

1) Method of Entering Names

- When entering name in Korean, please do not put any space between the last and first names. This applies to single-syllable first names also.
- When entering name in English, please enter the last name, a comma, a single space, and then the first name.

Ex) 이정렬 Lee, Jung Yeal

2) Entering Special Symbols and Mathematical Equations

Special symbols and mathematical equations in the title and abstract of the dissertation shall be entered in TeX format.

Ex) $\delta = \frac{e^x}{\log_x y} \Rightarrow \delta = \frac{e^x}{\log_x y}$

$7 \times 10^{10} \text{ cm}^{-2} \Rightarrow 7 \times 10^{10} \text{ cm}^{-2}$

3) Notes when Entering Submitter Information

- The required information (student ID, degree, name in Korean, name in English, department, and year of graduation) will be entered automatically.
(If you are in the Integrated Master and Doctoral Degree Program, you can choose the information to be entered.)
- Foreign names must be entered according to the guidelines above.
- The submitter must enter e-mail addresses and phone numbers that will be valid for future correspondence.

4) Notes when Entering Bibliographical Information

- Required: Dissertation title in Korean and in English, name of advisor in Korean and in English, number of pages, language of the dissertation, keywords in Korean and in English
- Advisor, co-advisor: Enter names both in Korean and in English. (Enter co-advisor's name only if there exists a co-advisor.)
- Language: The submitter shall enter the language in which the main body of the dissertation is written.
- Entering the number of pages: The number of pages for the preliminaries shall be entered in Roman numerals. Then, enter a comma, a single space, the number of pages for the main body in Arabic numerals, and a single space, and 'pp.'
Ex) iv, 166 pp.
- Keywords: The submitter must enter keywords in both Korean and English, one per blank. A maximum of 10 keywords in Korean and English, respectively, may be entered.

5) Caution in Entering Journal Publication Information

- The submitter must enter information on the journal in which (part of) the dissertation being submitted has been published. A maximum of two journals may be entered.
- Volume number: 'v. number/letter' shall be entered first, followed by a single space and 'no. number/letter' in lower-case letters.
Ex) v. 3, no. 1
- Pages: 'pp.' shall be entered first, in lower-case letters, followed by a single space and the range of pages on which the dissertation has been published. This range shall be indicated by a hyphen between the first and last page numbers.
Ex) pp. 301-303

6) Caution in Entering Abstract Information

- Both abstract in Korean and abstract in English shall be entered.

7) Caution in filling out the Agreement to Disclose Electronic Dissertation

- Disclosure: The purpose of disclosure is to allow users and service providers to use the dissertation on the network for academic research within the legitimate range. Choose "Disclose (disclosure)" or "Do not disclose (non-disclosure)". If you choose "Do not disclose", enter the reason and period of non-disclosure in detail.

Ex) Do not disclose → This dissertation may not be disclosed before January 2015 because patent application is in progress.

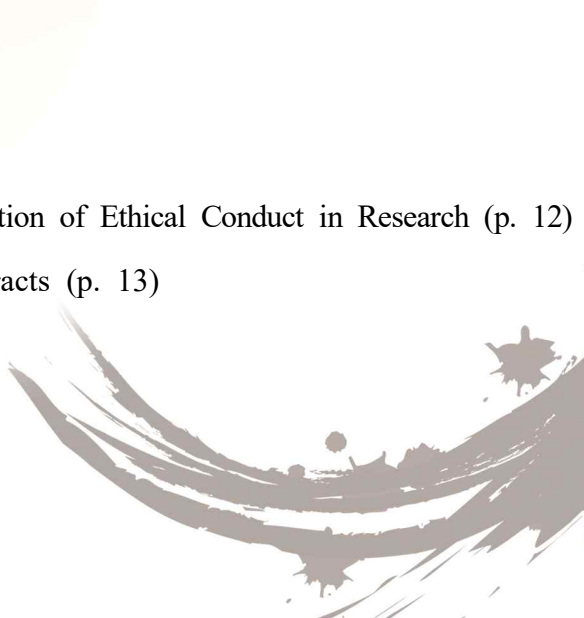
8) Caution in Uploading Dissertation Files

- Original text written in word processors (MS Word, 한글, LaTeX etc.) and pdf file should be compressed together into one single zipped file before submission.
- The electronic dissertation shall be identical to the printed and bound edition. The entire

dissertation including the covers, seals of approval, approval for submission, abstract, table of contents, main body, bibliography, acknowledgements (optional), and curriculum vitae (optional) shall be included.

