

國立東華大學材料科學與工程學系碩士班修業要點

Materials Science and Engineering, National Dong Hwa University Degree Requirements for the MS Program

98.05.06	97 學年度第 2 學期第 3 次系務會議通過
98.06.11	97 學年度第 2 學期第 2 次教務會議通過
99.04.27	98 學年度第 2 學期第 2 次系務會議通過
99.06.09	98 學年度第 2 學期第 2 次教務會議通過
101.02.29	100 學年度第 2 學期第 1 次系務會議通過
101.03.07	100 學年度第 2 學期第 1 次教務會議通過
105.11.16	105 學年度第 1 學期第 2 次系務會議通過
106.05.31	105 學年度第 2 學期第 2 次教務會議通過

一、 法源依據：

本要點依據本校學則、博士班、碩士班研究生學位授予辦法及相關法規訂定。

I. Legal foundation

These requirements have been formulated in accordance with NDHU - Academic Regulations, the guidelines for the award of degrees for PhD and Master programs and other relevant laws and regulations.

二、 入學資格：

(一) 凡於國內經教育部立案之各公私立大學校院或符合教育部採認規定之國外大學校院畢業，獲得學士學位或學士班應屆畢業生，或具有報考大學碩士班同等學力資格者，經本校碩士班研究所招生考試錄取者（含甄試），得進入本系碩士班修讀碩士學位。

(二) 外國學生得依本校「外國學生入學辦法」之規定申請入學。

II. Admission requirements

- i. Applicants with a Bachelor's degree from a public or accredited private university or independent academy or a foreign university which has been approved by the Ministry of Education or students in their graduation year or with equivalent academic qualifications will be admitted to the MS program of the department after passing the entrance exam for the NDHU MS programs (including a screening test).
- ii. Applications submitted by foreign students are handled in accordance with the regulations stated in Admission Guidelines for Foreign Students.

三、 修業年限：

碩士班修業以一至四年為限

III. Program length

1 to 4 years

四、 修課規定：

- (一) 詳如本系碩士班課程規劃表。
- (二) 本校碩士生均須完成「學術研究倫理教育課程」並達及格標準，或提出「學術研究倫理教育」相關課程之修課通過證明（須經系所認定抵免）。出示修課證明始得申請學位考試；未完成本課程者，不得申請學位考試。

IV. Program requirements

- i. Based on the curriculum plans for the MS programs offered by the department
- ii. The master students have to complete "academic research ethics education" course and pass the requirement, or file "academic research ethics education" related-courses that you have earned the course-credits already (The admission of course-credit is determined by department committee). Only showing the proof that you have earned the credit, you are eligible to apply for master-degree examination. If you unfinished the course, you are not eligible to apply for the master-degree examination.

五、 學分抵免

- (一) 碩士班研究生於大學部期間先修之研究所課程成績在 B-以上時，且不列入大學部畢業學分，可以申請學分抵免，最高抵免 6 學分。依「大學生連續修讀碩士學位實施要點」規定入學者，抵免學分數得超過畢業學分數的二分之一。
- (二) 申請抵免學分應於取得學分後次學期（新生為入學後第一學期）選課加退選截止一週前提出，並經本系教學暨課程委員會審核。
- (三) 申請抵免學分時須繳交下列各項資料：
 - 1. 申請表
 - 2. 不列為大學畢業學分證明
 - 3. 成績單。

V. Credit transfer

- i. Graduate students who have successfully completed graduate-level courses and earned grades of B- or higher during their undergraduate studies may apply for the transfer of a maximum of 6 credits if these credits didn't count toward the student's undergraduate credit requirements. If admissions are based on the NDHU Guidelines for the Transfer from Undergraduate to Graduate Programs, the number of transferred credits may exceed 50% of the total credits required for graduation.
- ii. Applications for credit transfer have to be submitted one week before the end of the course addition and withdrawal period in the semester following the acquisition of credits (newly admitted students have to submit applications in the first semester after enrolment). Applications are reviewed by the Academic Affairs and Curriculum Committee of the Department.
- iii. The following documents have to be submitted for credit transfer applications:

(A) Application form

(B) Proof that credits haven't been applied to undergraduate degrees

(C) Score reports

六、關於指導教授之規定

- (一) 指導教授必須為本系助理教授（含）以上之專任教師擔任。若有特殊原因，得經系務會議通過，選非本系之專任教師為共同指導教授。
- (二) 指導教授之選定須於入學後一年內完成，並繳交指導教授同意書。
- (三) 變更指導教授需經原指導教授、新指導教授及系主任之書面同意。

VI. Regulations regarding thesis supervisors

- i. Thesis supervisors have to be selected from the full-time faculty of the department and have to be at least assistant professors. Under special circumstances, joint supervising professors may be selected from the full-time faculty of other departments upon approval by the Department Affairs Committee.
- ii. Thesis supervisors have to be selected within one year after enrolment and letters of consent by the professors have to be submitted.
- iii. If thesis supervisors have to be replaced, written permission has to be obtained from the original supervisor, the new supervising professor, and the department dean.

