

# NATIONAL SUN YAT-SEN UNIVERSITY

## Institute of Education

### Guidelines for Doctoral Degree Program

Applicable for New Students Starting the Program in School Year 102

Approved by the 12<sup>th</sup> Institute General Meeting on July 31, 2007, School Year 95.

Approved by the 1<sup>st</sup> Institute General Meeting on August 31, 2007, School Year 96.

Approved by the 10<sup>th</sup> Institute General Meeting on February 14, 2008, School Year 96.

Approved by the 3<sup>rd</sup> Institute General Meeting on September 11, 2008, School Year 97.

Approved by the 6<sup>th</sup> Institute General Meeting on November 17, 2008, School Year 97.

Approved by the 10<sup>th</sup> Institute General Meeting on February 26, 2009, School Year 97.

Approved by the 12<sup>th</sup> Institute General Meeting on May 4, 2009, School Year 97

Approved by the 10<sup>th</sup> Institute General Meeting on June 13, 2012, School Year 100.

Approved by the 7<sup>th</sup> Institute General Meeting on April 18, 2013, School Year 101.

- I. The present guidelines are issued following the approval by the 90<sup>th</sup> National Sun Yat-sen University (NSYSU) Academic Affairs Meeting.
- II. Graduate students must follow NSYSU's relevant regulations and the present guidelines while enrolled in the Institute of Education (hereafter referred to as "the Institute") Doctoral Degree Program (hereafter referred to as "the Program").
- III. The limit on study duration for the Program is in accordance with the regulations set by the Ministry of Education and NSYSU's regulations on doctoral degree programs.
- IV. The Program's compulsory courses and the minimum credits requirement for graduation are in accordance with the relevant regulations set by the Academic Affairs Meeting each semester for the in-coming students of that semester.
- V. Students in the Program applying for credit transfer must follow "NSYSU Regulations for Credit Transfers" and the Institute's "Regulations for Credit Transfers."
- VI. Students in the Program must comply with the following regulations for course selection:
  - A. For course selection, students must comply with the regulations set by the Institute for incoming students of the school year. Students who fail to complete the required courses and the "Individual Research" course may not apply for their degree examinations.
  - B. Students are permitted to take a maximum of 12 credits every semester except for specific courses announced by the Institute each semester. An additional 6 credits may be approved for special cases.
  - C. For students taking additional undergraduate courses (including the teachers program): Although a general student may receive an approval for additional 6 credits each semester, the total number of undergraduate credits (including the teachers program) must comply with the relevant regulations of those courses.
  - D. Students selecting inter-university courses must follow "NSYSU Regulations on Inter-University Course Selection."
  - E. Compulsory courses must be taken in the Institute and not from other universities, colleges, or departments.
  - F. The number of courses taken outside of the Institute may not exceed one-third of the Institute's minimum graduating requirement. Courses from other colleges and departments/institutes are limited to 10 credits. The total credits of courses from

Any dispute over interpretations of these regulations shall be resolved in the court of law based on the Chinese version.

other universities plus courses from other colleges and departments/institutes are limited to a 15 credits maximum.

- G. For students in Direct Pursuit of the Doctoral Degree (PhD) or PhD students taking courses in the master's program, a maximum of 6 credits may be accounted. If students in Direct Pursuit of the PhD discontinue their studies, the courses they take in the Program (with their status on record as PhD students) may be accounted for their master's program; up to a limit of 15 credits may be accounted.
- H. Courses are categorized into the following disciplines: Educational Psychology (EP), Scientific Education (SE), and Education Administration and Management (EAM). Students must complete 3 courses in their main discipline.

- VII. After students' 2<sup>nd</sup> year of study, they must each select a research supervisor in the semester prior to starting their "Individual Research" courses. Full-time associate professors (or faculty members with equivalent qualifications) of the Institute have priority in appointments. If there are no experts in a discipline, the Institute General Meeting may approve for students to ask associate professors (or faculty members with equivalent qualifications) working part-time in the Institute or in other institutes (universities) to be their research supervisors. In this case, students must each also have a full-time associate professor of the Institute as their co-supervisors. Every faculty member is permitted to supervise a maximum of 10 dissertations. Co-supervision is accounted as half of a dissertation. The dissertation supervision limit applies only to students in their second year in the master's program and second or third year in the Program. First year students, students in extended studies, and students on suspensions are not accounted.
- VIII. Degree examinations for students in the Program must follow "NSYSU Regulations for Graduate Student Degree Examination" and the Institute's "Regulations on Doctoral Degree Qualifying Examinations and Degree Examinations."
- IX. After completing all courses and credits required by the Institute and passing the degree examinations, students in the Program must report their approved degree titles to the Office of Academic Affairs to receive their doctoral degrees.
- X. Guidance and counseling for students in the Program are handled in accordance with the Institute's "Regulations for the Mentor System."
- XI. Students in the Program may apply for academic research grants in accordance with the Institute's "Regulations for Graduate Students Academic Research Grants."
- XII. Articles VI and VIII of the present guidelines apply to students who enrolled in the Program prior to School Year 101.
- XIII. Matters unaddressed in the present guidelines shall be handled in accordance with NSYSU's relevant regulations.
- XIV. The present guidelines shall be implemented following approval of Institute General Meeting. The same procedure shall be carried out when amendments are to be made.