Examples with Explanations

* The format of the dissertation shall follow the samples shown here. The font size shall follow the specifications given: Please refer to the notes in the samples. Dissertations will be returned if they fail to follow the samples and directions given, and **returned dissertations must be corrected and submitted on or before the due date.**

- Front Cover (p. 9)
 - Inside Cover (p. 10)
 - Seals of Approval (p. 11)
 - Approval for Submission and Declaration of Ethical Conduct in Research (p. 12)
 - Bibliographic Information and Abstracts (p. 13)
 - (Table of) Contents (p. 16)
 - Main Body (p. 17)
 - Bibliography (p. 18)
 - Acknowledgements (p. 19)
 - Curriculum Vitae (p. 20)
- 

1. Front Cover

Sample

석사 학위논문 (박사 학위논문)
Master Thesis (Ph. D. Dissertation)

통신의 수학적 기초
Mathematical Foundations of Communication
2021

도 존 (道尊 Doe, John)

한국과학기술원
Korea Advanced Institute of Science and Technology

Thesis
(Dissertation)
Title

도
존

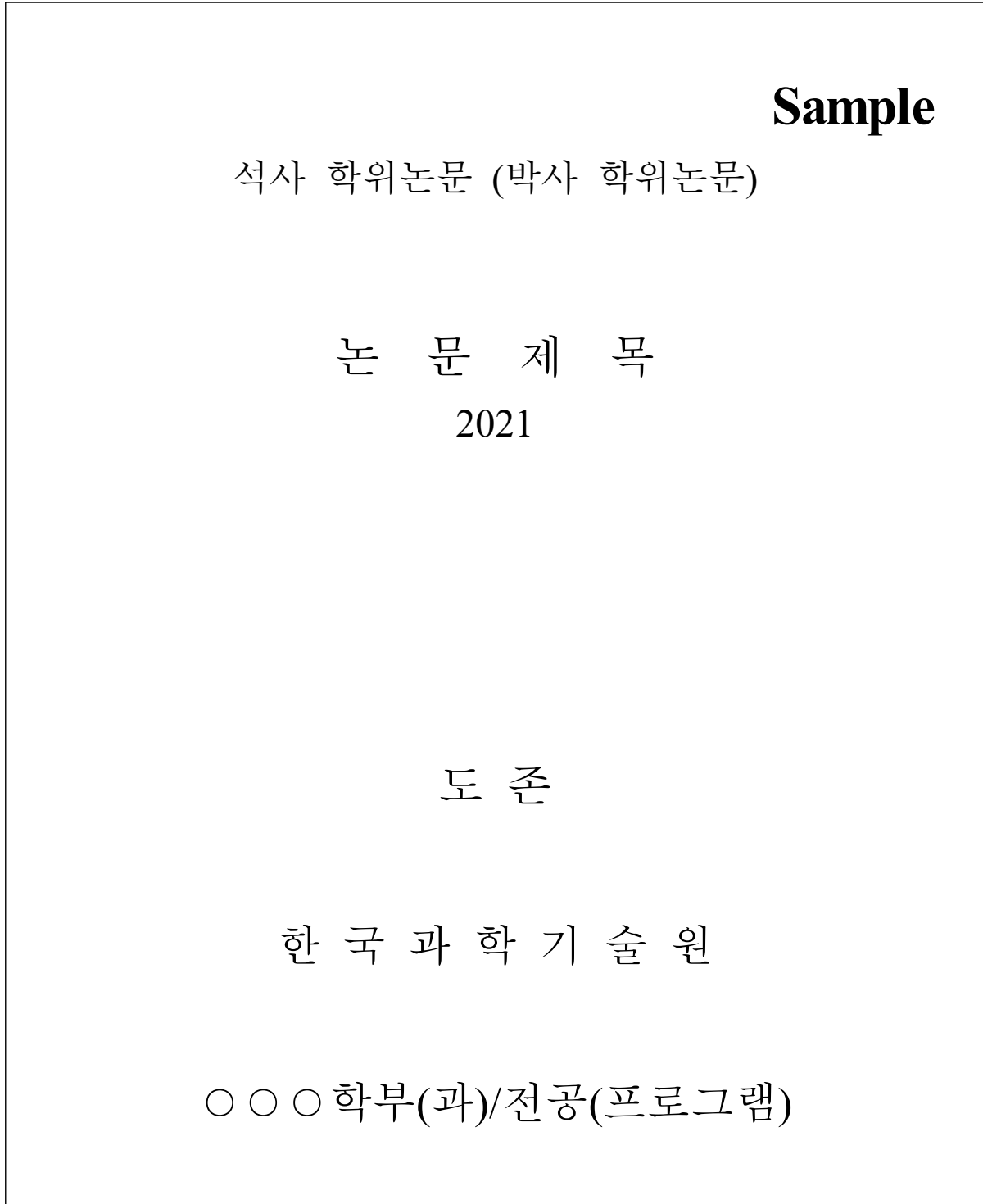
○
○
○
○

[Year]

Note * Font size: ‘석사 (박사) 학위 논문’ 17pt, ‘Master Thesis (Ph. D. Dissertation)’ 15pt, title in Korean 21pt, name in Korean and ‘한국과학기술원’ 20pt, elsewhere (title in English, year, names in Chinese character and/or native alphabet, name in English, and ‘Korea Advanced Institute of Science and Technology’) 18pt. Font size should be strictly observed. **The acronym ‘KAIST’ should not be used.**

- * Both Korean and English titles should be included. The year shall be the year of graduation.
- * The submitter’s name in Korean shall be followed by the names in Chinese character and English alphabet in parentheses. If the submitter does not have a name in Chinese character, enter names in Korean and English only. If the submitter is a foreigner with native alphabet, name in Chinese character may be substituted with name in his/her native alphabet.

2. Inside Cover



Note) * Inside cover must be prepared in Korean.

