

NATIONAL TAIWAN OCEAN UNIVERSITY
CRITERIA OF THE INTERACTION BETWEEN DOCTORAL/GRADUATE STUDENTS AND
DISSERTATION/THESIS ADVISORS

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Article 1

The Criteria are formulated to govern the interaction between the doctoral/graduate students and their dissertation/thesis advisors.

Article 2

A doctoral/graduate student should choose a dissertation/thesis advisor (hereinafter referred to as the advisor) within a prescribed deadline given by a department/graduate institute, and submit the letter of consent of the advisor to the office of the department/graduate institute for processing matters about registration.

Article 3

When a doctoral/graduate student intends to change his/her advisor or when the advisor is unable to continue providing guidance, the following two documents should be presented to the department head or the director of the graduate institute for ratification. The change of advisor shall take effect ten days after the ratification under the premise that no violation is found against the related regulations of the department/graduate institute.

1. Letter of statement from the doctoral/graduate student

The letter of statement should indicate that "the student will not use the previous advisor's research outcomes as the main body of the student's dissertation/thesis without the written consent of the previous advisor." Moreover, the letter of statement should be made in two original copies; one of which is provided to the previous advisor, while the other one shall be kept on file of the office of the department/graduate institute. However, the letter of statement should be provided to the previous advisor within one week after the ratification of the department head or the director of the graduate institute.

2. Letter of consent from the new advisor

When a doctoral/graduate student chooses two professors as his/her dissertation/thesis advisors and thereafter intends to terminate the advisor-advisee relationship with one of the professors, the Subparagraph 2 of the preceding paragraph

does not apply. When it is imperative for a doctoral/graduate student to change the advisor as a result of the death of the advisor, the doctoral/graduate student need not provide the letter of statement set forth in Subparagraph 1.

Article 4

A department head or a director of the graduate institute should provide necessary assistances to a doctoral/graduate student who is unable to find an advisor.

Article 5

A doctoral/graduate student who previously changed the advisor is required to submit a draft of the dissertation/thesis to the previous advisor ten days prior to the oral defense. In case of any dispute in the letter of statement from the doctoral/graduate student, the previous advisor should file a complaint with the office of the department/graduate institute five days prior to the oral defense. The oral defense shall be postponed when such complaint is filed. Such dispute should be subject to the decision made in the meeting of the Department/Graduate Institute Affairs Committee within one month.

Article 6

An advisor who intends to terminate the advisor-advisee relationship with a doctoral/graduate student for some reasons should inform the department/graduate institute of the matter in writing. The department/graduate institute shall thereafter notify the doctoral/graduate student to file an application for change of the advisor pursuant to Article 3 of the Criteria. However, the doctoral/graduate student may request the department/graduate institute to conduct an investigation for a comprehensive understanding of the situation so as to protect the rights and interests of the student.

Article 7

Where a doctoral/graduate student in his/her final semester of the prescribed maximum study duration (the fourteenth semester for a doctoral student and the eighth semester for a graduate student) who is qualified for an oral defense but fails to obtain the consent from his/her advisor for taking the oral defense, the student may file a complaint with the department/graduate institute.

A department/graduate institute should, upon acceptance of a complaint from a doctoral/graduate student, should process the matter pursuant to its regulated procedures, and notify the student about the results in writing within one month.

Article 8

When a doctoral/graduate student fails to conform to the Criteria with respect to the change of advisor, the degree examination of the student shall be considered invalid.

Article 9

In order to enhance the educational quality for doctoral/graduate students and mitigate the workload pressure of advisors providing dissertation/thesis guidance, each department or graduate institute should, after taking its characteristics into account, formulate appropriate regulations governing the maximum number of students to which an advisor may give dissertation/thesis guidance; however, formulation of such regulations should be reported to the Academic Affairs Committee for ratification and recordation.

Article 10

The Criteria shall be enacted for implementation upon the approval of the Academic Affairs Committee and the ratification of the President of National Taiwan Ocean University.

Note : The Criteria are enacted in Chinese. In case of any discrepancy between the English version and the Chinese text, the Chinese text shall prevail.