

**Institute of China and Asia-Pacific Studies**  
**National Sun Yat-sen University**

Applicable to the students enrolled from academic year 2014.

Date of latest revision: 2014/03/11 (The 6th Faculty Council of ICAPS, 2014)  
Date of approval: 2014/04/22 (The 3th Faculty Council of the College of Social Science, 2014)  
Approved by the President of NSYSU on 2014/04/30

**Article 1**

These regulations are in accordance with the 'Degree Conferral Law' of the Ministry of Education and the 'General Articles' and 'Graduates Degree Examination Articles' of NSYSU.

**Article 2**

International students must follow the regulations of the University to apply to doctoral programs.

**Article 3**

Students should choose one of the three doctoral programs provided by the Institute of China and Asia-Pacific Studies (the Institute hereafter): Politics, Economics, and Law.

**Article 4**

Regulations in Residence:

1. Weekly attendance: Before completing the minimum course credits requirement of doctoral programs, students should attend classes of their selection for the semesters. If applying for a scholarship, students should follow schedules provided by their advising professors.
2. Duration of doctoral programs: from a minimum of 2 years to a maximum of 7 years according to the Ministry of Education (not including the entrance retention and any period of officially applied temporary leave).
3. Course credits and course requirements:

- A. Students' course selection must follow the regulations of the Institute.
  - B. The maximum number of course credits selected for each semester is 12 (including courses from other graduate programs), and the minimum is 6 course credits (including courses from other graduate programs).
  - C. The Institute may admit a maximum of 12 course credits from a Master's program that students had completed during their Master's degree studies.
4. Submission of Dissertation Title and Selecting the Dissertation Supervisor(s)
- A. Students' dissertation title and selection of the dissertation supervisor(s) must be submitted to the Institute Committee for its approval.
  - B. Student must pass the oral examination for their dissertation plan and meet the requirements by attending the designated conferences or speeches set up for students before applying for the oral defense of their dissertation.
  - C. The member list of the committee of dissertation advisors must be submitted to Institute Committee for its approval.
  - D. If students intend to change the title of their dissertation or their supervisor(s), they must submit the form "Application of Changing Dissertation Supervisor and Title of Dissertation" to the Institute Committee for its approval. If students intend to apply for a supervisor change after they pass the oral examination for their dissertation plan, they must apply for a new oral examination.

#### **Article 5**

The Qualifying Examination for Doctoral Candidacy:

Definition of semester: First (Fall term) semester is from August 1<sup>st</sup> to January 31<sup>st</sup> of next year.

Second (Spring term) semester is from February 1<sup>st</sup> to July 31<sup>st</sup>.

1. Doctoral students should follow university regulations, and complete 30 credits (not including dissertation) before applying for qualifying examination.
2. Students should apply for the qualifying examinations to be held in the following semester. The time and location of the examination will be decided by the Institute. It is usually held during the term of a semester and in the University.
3. The qualification for the examination:
  - A. Students must pass the examination in 2 years after enrollment and no more than 5 years (not including temporary leave). Upon failing the examination, student will be dropped from the program.
  - B. If students estimate that they will obtain the course credit requirement in the preceding semester, they can then apply for the qualifying examination held in the following semester.
  - C. The qualifying examination comprises both compulsory and elective subjects. The compulsory subjects are for the compulsory courses set up within the specific program (Politics, Economics, or Law) chosen by the students at their entrance into the Institute. The

elective subjects cannot be changed after students submit their application for the examination.

