

## NCHU Doctoral Program Regulations

Enacted in the 23<sup>rd</sup> University Affairs Meeting on Nov. 28<sup>th</sup>, 1992  
No. 69522 official letter approved by Ministry of Education on Dec. 17<sup>th</sup>, 1992  
Approved in the 28<sup>th</sup> University Affairs Meeting on May. 19<sup>th</sup>, 1995  
Amended (Articles 2, 4, 5, 10, 13, 15, 17, &18, Added Article 1) in the 36<sup>th</sup> University Affairs Meeting on May. 15<sup>th</sup>, 1999  
No.88108908 official letter approved by Ministry of Education on Sep. 9<sup>th</sup>, 1999  
No. 90086307 official letter (Articles 5, 6, 10, 15, & 18) approved by Ministry of Education on Jun. 20<sup>th</sup>, 2001  
No.91002319 official letter (Article 7) approved by Ministry of Education on Jan. 10<sup>th</sup>, 2002  
Amended (Articles 1 & 6) in the 44<sup>th</sup> Academic Affairs Meeting on Jun. 13<sup>rd</sup>, 2003  
Amended (Article 6) in the 45<sup>th</sup> Academic Affairs Meeting on Dec. 5<sup>th</sup>, 2003  
No. 0930003829 official letter approved by Ministry of Education on Jan. 16<sup>th</sup>, 2004  
No. 0930052777B official letter (Article 18) approved by Ministry of Education on Apr. 27<sup>th</sup>, 2004  
Amended (Article 1) in the 51<sup>st</sup> Academic Affairs Meeting on Mar. 30<sup>th</sup>, 2006  
No. 0950138148 official letter approved by Ministry of Education on Sep. 21<sup>st</sup>, 2006  
Amended (Articles 4-6) in the 53<sup>rd</sup> Academic Affairs Meeting on Apr. 10<sup>th</sup>, 2007  
No. 0960087771 official letter approved by Ministry of Education on Jun. 08<sup>th</sup>, 2007  
Amended (Articles 4-9, 12, 14, & 15) in the 54<sup>th</sup> Academic Affairs Meeting on Oct. 25<sup>th</sup>, 2007  
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Amended (Articles 4, 6, &15) in the 56<sup>th</sup> Academic Affairs Meeting on Oct. 27<sup>th</sup>, 2008  
No. 090019456 official letter (Articles 5 & 9) approved by Ministry of Education on Feb. 04<sup>th</sup>, 2008  
Amended in the 58<sup>th</sup> University Affairs Meeting on Oct. 26<sup>th</sup>, 2009  
No. 0970019456 official letter (Article 18) approved by Ministry of Education on Jul. 15<sup>th</sup>, 2009  
Amended in the 60<sup>th</sup> University Affairs Meeting on Nov. 26<sup>th</sup>, 2010  
Amended (Article 15) in the 59<sup>th</sup> Academic Affairs Meeting on Dec. 13<sup>rd</sup>, 2010  
Amended (Articles 6 & 7) in the 62<sup>nd</sup> Academic Affairs Meeting on Oct. 25<sup>th</sup>, 2011  
No. 0970019456 official letter (Article 7) approved by Ministry of Education on Jul. 04<sup>th</sup>, 2012  
Amended (Article 6) in the 64<sup>th</sup> Academic Affairs Meeting on Oct. 29<sup>th</sup>, 2012  
Amended (Article 6) in the 65<sup>th</sup> Academic Affairs Meeting on Mar. 25<sup>th</sup>, 2013  
No. 1020095993 official letter approved by Ministry of Education on Jun. 26<sup>th</sup>, 2013  
Amended (Article 6) in the 80<sup>th</sup> Academic Affairs Meeting on Oct. 28<sup>th</sup>, 2020  
No. 1090176023 official letter approved by Ministry of Education on Jan. 5<sup>th</sup>, 2021  
[Amended \(Article 6\) in the 86<sup>th</sup> Academic Affairs Meeting on Nov. 6<sup>th</sup>, 2023](#)  
[No.1130000828 official letter approved by Ministry of Education on Jan. 9<sup>th</sup>, 2023](#)

**Article1** These regulations are adopted in accordance with Article 26 of University Law and related regulations.

**Article2** Students who have graduated from national, private, or independent colleges and have received a Master/PhD Degree will be recruited by our PhD entrance exams. Graduate students of foreign nationality, with credentials recognized by the Ministry of Education, who have passed the NCHU foreign student admission evaluation will be admitted into the NCHU doctoral program. Also, foreign nationality graduate students who are granted admission according to the NCHU Foreign Student Enrollment Regulations are admitted into the NCHU doctoral program.

A statement of regulations governing the admission of PhD. students is set out separately.

**Article3** The Entrance Exam for the PhD. program includes an evaluation of qualifications, a written exam, and an oral exam.

