Notes of Guidance for PhD Qualifying Examinations

Passed at the 2nd Academic Affairs Meeting, 12.04.1992

One
The PhD examination should follow the “Detailed Specifications Regarding Graduate School Exams” and related regulations as well as the regulations set here

Two
If the PhD student has been qualified as a PhD candidate and fulfilled the basic requirement for dissertation publication set by the department, he/she can submit an application for verification of their qualifications. The applicants should submit the following items:
1. Application form for the degree exam.
2. Chronological grade reports.
3. First draft and synopsis of the degree dissertation

Dissertations that have been published and the list of publications and

Three
Each graduate school should verify the qualifications of the PhD candidates. The content of the verification should include the required subjects and credits; qualification exam and years of study. After the verification is passed, the related departmental committee then hires teachers (associate professors or above) to set up a verification team depending on the research field of each candidate. The verification is conducted as follows:
1. The verification of the first draft and the synopsis of the degree dissertation.
2. The verification of the published dissertations.

Four
The verifying team submits the results to the chairman of the respective graduate school as a reference with regard to approving the application for the degree exam. After being approved by the chairman, the application form for the degree exam must be submitted at least one month before the exam, along with the application booklet on the degree exam, a list of committee members on the degree exam, the schedule for the exam, a budget list on exam expenditure and meeting records of the verification team. After being signed and approved following double verification of the regulated administrative procedure, the degree exam will be conducted with the approval of the principal.

Five
The candidate's dissertation must be submitted to the internal and external committee members for verification two weeks before the degree exam. The candidate can make a presentation about his/her dissertation before the exam.

Six
The degree test must be graded using the grading form for degree exams, and the results are voted on anonymously. To pass the exam, a candidate must obtain an average of seventy or above with the approval of at least two thirds of the committee members. The grading can be given only once.

Seven

The process of the degree exam should be recorded and submitted to the Office of Academic Affairs, which will submit the related information and records to the principal for verification within one week.

Eight

Each graduate school should follow these guidance notes with regard to the degree exam regulations. The regulations are in effect after being passed at the Graduate School Affairs meeting and reported to the Teaching Information Unit for scrutiny.

Nine

These guidelines and their revisions are in effect subject to the approval of the Academic Affairs Meetings.

*These guidelines are enacted in Chinese, which shall prevail in case of any discrepancy between the English translation and the Chinese original.