

# NCHU Guidelines for the Interaction Between Thesis Advising Professors and Graduate Students

Enacted in the 46<sup>th</sup> Academic Affairs Meeting on Oct. 23<sup>rd</sup>, 2003  
Amended (Articles 2, 3, & 5) in the 53<sup>rd</sup> Academic Affairs Meeting on Apr. 10<sup>th</sup>, 2007  
Amended (Articles 2, 3, 4 & 5) in the 71<sup>st</sup> Academic Affairs Meeting on Mar. 29<sup>th</sup>, 2016  
Amended (Articles 3-8) in the 80<sup>th</sup> Academic Affairs Meeting on Oct. 28<sup>th</sup>, 2020

- Article 1 The purpose of these guidelines is to regulate the interaction between thesis advising professors and their graduate students.
- Article 2 Graduate students must select a thesis advisement professor before the given deadline and obtain an agreement form from the thesis advisement professor. The agreement form must be registered by the departments (graduate institutes, degree programs) and signed by the chair of the departments (graduate institutes, degree programs) for approval. After all of these criteria are met the agreement form must be sent to the Admissions Office to be recorded.
- [Article 3](#) If a graduate student is unable to consult with an advisor for any reason, or if an advisor is no longer able to continue advising due to illness, resignation, retirement, overseas travel, or other reasons, the director of the department (institute, degree program) shall provide assistance.
- Article [4](#) When changing the thesis advising professor, graduate students must fill out an application for changing the thesis advising professor, have the form signed by both the old and new thesis advising professors, and then have the chair of the departments (graduate institutes, degree programs) also sign it.
- Article [5](#) When the thesis advisement professor actively wants to end advice thesis writing, he/she must notify the departments (graduate institutes, degree programs), in writing. According to Article [6](#) of these guidelines, the [departments \(graduate institutes, degree programs\)](#) must then inform the graduate student to find another thesis advising professor. The student also has the right to know the reason why the advisement has ended, and to ask the departments (graduate institutes, degree programs) to investigate the reason why their professor has ended their thesis advisement.
- Article [6](#) If the advisor becomes unable to advise the student due to illness, resignation, retirement, being abroad, or other reasons, his/her graduate student must fill out a notice of changing thesis advisement professor, signed by the chair of the departments (graduate institutes, degree programs), and sent to the Admission Office to be recorded.
- Article [7](#) If a graduate student has more than two thesis advising professors, Article 2 to Article 5 of the above guidelines are applied to all of the thesis advising professors of that graduate student.

- Article [8](#) If any graduate student has not followed these guidelines for changing their thesis advisement professors, their degree examination results will not be recognized for record.
- Article [9](#) These guidelines have been implemented after being passed at the Academic Affairs Meeting, and the same applies in the case of any amendments.