* Font size: ‘석사 (박사) 학위 논문’ 17pt, title 21pt, year 18pt, elsewhere 20pt. Font size should be strictly observed.

* The names of departments or majors, including interdisciplinary ones, shall be identical to those in Designation of Department and Major (pp. 2-4). For a program under a Department, the format of ‘Department of ... (Program of ...)’ shall be used.

3. Seals of Approval

Sample

논문제목

홍길동

위 논문은 한국과학기술원 석사(박사)학위논문으로
학위논문 심사위원회의 심사를 통과하였음

○○○○ 년 ○ 월 ○ 일

심사위원장 ○ ○ ○ (인)	}	석사
심사위원 ○ ○ ○ (인)		
심사위원 ○ ○ ○ (인)		
심사위원 ○ ○ ○ (인)		
심사위원 ○ ○ ○ (인)		

- Note)** * Seals of Approval must be prepared in Korean.
- * Font size: title 21pt, elsewhere 16pt. Font size should be strictly observed.
- * Two copies with hardcover to be submitted shall bear the actual seals or signatures of the committee members (master thesis: 3 seals or signatures; Ph. D. dissertation: 5 seals or signatures). Photocopies of seals or signatures are prohibited in the two copies. All the names of the committee members should be written in Korean: Put the last name first and then the first name without a comma. The name of the committee chair should be placed first, followed by the names of other committee members in the alphabetical order of Korean alphabet of the last names (and then first names when the last names are the same).
- * The date designates the date on which the dissertation is approved.

4. Approval for Submission and Declaration of Ethical Conduct in Research

Title of Dissertation in English

Name of Author in English

Advisor: O O O
(Co-Advisor: O O O)

A dissertation/thesis submitted to the faculty of Korea Advanced Institute of Science and Technology in partial fulfillment of the requirements for the degree of [Master of Science, Master of Business Administration, or Doctor of Philosophy] in [field of study (Specialty)]

Daejeon, Korea
Month Day, Year

Approved by

_____ [Signature]
name of Advisor, designations
title of Advisor

The study was conducted in accordance with Code of Research Ethics¹⁾.

