

National Cheng Kung University Enforcement Rules for Doctoral and Master's Degree Examinations

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- Article 1 The National Cheng Kung University Enforcement Rules for Doctoral and Master's Degree Examinations (hereinafter the Rules) are established by National Cheng Kung University (NCKU) based on the University Act and Enforcement Rules thereof, Degree Conferral Law and Enforcement Rules, and the University's Academic Policies and Rules of Graduate Students.
- Article 2 All academic programs shall administer their graduate program degree examinations in accordance with the Rules, in addition to other existing relevant regulations.
- Article 3 The graduate students who meet the following requirements may apply for a master's degree or PhD degree examination:
- I. Those who have studied in a master's program for more than one semester or in a doctoral program for more than three semesters. Postgraduate students without a master's degree who have studied for a doctoral degree for more than three semesters.
 - II. Those who have completed the required coursework and credits designated by the academic degree program with their graduation qualifications reviewed and approved by the program office and the Office of Academic Affairs. The minimum required credits shall be subject to the NCKU Regulations for Graduate Programs.
 - III. Those who have completed their primary draft thesis/dissertation with approval by the thesis/dissertation advisor.
 - IV. The doctoral students shall pass the qualification evaluation for a doctoral degree candidacy. If necessary, a master's program may require their students to pass a candidacy evaluation.
 - V. The qualification evaluation referred to in the preceding subparagraph shall be regulated by each academic degree program independently.
- Article 4 Graduate students who apply for a master's degree or PhD degree examination shall comply with the following requirements:
- I. Application date and service of grade:
 1. 1st semester: from the school opening date identified in the calendar of the University until January 20; the oral examination grade shall be submitted to the Division of Registration before January 31.
 2. 2nd semester: from the school opening date identified in the calendar of the University until July 20; the oral examination grade shall be submitted to the Division of Registration before July 31.
 3. Under special circumstances, an application for an oral defense/examination scheduled for a date beyond the designated application deadline within the semester (Jan. 20, fall/July 20, spring) shall be submitted and approved by the Vice President for Academic

Affairs. However, the examination results shall be submitted to the Registrar's Division by the designated submission date in the semester (Jan. 31, fall/July 31, spring).

II. Application procedure:

1. The application for degree examination shall be approved by the thesis advisor and the thesis and abstract thereof shall be prepared and submitted in the designated format to the academic degree program. For master's program students of Arts and Applied Technology, the thesis can be substituted with a creative work and shown together with a written report or technical reports. The classification of a thesis/dissertation into the discipline of Arts or Applied Technology shall be proposed in a report by the academic program to the Academic Affairs Council for ratification.
2. Upon completion of its qualification review, the academic degree program shall submit a written report with details of candidates, thesis/dissertation titles, abstracts, examination venue and schedule, examination rules, and a roster of examination committee members, appointed internally or externally, to the Office of Academic Affairs for final review. The report shall be approved by the Vice President for Academic Affairs before the academic program is allowed to administer the examinations.

Article 5

The academic degree program shall form a degree examination committee as follows:

- I. The doctoral examination committee shall consist of 5 to 9 members, including one-third or more of non-NCKU faculty members, appointed from those specializing in the disciplines related to the Ph.D. candidate's dissertation, which shall be approved by the President. The dissertation advisor shall not act as the convener of the committee. The qualifications of committee members are specified as follows:

1. Having been a professor;
2. Being a Fellow of the Academia Sinica or having been a Research Fellow of the Academia Sinica;
3. Having been an associate professor or an Associate Research Fellow of the Academia Sinica with significant contribution in the academic field;
4. Having a Ph.D. degree with significant contributions in the academic field;
5. Specializing in an uncommon or exceptional field with significant academic or professional contributions.

The qualification criteria for member appointments in the preceding subparagraphs 3 to 5 shall be established by the academic program.

- II. The master's degree examination committee shall consist of 3 to 5 members, appointed from those specializing in the disciplines related to the Master's degree candidate's thesis, creation, show or technical report, which shall be approved by the President. The thesis advisor shall not act as the convener of the committee. The qualifications of committee members are specified as follows:

1. Having been a professor or associate professor.
2. Being a Fellow of the Academia Sinica, or having been a Research Fellow or Associate Research Fellow of the Academia Sinica.
3. Having a Ph.D. degree with significant contributions to the academic field.
4. Specializing in an uncommon or exceptional field with significant academic or professional contributions.

