

## **Regulations for Graduate Master's and Doctoral Degree Examinations of the Graduate School of Curriculum and Instructional Communications Technology (CICT), National Taipei University of Education**

September 4, 2012, revised during the departmental meeting.

December 10, 2013, revised during the departmental meeting.

January 22, 2014, passed in the academic affairs meeting.

March 14, 2017, passed during the departmental meeting.

April 26, 2017, passed in the academic affairs meeting.

March 6, 2018, passed during the departmental meeting.

April 10, 2018, passed during the departmental meeting.

May 10, 2021, passed during the departmental meeting.

June 23, 2021, passed in the academic affairs meeting.

September 7, 2021, passed during the departmental meeting.

October 6, 2021, revised and passed in the academic affairs meeting.

November 3, 2021, revised and passed in the academic affairs meeting. May 24, 2022, passed during the departmental meeting.

October 5, 2022, passed in the academic affairs meeting.

December 6, 2022, passed during the departmental meeting.

April 12, 2023, passed in the academic affairs meeting during the second semester of the 111th academic year.

1. These guidelines are based on the "Academic Degree Awarding Act" issued by the Ministry of Education, as well as the relevant regulations specified in the "National Taipei University of Education Rules," "Implementation Guidelines for Daytime Degree Awarding and Graduate Degree Examinations," "Implementation Guidelines for In-Service Master's Program Degree Awarding and Examinations," and "Operation Guidelines for Delayed Public Review of Graduate Theses" established by our university.

2. Matters related to the granting of graduate degrees and the administration of graduate degree examinations in the Institute shall be handled in accordance with the provisions of these guidelines.

3. The degrees awarded by the Institute are as follows:

a) Graduates from the Master's program under the daytime system shall be granted the degree of Master of Education (M. Ed.).

b) Doctoral graduates shall be granted the degree of Doctor of Philosophy in Education (Ph. D.).

c) Graduates from the In-Service Master's Program shall be granted the degree of Master of Education (M. Ed.).

4. Regulations regarding the thesis proposal and oral defense for graduate students shall be conducted in accordance with the "Implementation Rules for Master's Thesis Review and Oral Defense," "Implementation Guidelines for Doctoral Degree Examinations," "Guidelines for Master's and Doctoral Thesis Proposals and Degree Examinations," and "Operation Guidelines for Review and Oral Defense of Master's Theses for In-Service Master's Program in Curriculum, Teaching, and Learning Technology" set

forth by the Curriculum Group of the Institute.

5.graduate students who meet the following requirements may apply for the Master's or Doctoral degree examinations:

(A) Applicants for the Master's degree examination must simultaneously meet the following qualifications:

(1)Completion of one year of study in the Master's program.

(2)Fulfillment of the required courses and credits as stipulated by the Institute, with at least three-fourths of the total credits completed as a general principle.

(3)Completion of the certification process for the Master's Student Learning Passport/Learning Handbook as prescribed by the Institute.

(4)Compliance with the "Academic Ethics and Management Guidelines" of our university, including self-learning through the Taiwan Academic Ethics Education Resource Center website and obtaining a certification of completing at least six hours (inclusive) of related courses.

(5)Passing the thesis proposal examination.

(6)Completion of the initial draft of the thesis.

(B) Applicants for the Doctoral degree examination must simultaneously meet the following qualifications:

(1)Completion of two years of study in the Doctoral program.

(2)Fulfillment of the required courses and credits as stipulated by the Institute, with at least three-fourths of the total credits completed as a general principle.

(3)Completion of the certification process for the Doctoral Thesis Publication Points as prescribed by the Institute.

(4)Passing the Doctoral degree qualification assessment.

(5)Compliance with the "Academic Ethics and Management Guidelines" of our university, including self-learning through the Taiwan Academic Ethics Education Resource Center website and obtaining a certification of completing at least six hours (inclusive) of related courses.

(6)Passing the thesis proposal examination.

(7)Completion of the initial draft of the thesis.

(C) Applicants for the In-Service Master's Program degree examination must simultaneously meet the following qualifications:

(1)Completion of one year of study in the In-Service Master's Program.

(2)Fulfillment of the required courses and credits as stipulated by the Institute, with at least three-fourths of the total credits completed as a general principle.

(3)Completion of the certification process for the In-Service Master's Program Student Learning Passport as prescribed by the Institute.

