

National Tsing Hua University Master's Degree Exam Statutes

Amendment to Articles 3, 7, 8, 12, 14 and 14-1 by the 4th session of Academic Affairs Meeting for 2024 academic year dated May 29 2025

(The complete revision history is provided at the end of the statutes.)

- Article 1 These bylaws have been established in accordance with “University Act” Article 26 and “Degree Conferral Act”.
- Article 2 To enhance the academic standards of master's students, each department, graduate institute, chartered class and degree program may require students to pass a master's qualification examination before submitting their thesis. The subjects and procedures for the examination shall be determined by each department, graduate institute, chartered class and degree program.
- Article 3 Master's graduate students who have completed at least one academic year and have fulfilled or are expected to fulfill all required courses and credits by their departments, graduate institutes, chartered classes or degree programs at the end of the current semester and have completed a draft of their thesis may apply for the master's degree examination. The application must be approved by the advisor who shall confirm the subject and content align with the professional field of the student's respective department, graduate institute, chartered class or degree program. The student must submit the following documents along with the application form to his/her department, graduate institute, chartered class or degree program: a complete academic transcript, a report of the thesis originality check, a thesis draft and an abstract. Upon approval by the chief of the department, graduate institute, chartered class or degree program, and verification by the Division of Registration, the master's degree examination may be conducted. For those who cannot complete the required courses and earn the necessary credits by the end of the semester, the grade obtained for the degree examination will not be considered. The standards for the aforementioned thesis originality check shall be determined by the respective department, graduate institute, chartered class or degree program of the applying student and supplied to the examination committee for reference.
- Starting from the 2015 academic year, in addition to complying with the aforementioned regulations, master's students must also complete the Academic Research Ethics Education Course and pass the course assessment with a qualifying score before the end of their first academic year, in accordance with the university's “Directions for Implementation of Academic Research Ethics Education Courses.” Only upon meeting this criterion may students apply to their respective departments (graduate institutes, chartered classes or degree programs) for the master's degree examination.
- At the end of each semester, departments, graduate institutes, chartered classes, and degree programs shall make a list of degree examination committee members for that semester and submit it to the Division of Registration for compilation. The list shall be

kept on file after approval by the Vice President for Academic Affairs and the President of NTHU.

Article3-1 International students who have enrolled in NTHU since 2020 academic year shall complete the required credit hours of Mandarin courses in accordance with the Mandarin Course Requirements for NTHU International Students before they can graduate.

The graduation date for international students who are unable to graduate in the same semester they completed the thesis review due to their enrollment in the aforementioned Mandarin courses may be extended, but may not exceed the maximum period of study permitted.

Unless otherwise stipulated by departments, graduate institutes, chartered classes or degree programs, the credit hours received for the Mandarin courses do not count toward the credit hours required for graduation.

Article 4 A master's degree examination committee is comprised of three to five members. The advisor shall serve as an ex officio member of the committee (this does not apply to dual degree programs jointly offered with overseas universities); however, the advisor may not serve as the chair. The chair shall be elected by the committee members from among themselves. At least half of the master's degree examination committee members shall not be the student's advisors and at least one member must come from outside NTHU. A master's degree student's spouse or third-degree relative by blood or by marriage cannot serve on the master's degree examination committee. Examination committee members are appointed by the university president based on the nominations of chairs from each department, graduate institute, chartered class or degree program.

Article 5 Master's degree examination committee members, in addition to possessing research expertise on the graduate student's thesis topic, must meet at least one of the following criteria:

- (1) Currently serving or having served as a professor, associate professor or assistant professor
- (2) Appointed to academicianship at Academia Sinica OR currently serving or having served as a researcher, associate researcher or assistant researcher at Academia Sinica
- (3) Holding a doctoral degree AND with notable academic achievements
- (4) Having notable academic or professional achievements in a rare or highly specialized academic field

The specific standards for subparagraphs 3 and 4 in the preceding paragraph shall be determined in the General Meeting of the degree-awarding department (graduate institute, chartered class or degree program).

