

Regulations Governing the Ph.D. Program

(博士班研究生修業辦法)

Institute of Public Affairs Management, NSYSU

As amended and approved by College of Management Affairs Meeting on Nov. 27th 2018

Article 1: The Regulations is set forth pursuant to the *Degree Conferral Act* (學位授予法) issued by the Ministry of Education, and the *Academic Regulations* (學則) and *Implementation Bylaws for Ph. D. and Master Degree Examination* (研究生學位考試施行細則) of the University.

Article 2: Duration of study: 2 to 7 years according to the regulations of the Ministry of Education (excluding periods of retention and suspension).

Article 3 Doctoral candidate qualifying examination (Exam)

1. Exam qualifications

Students who have finished and passed a course corresponding to a qualifying exam subject area may apply for qualifying exam of that subject after one semester. Students must finish and pass all required courses, though, before applying for qualifying exam of the last subject.

2. Exam time and application

Qualifying exams are held in March and October every year. Students should apply for exam before the stipulated deadline in each semester. Those who meet the exam qualifications can then proceed to take the exam upon the approval of the Chair of the Institute.

3. Subjects of examination

(1) Common subjects:

Applicants need to choose two subjects among the three common subjects for qualifying exam: "Advanced Research Methodology", "Advanced Public Economics" and "Advanced Public Policy Analysis." One of the two subject exams needs be scored at least 70 points. In the case when the other subject exam is scored less than 70 (but more than 60), the applicant may apply for a waiver of reexamination provided that he/she has published a research paper in a SSCI, SCI, TSSCI, CSSCI and/or Scopus indexed journal or other international journal with peer-reviewing process.

The paper used for waiving reexamination must be one that is published after the applicant has entered the doctoral program of the Institute, and the applicant should be the main contributor (i.e. the first or corresponding author) of the paper. In the case of co-authorship, the applicant should get

the approval from other co-authors and state evidently about each author's contribution.

- (2) Specialty subjects: Corresponding to the course "Special Topics in Public Affairs Management," the Speciality Subject exam is supervised by the applicant's advisor, and the applicant needs to get at least 70 points to pass the exam.
- (3) Applicants are not allowed to change their exam subjects once the choices are made. In the case of failing to pass a subject exam for two times, the applicant is not allowed to choose that subject for the qualifying exam.
- (4) If a student plans to submit a paper to the above-mentioned "other international journals with peer-reviewing process," he/she must pre-submit the full manuscript and a statement about the journal to the Institute Affairs Meeting to get approval.

4. The Drafters and the scope of examination

1 to 2 drafters for each subject exam are selected by the Chair of the Institute, and one of them shall be the instructor of the corresponding course. A reading list or sample questions will be provided by the drafters. The reading list or sample questions shall be announced no later than six months before the exam, and may be updated every two years.

5. The qualifying exam should be completed within 2 years of enrollment, and no more than 5 years at most (including temporary dropouts, unless the dropout is legible for deduction pursuant to the *Academic Regulations*). In the case of not finishing the qualifying exam by the deadline, the Institute is obliged to notify the University and the student shall be suspended from school.
6. Those who have submitted an application for a subject exam but are unable to take the exam must submit an application for cancellation at least two weeks before the exam. Or they will receive a score of zero for that subject. One who encounters major accident or serious illness and has been approved by the Chair to take a leave can be exempted from this rule.

Article 4 Selection of advisors

1. Doctoral student must have chosen their advisors by the end of the fourth semester, and prepare their study plans under the supervision of the advisors.
2. Advisors must be either assistant or higher rank professors, and must be qualified to serve as members of doctoral degree examination committee pursuant to the *Degree Conferral Act*.
3. Advisors must be full-time faculty of the Institute. If an advisor happens

to be a part-time, on leave, or retired professor of the Institute, the students should choose co-advisors instead, and assure that one of the co-advisors is a full-time faculty of the Institute.

Article 5 Ph.D. candidates must pass the oral defense of their dissertation proposal before applying for the formal doctoral degree examination. The dissertation proposal must be reviewed by the oral defense committee, which consists of at least five professors, associate professors and/or assistant professors from within or outside of the University. The committee members are appointed by the Chair of the Institute. The advisors of the Ph.D. candidates should avoid convening the committee.

Article 6 The research content of a doctoral dissertation can be either academic or practical oriented. If there is a significant change in the research subject, the advisor may call for a second review of the student's dissertation proposal.