**Article 4** Students who are granted direct admission into doctoral programs are required to complete their study between 2 to 7 years. Doctoral students who have completed all of the required courses and passed the PhD candidacy evaluation, but failed the degree examination, are granted a Master's Degree as long as the student's thesis is deemed to meet master's thesis requirements by the thesis committee.

**Article 5** The number of students who are granted direct admission into each doctoral

program shall no exceed 40% of the total number of doctoral students in that program. Only two students can be granted direct admission into a doctoral program when a total of less than 5 students are admitted into the said program.

The number of students who are granted direct admission into the doctoral program shall be included in the total student enrollment quota approved by the Ministry of Education.

Article 6 Once PhD. D. students enroll, they are required to appoint a qualified thesis adviser within a year. A student's spouse or relatives within the third-degree of kinship (including relatives by blood and affinity) are prohibited from acting as the graduate student's thesis adviser or thesis examination committee member. The list of thesis advisers shall be approved by the chair of the department, graduate program, or credit course before it is submitted to the Division of Registration, Office of Academic Affairs for record. Graduate students' applications for advisors shall be handled in accordance to the NCHU Guidelines for the Interaction between Thesis Advisor and Graduate Students.

The thesis advisor must possess a degree recognized by relevant regulations to serve as member of the degree exam committee and should be, at least, a full-time assistant professor at NCHU. For co-advisors, one or more shall be, at least, a full-time ([project](#)) assistant professor at NCHU.

Graduate students must select courses according to "NCHU Regulations on Course Registration".

Article 7 Master's programs courses can be categorized as follows:

A. Compulsory courses

B. Selective courses

Compulsory and selective courses are executed as passed by the department (graduate program or degree program) course committee meeting and the college/university course committee meeting.

Article 8 Each department/graduate program/degree program may require their students to take a compulsory second foreign language course if necessary after such decision is passed and approved during relevant meetings held by the department/graduate program/degree program. Foreign students are prohibited from taking their native language as the second foreign language. However, when the foreign student's research subject is related to their native language, they are permitted to take it as a second foreign language, provided that the decision is approved by the chair of the department/graduate program.

Article 9 PhD program students shall take at least 18 credits, and students who are granted direct admission into the doctoral program shall take at least 30 credits (a maximum of 12 credits from the student's master's program can be counted as part

of the 30 credits). Credits for their thesis are not included in the aforementioned credit requirements. When a department/graduate program/degree program wishes to increase the number of credits required for graduation, the department/graduate program/degree program shall review the decision in department affairs meetings, or degree/course-related meetings. The said decision shall be submitted to NCHU for review and approval.

Article 10 PhD students must complete their study within 2 to 7 years, but working students who have taken all of the required courses, but have not completed the thesis may request an extension of study period for a year. The aforementioned “working students” refer to those who were admitted through the Working Student Admission Program.

Article 11 For master’s program students grading standard, 70 is the passing mark and 100 is full mark. Failed compulsory courses must be retaken.

Article 12 The Graduation Exam for Master’s Program students is oral examination in general, held regularly in NCHU. Each department, graduate program, or degree program may decide to hold an additional written examination if necessary. Implementation Rules for PhD Program Examination are set out separately.

Article 13 PhD students who are in any of the following situations will be required to withdraw from the program:

- (1) Failing to acquire necessary credits toward graduation at the end of the permitted period of study.
- (2) Failing to pass PhD candidacy evaluation for the second time.
- (3) Failing the first thesis exam and are not qualified to retake the exam; Failing the first and second thesis exam.

PhD students who withdraw after studying in the program for less than one year will not be granted any certificates.

Article 14 After PhD. D. graduate students pass the doctoral candidacy evaluation, they may apply for establishment of a thesis examination committee after submitting the application to the chair of the department/graduate program/degree program and to NCHU for approval at least 20 days before the exam. Students who pass the thesis exam are awarded a PhD Degree.

Article 15 Master’s program students wishing to transfer to another department/graduate program/degree program can do so only after they have studied at their original program for at least one semester before the transfer application can be filed. The said application must be filed before the student registration date of the 4th semester (not counting the semester during which students are on leave of absence) and approved by the chair of the original department/graduate program/degree program. The said application must also be approved by the department/ graduate

program/ degree program to which the student wishes to transfer to. The application must then be reviewed by the Dean of Academic Affairs and the President of NCHU before acceptance.

The said application must be filed no later than 7 days prior to the beginning of the semester and can only be filed once.

Students who transfer to another department/ graduate program/ degree program are prohibited from requesting an extension of study period. To receive a degree from the department/graduate program/ degree program to which the students transfer, they must fulfill all graduation requirements of the said program.

- Article 16 PhD students shall also abide by other regulations and guidelines of NCHU where applicable. Students who violate the said regulations are subject to punishment.
- Article 17 The Issuance of PhD student scholarships and grants are governed by NCHU's Regulation for Graduate Students' Scholarships.
- Article 18 These regulations and any amendments hereto shall be reviewed at the Academic Affairs Meetings, publicly announced, implemented, and then submitted to the Ministry of Education for record.