

## 2026 Master's Degree Thesis Defense Work Schedule

Time	Content	Requirements	
After passing the graduation qualification review	Pre-defense of Degree	<p>Students will conduct a pre-defense for their degree at the master's program in their discipline to solicit feedback and modify their thesis. The format of the thesis must comply with the "Shanghai Ocean University Graduate Thesis Writing Guidelines" or relevant regulations from the Professional Degree Teaching Guidance Committee.</p> <p>Students should log into the Graduate Service Platform to fill out the pre-defense information, which will then be reviewed by their supervisors and the colleges.</p>	
Batch 1: By March 9; Batch 2: By March 23	Submission of Thesis	<p><b>Students log in to the Graduate Service Platform to submit the following materials, which will be reviewed by the supervisor and the colleges:</b></p> <p>(1) "Copyright Authorization Form for Thesis or Practical result"</p> <p>(2) Electronic version of the thesis (in PDF format, named as "Student ID-Name-Supervisor")</p> <p><b>Notes:</b></p> <p>(1) For delayed publication of the thesis, indicate "★Delayed Publication Year (specify the number of years, generally not exceeding 2 years)" in the top left corner of the cover page in bold font, size 3.</p> <p>(2) The thesis should include a cover page, abstract, table of contents, full text, references, etc.</p> <p>(3) The thesis should not contain any student or supervisor information, including names, acknowledgments, published article information, etc.</p> <p>(4) The submitted thesis will be used for the originality check and review.</p> <p>Submission by the college:</p> <p>(1) A compiled electronic version of the thesis (in PDF format, packaged and named as "Student ID-Name-Supervisor").</p> <p>(2) A compiled electronic version of the "Copyright Authorization Form for Thesis or Practical result" (in PDF format, with complete content and signatures, packaged and named as "Authorization Form【授权书】-Student ID-Name").</p> <p>(3) An Excel electronic version of the list of students applying for graduation, with the following fields: College / Student ID / Name / Supervisor / Thesis Publication Status (indicate "Make Public" or "Delayed Publication") / Delayed Publication Date (e.g. "20260601") / Remarks.</p>	
Batch 1: By April 13; Batch 2: By April 27	Review	The Originality Check	
		<p>Blind Review by University</p> <p>The Graduate School randomly selects approximately 40% of theses for university-level blind review (including delayed publication thesis).</p>	<p>The reviewed thesis is the one that will undergo originality check and cannot be substituted.</p>
Blind Review by College	<p>Students submit the "Blind-Review Application Form of the Master's Degree Thesis or Practical Result" to the college, or as required by the notice or instruction from each college. The college arranges reviewers and experts conduct the blind review.</p>		
Students revise their thesis under the guidance of their supervisors based on the feedback received.			
Each college arranges the timeline	Degree Defense	<p>Students log into the graduate service platform to fill out the defense application, which is then reviewed by their supervisors and the colleges.</p> <p>The college announces the defense information, including: college, student ID, name, title of the thesis, defense time, defense location, defense chairman, and defense experts.</p> <p>Students conduct their degree defense and revise their thesis under the guidance of their supervisors based on the feedback from the defense experts.</p> <p>The college inputs the defense result into the graduate service platform.</p>	
	Degree Application	<p>Students submit their application for degree research result on the graduate service platform, which is reviewed by their supervisors and the colleges.</p> <p><b>Submission:</b> "Degree Application Form" (hard-copy, two copies).</p>	

This English translation is for reference only.

Time	Content	Requirements
3 working days before the subcommittee meeting	Final Submission of Thesis	<p>Students log into the graduate service platform to submit the final version of their thesis, which will be reviewed by their supervisors and the colleges.</p> <p>The final electronic version of the thesis must be in PDF format and named as “Student ID-Name-Supervisor”. The format should comply with the “Shanghai Ocean University Graduate Thesis/Dissertation Writing Guidelines” or relevant regulations from the Professional Degree Teaching Guidance Committee.</p> <p>The submitted final thesis will be submitted to the Shanghai Municipal Degree Office, and <b>the failure to submit on time will affect graduation and degree application.</b></p>
		<p><b>Submission by the college:</b></p> <p>(1) The collected electronic versions of the theses (in PDF format, packaged and named as “Student ID-Name-Supervisor”).</p> <p>(2) An Excel electronic version of the name list of students who are expected to graduate/get a completion, including the fields: college, student ID, name, and remarks (indicating completion in the remarks column).</p>
By May 25 <sup>th</sup>	<b>The Originality Check of Final Thesis</b>	
	The college convenes the degree evaluation sub-committee	<p>Review the name list of students recommended for, not recommended for, or suggested for revocation of master’s degrees and publicize the review result.</p> <p>The submission of the college: The resolutions of the subcommittee meeting, along with the name lists of those recommended for, not recommended for, or suggested for revocation of master’s degrees, as well as related materials.</p>
By June 8 <sup>th</sup>	Academic Degree Data Review and Verification on China Higher Education Student Information Network	
	The university convenes the degree evaluation committee	Review and approve the list of candidates to be granted, not granted, or revoked of the master’s degree, and announce it publicly.
By June 18 <sup>th</sup>	The college organizes and submits the degree file materials for awarding-degree graduates.	<p><b>Materials List:</b></p> <p>(1) Two copies of the “Degree Application Form” (separately organize and submit).</p> <p>(2) Two copies of the “Degree Evaluation Committee Opinion”(separately organize and submit).</p> <p>(3) Defense file bag (can be submitted later) (including <b>0-3 copies</b> of the “Review Opinion”, 3-5 copies of the “Defense Scoring Sheet and Voting Ballot”, 1 copy of the “Defense Scoring and Voting Summary”, and 1 copy of the “Defense Meeting Minutes and Resolution”).</p> <p><b>Notes:</b></p> <p>(1) All the above materials must be submitted after being stamped by the college.</p> <p>(2) The college will uniformly print the “Review Opinion” (including college-level blind review and additional review for those who didn’t pass the initial blind review) and place it in the defense file bag</p>
Archive Experimental Records and Materials		Submit to the archives, according to the specific requirements of the archives.

Note:  
 The college may select one or two batches for thesis submission based on actual circumstances;  
 the electronic version of the thesis must be named strictly as “Student ID-Name-Supervisor”, without any spaces or symbols other than “-”;  
 the Excel electronic version of the student name list submitted by the college must strictly adhere to the required fields in the table, with no additional fields beyond those specified, and the content must not contain any blank spaces.

Shanghai Ocean University Graduate School