

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Public Affairs Management Regulations of Master's Program for Graduate Students

Applicable for Students Starting in School Year 101

Approved by the Department General Meeting on January 2, 2003.

Amended and approved by the Department General Meeting on May 20, 2004.

Amended and approved by the 4th College General Meeting on May 31, 2005, School Year 93.

Amended and approved by the Department General Meeting on January 17, 2009, School Year 97.

Amended and approved by the 5th Department General Meeting on April 19, 2012, School Year 100.

- I. This set of regulations is issued based on the Ministry of the Education Degree Conferral Law and its enforcement rules, ""Academic Regulations" of National Sun Yat-sen University (NSYSU), and "NSYSU Enforcement Rules of Postgraduate Students Degree Examinations."
- II. Degree studying periods: one to four years in accordance with regulations of the Ministry of Education (periods of retainment of student status and suspensions not included; collective periods of suspensions are limited to two school years).
- III. Course requirements and assignments of supervisors:
 - A. Students shall select their supervisors from full-time faculty members (including contracted faculty members) of the institute, and submit their choices of supervisors to the institute for review and documentation before the end of the first semester of the first school year (the time shall be announced by the institute office each year).
 - B. After finalization of supervisors (i.e., since the second semester of the first school year), students shall enquire opinions of supervisors for course selection and proceed to course selection following approvals of the supervisors.
 - C. In cases of graduate students having to change supervisors due to certain reasons, they may only do so once obtaining written agreements from original and new supervisors.
 - D. Prior to process applications for degree examinations, master's students shall complete study of compulsory courses and minimal graduating credits in accordance with regulations.
 - E. Students shall pass language proficiency criteria identified in "Executive Regulations of Foreign Language Qualifications" of the institute during study periods as graduation requirements.
 - F. All master's program students shall participate in short-term advanced programs in China (seven to 14 days) arranged by the institute in the first year of the master's program.
- IV. Master's degree examinations:
 - A. Prior to applying for degree examinations, students shall pass thesis proposal report examinations (the first session is held in the second semester of the first school year and the second session is held in the first semester of the second school year).
 - B. Graduate students may submit applications for degree examinations only when the requirements stated in the above article are met. Applications and degree examinations shall be processed in accordance with regulations for degree examination of the university.

- C. Students who fail the degree examinations and have not yet completed study periods may re-sit the exams in the semester or the school year after. A student may only re-sit the exams once. Students who fail the re-sits will face withdrawals in accordance with regulations of the university.
 - D. Master theses (including abstracts) shall be written in Chinese in the format of American Psychological Association (APA) article format and in accordance with "NSYSU Regulations of Degree Thesis Format for Graduate Students."
- V. Matters unaddressed in the present regulations shall be handled in accordance with NSYSU relevant regulations.
- VI. The present regulations shall be implemented following the approvals of department and college general meetings as well as the authorization of the president. The same procedure shall be carried out when amendments are to be made.