

National Sun Yat-sen University

Implementation bylaws for Ph.D. and Master Degree Examination

Amendments to Article 3-1 approved by the 136th Academic Affairs Council Meeting, June 10, 2013

Article 3-1 ratified by Ministry of Education Tai-Kao (2) Letter No. 1020100730

Amendment approved by the 138th Academic Affairs Council Meeting, December 17, 2013

Ratified by Ministry of Education Tai-Kao (2) Letter No. 1030007959, January 16, 2014

Article 6 ratified by Ministry of Education Tai-Kao (2) Letter No. 1030033992, March 10, 2014

- Article 1. The Bylaws were formulated in accordance with the "Degree Conferral Law", its implementation bylaws and the "Academic Regulations" of the university.
- Article 2. The degree examination is conducted as an oral examination. A written examination may be added by each department (institute, degree program) (hereafter referred to as each department (institute) if necessary). The degree examination should in principle be conducted on a face-to-face basis. If it needs to be conducted through a video conference, the department (institute) should apply for prior approval from the University President and a full video recording must be made for reference.
- Article 3. A research student who has met the requirements on study period, completed all courses and credits required by the department (institute), and satisfied all of the evaluation requirements defined by the department (institute) (including those that will satisfy the requirements in the current semester) may apply to sit the degree examination; a student in the Ph.D. program must the qualifying examination before applying to sit the degree examination. The regulations governing the qualifying examination shall be defined elsewhere. The examination regulations defined by each department (institute) are subject to the approval of the department (institute) and college affairs councils, as well as approval of the University President.
- Article 3-1
The examination regulations defined by each department (institute) should state the applicable academic year, the examination requirements applicable for the academic year of returning academic students who had applied for a suspension after their admission, as well as the criteria for research program credits.
- Article 4. The Master's thesis and Ph.D. dissertation must be written according to the university's "Format of Theses and Dissertations" and should be reviewed by the department.
A Master's thesis or Ph.D. dissertation with which an academic degree had already been obtained in Taiwan or overseas shall not be used as the dissertation under Articles 1, 2, and 7 of the "Degree Conferral Law", or a professional paper under Article 10 of the said law. For "double-degree programs" the recognition of a thesis and dissertation is subject to the cooperation agreement between the universities and conform to the relevant bilateral educational regulations.
The thesis of research students in Master's programs for arts or applied science

may be substituted for original works, exhibitions and performances along with written or technical reports. A synopsis must nevertheless be written. Whether a Master's program is an arts or applied science program shall be submitted by the department (institute) to the Academic Affairs Council for determination.

Article 5. The degree examination is conducted once per semester and should be carried out before the end of the semester (hereafter referred to as the semester end date) according to the university calendar in which the research student's application was made.

Article 6. The degree examination for research students consists of "Thesis Examination" and "Thesis Review".
The result of the thesis examination is based on a combination of the thesis content and oral examination (or other types of examination) results. A grade of B- (70 in the percentage system) is a pass and a grade of A+ (100 in the percentage system) is the maximum score possible. The academic merits shall be evaluated by committee and a single grade issued jointly by the committee members present. The evaluation may only take place once.
Students admitted from 2011 Academic Year onwards shall be evaluated under the grading system; students admitted before 2010 Academic Year (inclusive) shall be evaluated under the percentage system.
The examination committee should provide the student with clear directions and guidelines for further modifications to the thesis after the degree examination. A thesis or dissertation found by the Master's or Ph.D. degree examination committee to be guilty of plagiarism or cheating will be disqualified and dealt with in accordance with the "Student Reward and Punishment Regulations".

Article 7. After the degree examination has been conducted, each department (institute) should send the results of the thesis examination to the Office of Academic Affairs for registration by the semester end date. A degree evaluation report signed by the members of the examination committee should be submitted for those that pass the thesis examination. The result of the thesis examination then becomes the result of the degree examination.
If a research student failed to pass the thesis examination before the enrollment date for the next semester and had not yet reached the maximum study period, he or she must re-enroll next semester. If they still fail to complete the thesis examination by the end of that semester then the examination shall be declared invalid.
Once the degree examination has been conducted, if a research student failed to complete the required courses and credits, or failed to meet the examination regulations of their department (institute) by the enrollment date of the next semester, then the examination shall be declared invalid.

