

Kaohsiung Medical University (KMU)

Guidelines on Degree Examinations of Postgraduate Students

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May 17, 1996	Revised on letter ref. Tai (85) Gao (2) Zi No. 85506659 of the Ministry of Education
Jun. 29, 1996	Approved for review on letter ref. Tai (85) Gao (2) Zi No. 85511094 of the Ministry of Education
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Article 1 These Guidelines are formulated in accordance with University Act and its Implementation Rules, Degree Conferral Act and its Implementation Rules, and the General Regulations of KMU.

Article 2 Unless otherwise specified in laws, the degree examination of postgraduate students of the various departments (graduate institutes) of KMU shall be implemented according to these Guidelines.

Article 3 Postgraduate students having completed academic studies within the expected study period, having met the following requirements, and having been agreed by their advisers, may apply for Master's or Doctoral Degree Examination:

Regarding the courses and credits to be completed as specified by the various departments (graduate institutes), students of Master's Degree Program should at least complete taking 24 credits (exclusive of 6 credits of master's thesis), whereas students of Doctoral Degree Program should at least complete taking 18 credits. Those students taking equivalent qualifications for admission to Doctoral Degree Program should complete taking 24 credits (exclusive of 12 credits of doctoral dissertation).

For those postgraduate students of Doctoral and Master's Degree Programs having reached the Criteria for Postgraduate Request for Final Oral Examination, there are criteria to be formulated separately.

Postgraduate students of Doctoral Degree Program must pass the Doctoral Candidacy Evaluation, with the Guidelines on Doctoral Candidacy Evaluation to be formulated separately.

Article 4 A postgraduate student applying for degree examination may proceed by submitting to his/her department (graduate institute) his/her preliminary dissertation or preliminary thesis in the specific format prescribed by KMU within a specified period of time. If a postgraduate student has studied up to the final semester of the permitted study period, but still fails to submit application for degree examination within the specified period of time due to special reasons, the case of this postgraduate student can be treated as a special case requesting the Chief of Academic Affairs to approve postponement of the degree examination.

Degree examination is to be held as an oral examination. If necessary, written examination shall be held as well.

Article 5 For the degree examination of postgraduate students, KMU should form a Degree Examination Committee.

Doctoral Degree Examination Committee is composed of 5 persons, with 1/2 of them being external committee members. Master's Degree Examination Committee is composed of 3 persons, with 1/3 of them being external committee members.

Anybody being a relative within the third degree of relationship or the spouse of the postgraduate student concerned or being his/her adviser must not act as the committee member of the Degree Examination Committee of this postgraduate student.

The members of the Doctoral and Master's Degree Examination Committees mentioned in the preceding paragraph should be recommended by the department (graduate institute) of the postgraduate student concerned, and then examined and approved by the College of the Dean and the Chief of Academic Affairs, and finally selected by the President. The President shall designate a committee member with the post above Associate Professor as the convener, but the adviser shall not act as the convener.

Article 6 Each member of Doctoral Degree Examination Committee is required to have specialized studies on the academic subject (school) of the doctoral dissertation submitted by the doctoral candidate concerned, and also should meet one of the following requirements:

1. Once acted as Professor.
2. Acts as an Academician of Academia Sinica, or once acted as a Research Fellow of Academia Sinica.
3. Once acted as Associate Professor or an Associate Research Fellow of Academia Sinica, and has outstanding academic achievements.

4. Has a doctoral degree, and has outstanding academic achievements.
5. Studies a rare or special academic subject, and has outstanding academic or professional achievements.

The standards for recognizing the appointment and employment qualifications specified in Subparagraphs 3 to 5 under the preceding paragraph shall be fixed by the various departments (graduate institutes) in their meetings.

Article 7 Each member of Master's Degree Examination Committee is required to have specialized studies on the academic subject (school) of the master's thesis submitted by the postgraduate student concerned of Master's Degree Program, and also should meet one of the following requirements:

1. Once acted as Professor or Associate Professor.
2. Acts as an Academician of Academia Sinica, or once acted as Research Fellow or Associate Research Fellow of Academia Sinica.
3. Has a doctoral degree, and has outstanding academic achievements.
4. Studies a rare or special academic subject, and has outstanding academic or professional achievements.

The standards for recognizing the appointment and employment qualifications specified in Subparagraphs 3 and 4 under the preceding paragraph shall be fixed by the various departments (graduate institutes) in their meetings.

