

# **NATIONAL SUN YAT-SEN UNIVERSITY**

## **Institute of Education**

### **Regulations Governing the Qualification and Degree Examination of Doctoral's Degree Students**

Applicable for Students Starting in School Year 103

Approved by the 4<sup>th</sup> Joint Meeting of the Institute and Center on November 16, 2006, School Year 95

Approved by the 3<sup>rd</sup> College General Meeting on January 3, 2007, School Year 95

Amended and Approved by the 8<sup>th</sup> Joint Meeting of the Institute and Center on March 1, 2007, School Year 95

Amended and Approved by the 4<sup>th</sup> College General Meeting on March 14, 2007, School Year 95

Authorized by the President on April 3, 2007

Amended and Approved by the 1<sup>st</sup> Joint Meeting of the Institute and Center on August 31, 2007, School Year 96

Amended and Approved by the 2<sup>nd</sup> College General Meeting on December 27, 2007, School Year 96

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Amended and Approved by the 11<sup>th</sup> Institute General Meeting on March 14, 2008, School Year 96

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Approved by the 5<sup>th</sup> College General Meeting on May 24, 2012, School Year 100

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Approved by the 2<sup>nd</sup> Institute General Meeting on October 18, 2012, School Year 101

Approved by the 1<sup>st</sup> College General Meeting on October 31, 2012, School Year 101

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Authorized by the President on May 24, 2013

Approved by the 1<sup>st</sup> Institute General Meeting on September 18, 2014, School Year 103

Approved by the 1<sup>st</sup> College General Meeting on December 31, 2014, School Year 103

Authorized by the President on January 19, 2015

- 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. Students who have been accepted for direct pursuit of doctoral degree (PhD) shall be regarded as first year students in the PhD program starting from the school year of acceptance. The said students shall comply with this set of regulations.
- III. Relevant items during study periods:
  - A. Limit on Study Duration: Students must complete their studies within two to seven years in accordance with regulations of the Ministry of Education (periods of retainment of student status and suspensions are not included).
  - B. Course and Credit Requirements:
    1. Course selections must be approved by research supervisors and the director of the Institute of Education (hereafter referred to as "the Institute.")
    2. PhD students shall complete the required courses, obtain a minimum of 34 credits required for graduation, and pass PhD candidate qualifying examination prior to the graduation as regulated.
    3. In regards to the students who have been accepted for direct pursuit of PhD as well as other PhD students, a maximum of six (6) master's degree course credits shall be accepted as the credits required for graduation. Should the students accepted for direct pursuit of PhD withdraw from the program, the obtained PhD credits may be transferred to the master's program. A maximum of 15 credits is permitted for transfer.
    4. Minimum credits required for graduation:  
PhD students: 34 credits (including "Independent Studies (I)" and (II) courses)  
Students in direct pursuit of PhD: 34 credits (excluding the "Independent Studies (I)" and (II) courses as specified in the Academic Regulations")
    5. Students must pass the minimum requirements for English proficiency as established by the institute's PhD program prior to applying for degree examination. **Foreign students from English-speaking countries (e.g., the United Kingdom, the United States, Canada, Australia, New Zealand, Ireland, and South Africa) where English is used as the first language shall provide relevant documents of proof to waive the requirement. Students whose documents have been reviewed and approved shall be regarded as having passed the graduation requirement in English proficiency as established by the Institute.**  
(Students must meet one (1) of the following eight (8) requirements)
      - a) A TOEFL ITP score of 550 or above.
      - b) A TOEFL CBT score of 213 or above.
      - c) A TOEFL-iBT score of 79 or above.
      - d) A GEPT passing score in high-intermediate level or above
      - e) A TOEIC score of 750 or above.
      - f) An IELTS grade of six (6) or above.
      - g) While in the PhD program, you have to attend universities or institutes in English-speaking countries acknowledged by the Ministry of Education and studied at least two (2) professional courses that were taught mainly in English.
      - h) You have studied "Language Courses: English" courses ("General English: Higher-Intermediate" and "General English: Advanced") and

obtained four (4) credits. Students shall score B- (70 in the centesimal system) or above to be regarded as qualified.

6. The research results of all PhD students shall comply with any one (1) of the following standards:
  - a) A student shall publish at least two (2) academic papers in the name of the Institute. One of these papers must be in a SSCI, SCI, A&HCI, or TSSCI journal with the students as the lead (or corresponding) authors and may not be the dissertations for master's graduation (acceptance by the journal counts as having been published). Students must also publish two papers at international conference.
  - b) Students with over three years of practical teaching experiences must provide relevant documents of proof for the Institute's general meetings to approve. Students must also publish an academic paper in the name of the Institute while in the PhD program. The published thesis may not be the doctoral dissertation and must be published in a journal with a review system (acceptance by a journal is counted as having been published). Students must also publish one paper at international seminars.
7. Students applying for credit transfer in the Institute's PhD program must follow "NSYSU Regulations for Credit Transfer" and the Institute's "Regulations for Evaluation of Credit Transfer."
8. Courses are categorized into 3 disciplines, namely Educational Psychology, Science Education, and Education Administration and Management. Students must complete 3 courses of their major discipline for graduation.

#### C. Discipline Transfer

Students may apply for transfer to another discipline after studying in the program for 2 years (suspension periods are not included). Applications must be approved by the Institute's general meetings. Only one transfer is permitted.

