

# National Chi Nan University Graduate Degree Examination Regulations

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#### Article 1

National Chi Nan University (NCNU or “the University”) hereby formulates the NCNU Graduate Degree Examination Regulations (“the Regulations”) under the University Act, Degree Conferral Act, the Regulations Governing the Conferral of Degrees and Alternatives to Submission of a Master’s Degree Thesis or Doctoral Dissertation, the NCNU Academic Regulations, and other applicable regulations.

#### Article 2

Master’s students may apply for a thesis defense when completing the required courses and the first draft of their thesis. The qualifying examination regarding the thesis submission shall be regulated by each department, approved at the Department and College Affairs Meetings, and then submitted to the Academic Affairs Meeting for reference before implementation.

Master’s students in the fields of arts, applied technologies or physical education may opt for a work or a certificate of achievement accompanied by a written report or a technical report as an alternative to thesis.

Master’s students in a field of professional practice may choose to present a professional practice report in lieu of a thesis.

The criteria for degree qualification of the aforementioned fields of study and professional practice in the preceding two paragraphs shall be implemented after being approved at the Academic Affairs Meeting.

#### Article 3

Doctoral students may apply for a dissertation defense when completing the required courses, passing the doctoral candidacy examination, and presenting the first draft of their thesis.

Doctoral students in the fields of arts, applied technologies or physical education may substitute a work or a certificate of achievement accompanied by a written report or a technical report for a thesis. The criteria for degree qualification of those fields of study shall be implemented after being approved at the Academic Affairs Meeting.

#### Article 4

The doctoral candidacy examination regulations, as stipulated by each department, approved at the Department and College Affairs Meetings, shall be implemented after being submitted to the Academic Affairs Meeting for reference.

#### Article 5

Students in direct-entry doctoral degree programs who fail their dissertation defense may be awarded a master's degree when the fact that the dissertation fulfills the requirements for a master's degree has been verified by the dissertation defense committee.

Graduate students who pursue a dual degree during the dropout may study at the home and overseas universities simultaneously under the Implementation Guidelines for the International Dual Degree Programs Agreement.

#### Article 6

The Procedures for Assessing Thesis/Dissertation Topic Relevance to the Fields of Study shall be subject to the educational objectives and the fields of study as stipulated by each department, graduate institute or degree program. The assessment shall be conducted before the students apply for a thesis/dissertation defense.

Advisors shall be held accountable if the thesis/dissertation is irrelevant to the fields of study. Hence, each department, graduate institute or degree program shall formulate their Regulations Governing the Standards of Conduct Between the Students and Advisors.

Each department, graduate institute or degree program shall establish their Quality Essay Standards ("the Standards"). Under Articles 1 – 3, the Standards shall be approved at the Department/Graduate Institute/Degree Program Affairs Meeting, with the Office of Academic Affairs processing, reviewing, commenting on and filing the meeting minutes for reference.

#### Article 7

A thesis/dissertation defense shall be applied between the start of classes and November 30 (first semester) or April 30 (second semester) as announced in the Academic Calendar. Application forms shall be submitted with the following documents attached: one copy of the student's full academic transcript, one copy of Ethical Declarations in Academic Research (for students enrolling in Academic Year 2017), one copy of Thesis/Dissertation Integrity Report (for students enrolling in Academic Year 2023), and other relevant documents, pending verification and approval of the advisor, heads of the department and Office of Academic Affairs.

The criteria for the Thesis/Dissertation Integrity Report shall differ from department to department.

A thesis/dissertation defense shall be scheduled and located by each department before the end of the semester as announced in the Calendar.

Failure to complete the thesis/dissertation defense count as automatic deregistration.

#### Article 8

A thesis/dissertation shall be written in Chinese. The restriction shall not apply, however, to the department of foreign languages. Other departments shall formulate the guidelines for writing thesis/dissertation in English in their graduation regulations. Still, the thesis/dissertation abstract must be written in Chinese.

A thesis/dissertation that has been previously submitted for an academic degree in Taiwan or abroad may not be submitted again for the use by Articles 2 and 3. Violators shall be subject to fraud penalties.

Fraudulent or plagiarized theses/dissertations shall be given a failing grade after the violations have been reviewed and verified by the thesis/dissertation defense committee.

#### Article 9

Thesis/Dissertation defenses shall be conducted orally or, if necessary, in other forms stipulated by each department. They shall be graded by averaging the grades given by the committee members in attendance, with the passing grade being 70% and the perfect grade being 100%. Graduate students shall not pass the defense when 1/2 thesis defense committee or 1/3 dissertation defense committee give a failing grade.