Article 6 The graduate students who have been approved to take the master's degree examination should follow the "Regulations Governing the Formats of Graduate Thesis and Dissertation" to complete the formal draft of the thesis (including the abstract) and submit it, along with the Thesis Advisor Approval Form, to the department, graduate

institute, chartered class or degree program for forwarding them to the degree examination committee members for review and arrange the examination date.

Article 7 The master's degree thesis should be written in Chinese or English; however, the abstract must be provided in both Chinese and English.

A thesis that has been used to obtain another degree cannot be submitted again.

Article 8 The thesis shall be submitted in bound form before the master's degree examination; however, if binding is not feasible, a loose-leaf format may be submitted temporarily. After passing the degree examination and completing the final review of the thesis, the thesis must be properly bound.

Matters related to the submission of electronic files of the thesis and abstract shall be handled in accordance with the announcements on the website of Library.

Article 9 Except for in-service master's teacher programs offered during summer breaks, the master's degree examinations can be held during the date range scheduled in the university's academic calendar. The exact time and location of each master's degree examination are determined by the associated department, graduate institute, chartered class or degree program.

Students who have completed early registration after the end of the semester and before the registration date in the following semester may take part in a master's degree examination.

For in-service master's teacher programs offered during summer breaks, the master's degree examinations may be held from the program's registration date, as specified in the university's academic calendar, up to the day before the registration date in the following academic year. The location of the degree examination is determined by the associated program.

Article 10 The master's degree examination includes a thesis exam and a thesis review.

The thesis exam is a publicly held oral exam, and when deemed necessary, an additional exam is held separately in another format.

Article 11 The master's thesis examination results are comprehensively evaluated by the content of the thesis and oral examination (and other forms of exams). A master's degree examination's grade is based on an average of all the attending committee members' anonymous assessment scores. The evaluation may only be taken once. A score of 70 points (or B- on the Letter Grade) is considered passing. However, if more than half of the committee members rule that the candidate did not pass, a failing grade will be given instead.

Students who fail the thesis examination shall have their degree examination result recorded as a failing grade.

Article 12 After the degree examination, if the thesis is deemed to require revision by the examination committee, the student must revise the thesis accordingly and resubmit it to the committee members for further review. The review process does not involve a separate grade. Upon approval, the thesis examination committee members shall sign

the “Final Thesis/Dissertation Review Form”, thereby completing the final thesis review confirmation (hereinafter referred to as the "final thesis approval"). If the final thesis approval is not completed within the same semester as the degree examination, the examination result shall be considered invalid. Once the final thesis approval is completed, the grade for the thesis examination will serve as the final result of the degree examination.

The student must upload the finalized electronic version of the thesis to the university’s Dissertations & Theses Repository. The academic advisor shall serve as the authorized reviewer to confirm the completion of the final thesis approval. (In the case of co-advisors, one advisor shall be designated to serve as the reviewer.)

The student must submit the “Thesis/Dissertation Affidavit” to the department, graduate institute, or degree program before obtaining the “Final Thesis/Dissertation Review Form” for record. Students who fail to submit the signed Affidavit shall not be eligible to receive their degree certificate.

If a thesis is found to contain fabrication, falsification, plagiarism, ghostwriting, or any other form of academic misconduct, the case shall be handled in accordance with "National Tsing Hua University Guidelines for Handling Academic Ethics Violations by Students Who Have Not Yet Graduated".

Article 13 For those who did not pass the degree examination, prior to reaching the maximum study period, he/she may apply to take a re-examination during the next semester or next academic year. If the student fails again, he/she will be expelled.

Article 14 Once the student has passed the thesis examination and final thesis approval, each department, graduate institute, chartered class or degree program should submit each graduate student’s thesis examination grade and a copy of the “Final Thesis/Dissertation Review Form” to the Division of Registration, Office of Academic Affairs. Students must submit two hard copies of the finalized and approved thesis to the university library as a part of the school leaving procedure.

Theses shall be made publicly accessible to promote academic exchange and sharing. However, if the content involves confidential information, patent-related matters or is restricted by law, the student must provide supporting documents approved from both the advisor and the Chief of the department or graduate institute in order to apply for the delayed publication. Regulations regarding to the delayed publication of theses shall be established by the university library.

