

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Public Affairs Management Regulations of Doctoral Program for Graduate Students

Applicable for Students Starting in School Year 102

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- I. This set of regulations is issued based on the Ministry of the Education Degree Conferral Law and its enforcement rules, “National Sun Yat-sen University (NSYSU) Academic Regulations,” and “NSYSU Enforcement Rules of Postgraduate Students Degree Examinations.”
- II. Degree studying and degree examinations:
 - A. Degree-studying periods: two to seven years in accordance with regulations of the Ministry of Education (periods of retainment of student status and suspensions not included).
 - B. A doctoral student shall apply for his/her major field and minor filed in the spring semester of the second year of the program. If the applied major field is different from the field of the original applied division during the entrance examination, the doctoral student shall study one compulsory course of the original division before applying for the intended major field.
 - C. Doctoral degree candidate qualification examinations:
 1. Academic examination qualifications: a candidate may participate in academic examinations after passing common compulsory courses and one compulsory course of the division of his/her major field.
 2. Academic examination subjects:
 - a) A candidate shall study any two of the common compulsory courses, with the grade of at least one course reaching 70 points. If the grade of the other course did not reach 70 points (but is over 60 points), the course may be replaced by one article published on a SSCI/SCI/TSSCI/CSSCI journal, a journal awarded by the Ministry of Science and Technology (MOST), or other international journals with review/evaluation systems.
 - b) A candidate shall study any one of the compulsory courses of the divisions of a major and shall obtain a passing grade of 70 points.
 - c) No changes of courses are allowed after confirmation. Students who fail an examination of a course for the second time may not apply for another re-examination of that course.

- d) If a student intends to apply for the aforementioned international journals with review/evaluation systems, he/she shall submit the name(s) of the journal(s) to the institute for discussion and approval prior to making publication submission plans. The rejection rate of such journals shall be higher than 20%, or, the “5-year impact factor” (or 2-year impact factor) shall be higher than 0.05.
 3. Examination scopes shall be based on the contents in the list of books or question banks given by the question drafters. The aforementioned list of books or question banks shall be announced three month prior to the examination at the latest, and may be updated once every two years.
 4. Individuals that meet the requirements of Article II-C-2 are eligible as candidates.
 5. Academic examinations shall be completed, in general, within two year from the start of the program, and not exceeding five years at the maximum (starting from the year of program commencement and excluding periods of suspensions). If a student fails to complete the required number of examinations within the specified time, the institute will notify the Office of Academic Affairs and the student will face expulsion from the institute.
- D. Selection of supervisors:
1. Supervisors shall be faculty members academically ranked above assistant professors and eligible as degree examination committee members specified in the Degree Conferral Law.
 2. The supervisors for doctoral theses shall in general be faculty members of the institute. In case a supervisor is not a full-time faculty member of the institute, resigns, or retires, at least one full-time faculty member of the institute shall be appointed to provide joint supervision.
- E. Doctoral degree candidates may only apply for doctoral degree examinations after passing thesis proposal oral examinations. The oral examination committee for conducting thesis reviews and holding oral examinations shall be comprised of five members appointed by the president, each being a professor, associate professor, or assistant professor in or outside NSYSU. The supervisor may not serve as the convener of the examination committee.
- F. In case there is a significant change in thesis topic, the supervisor may request the doctoral student to go through thesis review process again.
- G. A doctoral degree candidate that fulfill the aforementioned requirements, prior to the doctoral degree examinations and after the institute’s approval of the submitted hardcopies of the doctoral thesis, the abstract, and the supervisor’s letter of recommendation for qualification review, shall submit the thesis, abstract, descriptions of examination methods/time/venue, and the approved list of examination committee members to the Office of Academic Affairs for review and approval. The Office of Academic Affairs shall thereafter notify the institute to conduct a doctoral degree examination.
- H. Requirements for doctoral degree examination committee:
1. The doctoral degree examination committee shall be comprised of five to nine members selected by the president, of which more than one-third of the members are external members from outside NSYSU and more than one of the members is from the institute (apart from supervisors). The dean of the institute shall assign one member other than the supervisor to be the convener.

2. The qualifications of the doctoral degree examination committee members shall be in accordance with the regulations of the Ministry of Education.
 3. There shall be a minimal interval of three months between a doctoral degree examination and a thesis proposal review.
- I. Determination of grades for doctoral thesis degree examinations: grades for doctoral thesis degree examinations shall be determined based on the average of grades given anonymously by attending members. A fail shall be determined if over one third of the committee members gave fail grades. A student that fails the degree examination whose period of study is not yet completed may take the degree examination again in the next semester or next school year. Only one re-sit of examination is allowed. Students who fail for the second time will face expulsions in accordance with “NSYSU Academic Regulations.”
- J. Requirements prior to applying for degree examinations:
1. A doctoral student shall meet one of the following requirements of language proficiency:
 - a) A TOEFL CBT score of 213; a TOEFL iBT score of 79; a TOEIC score of 750, or participation in overseas exchange programs for over three months.
 - b) Passed level two of the Japanese Language Proficiency Test held by the Interchange Association Japan.
 - c) Evaluation of proficiency of other foreign languages shall be discussed and determined in the institute general meetings.
 2. A doctoral student shall have published, as lead authors or other authors, two articles (excluding articles used to substitute academic examinations) on SSCI, SCI, TSSCI, or domestic/international journals with review/evaluation systems, including articles that are accepted (with proofs of acceptance) but are not yet officially published. One journal article may be substituted in the following circumstances:
 - a) If, during the degree-studying period, a doctoral student have studied and conducted research in a university or a research institution in non-Chinese speaking countries (European countries, the U.S., Japan, Australia, etc.) for over half a year for one study/research, one article specified in Article II-J-2 may be substituted. For a doctoral student whose master’s degree was obtained in a non-Chinese speaking country (correspondence studies are excluded), this provision may also apply.
 - b) If, during the degree-studying period, a doctoral student have participated in research projects of the MOST or the program for promoting excellence of the Ministry of Education, and, have obtained documents of proof with the signatures of both the project director and the supervisor, one article specified in Article II-J-2 may be substituted. Each one-year project of the MOST may only substitute one article of one student only (multi-year projects shall be processed accordingly). For each doctoral student, only one article may be substituted.
- K. Doctoral degree conferrals and grade calculations: doctoral students that passed doctoral degree examinations will be granted doctoral of philosophy degrees from NSYSU. The graduation grade of a doctoral student includes the average of the grades of all courses taken during the doctoral program as well as the thesis examination grade.
- III. A doctoral student, during the degree-studying period, shall travel abroad (including to Mainland China) for conducting academic research activities for a minimal total of 60 days.

The doctoral student shall obtain the supervisor's approval before travelling and shall submit a written report within three months after returning to Taiwan.

- IV. Students, who intend to directly enter doctoral courses from master's degree courses but have not passed doctoral degree qualification examinations, after the reviews and approvals of the institute general meeting and authorization of the president, may return to study in the original master's degree program. If such students subsequently pass doctoral qualification examinations but fail doctoral degree examinations, the students qualifying for master's degrees shall be awarded master's degrees following the doctoral degree examination committee's decisions.
- V. Matters unspecified in this set of regulations shall be processed in accordance with "NSYSU Academic Regulations" and relevant regulations.
- VI. This set of regulations shall be implemented following approvals of the institute general meeting and the college general meeting and authorization of the president. The same procedure shall be carried out when amendments are to be made.