Dear Professor:

 Thank you for taking your time to participate in

Professor guidance's student of Thesis Oral Defense in Department of International Business in Ming Chuan University, as one of the committee. The Oral Defense date and time will be as follows, please be free to contact us if you have any questions, thank you!

Best wishes,

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 **○○○**

Students

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 **○○○**

**Date:**

Oral Defense Date:

Oral Defense Place：Ji-He Campus**○○○**

Oral Defense Committee：Dr. **○○○** **、Dr. ○○○、Dr. ○○○**

Oral Defense Contact Person：**○○○ 0900-000000**、**○○○ 0900-123456**