For those who did not pass the master’s degree examinations, the grades must be submitted to the Division of Registration, Office of Academic Affairs within two weeks for filing by the department, graduate institute, chartered class or degree program.

Article 14-1 Master’s graduate students may be awarded a master’s degree upon completing the required period of study, receiving the required courses and credits, satisfying graduation requirements, passing the master’s degree examination and completing the final thesis approval.

Students who complete all graduation requirements between August 1st and January 31st of the following year shall be classified as first semester graduates; those who complete all graduation requirements between February 1st and July 31st of the same year shall be classified as second semester graduates.

Graduating students must complete all school leaving procedures in accordance with NTHU “Directions for Student Deregistration Procedures” before the registration date of the following semester.

Master’s students in fine arts, applied science or technology, or sports field may submit a collection of work or proof of achievements along with a written report, or a technical report instead of a traditional master’s thesis for degree consideration; for master's programs that are professional practice, students may submit a professional practice report in place of a traditional master's thesis. The recognition criteria and review of the aforementioned fine arts, applied science or technology, or sports shall be determined by the respective college’s affairs meeting or an equivalent-level meeting and shall be implemented upon approval by a relative academic affairs meeting of university level.

The specific scopes of recognition, formatting, contents, required items, and other rules governing eligible works, proof of achievement, written reports and technical reports for the aforementioned programs shall be stipulated by the Ministry of Education.

Article 14-2 Theses, works, proofs of achievement, written reports, technical reports or professional practice reports that have been used to acquire an academic degree at another institution, domestic or abroad, shall be excluded from degree consideration as described in Article 14-1. However, this restriction does not apply to domestic universities through academic collaboration with overseas institutions, jointly supervise a thesis and separately confer degrees.

Article 15 If, after a master’s degree has been conferred, a student’s thesis, collection of works, proof of achievement, written report, technical report or professional practice report has been proven to be falsified, tampered with, plagiarized, ghostwritten, or otherwise fraudulent shall be dealt with in accordance with NTHU Directions for Handling of Doctoral/Master's Degree Papers in Violation of Academic Ethics.

Article 16 Matters unaddressed herein shall be processed in accordance with applicable rules and regulations of NTHU and the Ministry of Education. These bylaws shall come into effect upon ratification at the subsequent Academic Affairs Meeting.

(The complete revision history)

Filed for review under Ministry of Education Letter Tai(85)-Gao(II)-Zi No.85514617 dated August 2 1996

Amendment by the 5th session of Academic Affairs Meeting for 2001 academic year dated June 13 2002

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Amendment by the 4th session of Academic Affairs Meeting for 2003 academic year dated June 3 2004

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Amendment by the 2nd session of Academic Affairs Meeting for 2005 academic year dated December 29 2005

Confirmed on record under Ministry of Education Letter Tai-Gao (II)-Zi No.0950024203 dated February 22 2006

Amendment to Article 11 by the 1st session of Academic Affairs Meeting for 2010 academic year dated October 27 2010

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Amendment to Article 3 by the 7th session of Academic Affairs Meeting for 2010 academic year dated June 2 2011

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Amendment to Article 4 by the 5th session of Academic Affairs Meeting for 2011 academic year dated June 14 2012
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Amendment to Article 9 by the 3rd session of Academic Affairs Meeting for 2012 academic year dated January 17 2013
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Amendment by the 1st session of Academic Affairs Meeting for 2014 academic year dated October 16 2014
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Amendment to Article 3 by the 1st session of Academic Affairs Meeting for 2018 academic year dated October 25 2018
Amendment to Article 1, 3, 5, 14-2 and 15 by the 3rd session of Academic Affairs Meeting for 2018 academic year dated March 14 2019
Amendment to Article 14-1 and 16 by the 4th session of Academic Affairs Meeting for 2018 academic year dated June 20 2019
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Amendment to Articles 9 and 14-1 by the 5th session of Academic Affairs Meeting for 2020 academic year dated June 10, 17, 28 2021
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Approval on record under Ministry of Education Letter Tai-Gao(II)-Zi No.1120006385 dated March 10 2023
Amendment to Article 14 by the 1st session of Academic Affairs Meeting for 2024 academic year dated October 24 2024