Article 7-1

If a research student passed the degree examination and met the graduation requirements of their department (institute), once they have submitted a written copy of their degree thesis, an electronic file of the full text and completed all of the required procedures then the Office of Academic Affairs may issue them with their degree certificate. If a student failed to complete the required procedures by

the enrollment date of the next semester and had not yet reached the maximum study period, they must re-enroll for next semester. Those that have reached the maximum study period should be ordered to discontinue.

The degree certificate is dated from the date that all required procedures were completed. For those that complete the required procedures between the month the current semester ended in (January or June) and the next enrollment date (during winter or summer break), the degree certificate is dated January for semester 1 and June for semester 2.

- Article 8. If a research student applying for degree examination is unable to complete the degree examination in that semester then they should apply to the university to withdraw their degree examination application for that semester before the semester end date. Those that fail to withdraw their examination application in time shall be considered to have failed the examination once.
- Article 9. if a student failed the degree examination and has not yet reached their maximum study period, they may retake the examination in the following semester or academic year. Only one resit is allowed; if they fail to pass the examination upon resit then they should be ordered to discontinue.
- Article 10. The Master's Degree Examination Committee is comprised of 3 to 5 members with at least 1 member invited from another department (institute). The Ph.D. Degree Examination Committee is comprised of 5 to 9 members with at least 1 member invited from another university; the committee members are appointed by the University president with one member other than the supervising professor designated by the head of the department (institute) as the convener; the supervising professors may not make up more than 1/2 of the Examination Committee.
Department (institutes) may not nominate the research student taking the degree examination's spouse, or relative by blood or marriage within three degrees as their supervising professor examination committee member.
- Article 11. Members of the Examination Committee should attend the committee in person and not representatives are allowed. At least 2/3 of the total membership should attend; the number of committee members in attendance other than the supervising professors should exceed 1/2. A Master's Degree Examination Committee can only be held with at least 3 committee members in attendance. A Ph.D. Degree Examination Committee can only be held with at least 5 committee members in attendance.
- Article 12. Members of the Master's Degree Examination Committee should not only possess research expertise in the area related to the Master's candidate thesis, creative work, exhibition, or technical report but also one of the following qualifications:
1. Had previously been a professor associate professor.
 2. Is a Fellow of the Academia Sinica, or had previously been a Research Fellow or Associate Research Fellow of the Academia Sinica.
 3. Holds a Ph.D. degree and had made significant academic contributions.
 4. Belongs to an uncommon or specialized discipline and had made significant academic or professional contributions.

The qualification criteria for items 3 and 4 above shall be defined by each department (institute).

Article 13. Members of the Ph.D. Degree Examination Committee should not only possess research expertise in the area related to the Ph.D. candidate's dissertation, creative work, exhibition and performance, or technical report submitted by the research student but also one of the following qualifications:

Had previously been a professor.

1. Is a Fellow of the Academia Sinica, or had previously been a Research Fellow of the Academia Sinica.
2. Had previously been an associate professor or Associate Research Fellow of the Academia Sinica and made significant academic contributions.
3. Holds a Ph.D. degree and had made significant academic contributions.
4. Belongs to an uncommon or specialized discipline and had made significant academic or professional contributions.

The qualification criteria for items 3 through to 5 above shall be defined by each department (institute).

Article 14. A research student granted direct admission to the Ph.D. program who failed to pass the Ph.D. candidate qualifying exam may transfer (back) to their original Master's program subject to the approval of the department (institute) and the University President.

If the above research student passed the Ph.D. candidate qualifying exam but failed the Ph.D. degree examination, a Master's degree may be conferred if the Ph.D. Degree Examination Committee finds that they met the requirements for a Master's degree.

Article 15. If the thesis, creative work, exhibition or performance, written report or technical report is found to be guilty of plagiarism or cheating after a degree is granted, then the degree shall be revoked and the degree certificate cancelled by public announcement; violations of any other laws shall be dealt with accordingly. Once a degree is revoked and the previously issued degree certificate cancelled through a public announcement, the offender shall be notified to return the said degree certificate in accordance with the "Enforcement Rules of Degree Conferral Law". The revocation and cancellation will also be reported to other universities, colleges and related authorities (institutions).

Article 16. The Bylaws were approved by the Academic Affairs Council, sanctioned by the University President prior to implementation, and forwarded to the Ministry of Education for reference. Modifications shall follow the same procedure.