

# Yuan Ze University Regulations for Master and Doctoral Degree Qualifying Examination

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**Article 1** These regulations are provided pursuant to Article 26 of University Act as well as Degree Conferral Law and its Enforcement Rules.

**Article 2** All types of qualifications required for graduate students of master and doctoral program shall be determined by their respective departments and degree program. Degree qualifications required for graduate students of master program shall include the thesis defense; degree qualifications required for graduate students of doctoral program shall include the doctoral candidacy examination and doctoral degree examination.

**Article 3** Graduate students enrolled in a master program may apply to defend their thesis if they meet the following conditions:

1. Have completed all courses and credit hours required by their respective departments and degree program.
2. Have passed all the other qualifications required by their respective departments and degree program.

A master's degree shall be conferred to graduate students who have finished drafting their thesis must be conform to the department's professional areas as well as passed the master degree examination through the examination committee.

Graduate students who are Art, Applied Technology or Sports enrolled in a master's degree program in fine arts or an applied science or technology may, in lieu of a master's thesis, submit (respectively) work of art or artistic performance accompanied by a written report, the relevant regulations for the recognition criteria of each category will be separately formulated. Master's program for professional practitioners, or a technical report, provided with the consent of their respective department meetings. The relevant regulations for the recognition standards of professional practice shall be separately formulated.

**Article 4** Master degree examination shall be applied and processed as follows:

1. Applications shall be filed within the timetable of each academic year designated in the university's school calendar.
2. Applications shall be accompanied by the following documentation:
  - (1) One copy of the first draft of thesis and the abstract, respectively.
  - (2) Recommendation letters of advising faculty.
  - (3) Certificate of course attendance or course credit document from Taiwan Academic Ethics

Education Resource Center.

- (4) Students should complete the thesis originality comparison assignment before the degree examination, and submit the thesis originality comparison report to the supervisor and degree examination committee for reference on the day of the degree examination.

The aforementioned comparison reporting standards are customized by each department, institute, and degree program.

Article 5 The master's degree examination committee for each master's program in our school shall consist of three to five members. Scholars and experts from each department, both inside and outside the school, who have specialized in the research field of graduate students and who should possess one of the following qualifications shall be recommended to the principal. Composed of candidates selected by the principal, and have served as a professor or associate professor:

1. Current or former professor, associate professor, assistant professor.
2. Academicians of Academia Sinica, current or former researchers, associate researchers, and research assistants of Academia Sinica.
3. Have expertise in an unusual or special academic subject and have achieved significant academic or professional accomplishments.
4. Those whose research fields are rare or special, or belong to professional practice, and who have achieved academic or professional achievements.

The standards for recognition in paragraphs 3 and 4 of the preceding paragraph shall be determined by each department (institute), college executive meeting or degree program affairs meeting.

Article 6 Graduate students enrolled in a doctoral program may be recognized as doctoral candidates if they meet the following conditions:

1. Complete the required courses for a doctoral degree in each department and degree program, and obtain the required credits.
2. Pass the qualification assessment for doctoral candidates in the department and degree program.

Candidates for a doctoral degree who submit a first draft of a thesis that is consistent with the department's professional field may apply for the doctoral degree examination. Those who pass the examination by the Doctoral Degree Examination Committee will be awarded a doctoral degree by the school.

The doctoral thesis of a student in a doctoral program in arts, applied science and technology, or sports can be replaced by works, achievement certificates, and a written report or a technical report; the relevant regulations for the accreditation standards of each category are separately formulated.

Article 7 Doctoral degree examination shall be applied and processed as follows:

1. Applications shall be filed within the timetable of each academic year designated in the university's school calendar.
2. Applications shall be accompanied by the following documentation:
  - (1) One copy of overall transcript.
  - (2) One copy of the first draft of dissertation and the abstract, respectively.
  - (3) Recommendation letters of advising faculty.
  - (4) Certificate of course attendance or course credit document from Taiwan Academic Ethics Education Resource Center.
  - (5) Students should complete the thesis originality comparison assignment before the degree

examination, and submit the thesis originality comparison report to the supervisor and degree examination committee for reference on the day of the degree examination.

The aforementioned comparison reporting standards are customized by each department, institute, and degree program.

Article 8 The doctoral degree examination committee for each doctoral program in our school shall consist of five to nine members, composed of scholars and experts from each department and inside and outside the school who have specialized in the research field of the doctoral candidate and who shall possess one of the following qualifications. Recommended to the principal and selected by the principal, each member inside and outside the school must account for more than one-third.