The qualification criteria for appointments in the preceding subparagraphs 3 and 4 shall be established by the academic program.

- III. The appointment of a graduate student's spouse or any third-or-closer degree relative by blood or marriage, former or current, as his/her thesis/dissertation advisor or one of his/her degree examination committee member shall be avoided.

- Article 6 The degree thesis shall be written in Chinese in principle. The thesis for another degree program as acquired previously shall not be presented again. The abstract of a thesis already written in a foreign language shall be still written in Chinese.
- Article 7 The academic degree examination shall be organized once per semester, in the form of oral defense. If necessary, a written examination may be administered. However, should a video-conference be required to complete an oral defense examination, a special report shall be submitted and approved by the Vice President for Academic Affairs. Above all, the examination shall be administered in a fair, impartial and open manner, and shall be both video- and audio-recorded, with the resulting files or tapes kept by the academic program office.
- Where it is impossible for the graduate students who have applied for an academic degree examination to complete the academic degree examination within the semester, and they have cause, they shall apply for the revocation of the academic degree examination before the end of the semester. If no application for revocation is filed within the specific time limit and the students fail to take the examination, the students shall be held as failing the examination.
- Article 8 Under the graduation examination scores, a score of 100 shall be identified as a full mark and a score of 70 as passing. The evaluation shall be conducted no more than once and decided by the average scores given by the present members, provided that the decision about passing shall be subject to two-thirds or more of the present members.
- Students who fail the examination may retake the examination in the next semester or next year prior to the expiration of their study periods, no more than once, and shall be expelled from the program if failing the second degree examination.
- The examination scores of the students who fail to complete the required program within the semester after the academic degree examination will not be adopted or calculated in the frequency of the academic degree examination.
- Article 9 If plagiarism or abuse is found in the thesis, the student shall be held as failing the examination upon confirmation of the master or doctoral examination committee.
- Article 10 Graduate students who have passed the degree examinations shall submit their master's thesis/doctoral dissertation in paper with a full-text electronic file and the degree examination results as a part of their application for graduation. The Office of Academic Affairs will issue degree certificates to those who have completed their application for graduation.
- Degree certificates will be officially issued in January in the first semester and in June in the second semester. To those who have completed their required coursework and credits, and who have enrolled in only a program-designated seminar course for thesis/dissertation in the semester, degree certificates will be issued in the month when they pass their degree examinations.
- Those who fail to submit their thesis/dissertation completed with approval of all committee members before the beginning of the following semester shall complete their registration as a student in the new semester. They will be allowed to graduate with a degree certificate dated in the month when they complete their thesis/dissertation submission.
- Article 11 The University may confer the master's degree on a student who studies in the Ph. D program directly according to Paragraph 1 of Article 9 of the Degree Conferral Law if he/she has passed the doctoral degree candidacy examination but failed the doctoral degree examination, in accordance with Paragraph 3 of the same Article, after the Doctoral Examination Committee decides that he/she meets the standards for a master's degree.
- Article 12 Any person who has obtained a bachelor's degree after graduating from a department with the study period of six years or longer and undergone two or more years of professional training may, after submitting a professional research paper equivalent to a master's thesis, passing a doctoral program enrollment examination, and studying for the doctoral degree, be awarded a doctoral degree in accordance with Article 7 of the Degree Conferral Law.

The identification standards about the professional thesis referred to in the preceding paragraph shall be defined by the academic program independently.

- Article 13 All members of the Examination Committee must attend the committee meeting in person, and are prohibited from appointing other persons as their proxies. The academic degree examination shall be attended by more than two-thirds of the members. The master's degree examination committee meeting may be held after at least three members are present. The doctoral examination committee meeting shall be attended by at least five members, including more than one-third of outside school (college) members.
- Article 14 Where any student is found cheating or plagiarizing a thesis, creation, show or written report or technical report after being conferred an academic degree, his/her degree shall be canceled and the academic degree certificate already awarded to him/her shall be recalled, and the revocation and cancellation will be notified to other universities, colleges and related authorities (institutions).
- Article 15 These Rules shall be approved by the Academic Affairs Council and ratified by the Ministry of Education before taking effect. Any amendments shall be processed accordingly.

These regulations were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.