

## **Enforcement Regulations for the Academic Thesis of Graduate Students Studying in the Graduate School of Design in National Yunlin University of Science and Technology**

Approved for future reference by the 57<sup>th</sup> institute affair council in 2014 academic year on 9<sup>th</sup>, June, 2015

1. Credit requirements: Graduate students who obtain at least 36 credits, including 16 credits of required courses (6 credits of master thesis included) and 20 credits of elective courses, within the studying period stipulated in our program would be regarded as completing the minimum graduate credits. Among all the credits, 6 credits of elective course could be any courses that approved by both advisor and institute chair.
2. Studying subjects: In the first academic year after admission, the graduate students should study for at least 7 credits and with maximum 18 credits in each semester. After the enrolling and dropping procedures of courses, graduate students should obtain the consent and signature from their advisors and then send lists of courses they take to institute office. (The courses taken by the students in each semester in our program should be confirmed after receiving the consents from advisors. If a student still haven't chose his/her advisor, the courses taken by said student should be confirmed after the receiving the consent from graduate chair. )
3. Working guidelines for students who apply for directly studying for doctor degree:  
Graduate students who have studied in our program for more than 1 semester and with excellent performance that evaluated as outstanding by the institute affair councils could apply for directly studying for doctor degree according to the provision of "Working Guideline for Students Who Apply For Directly Studying For Doctor Degree in Graduate School of Design in National Yunlin University of Science and Technology" and "Enforcement regulations for Students Who Apply For Directly Studying For Doctor Degree in Graduate School of Design in National Yunlin University of Science and Technology"
4. Take courses for undergraduate students:  
Graduate students who are not graduated from the related departments of design must study spindle course for 1 academic year and 2 related elective courses designated by his/her advisor before graduation. Nevertheless, the credits of the courses for undergraduate students will not be counted in as graduate credits. Only those who has already study in related courses or pass the exams of related licenses could propose application before the mid-exam of the 1<sup>st</sup> semester in the first academic year after admission. After approved by the institute affair council, it would be allowed to reduce the required courses for undergraduate students.
5. Verification for language ability: (Choose one of them)
  - (1) With at least High-Intermediate Level of General English Proficiency Test (the verification exam grade of each language is also acceptable if the score is the same after conversion), or at least 650 scores in TOEIC.
  - (2) At least passing the Intermediate Level of General English Proficiency Test (The verification exam grade of each language is also acceptable if the score is the same after conversion), or at least 550 scores in TOEIC and it is essential to take 2 courses (4 credits) related to English in addition if choosing this item to meet the requirement of verification for language ability. The English courses and credits taken in addition should not be included in the graduation credits.
  - (3) Obtaining degree in the foreign school approved by Ministry of Education.

(4) Be an exchange student for at least 1 semester.

(5) Students with English as native language and the above all conditions are not available could study other language stipulated by institute affair councils.

(6) Other verification exam should be admitted by institute affair councils.

6. Qualification for taking the oral defense:

Graduate students in our program could apply for oral defense only after the accumulated thesis publication reaches 2 points within the studying period.

7. Publications of thesis:

- 1) To give an oral presentation of thesis in foreign language in international seminars related to design (1.5 points) or to give an oral presentation in domestic seminars(1 points)
- 2) To attend to any international workshop related to design for at least 5 days (If the international workshop is thrown in Taiwan or to attend the workshop for more than 7 days) (or internship of the design works in the industry for at least 320 hours). The latter presentation methods are totally counted as 1 points .
- 3) If there are many other graduate students (undergraduate students included) as co-authors, the points divided by the number of student co-authors(point(s)/number of student co-author(s)).
- 4) The point(s) could be offset no more than 1 point. The competition reach at most 1 point, and it is essential to submit publication to international conference to meet the graduation requirement.

8. Application for oral defense:

Graduate students in our program should complete the report about the thesis qualification examination 6 months before the application for master degree examination (thrown before the end of June or the end of December). Those who have already passed the qualification examination could apply for the oral defense of thesis. Only those who pass the oral defense and meet the requirements about the graduate credits could be conferred master degree.

9. Committee members for oral defense:

The qualification examination committee for master degree could be consisted of advisor, scholars in and out of the campus, 2-3 experts and could give grades to students who take the examination. Those who fail the examination could propose the application again in the next semester. If any student could not pass the examination within the studying period, he/she would not be allowed to obtain the master degree according to the regulations.

10. Stipulations for oral defense:

- 1) While applying for oral defense, it is essential to complete the original manuscript of the thesis and hand it to the institute office. There should be at least 1 committee member recommended by advisor in the campus or off the campus for oral defense. Our institute chair report the application to the principal of our university and the principal would appoint the members of said committee.
- 2) Committee for the oral presentation of master degree would be responsible for the oral defense affairs. The related regulations are described in the“Enforcement Regulation of Master Degree Examination”.
- 3) The master degree examination should follow the principles that the oral defense to be public. It is required to make an announcement about the time, location, and topic of thesis of the oral defense before the examination.
- 4) After a student passes his/her oral defense, he/she must complete the modification of his/her thesis

according to the suggestion of committee members before the completion of graduation procedures and should hand over the electronic document and official thesis papers as well.

(Besides the regulation of university, it is required to hand in 2 copies to the institute office.)

11. If graduate students who already applied for degree examination could not complete the degree examination within said semester, he/she should report this condition to the school to withdraw the application for the degree examination in said semester before the deadline formulated in school calendar. If the withdraw is not submitted before the deadline and the examination is not throw on schedule, it is regarded as fail the examination.
12. These enforcement regulations should be announced and implemented under the condition that two-thirds of the members attend the council and approved by two-thirds of the members in said council of our institute. The procedures of amendment are the same.