**Regulations Governing Master’s Degree Examination**

Written in November, 2002

Ratified and referred to Letter No.0920001263 by the Ministry of Education on February 11, 2003

Revised in November, 2004

Revised and approved by Academic Affairs Committee Meeting on October 19, 2009

Revised and referred to Letter No.0980209204 by the Ministry of Education on December 9, 2009

Revised and approved by Academic Affairs Committee Meeting on January 6, 2010

Revised and approved by Academic Affairs Committee Meeting on September 18, 2013

Referred to Letter No. 1020154247 by the Ministry of Education on October 17, 2013

Article 1 These regulations are established in accordance with the “*University Act and its Enforcement Rules”* and with “the *Degree Conferral Law and its Enforcement Rules”*.

Article 2 Graduate students enrolled in master programs may apply for master’s degree examination in the second semester of the first academic year if they have completed both: all required courses and credits within the designated period of study as well as a finished draft their thesis. Students shall submit official transcripts of all semesters and thesis drafts, and fill out an application form for master’s degree examination. Only after the permission from his/her advisors and institute directors, followed by submission to the Office of Academic Affairs for filing and the approval of the President of the University, can students be permitted to take the examination. Students in the fields of fine arts or applied technology may, in lieu of a written thesis, submit a creative work or artistic performance in conjunction with a written technical report, of which the abstract shall be no less than 3,000 words.

Article 3 The schedule and location of qualification exams for master’s degrees are arranged and held by respective graduate institutes between the period of midterm and final exams.

Article 4 In principle, qualification exams for master’s degrees are conducted based on evaluation of the graduate theses. If necessary, graduate institutes can lay down corresponding rules for particular subject exams.

Article 5 Qualification exams for master’s degrees shall be conducted by a thesis examination committee, which needs to consist of three to five members and the amount of external committee members shall be no less than one third of the total amount of members. All committee members shall be recommended by graduate institute directors and hired by the President of the University. Each committee must select a committee chair among its members. Examinee’s advisor will be one apparent committee member but must not serve as the chair.

Article 6 All thesis examination committee members shall not only have profound professional knowledge of their respective academic discipline, creative works, display of professional works or technical fields, but must also satisfy one of the following criteria:

1. be a current or emeritus full professor or associate professor;
2. be a current academician, former research fellow or associate research fellow at the Academia Sinica;
3. hold a Ph.D degree and a distinguished record of achievement in their field;
4. have a distinguished record of achievement in an uncommon or extraordinary academic discipline.

The qualification of committee members to serve on a thesis examination committee under the criteria written in items (3) and (4) shall be determined by meetings of respective departments or graduate institutes.

Article 7 All members of the thesis examination committee shall be present at the defense in person and no proxy be allowed. At least two-thirds of the committee members shall be present and a minimum of three members is required.

Article 8 Except for foreign language majors, all master’s theses, including abstracts, shall be written in Chinese. A thesis which has previously been submitted for a degree shall not be re-submitted. The thesis and its abstract shall be sent to all members of committee for reviews by the graduate institutes ten days before the thesis examination.

Article 9 Qualification exams for master’s degrees are conducted orally and corresponding questions are put forth pertaining to the content of the master’s thesis. If necessary, a written exam can be held.

Article 10 The oral defense is open to the public for auditing. However, auditors must leave when committee members are assessing the grade. The final grade for the thesis defense is comprised of the average of all the grades given by thesis examination committee members present. The chair shall take the integer part of the averaged grade as the thesis grade and subsequently sign the thesis grade worksheet in conjunction with the signature of the institute director. The highest grade possible for a thesis defense is 100 points and the lowest is 70 points. Each committee member can submit a grade for a thesis defense only once.

Article 11 Examinees who fail to pass their thesis defense and who have not exceeded their maximum period of study may file for a second defense in the following semester or academic year. Students who fail to pass their defense a second time shall be asked to withdraw from the University.

Article 12 If the average grade of a re-examined thesis defense exceeds 70 points, it shall be counted as only 70 points.

Article 13 The graduation grade of an examinee shall be the average of the thesis grade and all semester grades, excluding the grades of academic subject exams.

Article 14 Examinees who have passed their thesis defense must submit completed versions via on-line “Thesis Upload System” and hand in a copy of the electronic version and two copies of hardcover theses, (one of which will be forwarded to the National Central Library for archival purposes). The number of thesis copies is determined by respective graduate institutes.

Article 15 Any examinee whose thesis is found to contain confirmed evidence of plagiarism or cheating by the committee shall be judged as having failed the thesis defense. The diploma of the conferred degree shall be revoked.

Article 16 Should there be any matter pertaining to master’s degrees not fully discussed, all parties shall observe the relevant Educational Regulations and Rules of Academic Studies of the University.

Article 17 To avoid any possibility of conflict of interest, an examinee’s advisor and any thesis examination committee member shall recuse himself or herself if he or she is currently the examinee’s spouse, blood relatives within fourth-degree or in-law relatives within third-degree, regardless of whether this relationship is current. Upon the discovery and confirmation of such a relationship by graduate institutes, the conferred degree will be revoked and the diploma be returned.

Article 18 These regulations shall be implemented and entered into force upon the approval of the Academic Affairs Committee and the ratification of the President of the University, followed by the submission to the Ministry of Education for archival and reference. The same procedure applies to any amendment of these regulations.