七、碩士學位考試：

- (一) 碩士學位論文（含摘要）須符合國立東華大學學位論文格式規範。學位考試通過後應將論文摘要及全文電子檔上網建檔（依照國立東華大學圖書館學位論文摘要及全文電子檔建檔規範辦理），並繳交論文四冊（一冊系收藏，三冊本校圖書館陳列及彙轉教育部指定之度藏單位收藏）。
- (二) 碩士學位考試委員會置委員三至五人，校外委員至少佔三分之一以上，委員需具備下列資格之一者，由系主任提請校長遴聘之。碩士班研究生之配偶或三親等內血親或姻親，不得擔任其碩士學位考試委員。
 1. 曾任教授、副教授或助理教授者。
 2. 擔任中央研究院院士或曾任中央研究院研究員、副研究員或助研究員者。
 3. 獲有博士學位，在學術上著有成就者。
 4. 屬於稀少性或特殊性研究領域，在學術上或專業上著有成就者。前項第二款至第四款之提聘資格認定標準，由本系教師評議委員會審核之。
- (三) 學位考試以口試行之，並應依下列規定辦理：
 1. 口試以公開舉行為原則，須於事前公佈口試時間、地點及論文題目。
 2. 學位考試委員應親自出席學位口試，不得委託他人為代表，碩士學位考試委員會至少應有委員三人出席，始得舉行。
 3. 學位考試委員會由委員互推一人為召集人；但指導教授不得擔任召集人。

4. 學位考試成績，以七十（B-）分為及格，一百分（A+）為滿分，評定以一次為限，並以出席委員評定分數平均決定之，有二分之一以上出席委員評定不及格者，以不及格論。
5. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會議處。
6. 學位考試成績不及格，而其修業年限尚未屆滿者，得於次學期或次學年重考，重考以一次為限；重考成績仍不及格者，應令退學。
7. 已申請學位考試之研究生，若因故無法於該學期內完成學位考試，應於學校行事曆規定學期結束日之前報請學校撤銷該學期學位考試之申請。逾期未撤銷者，以一次不及格論。
8. 學位考試成績不及格，而其修業年限尚未屆滿者，得於次學期或次學年重考，重考以一次為限；重考成績仍不及格者，應令退學。

VII. Degree exam

- i. The Master's thesis (including the abstract) has to conform to the NDHU format guidelines for academic theses. Upon successful completion of the degree exam, the thesis abstract and the complete digital file have to be uploaded and archived in accordance with the relevant library guidelines. The student also has to submit four copies of the thesis (one copy will be stored in the department, the second copy will be displayed in the library, while the final two copies are forwarded and stored in archives designated by the Ministry of Education)
- ii. The MS degree exam committee consists of 3 to 5 members. External examiners have to make up at least 1/3 of the committee membership. Committee members have to meet one of the criteria stated below and are appointed by the President on request of the Department Dean. Spouses, third-, second-, and first-degree blood relatives, and relatives by marriage are not eligible to serve as exam committee members
 - (A) Previous tenure as professor, associate professor, or assistant professor
 - (B) Appointment as an Academician at Academia Sinica or previous appointment as a research fellow, associate research fellow, or assistant research fellow
 - (C) PhD degree holders with outstanding academic achievements
 - (D) Representatives of rare or unique fields of study with outstanding academic or professional achievements

The qualification criteria for appointment based on items 2 to 4 are determined by the Faculty Evaluation Committee of the department.
- iii. The degree exam is administered as an oral exam in accordance with the following regulations:
 - (A) The oral exam is a public event. The exam time, location, and thesis topic have to be announced in advance.
 - (B) The degree exam committee members are required to personally attend the oral

exam and may not commission others to serve as substitutes. A minimum of three committee members have to be present during the exam.

- (C) One of the committee members other than the supervising professor serves as convenor.
- (D) The passing grade for the degree exam is 70 (B-), while the full score is 100 (A+). Scores are only assessed once and the final score is the average of the scores awarded by each attending committee member. If students receive non-passing grades from at least 1/2 of the attending committee members, the exam is considered failed.
- (E) If plagiarism or fraud is detected in the thesis by the degree exam committee, the exam is considered failed and the student will be penalized by the NDHU Student Disciplinary Committee.
- (F) Students who have failed their degree exams and haven't reached the maximum program duration may retake the exam in the next semester or academic year. Students who fail their exam a second time will be expelled.
- (G) Students who have already submitted an application for their degree exam and are unable to attend the exam in the respective semester for certain reasons should petition the university to withdraw their applications before the end of the semester as specified in the event calendar. If students fail to withdraw their applications, the exam is considered failed.
- (H) Students who have failed their degree exams and haven't reached the maximum program duration may retake the exam in the next semester or academic year. Students who fail their exam a second time will be expelled.

八、 本校對已授予之碩士學位，如發現論文有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

VIII. If it is discovered that students who have been awarded Master's degrees have committed plagiarism or fraud in the composition of their thesis, their degree will be revoked and already handed out diplomas have to be returned upon verification of fraud allegations.

九、 本要點如有未盡事宜，依教育部有關法令及本校學則、規章辦理。

IX. Matters not specified in these guidelines are handled in accordance with relevant Ministry of Education decrees and university regulations and rules.

十、 本要點經系務會議通過後公告實施，並報教務會議備查，修正時亦同。

X. These guidelines and all amendments are subject to ratification by the Department Affairs Committee before they are made public and implemented and have to be reported to the Academic Affairs Committee for future reference.