

National Taipei University of Nursing and Health Sciences

Examination Methods for Doctoral Degrees

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- Article 1. These Regulations are formulated in accordance with the laws of the University and the implementation rules, the laws of degree awarding, the procedural requirements for awarding various degree titles, and the criteria for determining Master's and doctoral dissertations.
- Article 2. All Departments (Institutes), degree programs and colleges should verify that the dissertation is consistent with the professional field in accordance with the educational objectives and complete the examination procedures before the postgraduates apply for the degree examination. If the research fields of the dissertations are not consistent with the professional fields of the Departments (Institutes), the students are not allowed to apply for the degree examination. The application can only be submitted after such conformity is verified.
- Article 3. Doctoral candidates who meet the following requirements need to apply for the doctoral degree examination:
1. The candidate passed the qualification examination of doctoral candidates.
 2. The doctoral program has been adhered to for at least five semesters.
 3. The credits required by each Department (Institute) and degree program, with the exception of the doctoral thesis, can be completed in the current semester and meet the graduation conditions of each Department (Institute)

and degree program.

4. The candidate has completed the first draft of the doctoral thesis or has presented applicable work, an achievement certificate, and a written report or technical report that are proposed to replace the doctoral thesis, and the content is consistent with the professional field of the Department (Institute).
5. Doctoral students must complete the academic research ethics education curriculum in accordance with the implementation requirements of the academic research ethics education course of Taipei University of Nursing and Health Science, with the exception of the preceding four items in this article.
6. Has completed the Dissertation Professional Consistency Review Form in accordance with the National Taipei University of Nursing and Health Sciences Guidelines for Reviewing the Professional Consistency of Dissertations.
7. Has completed the dissertation originality check procedure in accordance with the National Taipei University of Nursing and Health Sciences Guidelines for Reviewing the Originality of Dissertations, and achieved a similarity result no more than 30%.

Article 4. In applying for the doctoral degree examination, the following rules should be followed:

1. The application for the degree examination should be submitted one month before the examination.
2. The following documents should be submitted in applying:
 - (1) Application for the examination about the doctoral thesis.
 - (2) A record of achievements over the period of study.
 - (3) The first draft of the thesis, or the certificate of achievement, together with a written report or technical report and an abstract of the work that are proposed to replace the thesis.
 - (4) A list of members of the degree examination committee.
 - (5) A course certificate from the "Taiwan Academic Ethics Education Resource Center.
 - (6) The examination form of the graduates' grade.
 - (7) Dissertation Professional Consistency Review Form.
 - (8) Dissertation Originality Check Results Form.
3. The University should check and keep the record after it has been approved by the supervisor, the head of the Department (Institute) or head of the degree program, and the head of the college.

4. If the supervisor has found suspected academic ethics issues in the research process or the thesis writing, the student is not allowed to apply for the degree examination. The application can only be filed after the confirmation of absence of academic ethics issues.
5. If the doctoral program belongs to Art, Applied Science and Technology, or Sports, the thesis can be replaced by applicable work, an achievement certificate, and a written report or technical report. However, the standard should be equal to the level of a doctoral thesis. All the criteria for accreditation mentioned previously, as well as applicable work and achievement certificate together with written report or technical report, the standard to replace a thesis and the materials to be submitted, are approved and implemented by the Department (Institute) affairs academic meeting, degree program affairs academic meeting and college academic affairs meeting, and to be announced in the affairs information disclosure section of the school website. The Ministry of Education's "requirements for conferring various degree titles and criteria for the recognition of Master's and doctoral thesis" is the procedure to determine the scope of identification of the applicable work, achievement certificate, and written report or technical report which replace the thesis, and the criteria for data structure, content, and other related materials.

Article 5. The degree examination will be conducted according to the following program:

1. Organize a doctoral degree examination committee.
2. Hold doctoral degree examination.

Article 6. The organization of a doctoral degree examination committee shall be conducted in accordance with the following provisions:

1. There shall be five to nine committee members, of which more than one third must be off-campus members. The committee shall have one convener, who is elected by the members. The candidate's supervisor cannot be selected as the convener.
2. Each doctoral degree examination committee member shall have a research specialization in the research field of a doctoral degree candidate and shall have one of the following qualifications:
 - (1) The member is or was a professor or associate professor.
 - (2) The member is an Academician of the Academia Sinica, or a current or former researcher or associate researcher of the Academia Sinica.

- (3) The member has a PhD degree and academic achievements.
- (4) The research field of the member concerns a rare or special subject, and the member has many academic or professional achievements

The criteria for determining qualifications in items 3 and 4 will be determined by the Department (Institute) affairs academic meeting, college academic affairs meeting and degree program affairs academic meeting.

- 3. The principle of avoiding conflict of interests shall be followed in selecting the supervisor and the committee members. If a member of the committee is a spouse of the student, at least a fourth degree relative by blood, at least a third degree relative by marriage, or has in the past had one of these relationships, the member shall voluntarily withdraw.
- 4. Committee members shall be recommended for appointment by the head of the Department (Institute) or the head of the degree program to the president of the school.
- 5. A part-time teacher shall be regarded as an off-campus member. However, if a part-time teacher serves as a tutor or co-tutor of the candidate, the teacher shall be regarded as an on-campus examination member.