(4)Compliance with the "Academic Ethics and Management Guidelines" of our university, including self-learning through the Taiwan Academic Ethics Education Resource Center website and obtaining a certification of completing at least six hours (inclusive) of related courses.

(5)Passing the thesis proposal examination.

(6)Completion of the initial draft of the thesis.

6.graduate students applying for the Master's or Doctoral degree examinations should follow the following regulations:

(A) When applying, applicants should complete the application form and submit the following documents:

(1)One copy of the annual transcript.

(2)A certificate of completing at least six hours (inclusive) of courses from the Taiwan Academic Ethics Education Resource Center.

(3)One copy each of the thesis initial draft and its abstract. Previously submitted theses for obtaining degrees, either domestic or foreign, cannot be resubmitted.

(4)A degree examination application form signed by the supervising professor.

(B) After applying for the thesis proposal and thesis oral defense according to the "Thesis Review and Oral Defense Guidelines" of the Institute, and with the approval of the Institute director, candidates should participate in the degree examination on schedule.

7.the appointment of the supervising professor should follow the following regulations:

(A) For Master's students, the supervising professor should hold a Ph.D. degree and possess a teaching certificate of at least an Assistant Professor level. For Doctoral students, the supervising professor should hold a Ph.D. degree and possess a teaching certificate of at least an Associate Professor level. For detailed regulations on the selection of supervising professors in both groups, please refer to the relevant provisions in section four of these guidelines.

(B) The maximum number of research students that a full-time faculty member can supervise is as follows: For the Curriculum and Instructional Technology Group, a maximum of 10 Master's and Doctoral students combined; for the Educational Communications and Technology Group, a maximum of 12 Master's students and 4 Doctoral students.

8.the organization of the Master's degree examination committee should follow the following regulations:

(A) The degree examination committee should consist of three members (including the supervising professor; however, if two co-supervisors are involved, a fourth member can be appointed). Among them, at least one-third should be external committee members (including part-time faculty from our university), appointed by the university president. If the supervising professor is an external scholar, the examination committee must include at least one faculty member from the Institute.

(B) The composition of the examination committee may be proposed by the supervising professor, providing a list of at least four potential members, which will be reviewed by the Institute director and then submitted for the university president's appointment. The convener of the examination committee should be an external committee member.

(C) Master's degree examination committee members, in addition to possessing specialized knowledge on the Master's candidate's thesis, creation, or technical report, should meet one of the following qualifications:

(1)Previously served as a professor or associate professor.

(2)Served as an academician of the Academia Sinica or as a researcher or associate researcher at the Academia Sinica.

(3)Holds a Ph.D. degree and has at least three years of relevant work experience or has published at

least two relevant articles in peer-reviewed journals or academic conferences.

9.the organization of the Doctoral degree examination committee should follow the following regulations:

(A) The Doctoral degree examination committee should consist of at least eight potential members, jointly provided by the supervising professor and the Institute director. Five members, or six if two co-supervisors are involved, will be appointed by the university president. At least one-third of the committee members should be external (including part-time faculty from our university). The convener of the examination committee should be an external committee member, and the supervising professor cannot serve as the convener.

(B) Doctoral degree examination committee members, in addition to possessing specialized knowledge on the Doctoral candidate's thesis, should meet one of the following qualifications:

(1)Previously served as a professor or associate professor.

(2)Served as an academician of the Academia Sinica or as a researcher at the Academia Sinica.

(3)Previously served as an associate professor or as a researcher at the Academia Sinica and has significant academic achievements.

(4)Holds a Ph.D. degree and has at least three years of relevant work experience or has published at least two relevant articles in peer-reviewed journals or academic conferences.

10.the regulations for conducting degree examinations are as follows:

(A) Graduate students, both Master's and Doctoral, must obtain the report from the thesis plagiarism checking system and obtain the approval of their supervising professor before applying for the degree examination.

(B) After the application for the degree examination is approved, Doctoral candidates should submit six printed copies of their Doctoral thesis and abstract, while Master's candidates should submit four printed copies of their Master's thesis and abstract. The Institute director will review the submission for compliance, and the examination will be scheduled to be conducted orally.

(C) The passing grade for the degree examination is 70 points, and the full score is 100 points. The evaluation is conducted only once, and the score is determined by the average assessment of the attending committee members. However, if more than half (inclusive) of the committee members for a Master's degree examination or more than one-third (inclusive) of the committee members for a Doctoral degree examination give a failing assessment, the candidate is considered to have failed. In case of plagiarism or academic dishonesty in the thesis, creation, exhibition, or technical report, as confirmed by the Master's or Doctoral degree examination committee, the candidate is considered to have failed.

