

Regulations for Master's Degree Examinations at I-Shou University

Adopted on June 21, 2000, by the University Academic Council

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Amendments to Articles 1, 3, 4, 8, and 14 promulgated with the consent from the President dated on January 13, 2010

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Amendments to Articles 7 and 12-14 promulgated with the consent from the President dated on January 4, 2013

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Amendments to Articles 5, 9, and 12 promulgated with the consent from the President dated on March 23, 2015

Articles 9 and 12 filed for reference under Letter No. Tai-

Chiao-Kao-2-Tzu 1040091724 dated on July 22, 2015
Amendments to Article 5 promulgated with the consent from
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Article 5 filed for reference under Letter No. Tai-Chiao-Kao-
2-Tzu 1050007368 dated on February 19, 2016
Amendments to Articles 1 and 5-14 adopted by the
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Chiao-Kao-2-Tzu 1080193844 dated on January 21, 2020
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President dated on August 1, 2022

- Article 1 The Regulations for Master’s Degree Examinations at I-Shou University (hereinafter referred to as "the Regulations") are made pursuant to Article 26 of the University Act and the Degree Conferral Law.
- Article 2 Master's degree examinations at all departments (institutes/programs) of I-Shou University (hereinafter referred to as "the University") shall be handled in accordance with the Regulations, unless otherwise stipulated by law.
- Article 3 Master's degree examinations are administered once every semester. Starting the second semester of the first year, master’s students who have completed the required courses and earned the required number of credits may apply for taking the master's degree examination to their departments (institutes/programs) by following the applicable rules and the application period specified on the academic calendar with prior consent from their supervisors and the administrative heads of their departments (institutes/programs).
- Article 4 A master's degree examination committee shall consist of three members (or four members if there are two supervisors or more), and the administrative heads of departments (institutes/programs) shall submit a candidate list to the President for selection and appointment. The supervisor of a master’s student applying for taking the master's degree examination shall be the ex-officio member, but he/she shall not serve as the chairperson. The chairperson shall be elected among other committee members.

Committee members shall attend the examination in person and are not permitted to authorize another person to act on their behalf. A master's degree examination committee may have one member from outside the University at most. The examination shall not begin until all the appointed members are present.

Where necessary, additional committee members from within or outside the University may be added to a master's degree examination committee with prior consent from the University.

Article 5

The members of a master's degree examination committee shall have done a specialized study in the research field of the applying master's student and also have one of the following qualifications:

1. being currently serving or having served as a professor, associate professor, or assistant professor;
2. being an Academician of the Academia Sinica, or currently working or having worked at the Academia Sinica as a research fellow, associate research fellow, or assistant research fellow;
3. having a doctoral degree and significant academic accomplishments; or
4. having expertise in an unusual or highly specialized academic research field or professional practice field and having achieved significant results in their respective academic or professional field(s).

The criteria for determining the qualifications specified in Subparagraphs 3 and 4 of the preceding paragraph shall be established by respective Departmental (Institute/Program) Affairs Councils.

Article 6

After an application for taking the master's degree examination has been approved by a department (institute/program), the department (institute/program) shall, within one week of the application deadline, submit the thesis, the abstract, the information about the method, time, and location of examination, and a list of candidates for committee membership to the Office of Academic Affairs for review. The master's degree examination shall be conducted only after being ratified by the President, and the examinee shall be notified no later than one week prior to the date of examination.

Students undertaking a master's program in the field of fine arts, applied science, technology, or sports may submit a creative work, a proof of merit accompanied by a written report, or a technical report instead of a master's thesis. The criteria for determining fields to which this rule applies shall be implemented after being approved by the University Academic Council.

Students undertaking a professional practice master's program may submit a professional practice report instead of a master's thesis. The criteria for determining professional practice areas to which this rule applies shall be implemented after being approved by the University Academic Council.

Article 7

The following are the fields where a creative work, a proof of merit accompanied by a written report, a technical report, or a professional practice report can be substituted for a master's thesis:

1. Fine arts: A creative work, along with the theoretical analysis in the written report, in the field of music, performing arts, drama, theater arts, dance, folk arts, sound & image arts, visual arts, new media art, design, etc. has made a major and substantive contribution;
2. Applied science or technology: A patent, technology transfer, or innovation in the field of life sciences, environment, physical sciences & chemistry, mathematics & statistics, information & communication technologies, engineering & engineering trades, manufacturing, architecture & construction, agriculture, transportation, etc.; a national or international technical award for a case study; or industry-university collaboration, technical applications & derivatives, or an improvement project, along with the theoretical analysis in the technical report, has made a major and substantive contribution;
3. Sports: For a master's student in the field of recreational sports, sports, or physical education, or any athlete(s) coached by him/her, who has participated in a major domestic and/or international sports tournament(s) and won a major place, a proof of merit, along with the theoretical analysis in the written report, has made a major and substantive contribution; the scope of sports tournaments mentioned above shall be subject to the announcement by the competent authorities; and
4. Professional practice: The interest of research or the research theme focuses on practical applications.

The criteria for recognizing creative works, proofs of merit, written reports, technical reports, and professional practice reports specified in the preceding paragraph, as well as documents to be submitted, shall be implemented after being approved by the respective Departmental (Institute/Program) Affairs Councils and the University Academic Council.