1) Declaration of Ethical Conduct in Research: I, as a graduate student of Korea Advanced Institute of Science and Technology, hereby declare that I have not committed any act that may damage the credibility of my research. This includes, but is not limited to, falsification, thesis written by someone else, distortion of research findings, and plagiarism. I confirm that my dissertation/thesis contains honest conclusions based on my own careful research under the guidance of my advisor.

Note) * Must be written in English.

* Font size: title 20pt, 'The study was conducted in accordance with Code of Research Ethics' 12pt, footnote 10pt, designations 13pt, elsewhere 14pt. Font size should be strictly observed.

* Co-advisor: Applies only when the dissertation is advised by both Advisor and Co-Advisor.

* Date should be written in the form of 'month date, year'. (Ex. October 3, 2019)

* Enter the field of study (**red-colored character portion** in the name of Department or School in 'G. Designation of Department and Major', pp. 2-4) after 'in' above. Specialty (**underlined and green-colored character portion** in the name of Department or School in 'G. Designation of Department and Major', pp. 2-4), only when it is different from the field of study, may be added in a parenthesis after the field of study. If the author is affiliated in a program but is not affiliated in any of the departments/schools, enter only the 'specialty' in the position of the 'field of study'. (For example, if the author is in Robotics Program but is not affiliated in any of the departments/schools, enter 'Master of Science in Robotics'.)

* Observe additional guidelines in your department when applicable.

5. Bibliographic Information and Abstracts

Degree	한글이름. 한글제목. 한글 학과(부)/전공(프로그램). 학위받는 해. 88+vi 쪽. 지도교수: 지도교수 한글이름. (○○ 논문)		
	영문이름. 영문제목. 영문 학과(부)/전공. Year. 88+vi pages. Advisor: 지도교수 영문이름. (Text in ○○)		
한글 초록 핵심 낱말			
Abstract keywords			
	Degree 학과별 범례		
<u>학부(과)/전공(프로그램)</u>	<u>석사</u>		<u>박사</u>
물리학과	M P H		D P H
수리과학	M M A S		D M A S
화학	M C H		D C H
나노과학기술대학원	M N S T		D N S T
생명과학	M B S		D B S
바이오및뇌공학	M B I S		D B I S
뇌인지공학프로그램	M B C E		D B C E
의과학대학원	M M S E		D M S E
건설및환경공학	M C E		D C E
기계공학	M M E		D M E
항공우주공학	M A E		D A E
해양시스템대학원	M O S E		D O S E
생명화학공학	M C B E		D C B E
신소재공학	M M S		D M S
원자력및양자	M N Q E		D N Q E
조천식녹색교통대학원	M G T		D G T
김재철 AI 대학원	M A I		D A I
고분자화학	M P S E		D P S E
우주탐사공학	M S P E		D S P E
환경·에너지공학	M E N V		D E N V
기술경영학부	M B T M		D B T M
기술경영학부(IT경영학)	M I T		D I T
글로벌IT기술대학원프로그램	M I T P		D I T P
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바이오혁신경영프로그램	M M B I		-
지식재산대학원프로그램	M I P		-
문화기술대학원	M G C T		D G C T
과학기술정책대학원	M S T P		D S T P
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전산학부	M C S		D C S
정보통신공학	M I C E		D I C E
디지털미디어프로그램	M D M P		D D M P
산업및시스템공학	M I E		D I E
지식서비스공학대학원	M K S E		D K S E
산업디자인	M I D		D I D
웹사이언스대학원	M W S T		D W S T
정보보호대학원	M I S		D I S
로봇공학	M R E		D R E
반도체학	M S T E		D S T E
소프트웨어프로그램	M S E P		-

