

# Chung Hua University Regulations for Master's Degree Examination

Approved in the 10th Academic Affairs Meeting of the 83rd Academic Year.  
Approved in the 9th Academic Affairs Meeting of the 97th Academic Year.  
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Approved in the 5th Academic Affairs Meeting of the 100th Academic Year.  
Approved in the 1st General Affairs Meeting of the 100th Academic Year.  
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Amended and approved in the 3rd Academic Affairs Meeting of the 102nd Academic Year.  
Amended and approved in the Extraordinary General Affairs Meeting of the 102nd Academic Year.  
Approved the amendments to Articles 2 to 10, Article 15, and Article 16 and reported under the letter TAI-GAO(II) No. 1020187264.  
Amended and approved in the 7th Academic Affairs Meeting of the 102nd Academic Year.  
Amended and approved in the 2nd General Affairs Meeting of the 102nd Academic Year.  
Approved the amendments to Articles 13 to 18 under the letter TAI-GAO(II) No. 1030103261.  
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Amended and approved in the 3rd General Affairs Meeting of the 107th Academic Year (Articles 1, 2, 4, 6, 18, 19).  
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Clause I The following regulations are formulated by the 'University Act,' 'Enforcement Rules of the University Act,' 'Academic Degrees Act,' and the 'Bylaws of Chung Hua University.'

Clause II Master's program students and Master's in-service program students who meet the following criteria can apply for the Master's degree examination.

1. Upon completion of the required study period according to the law.
2. Having completed the required courses and credits as stipulated by each department (degree program).
3. Having submitted an initial draft of the thesis, or a written report or technical report as a substitute for the thesis, with the approval of the thesis advisor.

For Master's degree programs in art, applied science and technology, or sports, students may replace their master's thesis with a work of art, achievement certificate, and written report, or a technical report.

For Master's degree programs that are professional practice-oriented, students may replace their Master's thesis with a professional practice report.

For the aforementioned categories and programs, works of art, achievement certificates, written reports, technical reports, or professional practice reports may replace master's theses. The scope, format, content items, and other related criteria for replacing master's theses shall be determined in accordance with the "Regulations Governing the Conferral of Degree Titles and Substitution of Master's and Doctoral Theses". Students who fulfill the graduation requirements and pass the master's degree examination shall be conferred a Master's degree.

Clause III Each department (degree program) may require students of the Master's program and the Master's in-service program to pass a qualification examination before submitting their thesis (or technical report). The subjects and procedures of the study shall be determined by each department (degree program).

Clause IV Master's program students and students of the Master's in-service program, upon obtaining approval from their supervising professor, may submit the following documents to the respective department (degree program) to apply for the Master's degree examination:

1. Preliminary draft and abstract of the thesis or those of the written report or technical report as a substitute for the thesis.

2. Academic Transcripts from previous years
3. Application form for Master's degree examination

Applicants for the Master's degree examination, upon approval from the respective department (degree program) chair, shall have the department (degree program) prepare a list of Master's degree examination committee members along with their application forms. Once submitted to the Office of Academic Affairs for review, the Master's degree examination can be conducted.

4. Report on thesis similarity comparison.
5. Proof of successful completion of the Academic Ethics Education Course.

Clause V The Master's degree examination should be conducted by the following regulations:

1. The Master's degree examination committee shall consist of 3 to 5 members, with at least one-third (included) being external members. The thesis advisor will be an ex officio member but cannot serve as the chairperson. The chairperson shall be elected among the attending committee members. The examination can only be held when at least one-third (included) of the present committee members are external members. The internal and external examination committee members shall be nominated by the department (degree program) director and appointed by the CHU President.
2. To avoid conflict of interest, a student's relative within the third degree of kinship or person with significant interest involvement shall not serve as the student's thesis advisor or examination committee member. Violators shall have their eligibility revoked. If the degree examination has been completed, the examination results shall be deemed as failing; if the degree has been conferred, the degree shall be revoked, and the doctoral diploma annulled. The student shall be notified to return the diploma, and the revocation and annulment shall be reported to other universities/colleges and relevant authorities.

Clause VI Members of the Master's Degree Examination Committee shall possess research expertise in the subject matter of the thesis, creative work, exhibition, or technical report presented by graduate students from the Master's program and Master's in-service program. In addition, they shall meet one of the following qualifications:

1. Currently or formerly a professor, associate professor, or assistant professor.
2. Academician of Academia Sinica, or currently or formerly a research fellow, associate research fellow, or assistant research fellow of Academia Sinica.
3. Holder of doctoral degree with outstanding academic achievements.
4. In a rare or specialized research field with outstanding academic or professional achievements.

