**성균관대학교 대학원**

**석·박사 학위논문 작성방법**

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| **박사학위논문의 공표에 관한 안내** |
|  | **고등교육법 시행령 제51조(박사학위논문의 공표)** 박사학위를 받은 자는 그 받은 날부터 1년 이내에 교육부장관이 정하는 바에 따라 박사학위논문을 공표하여야 한다. 다만, 교육부장관이 그 공표가 적당하지 아니하다고 인정하는 때에는 그러하지 아니하다.**학칙 제51조 ⑨**박사학위를 받은 자는 그 받은 날부터 1년 이내에 교육부장관이 정하는 바에 따라 박사학위 논문을 공표하여야 한다. 다만, 공표함이 적당하지 아니하다고 교육부장관이 인정하는 때에는 그러하지 아니하다. |  |
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**1. The thesis**

**1) When you write a thesis on the Hangul(한글)**

**- Paper size : A4 size (210 x 297mm)**

- Margins : Top and bottom margins - 38mm

Forewords and footers - 15mm

Left and right margins - 30mm

- Indenting : Leave 2 spaces at the beginning of each paragraph.

- Line spacing : 200%

- Alignment method : mixed

- Fonts and sizes :

∙ Titles - 16 points (Fonts: *sinmyeongjo, myeongjo, humanmyeongjo*), in bold types

∙ Sub-headlines - 14 points (Fonts: *sinmyeongjo, myeongjo, humanmyeongjo*), in bold

∙ Texts - 11points (Fonts: *sinmyeongjo, myeongjo, humanmyeongjo*)

∙ Footnotes - 9 points (Fonts: *sinmyeongjo, myeongjo, humanmyeongjo*)

**2) When you write a thesis on the MS Word**

- Paper size : A4 (210 x 297mm)

- Margins : Top and bottom margins - 3.8cm

Forewords and footers - 1.5cm

Left and right margins - 3cm

- Others : Same as a thesis on the Hangul.

**2. How to bind your degree thesis**

- Inside paper quality : 80g, vellum paper

- Printing methods : You may print your thesis on both sides.

- Covers :

∙ Soft : White, 220g

∙ Hard : Navy, golden fonts

- Year: Year of graduation (ex: 2019. 2. -> 2019 / 2019. 8. -> 2019)

**3. Order and forms of binding degree theses**

① Cover

② Inside cover

③ Submission form

④ Approval forms : Copy1 *Must be name and signature,*
Copy2, 3 *Must be empty(no name and signature).*

⑤ Table of contents: The table of contents should include the contents for figures and tables (You may change the format for different theses.)

⑥ Abstract in English : It should be no longer than 2 pages.

⑦ Text

⑧ Reference data

⑨ You may have any appendices, indexes or other information.

⑩ Abstract in Korean : It should be no longer than 2 pages.

(Cover)

[Master’s Thesis / Ph.D. Dissertation(14p)]

[Thesis title(22p)]

[Gilsan Jang(16p)]

The Graduate School

Sungkyunkwan University

Department of [○○○](16p)

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(Inside cover)

[Master’s Thesis / Ph.D. Dissertation(14p)]

[Thesis title(22p)]

[Gilsan Jang(16p)]

The Graduate School

Sungkyunkwan University

Department of [○○○](16p)

(Submission form)

[Thesis title](22p)

[Gilsan Jang](16p)

A [Master’s Thesis / Ph.D. Dissertation] Submitted to the Department

of [OOO] and the Graduate School of Sungkyunkwan University

in partial fulfillment of the requirements

for the degree of [Master of Arts / Doctor of Philosophy]

[April 2019]

Approved by

[○○○]

Major Advisor(16p)

(Approval forms)

This certifies that the [Master’s Thesis / Ph.D. Dissertation] of [Gilsan Jang] is approved.(16p)

 [signature]

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Thesis Supervisor: [typed name]

 [signature]

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [typed name: Thesis Committee Chairman ]

 [signature]

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 [typed name: Thesis Committee Member #1]

 [signature]

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [typed name: Thesis Committee Member #2]

 [signature]

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 [typed name: Thesis Committee Member #3]

 ※ three signatures total in case of masters

The Graduate School

Sungkyunkwan University

[June 2019](16p)

**Table of Contents**

**Chapter 1.**

1.

A.

**List of Tables**

Table 1-1.

Table 1-2

**List of Figures**

Figure 1-1

Figure 1-2

**Abstract**

**Title**

Leave 2 spaces at the beginning of each paragraph, and keep the letters’ sizes at points.

It should be no longer than 2 pages.

List five keywords.

**Keywords : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chapter 1. INTRODUCTION(16p)**

**1. Section(14p)**

1)

Leave 2 spaces at the beginning of each paragraph, and keep the letters’ sizes at 11 points.

**References (16p bold)**

**<Reference 1 > title(14p)**

**< 2 > title (14p)**

**논문요약**

**국 문 제 목**

장 길 산(11p)

OO학과(11p)

성균관대학교(11p)

여기부터 논문요약을 2page 이내(주제어 기재란 포함)로 작성하시기 바랍니다.

논문요약의 끝에는 논문의 핵심이 되는 단어(주제어) 5개를 한글 또는 영어로 작성하시기 바랍니다. 이 주제어는 논문 제목과 함께 본 논문을 검색할 수 있는 검색용 단어로 사용됩니다.

**주제어 : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**