- Article 8 Written reports, technical reports, and professional practice reports shall contain the following information, respectively:
1. Fine arts: the inspiration for the creation (exhibition/performance), a description of the work, theoretical foundations, an interpretation and analysis of methods and techniques, contributions of the work and the research results, and other relevant achievements.
 2. Applied science or technology: the R & D inspiration, a description of the case, theoretical foundations, an interpretation and analysis of methods and techniques, contributions of the research results, and other relevant achievements.
 3. Sports: the process of participation in the sports tournament(s), a description of the athlete(s), theoretical foundations, an interpretation and analysis of methods and techniques, contributions of the research results, and other relevant achievements.
 4. Professional practice: the inspiration for professional practice, a description of the case, theoretical foundations, an interpretation and analysis of methods and techniques, contributions of the research results, and other relevant achievements.
- Article 9 A master's thesis, creative work, proof of merit, written report, technical report, or professional practice report that has already been submitted to obtain a degree in Taiwan or abroad shall not be submitted again. Notwithstanding the foregoing, this restriction does not apply if the University has engaged in institutional collaboration with a university abroad, and the two universities have jointly supervised the master's thesis and separately conferred a corresponding degree.
- In principle, a master's thesis, written report, technical report, or professional practice report shall be written either in Chinese or English. Notwithstanding the foregoing, master's students who major in languages other than English may write the thesis or report in the language of the area of study.
- Article 10 The master's degree examination consists of an oral defense and a review of the examinee's master's thesis, written report, technical report, or professional practice report.
- An oral defense is a spoken presentation of a master's thesis, written report, technical report, or professional practice report, and a written examination may be administered if necessary.

The scoring method is based on a 100-point scale, with 100 being the highest possible score and 70 being the lowest passing score. The final grade is the average of scores given by each of the committee members, and an examinee is considered passing the master's degree examination only when he/she receives 70 points or higher from all the committee members.

Article 11 After all master's degree examinations are completed, departments (institutes/programs) shall, before the end of the semester, submit examinees' final grades to the Office of Academic Affairs.

Successful examinees shall, before the beginning of the following semester, submit their theses, written reports, technical reports, or professional practice reports with the signatures of all the committee members affixed. Those who have missed the aforesaid submission deadline shall complete the registration process in the following semester and submit their theses, written reports, technical reports, or professional practice reports before the end of the semester. The month of graduation is the month in which a thesis, written report, technical report, or professional practice report is submitted. Master's students who fail to submit their theses, written reports, technical reports, or professional practice reports upon expiry of the prescribed duration of study shall be considered failing the master's degree examination and expelled from the University in accordance with the applicable regulations and rules.

Article 12 If a master's student has applied for, but has not taken the master's degree examination or not withdrawn his/her application before the deadline of submitting final grades as referred to in the preceding article, he/she shall be considered failing the master's degree examination once.

Master's students who have failed the master's degree examination once within the prescribed duration of study (or the extended years of study) may apply for taking the examination for a second time. Those who still fail the examination shall be expelled from the University.

Article 13 Successful examinees shall complete the following steps before graduation:

1. Uploading the abstract and the full-length manuscript of their master's theses, written reports, technical reports, or professional practice reports to the Electronic Theses & Dissertations Service of the University.
2. Submitting a comparison report on thesis originality signed by their supervisors to their department (institute/program) offices. The standards of the aforesaid comparison report shall be deliberated by respective

Departmental (Institute/Program) Affairs Councils, approved by the competent College Affairs Councils, and then submitted to the University Academic Council for future reference.

- Article 14 If a thesis, creative work, proof of merit, written report, technical report, or professional practice report contains fabricated, altered, or plagiarized materials, was written by someone else, or constitutes some other form of fraud, with clear evidence provided by the committee member(s), the master's student involved shall be considered failing the master's degree examination and referred to the Student Reward and Disciplinary Committee for further processing.
- A master's degree conferred by the University shall be revoked if the thesis, creative work, proof of merit, written report, technical report, or professional practice report contains fabricated, altered, or plagiarized materials, was written by someone else, or constitutes some other form of fraud, with clear evidence provided, and the University shall ask the person involved to return the degree diploma and notify other institutions of higher education and relevant institutions (agencies) of the revocation and invalidation of the master's degree and degree diploma.
- Article 15 In order to achieve fairness and avoid a conflict of interest, any of the relatives by blood or marriage within the third degree of kinship or any of the major interested parties of a master's student shall not serve as the supervisor or a member of the master's degree examination committee. The appointment shall be canceled if any of the aforesaid situations occur. In case of a violation, the master's student involved shall be considered failing the master's degree examination if he/she has passed the examination; Paragraph 2 of the preceding article shall apply if the violation is found after a degree is conferred.
- Article 16 Matters not mentioned herein, if any, shall be subject to the University Act and its enforcement rules, the Degree Conferral Act, and other applicable laws.
- Article 17 The Regulations become effective on the third day of promulgation after being adopted by the University Academic Council, the University Administration Council, and the University Council, ratified by the President, and reported to the Ministry of Education for future reference. The same procedure applies to any amendments to the Regulations.

Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Regulations, the Chinese language version shall prevail.