#### Article 10

Students who fail their thesis/dissertation defense but yet to reach the end of their study may take the defense again in the following semester or academic year. Students who fail the second attempt shall be dismissed. Those who are subject to Article 5 are excluded.

#### Article 11

A thesis defense committee shall consist of three to five members; a dissertation defense committee shall consist of five to nine members. At least 1/3 of the thesis/dissertation defense committee shall be composed of members from outside the University as selected by NCNU President. The thesis/dissertation defense committee shall follow the principle of recusal that spouses or relatives (by blood or marriage) within the third degree of kinship to a master's or doctoral student may not serve as a member of the thesis/dissertation defense committee under the regulations of each department. The advisor may be included in the thesis/dissertation defense committee but may not be appointed as a convenor. If a student possesses two advisors, a thesis defense committee shall consist of a minimum of four members; a dissertation defense committee shall consist of a minimum of six members.

#### Article 12

Absent thesis/dissertation defense committee members may not be replaced by substitutes. A thesis/dissertation defense shall not be held if 2/3 of the committee members fail to attend: three required for a thesis defense or five required for a dissertation defense. A thesis/dissertation defense shall not be held if less than 1/3 of the thesis/dissertation defense committee members in attendance are from outside the University.

#### Article 13

Thesis defense committee members shall be specialists in the master's student's field of study and shall meet any of the following qualifications:

1. A current or former professor, associate professor, or assistant professor
2. An academician at Academia Sinica or a current or former research fellow, associate research fellow, or assistant research fellow at Academia Sinica
3. A doctoral degree holder with significant academic achievements

4. An individual with expertise in a rare or highly specialized academic or professional field who has significant achievements in their academic or professional field

The criteria for determining the qualifications referred to in Items 3 and 4 of the preceding subparagraph shall be stipulated at each Department/Graduate Institute/College/Degree Program Affairs Meeting.

#### Article 14

Dissertation defense committee members shall be specialists in the master's student's field of study and shall meet any of the following qualifications:

1. A current or former professor, associate professor, or assistant professor
2. An academician at Academia Sinica or a current or former research fellow, associate research fellow, or assistant research fellow at Academia Sinica
3. A doctoral degree holder with significant academic achievements
4. An individual with expertise in a rare or highly specialized academic or professional field who has significant achievements in their academic or professional field

The criteria for determining the qualifications referred to in Items 3 and 4 of the preceding subparagraph shall be stipulated at each Department/Graduate Institute/College/Degree Program Affairs Meeting.

#### Article 15

After a thesis/dissertation defense, the responsible department shall submit the resulting grade to the Office of Academic Affairs. The grade shall be submitted on January 31 (first semester) or July 31 (second semester).

Graduate students who pass their thesis/dissertation defense shall submit their theses/dissertations bearing the signatures of all thesis/dissertation defense committee members before the start day of classes as announced in the Academic Calendar next semester. Students who fail to submit their thesis/dissertation before the deadline and who have yet to reach the end of their period of study shall register and submit their thesis/dissertation before the deadline in the following semester. Students who fail to present their thesis/dissertation within the specified period of study shall be given a failing grade and dismissed.

The number of signatures by all thesis/dissertation defense committee members referred to in the preceding item shall be subject to the minimum attendance stipulated in Article 11.

Graduate students shall complete the school-leaving procedures before receiving their diploma.

#### Article 16

A degree conferred by NCNU shall be revoked under any of the following circumstances; the University shall also issue a public notice that the degree diploma that was awarded has been invalidated. If any law or ordinance has also been violated, the matter shall also be dealt with under the provisions of the applicable laws and regulations:

1. The student's eligibility for admission or their course of study involves dishonesty or fraud.
2. The student's thesis/dissertation or technical report is found to have been forged, altered, plagiarized, produced by a ghostwriter, or produced through other fraudulent means.

After the revocation of a degree and the issue of a public notice under the provisions of the preceding paragraph, the Office of Academic Affairs shall then notify the individual involved to return their diploma and inform other junior colleges, universities, and agencies or institutions of the circumstances of the revocation and invalidation.

Students who are subject to Items 1 and 2 shall be given 0% to their theses/dissertations and dismissed.

#### Article 17

Matters not covered under the Regulations shall be handled under the University Act, Enforcement Rules of the University Act, the Degree Conferral Act, and the provisions of other applicable education ordinances and rules.

#### Article 18

The Regulations shall be passed at the Academic Affairs Meeting, implemented on the date of promulgation, and then submitted to the Ministry of Education for reference.