- D. Examination subjects comprise two parts:
    - I. As compulsory subjects in the examination, students must select two compulsory courses that they have completed and passed within their specific doctoral program.
    - II. As the elective subjects in the examination, students must select two elective courses that they have completed and passed within their specific Doctoral or Master program.
  - E. The scope of the examination is in accordance with the reference book list decided by the Institute. The content of the reference book list should be related to the courses of the programs.
  - F. Each subject's passing grade is B-. Upon failing the exam, students are only permitted to retake exams for the same subject once.
  - G. Students must take two compulsory subjects set up for their specific program and two elective subjects. The exam time for each subject is from 8:30am to 5:30pm.
  - H. Students can apply for the elective subject exam only after passing the compulsory subject exam. Compulsory Subject Exam Schedule: first week of October and first week of March. Elective Subject Exam Schedule: last week of December and last week of May.
  - I. If students intend to cancel the examination, then they must apply for a cancellation two weeks prior to the exam date.
4. Oral Examination for Dissertation Plan
- A. After passing their qualifying exams for doctoral candidacy, candidates can then report their choice of dissertation supervisor to the Institute Committee for approval.
  - B. In cases when the student's supervisor has difficulty in advising him/her, it is the student's responsibility to apply for a change of supervisor.
  - C. The committee of advisors must include any combination of at least 3 professors, associate professors, or assistant professors as members. The committee of advisors must be reported to the Institute committee for its approval.
  - D. The committee of advisors must hold an oral exam for the candidates' dissertation plan. Six months after passing the oral exam for the dissertation plan, the candidate can apply for an oral defense of the dissertation.
5. Publication: The candidate must achieve one of the two following forms of publication before applying for the Ph.D. degree examination:
- A. Publish one article as the single author or co-author of two authors in any SSCI or TSSCI journals within the period of Ph.D. program study, or
  - B. Obtain two points by publishing in non-SSCI or TSSCI journals with peer-review system:  
Points computation method:
    - \* single author: he or she gets 1 point
    - \* two authors: each author receives 0.5 point
    - \* three or more authors : each author receives 1/3 point
6. The student must take and pass any one of the following language proficiency tests and report the certificate of the exam to the Committee of Institute for its admission at least one month before

applying for the oral exam for their dissertations:

- A. TOEFL iBT: 47 or above.
  - B. GEPT (national English test): Intermediate level or above
  - C. TOEIC: 550 or above
  - D. IELTS: 4.0 or above.
  - E. Received a Master's degree offered by universities in an English speaking country.
  - F. Obtaining a language proficiency certificate of any other languages.
7. Ph.D. Dissertation Examination:
- A. Students must complete the course requirements and the other regulations to apply for the degree examination along with the recommendation of their supervisor, within the duration limits of the program.
  - B. The dissertation title must be reported to the Institute Committee upon obtaining the approval of the supervisor.
  - C. One month prior to the candidate's oral defense of their dissertation, the doctoral candidate must organize a public presentation of his/her dissertation.
  - D. The dissertation's oral defense is open to the public.
  - E. According to Regulations 10, 11, and 13 of the University's Graduate Degree Evaluation, the members of the oral defense committee are nominated by the dissertation supervisor. The committee must comprise five to nine members, with at least a third of its members coming from academic institutes other than NSYSU. The supervisor should nominate one of the members to be the committee organizer; the supervisor cannot be nominated as the organizer.
  - F. The duration of dissertation oral defense is 3 hours, and can be extended by one hour if necessary.
  - G. After question period, the examinee must leave the examination room to allow the committee members to deliberate. If more than 1/3 of the members decide on a non-passing grade, the defense is a non-pass. If the committee decides on a "conditional pass," the student should make the necessary corrections to get the committee's approval. In case that student refuses to make corrections, the committee can decide to fail the student.
  - H. The passing grade for a dissertation is B-. Upon passing the oral defense, the committee recommends that the Institute extend a request to the University to confer a Doctoral Degree in Social Sciences to the student.
  - I. Upon failing the oral defense, the candidate can apply for a re-examination only once. Upon failing the second time, the candidate will be dropped in accordance with National Sun Yat-Sen University of Academic policy.

## Article 6

Candidates must attend at least 10 academic conferences or speeches held by the Institute before applying for the degree examination.

### **Article 7**

Candidates who fulfill all the aforementioned requirements can apply for graduation.

### **Article 8**

This list of regulations is passed by the Institute and the College of Social Science, NSYSU, and thereby signed by the President of the University. Any amendment of these regulations must follow the same procedure.