Article 7 Doctoral dissertation oral defense

1. The dissertation oral defense committee consists of five to nine members that are appointed by the President of the University, including at least one from outside the University. At least one committee member must come from the Institute (not including the advisors), and one of the committee members should be appointed to be the convener by the Chair of the Institute. The candidate's advisors must not be the convener, and the number of advisors should be less than half of the total number of the committee members.
2. The application for doctoral degree examinations and the qualifications of committee members should follow the *Implementation Bylaws for Ph. D. and Master Degree Examination* (研究生學位考試施行細則).
3. The date for the final dissertation oral defense should be at least three months after the date of dissertation proposal defense.

Article 8 The grading of the dissertation exam should be in accordance with the *Implementation Bylaws for Ph. D. and Master Degree Examination* (研究生學位考試施行細則). Those who fail the exam but whose study period has not expired may apply for a re-examination in the next semester or the next academic year. The re-examination is limited to one time. Those who fail the re-examination shall be suspended from school pursuant to the *Academic Regulations* of the University.

Article 9 Before applying for the doctoral dissertation exam, the candidates should meet the following requirements:

1. Comply with the requirements of *Regulations for Implementing Foreign Language Qualifying Examination* issued by the Institute.

2. Publish two articles in academic journals with peer-review procedure under the title of Institute of Public Affairs Management, NSYSU (excluding the article that serves as the waiver of a qualifying reexamination). If the articles are accepted by the journals but not published yet, an acceptance letter from the editors also counts. The student is not required to be the first author to make the articles count, but each article can be counted only once regardless of the number of authors. If the article is published in SSCI, SCI and other non-Chinese academic journals, only one article is required, provided that the student is the first or corresponding author.

One of the two required journal articles could be waived upon the following conditions:

- (1) Complete an overseas study for at least half a year at a non-Mandarin speaking university such as in Europe, America, Japan and Australia, etc. In this case the student is allowed to waive one journal article. If a student earned his/her master degree in a non-Mandarin speaking country and not through corresponding schools, he/she can also waive one article.
- (2) Participate in a research project subsidized by the Ministry of Science and Technology (MOST) or a teaching excellence project subsidized by the Ministry of Education. The student can waive one article upon the joint approval from his/her advisors and the PI of the project. Only one student is allowed the waiver in each MOST project. Each doctoral student can at most waive one article.
- (3) A student whose dissertation is practice-oriented can apply for a waiver on the following conditions in addition to the conditions stated-above.
 - i. Participate in publishing the technical report for an industry-academia cooperation project, and is credited and endorsed jointly by the PI of the project and the student's advisors for his/her contribution.
 - ii. Participate in publishing the technical report for a government or NGO commissioned project, and is credited and endorsed jointly by the PI of the project and the student's advisors for his/her contribution.
 - iii. Publish a book that is consistent with the student's research focus and has been reviewed and approved by the Institute.
 - iv. All the above items 1.2.3. should be completed during the student's study period.

Article 10 Award of Ph.D. Degree and Grades

A doctoral student who has passed the dissertation exam will be awarded the Doctor of Philosophy (Ph.D.) in Management degree by the University. The grade of a Ph.D. is determined by the average of scores of courses taken in the doctoral program over the years and the score received after the dissertation exam.

Article 11 Doctoral students must go abroad (including mainland China) to engage in academic research activities during the period of their studies for at least 60 days. Students must obtain agreement from the advisors before they leave the country, and should submit reports after they return to the country in three months.

The eligible academic activities are as follows:

I. Conference or forum attendance: Attending an academic conference or forum as a presenter or a pure participant are both accepted.

2. Research visit: Visiting an academic institution in a foreign country for dissertation-related research purpose is accepted, but must be formally invited by the host institution (or scholar). The visit should last at least one week, and more than half of the time must be spent on research-related activities.

3. Study tour: Participating in a visit or study tour that is related to the students' research topics for at most 20 days.

Article 12 Those who attend the Direct Admission to Doctoral Program from Master's Program but fail to pass the qualifying exams for doctoral candidacy may return to the Master's program upon approval by the Institute Affairs Meeting and ratified by the President. If they have passed the qualifying exams but fail to pass the PhD degree exams, they may be awarded with a Master's degree upon the decision of the doctoral degree examination committee.

Article 13 Matters that have not yet been determined and stated in the Regulations should be handled in accordance with the *National Sun Yat-sen University Academic Regulations*.

Article 14 The Regulations become effective upon approval by the Institute Affairs Meeting and the College Affairs Meeting, and ratified by the President. Amendments must follow the same procedure.