1. Those who are currently or have been professors or associate professors.
2. Academician of Academia Sinica, current or former researcher or associate researcher of Academia Sinica.
3. Those who have obtained a doctorate degree and have achieved academic achievements.
4. Those whose research fields are rare or special subjects and who have achieved academic or professional achievements.

The criteria for qualification determination in paragraphs 3 to 4 of the preceding paragraph shall be determined by each department (institute), college affairs meeting or degree program affairs meeting.

Article 9 Graduate theses, whether for master or doctoral degree, shall be conducted orally except where a written exam has been requested and shall be processed as follows:

1. Oral defense shall be made known to public in advance with the announcement of its time, place and topic.
2. All members of the degree examination committee are expected to be present at the defense, and in no case may the attendance be made by an acting agent. A minimum of three members is required in the case of master's degrees defenses, a minimum of five members in the case of doctoral degrees, and both requiring one-third of attendance by outside members.
3. The grade for degree defense shall be the average of all the grades given by degree examination committee members present and a one-time grading policy for the examination shall be observed. The highest grade possible for the degree defense is 100 points; the lowest passing grade is 70 points. However, if half the members of a master degree examination committee or two-thirds the members of a doctoral degree examination committee give the examinee a grade lower than 70 points, the examinee shall be deemed as having failed the defense.
4. Any student who is found by the degree examination committee upon investigation to have committed plagiarism or used fraudulent means in preparing a thesis or dissertation shall be deemed as having failed the defense.
5. In special circumstances, the project may be signed and approved by the provost, and it may be conducted through synchronous video conference. However, the principle of fairness, impartiality, and openness shall be followed. The video conference link shall be announced to the public one week before the degree examination, and the physical examination procedures shall be followed.

Article 10 Students in the direct admission into a doctoral program who do not pass the doctoral candidacy examination may apply to study at the original department's master program with the consent of the department meeting and the approval of the president of the university; those who pass the doctoral

candidacy examination but fail the doctoral degree examination shall be conferred a master's degree if their doctoral dissertation is deemed by their doctoral degree examination committee to have met a standard appropriate for a master's degree.

Article 11 Graduate students enrolled in a master or doctoral program may be ordered to withdraw from the university if they meet the following conditions:

1. who have not completed all the required courses or credits during the maximum period of study.
2. who have not passed the degree examination.

Graduate students, listed in subparagraphs 2 of the preceding paragraph, who fail to pass their defense and have not exceeded their maximum period of study shall file for a second defense in the following semester or academic year. A one-time policy for the second defense shall be observed. Students who fail to pass their defense a second time shall be asked to withdraw from the university.

Article 12 The thesis or dissertation (including the abstract) must be written in Chinese as a rule; if the candidate has a thesis or dissertation from a different degree earned, this may not be presented again. Students who have passed their degree examination shall submit the required number of copies of their completed thesis or dissertation along with the electronic version (for archival purposes), their grade for the degree examination, and complete the withdrawal procedures in order to have their diploma conferred by the university. The deadline for turning in the thesis or dissertation is by the end of January for the first semester, and by the end of July for the second semester. If the deadline is passed, but the student has not reached the limit of the study term, he or she may still register in the subsequent semester. However, if the student has not turned in the thesis or dissertation and has reached the limit of the study term, the degree examination shall be considered unsatisfactory, and the student shall be ordered to withdraw from the university as stipulated by the university's regulations.

Article 13 For master's and doctoral degrees awarded by our school, if it is discovered that thesis, works, achievement certificates, written reports, technical reports or professional practice reports are falsified, altered, plagiarized, written by others, or otherwise fraudulent, and it is found to be true after investigation, The degree will be revoked, the issued degree certificate will be recovered, and other vocational schools, universities and relevant agencies (institutions) will be notified. No one related to the examinee within three degrees of kinship or being the examinee's stakeholder is permitted to be the advising faculty or a member of the examination committee; otherwise, the qualification shall be revoked and the grade of oral defense shall not be recognized by the university. If the university confers a degree to a student who is found to do so, the university shall refer to the rule of the preceding paragraph.

Article 14 The university may confer an honorary doctoral degree to the person who has made an important contribution to academic, cultural, or professional accomplishments; regulations governing the conferral of an honorary doctoral degree shall be established by the university separately.

Article 15 These regulations will be adopted by the Academic Affairs Meeting before being reported to the Ministry of Education for ratification and implementation, as shall amendments when they are made.

**If any controversies or disputes occurred regarding clauses of the contract, it shall always refer to its Chinese version.**