

## 2024 MA Program in Brand and Fashion Management

Fu Jen Catholic University

### The Schedule for ‘Submission of Research Proposal’ (SRP/ 研究計畫提審)

Dates	Guidelines for Students and Supervisors	Guidelines for the BFM Office
3/1 (Fri)		<ul style="list-style-type: none"> <li>■ Make announcement of the schedule for SRP.</li> </ul>
4/19 (Fri)	<ul style="list-style-type: none"> <li>■ Hand-in                             <ol style="list-style-type: none"> <li>1) The fulfilled SRP application form with supervisor’s signature.</li> <li>2) The applicant’s study records need to be enclosed. (Student Portal→System Menu→Courses and Academics→Check My Grades)</li> </ol> </li> <li>■ Students have to aware and to remind his/her supervisor regarding to the date of defense.</li> </ul>	<ul style="list-style-type: none"> <li>■ Download SRP application form: <a href="https://reurl.cc/434pL3">https://reurl.cc/434pL3</a></li> </ul>
5/17 (Fri)		<ul style="list-style-type: none"> <li>■ Invite and confirm the address of committee members.</li> </ul>
5/29 (Wed)		<ul style="list-style-type: none"> <li>■ Send the address of committee members to presenters.</li> <li>■ The time schedule for each presenter will be announced officially.</li> </ul>
6/3 (Mon)	<ul style="list-style-type: none"> <li>■ Hand-in the completed three chapters to the BFM Office via e-mail.</li> <li>■ The delivery of thesis hard copy to the committee members via post.</li> <li>◆ <b>Committee members have right to cancel the exam if he/she received the thesis too late.</b></li> </ul>	<ul style="list-style-type: none"> <li>■ Send the invitation letters to examiners.</li> </ul>
6/12 (Wed)	<ul style="list-style-type: none"> <li>■ The delivery of PPT file to the BFM Office via email.</li> </ul>	
6/17 – 6/28	<ul style="list-style-type: none"> <li>◆ <b>The Defense day.</b></li> <li>■ For students to prepare :                             <ol style="list-style-type: none"> <li>1) PPT file</li> <li>2) PPT hard copy-1 page with 2 PPT slides</li> <li>3) Tea and/or coffee</li> <li>4) Cookies and/or sandwiches</li> </ol> </li> <li>■ Students have to upload the PPT file to computer before the defense.</li> </ul>	<ul style="list-style-type: none"> <li>■ For the BFM Office to prepare :                             <ol style="list-style-type: none"> <li>1) Venue and equipment</li> <li>2) Fees for examiners</li> </ol> </li> <li>◆ <b>In the case of exam re-take, students must pay for the exam fees by themselves.</b></li> <li>◆ <b>Any incomplete application will be ineligible for the Defense.</b></li> </ul>