정 보 통 신 공 학 학 제	M T E	D T E
미 래 자 동 차 학 제	M P D	D P D
경 영 공 학 부	M M T	D M T
프 로 페 셔 널 M B A	M P M	-
테 크 노 경 영 M B A	M T M	-
금 용 M B A	M F I N	-
금 용 공 학 프 로 그 램	M F E	-
녹 색 경 영 정 책 프 로 그 램	M G B P	-
정 보 경 영 프 로 그 램	M I M	-

Sample Abstract

DEE 이 용 진. 적응적 임계치와 영역확장을 이용한 맘모그램 영상의 종괴 검출방법. 전기 및 전자공학부. 2021. 93+iv 쪽. 지도교수: 박현욱. (영문 논문) (applicable when the main body is in English. If the main body is in Korean, use (한글 논문))
Lee, Yong Jin. Mammographic Mass Detection by Adaptive Thresholding and Region Growing. School of Electrical Engineering. 2020. 93+iv pp. Advisor: Park, Hyun Wook. (Text in English) (applicable when the main body is in English. If the main body is in Korean, use (Text in Korean))

한글 초록: 유방촬영술은 유방암의 조기진단에 효율적인 진단방법이다.....

핵심 낱말: 맘모그램, 종괴, 영역확장

Abstract: X-ray mammography is known as an efficient diagnosis method for detection of early stage breast cancers.

Keywords: Mammogram, Mammographic mass, Region growing

MEE 김 지 흥. 연속 경로 추적 가능한 PWM 디지털 로봇 제어기에 대한 연구. 전기 및 전자공학부. 2021. 69+vi 쪽. 지도교수: 변증남, 공동지도교수: 윤명중. (**applicable only when there is a co-advisor**) (한글 논문)
Kim, Jee Hong. Study on PWM digital Controller of Industrial Robot for the Continuous Path Tracking. Department of Electrical Engineering. 2021. 69+vi pages. Advisor: Bien, Zeung nam, **Co-Advisor: Youn, Myung Joong. (applicable only when there in fact are co-advisors)** (Text in Korean)

한글 초록: In Korean, write summary ~~~

핵심 낱말:

Abstract: A computer program for optimal structural design with substructuring has been developed.

Keywords:

- Note)**
- * There should be no English alphabet in Bibliographic Information and Abstract in Korean.
 - * Font size: Department 14pt, Bibliographic Information 12pt, elsewhere 10pt. Font size should be strictly observed.
 - * For Korean and English abstracts, a maximum of 500 letters and 300 words except for blanks, respectively, are allowed.
 - * Keywords including at least 5 words with a maximum of 10 words each in Korean and in English should be provided after Korean and English abstracts, respectively.
 - * Pages before the main body shall be indicated by Roman numerals (e.g., i, ii, iii, iv, v).
 - * **Degree** : Please refer to table of degrees per department.

6. (Table of) Contents

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- * The format shown above is only a sample, and can be adjusted appropriately depending on the department or the characteristics of the dissertation for a better readability.
- * Page number should be placed at the center of the bottom of each page. Before the main body, use lower case Roman numerals. In the main body, use Arabic numerals.
- * In case of dissertation in Korean, no English alphabet shall be used in Contents.

7. Main Body

Sample

Chapter 1. Introduction

1.1 Research Background

System models are simple and abstract expressions of specific systems designed to predict the behavior of the systems in question. Examples of such models include airplane models used in wind tunnels to predict the drag load of airplanes, structural models used in civil engineering, and breadboards used to design circuits. As the physical expressions of actual models, these models are called physical models.

Note) * Font size: title 14pt, elsewhere 10pt (font size may be adjusted)

- * The format shown above is only a sample, and can be adjusted appropriately depending on the department or the characteristics of the dissertation, considering readability.
- * Paper margin, spaces among lines, and font can be adjusted appropriately for optimum readability. For footnotes, captions of tables and figures, citations, and two-lined titles, use single-space.
- * When the dissertation is in Korean, English alphabets should not be used in the main body. If using English alphabet is unavoidable, write in the form of ‘Korean word (English word)’.