The criteria for determining qualifications as stated in the preceding paragraphs, i.e., the third and fourth qualifications, shall be determined by the respective department, program, or college committees responsible for awarding degrees.

Clause VII Those approved to take a Master's degree examination shall prepare the final version of their thesis or a written report or technical report instead of a thesis and abstract by the "Format Guidelines for the Graduate Thesis" and the "Format Guidelines for the Graduate Technical Reports." These documents, along with the "Thesis Advisor's Recommendation

Form,” shall be submitted to the department (or degree program) to be forwarded to the degree examination committee for review. The examination date shall be scheduled accordingly.

Clause VIII Theses (or technical reports) already used to obtain a degree domestically or internationally may not be reused as professional papers or other written reports for different degrees. Otherwise, it will be considered academic fraud.

Clause IX The Master’s degree examination date shall be scheduled by each department (degree program) within the period stipulated in the CHU calendar.

Clause X To change thesis advisors during the study period, students must apply to change advisors, which can only be approved after being signed by the former advisor, new advisor, and the department (degree program) director.

Clause XI The Master’s degree defense shall be conducted openly by oral examination; other examination forms may be arranged if necessary.

Clause XII The Master’s thesis defense grade shall be based on a comprehensive evaluation of the dissertation content and the oral defense (and other examination methods). The evaluation method is as follows:

1. Committee members shall first conduct an anonymous pass/fail vote, with two-thirds (included) approval required to pass. If the pass threshold is not met, it will be deemed as a failure.
2. For students who pass the thesis defense, the final score shall be the average of the scores given by the attending committee members. The evaluation is limited to once, with 70 as the passing score. Students who fail the thesis defense before the expiration of the study period shall have the examination recorded as a failure.

Clause XIII, The thesis advisor must rigorously review the quality of the Master’s thesis to prevent plagiarism. Master’s students must also sign the "Thesis Non-Plagiarism Declaration" to complete the doctoral degree examination.

Clause XIV For theses passed the review; the attending examination committee members shall sign the “Examination Committee Approval Form” to complete the thesis review. Students passing the dissertation review will have the dissertation defense grade recorded as the degree examination grade. Dissertations deemed by the examination committee as requiring revision shall be revised and resubmitted for review. Dissertations involving plagiarism or fraud identified by the examination committee shall be considered examination fails and referred to the Student Affairs Council for processing.

Clause XV Students failing the degree examination may apply to retake the examination in the following semester or academic year before the expiration of the study period. The retake is limited to once; those who still fail shall be dismissed.

Clause XVI If a doctoral degree candidate is found to have committed plagiarism, pirating, or falsifying data in the dissertation after being conferred the doctoral degree, as verified by an investigation committee formed by CHU, the degree shall be revoked, and the doctoral diploma annulled. The student shall be notified to return the diploma, and the revocation and annulment shall be reported to other universities/colleges and relevant authorities.

Clause XVII CHU graduate students of the Master's program and the Master's in-service program who pass their Master's degree examination and submit their "Thesis Acceptance Certificate" along with their thesis (or technical report) to the Office of Academic Affairs are considered to have completed their studies. Once they have completed the necessary procedures for leaving the university, CHU will issue their diploma. The effective date of their graduation is based on the end date of the respective semester (either January or July). Those who fail to complete this process by the specified deadline must register for the following semester and complete the process within that semester's deadline to be considered as graduating in that semester. However, for Master's program and Master's in-service program students in their third year (included) or above, the effective graduation date is determined by the month of thesis submission. The deadline for thesis submission for those graduating in the first semester is February 20th, and for those graduating in the second semester, it is August 31st.

Clause XVIII Theses, works, achievement certificates, written reports, technical reports, or professional practice reports obtained domestically or internationally for a degree shall not be considered for the provisions outlined in these regulations. However, in cases where a domestic institution collaborates academically with an international institution to jointly supervise a thesis and confer separate degrees, this limitation does not apply.

Clause XIX After being reviewed and approved by relevant university-level academic meetings, these regulations shall be submitted to the CHU president for an official announcement and reported to the Ministry of Education for the record. The same procedure shall be followed for any amendments to these regulations.

(If discrepancies occur between the English and Chinese versions of these regulations, the Chinese version shall prevail)