

博士班修業要點 degree requirements for Ph. D class

一、修業年限：至少 2 年，最多 7 年 year of study: minimum 2 years , and maximum 7 years

二、畢業學分： Graduation credit

(一) 除畢業論文外須修滿 24 學分，其中四分之一學分，經諮詢所長後，得修習所外（含校際選課）相關課程。Aside from graduation thesis, one must take 24 credits of course, and must obtain consent from the chair of the graduate school if one is to take one-fourth of the relevant credits courses and programs outside the graduate school (including inter-school programs)

(二) 外語要求（參閱各類語言檢核標準）： Foreign language requirements (please refer to the verification and approval criteria of each of the language test)

學生入學後，參加學位考試前須取得以下證明： After admission, the student must obtain following proof before attending degree test:

1. 第一外國語：英語或其他外國語能力鑑定「高級」。

First foreign language: English or the competence of other foreign language verified as “advanced.”

2. 第二外國語：若以英語鑑定者，須通過「中高級」以上語言鑑定；若非以英語鑑定之其他外國語者，須通過「中級」以上能力鑑定。

Second foreign language: if the student is to be verified in English, he must pass “intermediary-advanced” level of language competence; if he is to be verified in language other than English, he must pass “intermediary” level of language competence.

(三) 外籍學生於修業年限內，須補修「台灣文學史」、「文學批評」。曾修讀上述科目者，得憑中文或英文成績單於註冊日向所辦公室申請參加抵免測驗，通過測驗之科目得免補修。

Foreign students has to make up with courses as “History of Taiwan Literature” and “Literary Criticism” during the period of study, and those who have attended the above-mentioned courses can hold their Chinese or English transcript to the institute office to apply for test exemption. The courses passed can be exempted from make-up.

(四) 凡本所碩士班畢業之學生，若考取本所博士班者，不得重複修習碩士班已修習及格之科目；外校碩士班畢業而考取本所者，於校際選課時，不得重複修習原畢業學校碩士班已修習及格之科目。If the graduating students of the institute like to apply for Ph. D program, they cannot repeat taking those courses they have already taken and passed; those students who have graduated from other schools and have been enrolled in the graduate school cannot, during the inter-school course selection, repeat taking courses they have taken and passed in their previous school.

(五) 與本所簽訂校際選課合約學系，其開設課程之相關修習規定，均依合約協議書（或要點）內容辦理。

The departments that have concluded inter-school course-selection contract with the graduate institute should follow on the agreement of the contract (items of stipulations) for the stipulations with regard to taking relevant courses and programs.

三、學術活動要求：Requirements of academic activity

(一) 參加學術研討會發表論文 3 次，或於有審查制度之學術刊物發表論文至少 3 篇。

(二) 修業期間全程參加全國性學術會議至少 6 次，並需提出報告。

(三) 本所舉辦之學術活動，研究生皆有協助並全程參與之義務。

1. Attend academic conference and release paper thrice, or release at least three articles on the academic journal with screening system
2. During the period of study, attend at least 6 times of national academic conferences, and submit report
3. For all of the academic activities held by the graduate school, the graduate students are responsible to assist and attend throughout.

四、申報論文題目：Application for thesis topic

(一) 申報時間：得自二年級上學期起，至畢業論文考試前一學期，均可申報。

(二) 申報辦法：於各學期申報之日起（見行事曆），至所辦公室領取「題目申報單」2 份，送請指導教授簽名後，在期限前交回。

（指導教授如係校外人士，請以另紙寫出其現職、通訊處、連絡電話等一併交回）。

(三) 原已申報但需更改題目者，可在其後各學期之申報論文題目期間重填申報單，並在申報單右上角以紅筆加註「更改題目」。

(四) 預計申請畢業論文考試前一學期，仍可大幅度更改論文題目，惟須重新提出畢業論文初審；預計提出畢業論文考試當學期，只可小幅度更改論文題目。

1. Time of application: the student can put forth the application from the first semester of the second year to the previous semester before the examination.
2. measures of application: starting from the very date of the application in each semester (refer to school calendar), the student go to the institute office and collect two copies of "topic application form" for signature by the supervisor, and they should be turned in before the deadline.
* if the supervisor is external member of the school, please list out their present position, correspondence, and phone number, and send them back to the school.
3. The topic that has applied but needs for modification can re-fill the application form during the period of thesis application in subsequent semester, which should be mark with "topic change" at the right top corner in red pen on the application form.
4. The student can, still, largely change the thesis topic one semester before the examination for the graduation thesis; however, before significant modification of the topic, it is necessary to re-propose preliminary review of the graduation thesis. During the semester that the graduation thesis is to be submitted, only minor change to the topic will be acceptable.