Article 8 After an application for degree examination has been examined by a department (graduate institute) and checked to have met the requirements, the department (graduate institute) shall forward the preliminary dissertation or preliminary thesis, the way, time and place of examination, and a name list of KMU's and external members of the Degree Examination Committee to be employed, to the Office of Academic Affairs for double checking. After they have been all checked to be correct, they shall be submitted to the President for approval, and the subsequent procedures shall be carried out.

Degree examination is to be held once every semester.

Article 9

1. In principle, a doctoral dissertation or master's thesis (including its abstract) is written in Chinese or English.
2. Any doctoral dissertation or master's thesis having obtained a degree in Taiwan or a foreign country shall not serve as the following doctoral dissertation or master's thesis:
 - (1) The doctoral dissertation indicated in Article 14 and the master's thesis indicated in Article 16 of the Guidelines.
 - (2) Any professional research paper submitted by a student of Doctoral Degree Program, who enrolled in Doctoral Degree Program after having graduated and obtained a bachelor's degree from a department requiring a study period of over 6

years, having received professional training for over 2 years, having submitted a professional research paper equivalent to a master's thesis and having passed the entrance examination of Doctoral Degree Program.

- Article 10 As for the result of degree examination, 100 scores are full marks, and 70 scores are passed. The result is given once only, and determined from the average of the scores given by all the attended committee members. Nevertheless, a degree examination is considered to be passed only after over two-thirds (inclusive) of the attended committee members give passed results.
- Article 11 If a postgraduate student has not passed his/her degree examination, and his/her expected study period is not expired, he/she may apply for re-examination in the following semester or academic year, but can take re-examination once only.
- Article 12 If a doctoral dissertation or master's thesis involves in any plagiarism or fraudulence, and has been examined and confirmed by Doctoral or Master's Degree Examination Committee to be true, the doctoral dissertation or master's thesis shall be deemed to be failed. Besides, the postgraduate student concerned shall be punished in accordance with the Student Rewards and Punishments Standards of KMU.
- Article 13 If a postgraduate student has passed the degree examination, but fails to submit his/her doctoral dissertation or master's thesis with the approval signatures of the Degree Examination Committee members before registration time of the next semester, and his/her expected study period is not expired yet, he/she shall have to carry out registration procedures in the next semester. But if the expected study period of this student is expired, the student shall be expelled.
- Article 14 A master's degree shall only be conferred to a postgraduate student of Master's Degree Program having completed the required courses of the Program, submitted a master's thesis and passed the examination of the Master's Degree Examination Committee.
- Article 15 If a postgraduate student of the Master's Degree Program has studied at the Program for over 1 year, has achieved outstanding academic results, has been recommended by the professors of his/her graduate institute, has passed the review in the institute affairs meeting, and has been approved by the President, the postgraduate student may directly study at the Doctoral Degree Program.
- If the postgraduate student studying at the Doctoral Degree Program mentioned in the preceding paragraph has passed the Doctoral Candidacy Evaluation, but has not passed the Doctoral Degree Examination, and if the Doctoral Degree Examination Committee determines that the postgraduate student reaches the standard of a master's degree, a master's degree shall be conferred to the postgraduate student.
- Article 16 A doctoral degree shall be conferred to a doctoral degree candidate having submitted a doctoral dissertation and passed the examination of the Doctoral Degree Examination Committee.
- Article 17 If a doctoral dissertation or master's thesis of a person having acquired a degree of KMU is found to have plagiarism or fraudulence involved, this case shall be dealt with in accordance with "Guidelines on Dealing with Plagiarism, Ghostwriting and Fraudulence

in Doctoral Dissertation and Master's Thesis," with their operating guidelines to be formulated separately. If such misconduct has been investigated to be true, the degree of this person shall be revoked. After announcing the revocation of the conferred diploma, KMU should ask the person concerned to return the diploma. Besides, KMU should notify other universities, colleges and the related institutions (organizations) of the revocation and cancellation of this person's diploma.

Article 18 Members of Degree Examination Committee should attend its meetings in person, and shall not appoint anybody to represent them.

Article 19 Having been approved at the academic affairs meeting, these Guidelines are implemented after announcement, and then submitted to the Ministry of Education for reference. Any amendments to these Guidelines shall also be processed in the same way.