#### D. Research Supervisor Selection

1. According to students' schedule for the "Individual Research" course in the second year of program, students must select a research supervisor the semester prior to starting the course. Supervisors shall, in general, be full-time associate professors (or personnel with equivalent qualifications) or faculty members with higher ranks of the Institute. If there are no experts in a discipline, an institute general meeting may approve for students to ask adjunct faculty members academically ranked as associate professors (or personnel with equivalent qualifications) or above of the Institute or in other institutes (universities) to be their research supervisors. In this case, students must each also have a full-time associate professor of the Institute as their co-supervisors.
2. For students needing to change their research supervisors for any reasons, they must receive written approvals from both original and new research supervisors. If applications are submitted during the original research supervisors' long-term sick leaves or other special circumstances, students may apply for a change with approval from the Institute's director and the Institute's general meetings. Each faculty member is permitted to supervise 2 students at the maximum every school year.

#### E. Course Selection

1. Requirements for compulsory courses and the minimum graduation credit requirements are in accordance with the relevant regulations approved by the Office of Academic Affairs for the school year in which students entered the

program. Students who do not complete the required credits or the “Individual Research” course may not apply for degree examination.

2. The maximum number of credits students are allowed to take each semester is in accordance with NSYSU’s relevant regulations. Exceptions may be approved for an additional 3 credits.
3. Students may take up to 12 additional credits (including education courses) that are specifically approved as an independent case each semester. The limit on total credits of undergraduate courses (including education courses) each semester shall be specified by each program.
4. Courses from other institutions must be done in accordance with “NSYSU Regulations on Inter-University Course Selection.” Compulsory courses must be taken in the Institute and not from any other universities, colleges, or institutes.
5. The number of courses taken outside of the Institute may not exceed one-third of the Institute’s minimum requirement for graduation. Courses from other colleges and departments/institutes are limited to 10 credits. The total credits of courses from other universities, other colleges and departments/institutes are limited to a 15 credits at the maximum.

F. Other

1. Guidance and counseling for students in the program are handled in accordance with the Institute’s “Regulations for the Mentor System.”
2. Students in the Program may apply for academic research grants in accordance with the Institute’s “Regulations for Graduate Students Academic Research Grants.”

IV. PhD Candidate Qualifying Examination

Definition of a “semester:” The 1<sup>st</sup> semester is from August 1<sup>st</sup> of each year to January 31<sup>st</sup> of next year; the 2<sup>nd</sup> semester is from February 1<sup>st</sup> of each year to July 31<sup>st</sup> of the same year.

A. Qualifying examination: Students may apply for the qualifying examination after completing the minimum credit requirement for graduation. Students must pass the qualifying examination within 5 years of enrollment (suspension period are not included). Those who fail to do so will be forced to discontinue their studies.

1. Examination subject is based on students’ “major discipline” or “research on methodology of education” (choose 1 out of 2). The Institute PhD qualifying examination evaluation committee will select three faculty members (including one convener) to provide the exam question and evaluation.
2. The passing score for the qualifying examination is 70 points per subject. Students who fail the examination three times will be forced to discontinue their studies. Students may also publish in the name of the Institute an academic thesis in a SSCI, SCI, A&HCI, or TSSCI journal (acceptance by a journal is counted as having been published). Students must be the lead (or corresponding) authors of the papers and the papers may not be the students’ master dissertation. Each thesis may be used only once.
3. Students, who pass the qualifying examination and meet all other requirements for the PhD candidate status as stated in the Degree Conferral Law, shall become a PhD candidate of the Institute.

B. PhD Program Dissertation Proposal Publication

1. After students apply for a dissertation proposal oral examination, the research supervisor shall select 5 to 9 professors, associate professors or assistant professors from within or outside of NSYSU to form an exam committee. The research supervisor may not be the convener. The Dissertation Proposal Oral Examination Committee is formed after approval by the Institute’s director.

2. Students who fail the examination may retake the examination the next semester. Only one retake is permitted.
3. Students may apply for the degree examination 4 months after passing the dissertation proposal oral examination.

C. Degree Examination

1. Students who pass the PhD candidate qualifying examination and meet the relevant requirement for thesis publication may be recommended by their research supervisors for PhD candidate degree examination.
2. The PhD Candidate Degree Examination Evaluation Committee is organized by the research supervisor in accordance with NSYSU "Regulations for Graduate Students Degree Examination."
3. The PhD Degree Oral Examination Committee shall be the same as the "Dissertation Proposal Oral Examination Committee."
4. Students who fail the examination but have not yet completed their study duration may retake the examination in the following semester or school year. Only one retake is permitted. Students who fail the second examination will face withdrawals in accordance with the university regulations.
5. The PhD dissertation must be written in accordance with NSYSU "Sample Format for Graduate Student Dissertation" and approved by the Institute.

- V. Graduation: Students who meet all the aforementioned requirements may apply for graduation
- VI. Item 5 and 6 of Paragraph B, Article II, and paragraph A of Article IV of this set of regulations is applicable for students who enrolled in the program by school year 102 or earlier.
- VII. Matters unaddressed in this set of regulations shall be handled in accordance with the university relevant regulations and guidelines.
- VIII. This set of regulations shall be implemented following the approval of the institute and college general meetings and approval of the president. The same procedure shall be carried out when amendments are to be made.