五、畢業論文初審：preliminary review of the graduation thesis

(一) 於提出畢業論文初審前，必須通過本所外語及學術活動要求。

(二) 於提出論文考試前，在論文完成三分之二或十萬字時提報畢業論文初審，並繳交論文初審本一式 4 份。初審會議於每年三月及十月舉行，欲提報者，請於二月或九月提出申請。

(三) 審核方式：由所長聘請委員三位（含指導教授）進行口頭審查。

(四) 已通過畢業論文初審而欲大幅度修改論文題目者，須於更改論文題目後，重新提出畢業論文初審。

(五) 未通過論文初審者，當學期不得申請論文考試，並於次學期始得重新提出畢業論文初審。

1. The student must have passed the requirements of foreign language and academic activity before putting forth the preliminary review of the graduation thesis
2. Before putting forth the examination for graduation thesis, the preliminary review of the graduation thesis can be submitted when the thesis is completed by two-third or by 100,000 words, while the version for the preliminary review of the thesis should be reproduced in 4 copies. The preliminary review meeting will be held in March and October, and students who like to apply for it should submit their application in February or September.
3. Manner of review: the chair of the graduate institute will invite a panel of three members (including the supervisor) to conduct oral review.
4. The students who have passed preliminary review of graduation thesis and would like to largely modify their thesis topic have to re-propose for preliminary review of graduation thesis after topic change
5. The students who have not passed preliminary thesis review cannot re-apply for examination of thesis at the semester, and they can only put forth preliminary review of graduation thesis at the next semester.

六、須具備下列條件始得申請畢業論文考試： One must be equipped with the following criteria before making application for examination of graduation thesis:

- (一) 修畢應修習之學分。
- (二) 完成本所之外語、學術活動要求。
- (三) 通過畢業論文初審。

1. Complete taking all of the required credits
2. Complete the requirements of foreign language and academic activities by graduate students of the institute
3. Pass the preliminary review of the graduation thesis

七、申請畢業論文考試：Application of examination for graduation thesis

(一) 具備申請畢業論文考試之條件後，於每學期開始皆可辦理口試(截止日每學期另行公布)。

申請期間請至所辦公室洽取申請表一份，並繳交口試論文7本。指導教授之口試論文由學生負責送達，其餘口試委員部份，由所辦公室寄發。

(二) 完成畢業論文考試申請手續後，由本所安排於三至六週內舉行口試。於學期中舉行口試者，約於學期結束時方能領到畢業證書；若為謀職或留學之需，可向註冊組申請畢業證明書。

1. when the student is equipped with the requirements of examination for graduation thesis, he can pick an application form at the institute office and hand in 7 copies of oral thesis during the period of application as proposal defense can be conducted at the beginning at every semester (deadline will be announced every semester). The oral thesis of the supervisor will be delivered by responsible student, while the rest of the oral panel will be delivered by the institute office.

2. Upon the completion of the application procedures for the examination of the graduation thesis, the institute will arrange the proposal defense to be held within 3 to 6 weeks. The graduation diploma can be obtained by the end of semester, if it is for the sake of applying for job-placement or studying abroad, the students can apply for certificate of graduation from the registrar.

八、離校手續及繳交論文： Leaving school procedures and hand-over of thesis

(一) 學生通過學位論文考試後，至本所辦理離校手續時，應先行至「政大全球校友網頁」更新個人資料，並繳交修訂完成之學位論文精裝本 2 冊、還清所借圖書。

(二) 凡未繳交論文而欲先行辦理離校手續者，本所不予核可。

1. After the students have passed the examination of degree thesis, they can come to the institute office and administer school-leaving procedures. They should, first, update their personal information at “Global Alumni Webpage of National Cheng Chi University, hand in two edited hard-copies of degree thesis, and returned all of the loan books to the library.

2. The institute office can disapprove any students who have not hand in their thesis and would like to process their school-leaving procedures.

九、本辦法經所務會議通過後實施，修正時亦同。

9. The regulations will be implemented after approval at the meeting of the graduate school, and the same for modification.