Article 7. The degree examination shall meet the following requirements:

- 1. Graduate students can apply for the degree examination only after this has been approved and recorded.
- 2. The examination shall be conducted in the form of a public oral examination. If necessary, a written or experimental examination may be held.
- 3. The location of the degree examination should be on the campus of the University. The examination committee members shall attend the degree examination in person and shall not entrust others to act as their agents. If the candidate needs to take the degree examination by video, the project application can be processed only with the approval of the head of the Department (Institute) or the head of the degree program and the director of the college, and must then be submitted to the provost for approval. The Department (Institute) and the degree program should be recorded for future reference.
- 4. The doctoral degree examination shall be attended by at least five committee members, of which than one-third (including) must be off-campus committee members. Otherwise, the examination shall not be held, and the examination results of those who have taken the examination will not be accepted.

5. A score of 70 points in the academic degree examination shall be considered a pass. The final score is the average of the scores assessed by the present committee members. If the applicable work, achievement certificate, and written report or technical report that is submitted to replace the thesis violated academic ethics, the candidate will be considered to have failed after this has been examined and confirmed by the committee.
6. A thesis, applicable work, achievement certificate, and written report or technical report previously used to obtain a degree in Taiwan or abroad shall not be used as thesis, applicable work, achievement certificate, written report or technical report for the application of doctoral degree examination in Article 2. However, this does not apply to those who jointly instruct a thesis with an overseas university through academic cooperation and award degrees separately.
7. Those who fail the degree examination and whose study period has not yet expired may retake the examination in the next semester. Re-examination is limited to one time. If a student fails to pass the re-examination once, the student shall be ordered to drop out of the university.

Article 8. Academic degree examinations shall be held once every semester. The examination shall be held before January 31 in the first semester and before July 31 in the second semester. If the graduate student who has applied for the degree examination cannot complete the degree examination within the current semester for any reason, the student shall apply to the university for cancellation of the degree examination before January 31 of the first semester and July 31 of the second semester. Those who fail to cancel or fail to hold the examination after the deadline will be deemed as failing once and will receive a zero mark on the transcript.

Article 9. After the degree examination is held, each Department (Institute) and degree program should submit the transcript of the degree examination with the signatures of the examination committee members to the academic affairs office within the prescribed time limit (January 31 for the first semester and July 31 for the second semester).
If a graduate student cannot complete the required credits in the semester after the holding of the degree examination, the achievements of the student in the examination will not be recognized and will not be counted towards the requirements for degree examinations. The cost of re-applying for the degree examination is borne by the prospective student.

Graduate students who participate in each semester and pass the degree examination shall submit a copy of the thesis, a written report, or a technical report (The review report signed by the examination committee, the dissertation originality check results form signed by the advisor or co-advisor(s), and the first and last pages of the originality check report) to the library as printed document, video tape, audio cassette, CD-ROM, or in other form, and upload the electronic full text within the prescribed period of time (March 3 for the first semester, August 31 for the second semester), and complete the graduation procedure. Then the Academic Affairs Office will issue the degree certification. The type of thesis copy (hardcover or paperback), number of copies and related reports (including documents, videos, tapes, compact discs or other forms) listed above shall be subject to the relevant regulations of each Department (Institute), degree program and the university library.

Those who did not complete the procedures for leaving the school in accordance with the preceding paragraph shall be handled according to the following provisions:

1. The score of the degree examination of this semester will be registered as "incomplete".
2. Each semester shall still be registered and fees shall be paid. No other courses shall be taken, except for the doctoral thesis. Any taken courses will be cancelled and will not be accepted. The registration fee standard is that doctoral students generally pay the current semester tuition and miscellaneous fee base.
3. Those who submit their thesis before the deadline for each semester are considered graduates of that semester. If the student has not handed in the thesis by the end of the study period, the degree examination will be considered as failed (zero mark for registration) and the students will be forced to quit school according to the regulations.

Article 10. Dissertations shall be made available for public reference in general. However, as per the National Taipei University of Nursing and Health Sciences Guidelines for Dissertation Embargo, an embargo may be requested if a dissertation contains confidential information, entails patent registration, or is subjected to any legitimate reason that grants an embargo. Students who wish to do so shall complete the dissertation embargo application form. The maximum delay of public access to the dissertation shall be five years.

- Article 11. In case of any major violation of academic ethics, such as falsification, alteration, plagiarism, writing by others, or other fraud, the degree certificates awarded shall be revoked and shall be annulled by public notice upon investigation. Violation of other laws and regulations shall be dealt with in accordance with the relevant laws and regulations.
- After revocation of a degree in accordance with the preceding paragraph, the party concerned shall be notified to return the degree certificate. Other colleges, universities, and relevant authorities (organizations) shall be notified of the revocation and cancellation. The original degree examination result will be changed to zero.
- Article 12. In case of any dispute between a graduate student and the supervisor over a degree examination, the student may appeal to the Department (Institute) and the degree program. After the graduate student appeals, the Department (Institute) and the degree program shall form a review panel with one relevant faculty member as the convenor for arbitration. The graduate student who appeals shall be notified of the arbitration result in writing within one month of receiving the appeal.
- If a graduate student considers the arbitration result of the Department (Institute) or degree program to be detrimental to his or her rights and interests, he or she may appeal to the Student Appeal Review Committee of the University in accordance with the Student Appeal Processing Policy of the University from the next day after receiving the written notice of the arbitration result.
- Article 13. Matters not mentioned herein shall be handled in accordance with the regulations of the Ministry of Education and relevant regulations of the University.
- Article 14. These measures shall be approved by the conference of educational affairs and take effect after the approval of Honorary President Chen and shall be submitted to the Ministry of Education for the record. The same process shall be used for amendments.