8. Bibliography

Sample

Bibliography

(Examples for Dissertations or Theses)

- [1] 박상우, 동시 송수신 안테나를 두 개 쓰는 협력 인지 무선통신망에 알맞은 전 이 중 통신, 한국과학기술원 석사 학위 논문, 2016.
- [2] S. Park, *Full-duplex Communication for Cooperative Cognitive Radio Networks with Two Simultaneous Transmit and Receive Antennas*, Master Thesis, Korea Adv. Inst. Science, Techn., Daejeon, Republic of Korea, 2016.

(Examples for Books)

- [3] 송익호, 박철훈, 김광순, 박소령, 확률변수와 확률과정, 자유아카데미, 서울, 2014.
- [4] I. Song, J. Bae, and S. Y. Kim, *Advanced Theory of Signal Detection: Weak signal Detection in Generalized Observations*, Springer-Verlag, 2002.

(Examples for Patents)

- [5] 송익호, 안태훈, 민황기, 인지 무선에서의 광대역 주파수 검출 방법 및 장치, 특허 등록번호 10-1494966, 2015년 2월 12일.
- [6] I. Song, T. An, and J. Oh, *Near ML decoding method based on metric-first search and branch length threshold*, registration no. US 8018828 B2, Sep. 13, 2011, USA.

(Examples for Articles in Conference Proceedings)

- [7] 호우위시, 이원주, 이승원, 안태훈, 이선영, 민황기, 송익호, “선형 관별 분석에서 부류안 분산 행렬의 영 공간 재공식화,” 한국통신학회 2012년도 추계종합학술발표회, 대한민국 고려대학교, 242-243쪽, 2012년 11월.
- [8] H.-K. Min, T. An, S. Lee, and I. Song, “Non-intrusive appliance load monitoring with feature extraction from higher order moments,” in *Proc. 6th IEEE Int. Conf. Service Oriented Computing, Appl.*, Kauai, HI, USA, pp. 348-350, Dec. 2013.

(Examples for Articles in Periodicals)

- [9] 박상현, 무선 통신 방식의 성능 해석, 한국통신학회 논문지, 29권, 4호, 345-345쪽, 2020년 9월.
- [10] I. Song and S. Lee, “Explicit formulae for product moments of multivariate Gaussian random variables,” *Statistics, Probability Lett.*, vol. 100, no. 5, pp. 27-34, May 2015.

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* Each list should contain sufficient information as shown in the examples shown above.

* Items of the same class should be written in the same format.

9. Acknowledgements

Acknowledgements in Korean

- Note)** * Inclusion of Acknowledgements is optional. The format/contents shown above is only a sample, and can be adjusted appropriately for optimum readability.
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 2. 영문 사사: when the main body and Acknowledgements are in Korean and English, respectively
 3. Acknowledgements: when the main body and acknowledgements are both in English
 4. Acknowledgements in Korean: when the main body and Acknowledgements are in English and Korean, respectively

10. Curriculum Vitae

Sample

Curriculum Vitae in Korean

Name: _____

Education

1984-1988 -----
 1988-1992 -----
 1992-1997 -----

Career

1992-1995 -----

Academic Activities

Note) * Inclusion of Curriculum Vitae is optional.

* Font size: title 14pt, elsewhere 10pt (font size may be adjusted)

* The title of Curriculum Vitae should be chosen as follows:

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3. Curriculum Vitae: when both the main body and Curriculum Vitae are in English.
4. Curriculum Vitae in Korean: when the main body and Curriculum Vitae are in English and Korean, respectively

* Personal information (email, student number, mobile phone number, home address, etc.) is not provided.

Forms to Be Submitted

- Report on Evaluation of Bachelor Dissertation (p. 22)
- Report on Evaluation of Master Dissertation (p. 23)
- Request for Appointment of Examination Committee on Ph. D. Dissertation (p. 24)
- Report on Evaluation of Proposal for Ph. D. Dissertation (p. 25)
- Request for Evaluation of Ph. D. Dissertation (p. 26)
- Report on Evaluation of Ph. D. Dissertation and Comprehensive Examinations (p. 27)
- Evaluation Summary on Ph. D. Dissertation (p. 28)
- Agreement to Disclose Electronic Dissertation (p. 29)
- Request for Non-Disclosure of Printed Dissertation (p. 30)

