

# NATIONAL SUN YAT-SEN UNIVERSITY

## Department of Mechanical and Electro-Mechanical Engineering Regulations on Master's Program Degree Examination

Applicable for Students Starting the Program in School Year 108

Amended and approved by the 4<sup>th</sup> Department Affairs Meeting on December 25, 2002, School Year 91.  
Amended and approved by the 1<sup>st</sup> College Affairs Meeting on January 7, 2003, School Year 91.  
Amended and approved by the 4<sup>th</sup> Department Affairs Meeting on December 15, 2004, School Year 93.  
Amended and approved by the 1<sup>st</sup> College Affairs Meeting on January 25, 2005, School Year 93.  
Amended and approved by the 2<sup>nd</sup> Department Joint Meeting of Research and Development Committee, Teaching Committee, and Conveners of All Committees on November 20, 2007, School Year 96.  
Amended and approved by the 4<sup>th</sup> Department Affairs Meeting on December 19, 2007, School Year 96.  
Amended and approved by the 1<sup>st</sup> College Affairs Meeting on December 27, 2007, School Year 96.  
Amended and approved by the 12<sup>th</sup> Department Affairs Meeting on May 31, 2016, School Year 104.  
Amended and approved by the 4<sup>th</sup> College Affairs Meeting on June 23, 2016, School Year 104.  
Amended and approved by the 12<sup>th</sup> Department Affairs Meeting on May 29, 2019, School Year 107.  
Amended and approved by the College Special Meeting on July 5, 2019, School Year 107.  
Amended and approved by the 12<sup>th</sup> Department Affairs Meeting on May 26, 2021, School Year 109.  
Amended and approved by the 2<sup>nd</sup> College Affairs Meeting on July 19, 2021, School Year 109.

- I. The present regulations are issued in accordance with Ministry of Education “Degree Conferral Law” and “National Sun Yat-sen University Academic Regulations” and “National Sun Yat-sen University Implementation bylaws for Ph.D. and Master Degree Examination.”
- II. The Master's Program:
  - A. Hours on Campus
    1. Master's students have less years of study. In order to take advantage of the time given, students are required to stay on campus during winter and summer vacations to study and research.
    2. Master's students in the Department of Mechanical and Electro-Mechanical Engineering must be in their relevant laboratory or research rooms in the hours during the day when they do not have classes. Students must notify their research supervisors if they are to be absent.
  - B. Study Duration: In accordance with the Ministry of Education regulations, students are permitted to study in the program for one to four years (periods of retainment of student status and suspensions not included).
  - C. Course and Credit Requirements:
    1. Students' course selections must be approved by research supervisors and the department chair.
    2. Seminar courses (one credit) are compulsory for two semesters and are not accounted in graduating credits.
    3. Master's students are permitted to select relevant courses in other division or departments.
    4. Master's students must complete the required core courses (including fundamental courses and specialized courses) and at least a total of 27 credits to graduate. Students must also complete graduation theses.

#### D. Research Supervisor Selection and Variation

1. A master's student must select a research supervisor by the end of the first semester and submit a written notice to the department with consent of the research supervisor. For students who fail to select supervisors by the end of the first semester, their respective divisions shall hold affairs meetings to review the cases.
2. A master's student requiring a change of supervisor must receive consent from both the former and the new research supervisors. The new research supervisor must be a faculty member within the same division.
3. A student who requires co-supervision by two supervisors in different divisions must submit a written notice to the department with consent from both supervisors.
4. If a research supervisor resigns or retires, students must be co-supervised by a faculty member of the same division.
5. Spouse and third-degree relatives by blood or marriage of a master's student may not be the research supervisor or exam committee members.

#### E. Others:

1. Students co-supervised by faculty members outside of the department must receive approvals from their research supervisors within the department. Students must apply to the department at least one month before the degree examination. The department's teaching committee shall review the application.

### III. Master's Degree Examination

- A. Master's students may apply, with recommendations by their research supervisors, for their degree examinations within the time period stated in NSYSU calendar. If changes are required, students must submit modifications in writing to the department at least ten days prior to the examination date.
- B. Members of a degree examination committee are based on three to five recommendations made by a research supervisor according to "National Sun Yat-sen University Implementation bylaws for Ph.D. and Master Degree Examination." Recommendations who are not professors, associate professors, assistant professors, and academicians, researchers, associate researchers, or assistant researchers of Academia Sinica must be approved by the department's faculty evaluation committee. At least one third of examination committee members must meet paragraph 1 and 2 of article 12 of "National Sun Yat-sen University Implementation bylaws for Ph.D. and Master Degree Examination". Examination committee members (and the convener) must be approved by the department chair and chosen by the president. The convener is recommended by the research supervisor and approve by the department chair. The research supervisor may not be the convener.
- C. The exam committee members must personally attend the meeting and not through proxies. At least two-thirds of the members (and at least three members) must be in attendance for the examination to be held.
- D. Students, who do not pass the examination but are still within their study duration limits, may reapply for another examination in the following semester or school year. Only one re-sit is permitted. Students who do not pass the second examination will be forced to withdrawal from their studies.

### IV. Students who meet the above-mentioned conditions may apply for graduation.

- V. Theses:
- A. Theses must be detected by two steps. Students must hand in theses draft and plagiarism detection result to exam committee members to review. After students pass examination, when doing graduation procedure, students must hand in “原創性比對結果報告 Plagiarism detection result” and “研究生學位論文符合學術倫理規範聲明書 Declaration of academic ethics”
  - B. Originality of thesis must be detected by current academic year of NSYSU Plagiarism Detection Checker. The part need to be detected does not include introduction, reference, table of contents, etc. The detection of result must to be lower than 12%. If it is over, students must ask supervisor to sign and make sure no plagiarism to meet the requirement.
- VI. If a master's student is in the following situations, the master's degree examination committee shall investigate the case and, after approval by a department affairs meeting, report to the university for implementation of strict punishment.
- A. A student's academic work has forged, plagiarized, or pirated contents.
  - B. A student has threatened the research supervisor to gain permission to apply for the master's degree examination.
  - C. A student has conducted other actions in violations of academic ethics.
- VII. Students with concerns against the present regulations may file, with approval from the research supervisor, complaints to department affairs meetings for evaluation. Similar concerns may only be filed once.
- VIII. The present regulations shall be implemented following approvals of department affairs meeting and college affairs meeting as well as authorization of the president. The same procedure shall be carried out when amendments are to be made.

英文法規翻譯內容若有疑義，以中文法規為主。

For the avoidance of doubt in English version regulation, Chinese version will be prevailing.