(D) The members of the examination committee must personally attend the committee; no one is allowed to represent them. The degree examination is generally held at the university. If necessary, with the approval of the relevant meetings or the Institute director, it may be conducted through video conferencing or in other locations, with the entire process recorded and archived. For the Master's degree examination, three committee members must attend, and for the Doctoral degree examination, five committee members must attend, with at least one-third of the committee members being external. Otherwise, the examination cannot be held, and the previous examinations will not be recognized.

(E) Students who fail the degree examination and have not reached the maximum years of study can retake the examination in the next semester or academic year. The retake is limited to one attempt, and the

score is capped at 70 points. If the student fails the retake as well, they will be expelled.

(F) The degree examination must result in a score; no other disposition is allowed. Any examination without a score will be considered a failure.

(G) Theses, works, achievement certifications, written reports, technical reports, or professional practice reports already obtained from domestic or foreign institutions cannot be resubmitted. However, the limitation does not apply to theses that are jointly supervised by domestic and foreign institutions through academic cooperation and awarded degrees separately.

11. the degree examination is held once per semester, following the regulations specified in section four of these guidelines. If there are special reasons and the supervising professor agrees, the request for postponement should be submitted to the Institute director for approval.

After passing the degree examination, graduate students who have not completed the formalities for leaving the university before the first day of the next semester or term should register and pay tuition fees. The degree certificate will be conferred based on the month when the formalities are completed.

12. if a graduate student who has applied for the degree examination cannot complete the examination within the current semester due to special reasons and with the approval of the supervising professor, the application for the degree examination in that semester can be withdrawn. However, the student must complete the degree examination before reaching the maximum years of study. Failure to do so will result in expulsion.

13. after the degree examination, the Institute should submit the assessment data with the signatures of the attending committee members to the Registrar's Office and the Curriculum and Instruction Division or the Continuing Education Center for registration of the scores within one week.

14. the calculation of the final score includes the average grades for each subject studied during the academic year and the score obtained in the degree examination, each accounting for fifty percent.

15., the selection and appointment of thesis supervising professors and examination committee members for graduate students should adhere to academic ethics. Supervising professors, examination committee members, and students must recuse themselves if they are spouses, former spouses, or within the third degree of consanguinity. If it is found that they intentionally concealed such relationships, they must be immediately replaced. If the student has passed the degree examination, the grade for that examination becomes invalid. If the discovery is made after the degree has been conferred, the case will be handled according to the "National Taipei University of Education Student Violations of Academic Ethics Handling Measures" and the "National Taipei University of Education In-Service Master's Program Violations of Academic Ethics Handling Measures."

16. a conferred degree will be revoked and the degree certificate annulled if any of the following circumstances apply. In case of violations of other laws and regulations, relevant legal provisions will be followed:

(A) False or fraudulent information regarding qualifications for admission or academic performance.

(B) Falsification, tampering, plagiarism, or engaging others to write the thesis, including acts of academic dishonesty in the thesis, works, achievement certifications, written reports, technical reports, or professional practice reports.

The procedures for handling the above in paragraph B should follow the "National Taipei University of

Education Student Violations of Academic Ethics Handling Measures" and the "National Taipei University of Education In-Service Master's Program Student Violations of Academic Ethics Handling Measures."

17. According to the "National Taipei University of Education Degree Thesis Application for Delayed Public Defense Guidelines," if students from the Institute apply for a delayed public defense of their thesis, they should submit the paper-based application for delayed public defense of the degree thesis from the university and the paper-based application for delayed public defense of the degree thesis from the National Central Library, along with one copy of the thesis, to the Institute's meeting for discussion. If necessary, relevant field experts may be invited for verification. After the review is approved, the student can proceed with the procedures for leaving the university. (According to the Ministry of Education letter no. 0970140061, the maximum duration for delaying the public defense of the degree thesis is five years, and avoiding non-disclosure.)

18. For matters not covered in these guidelines, the University Act and its implementation regulations, the Degree Conferment Act, the procedures for awarding various degrees, the criteria for determining Master's and Doctoral degree equivalency, and related education laws shall apply.

19. These guidelines have been approved by the Institute meeting and are implemented after being reviewed by the University Affairs meeting and the Academic Affairs meeting. Any amendments will follow the same process.