Report on Evaluation of Master Dissertation

Responsibility	Department head/ major advisor	President
	Decision	

Dissertation submitter. Department/major: _____ Student ID: _____ Name: _____

Dissertation title

○ Korean:

○ English:

■ Evaluation result: (Pass, Fail)

Dissertation evaluation	Month Month	day, day,	year year (← in case of reevaluation)
Comprehensive examinations	Written and oral examinations:		Month day, year

Evaluation summary (Overall evaluation including commentary on the student's understanding and ability to apply professional knowledge, creativity, and presentation skills):

Month day, year

Committee Members Chair: (seal or signature)

Member: (seal or signature)

Member: (seal or signature)

To the President of Korea Advanced Institute of Science and Technology

Request for Appointment of Examination Committee on Ph. D. Dissertation

Responsibility	Department head/ major advisor	President
	Approved	

In accordance to Article 6-1 of Degree Conferral Regulations and Article 11 of Ph. D. Program Guidelines, I hereby seek to appoint/change the following dissertation committee.

Date:

Advisor: (signature)

To the President of Korea Advanced Institute of Science and Technology

Department/Major	Name of Student	Student Number (Year of admission)	Scholarship Type	Expected Date of Thesis Proposal Examination/Location
※ In the event of being forced to adopt video-conferencing inevitably	Applicability	<input type="checkbox"/> Committee chair <input type="checkbox"/> Degree seeking student <input type="checkbox"/> Committee members(, ,)		
	Reasons			

Committee Members	Chair		
	Other Members		

※ If committee member is not a full-time faculty at Korea Advanced Institute of Science and Technology, please specify the affiliation, position, major, and year of doctoral degree in the last column.

Note

[Organization and Responsibilities of Doctoral Dissertation Review Committee]

1. Requirement: Five members appointed by the president among full-time faculty
 - * If deemed necessary by the president, the committee may have more than five members.
 - * The president may appoint up to two professionals (including part-time faculty).
2. The committee chair shall be the academic advisor.
3. Committee members except the chair may join the thesis committee meeting by video conference under unavoidable circumstances.

In the event that it is difficult for the chair or candidateto attend the committee meeting in person due to a force majeure such as natural disaster, warfare, disaster or epidemic, etc., the chair may preside over the committee meeting by video-conference, upon obtaining approval from the president.
4. The committee is in charge of reviewing the dissertation proposal and comprehensive exam. Results (pass, fail) will be submitted by the chair to the respective department/major.

Report on Evaluation of Proposal for Ph. D. Dissertation

Responsibility	Department head/ major advisor	President
	Decision	

Dissertation Submitter	Name		Student ID	
	Department/ Major		Research field	
Dissertation Title	Korean: _____			
	English: _____			
Evaluation Date	Month day, year			
	Month day, year (← in case of reevaluation)			
Evaluation Result	Pass		Fail	
<u>Overall evaluation</u>				

Month day, year

Committee chair: (seal or signature)
 Committee member: (seal or signature)
 Committee member: (seal or signature)
 Committee member: (seal or signature)

Committee member (seal or signature)

Request for Evaluation of Ph. D. Dissertation

Responsibility	Department head/ major advisor	President
	Decision	

We hereby request approval for the evaluation of a doctoral dissertation according to Article 7 of the Regulations on the Conferment of Academic Degrees and Article 14 of the Guidelines on the Management of Doctoral Programs.

Month day, year

Committee chair: (seal or signature)

To the President of Korea Advanced Institute of Science and Technology

Department/ major		Student name		Student ID (Year entered)		Student classification	
Dissertation title	Korean						
	English						
Committee chair		Committee members					
Evaluation date				Evaluation location			
※ In the event of being forced to adopt video-conferencing inevitably	Applicability	<input type="checkbox"/> Committee chair <input type="checkbox"/> Degree seeking student <input type="checkbox"/> Committee members(, , ,)					
	Reasons						

※ If the title of dissertation and/or committee members have changed since the evaluation of dissertation proposal, please record the applicable change below.

Original title of the dissertation	Korean			
	English			
Committee members changed	Before change:		After change:	
Reasons for change				

Attachments: 5 copies of dissertation for requesting the Ph. D. degree

※ If the title of dissertation is changed after the evaluation of dissertation, the new title shall be used in the Report on Evaluation of Ph. D. Dissertation and Comprehensive Examinations and in Evaluation Summary on Ph. D. Dissertation. No separate explanation for the change in the title is necessary.

Report on Evaluation of Ph. D. Dissertation and Comprehensive Examinations

Responsibility	Department head/ major advisor	President
	Decision	

We hereby submit the report on doctoral dissertation evaluation and comprehensive examinations according to Articles 6 and 7 of the Regulations on the Conferment of Academic Degrees.

Month day, year

Committee chair:

(seal or signature)

To the President of Korea Advanced Institute of Science and Technology

Dissertation submitter	Department/ major		Name		Student ID	
	Year entered		Student classification		Co-advisor	
Dissertation title	(Korean)					
	(English)					
Dissertation title changed Yes (), No ()						
▲ To be indicated if the title of the dissertation is changed after the evaluation						
Dissertation proposal evaluation	Month day, year					
Comprehensive examinations	Oral examination (major): Month day, year (Pass, Fail)					
	Oral defense (dissertation): Month day, year (Pass, Fail)					
Dissertation evaluation	Month day, year (Pass, Fail)					
Journal publication information						
▲ To be indicated as “Published,” “Publication approved,” or “Submitted”						
Classification	Title of the dissertation published/submitted	Journal title	Publication date (or submission date)			
* Overall evaluation (please summarize all committee members' opinions)						

- ※ Attachments: 5 copies of Evaluation Summary on Ph. D. Dissertation
- ※ Please use separate sheets for overall evaluation if necessary.
- ※ In Journal publication information, please include information for up to two papers related to the dissertation.

Evaluation Summary on Ph. D. Dissertation

Dissertation submitter	(Department/major) (Name)		
Dissertation title	Korean:		
	English:		
Date of evaluation	Month day, year	Result	(Pass, Fail)
<p>* <u>Comments</u></p>			

Month day, year

Committee member Affiliation:

Position:

Name: (seal or signature)

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By digitalizing all data that it produces, Korea Advanced Institute of Science and Technology seeks to construct an electronic library system that will promptly and conveniently provide users with accurate information. Hereby authors of dissertations are requested to disclose their electronic dissertations.

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Dissertation title (in Korean)			
Dissertation title (in English)			
Disclosure of electronic dissertation	(Disclosure, Non-Disclosure)		
Conditions/reasons/period of non-disclosure			

• **In principle, all printed dissertations should be disclosed.** If you have specific reasons not to disclose your printed dissertation, you must submit a completed Request for Non-Disclosure of Printed Dissertation.

Month day, year

Dissertation author: (seal or signature)

Student ID:

Serial no.: (automatically assigned upon the submission of electronic dissertations)

Administrative confirmation	
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Request for Non-Disclosure of Printed Dissertation

Dissertation Title in Korean:

Dissertation Title in English:

Department/Major:

Degree: (Master, Ph. D.)

Period of Non-disclosure: Month day, year ~ Month day, year

Reason of Non-disclosure:

We hereby request that the printed dissertation shall not be disclosed for the period
aforementioned.

Month day, year

Administrative
confirmation

Dissertation Author: (seal or signature)

Student ID:

Advisor: (seal or signature)

◎ Contact Information for Further Inquiry

	Point of Contact			College
	Department	Name	Campus Phone No.	
Printed dissertation	Academic Planning Team	Lee, Eun Bi	(042) 350-1232	College of Natural Sciences, College of Life Science and Bioengineering, College of Engineering, College of Liberal Arts and Convergence Science
	Administration Team for School of Management Engineering	Choi, Hee yeon	(02) 958-3213	College of Business
Electronic dissertation	Academic Information Development Team	Yang, Shin ae	(042) 350-4491	College of Natural Sciences, College of Life Science and Bioengineering, College of Engineering, College of Business College of Liberal Arts and Convergence Science