

國立暨南國際大學教育政策與行政學系碩士班研究生修業規則

National Chi Nan University Department of Educational Policy and Administration

Academic Regulations for Master's Program Students

<p>第一章 總則</p> <p>第一條 本校教育政策與行政學系（以下簡稱本系）為維持碩士班研究生修業之品質，以及修業之共同規範，特依相關辦法訂定碩士班研究生修業規則（以下簡稱本規則）。</p>	<p>Chapter I General Principles</p> <p>Article 1 The Department of Educational Policy and Administration (hereinafter the Department), in order to maintain the quality and the common standards of the Master's program, hereby establishes the Academic Regulations for Master's Program Students in accordance with the relevant regulations (hereinafter the Regulations).</p>
<p>第二章 入學</p> <p>第二條 本系碩士班研究生之入學、修課、考試及畢業等有關事項，依本校學則及本規則辦理。</p>	<p>Chapter II Admission</p> <p>Article 2 The admission, course taking, examination and graduation of the master students of the Department are processed according to the Regulations of National Chi Nan University (hereinafter the University) and the Regulations.</p>
<p>第三條 本系碩士班每學年招生名額依教育部規定辦理。</p>	<p>Article 3 The yearly admission quota of master's program graduate student of the Department is governed according to the regulations of the Ministry of Education.</p>
<p>第三章 修業與選課</p> <p>第四條 本系碩士班研究生之修業年限，以一至四年為限。</p>	<p>Chapter III I Course Taking</p> <p>Article 4 The number of years of study in the master's program is limited to one to four years.</p>
<p>第五條 本系碩士班課程依性質分為核心課程、專業課程兩類，畢業時合計應至少修讀三十二學分。課程架構與規定如下：</p>	<p>Article 5 The master's program of the Department is divided into two categories: core courses and professional courses, which should be taken for at least 32 credits upon graduation. The course structure and regulations are as follows.</p>

<p>一、核心課程：為本系重點所在，其目的在充實研究生對教育政策與行政研究之理論以及方法論之基礎，核心課程包括必修課程六學分。</p> <p>二、專業課程：目的在培養研究生有關教育政策與制度及組織行為與領導兩方面的專業知識及實際研究的能力和經驗。其中分成「教育政策與制度」、「組織行為與領導」兩個領域。</p>	<p>1. Core Curriculum: The core curriculum is the focus of the Department and is designed to enrich the theoretical and methodological foundations of educational policy and administrative research for graduate students.</p> <p>2. Professional Curriculum: The purpose is to develop graduate students' professional knowledge and practical research skills and experience in both educational policies and systems and organizational behavior and leadership. The program is divided into two areas: "Educational Policy and System" and "Organizational Behavior and Leadership".</p>
<p>第六條</p> <p>本系碩士班研究生入學後，一般研究生以全時方式進修之研究生，前二學期至少各需修習九學分；以部份時間方式進修之在職研究生（含報考一般生，但入學後實際上有專任工作且在職者），每學期至多以修習十二學分為上限。</p>	<p>Article 6</p> <p>After admission to the master's program, graduate students who are generally pursuing full-time studies in the Department are required to take at least 9 credits in each of the first two semesters. The maximum number of credits per semester for part-time graduate students (including those who are enrolled in general studies but have a full-time job and are working) is 12.</p>
<p>第七條</p> <p>本系碩士班研究生得選修他系所之課程，但須經本系同意，方採計其學分，至跨校選修部份，依本校相關規定辦理。本系碩士班研究生得選修他系所之課程，但須經本系同意，方採計其學分。至於跨校選修部份，依本校相關規定辦理，以六學分為原則。</p>	<p>Article 7</p> <p>Graduate students in the master's program of the Department may take courses from other departments, but only with the consent of the Department. As for interdisciplinary elective courses, they are subject to the relevant regulations of the University and are divided into 6 credits.</p>
<p>第八條</p> <p>入學前已在他系所獲得學分者，其原修習課程如與本系碩士班課程相似，其學分採計辦法，依教育部及本校相關規定辦理。</p>	<p>Article 8</p> <p>If a student has received credits from another department prior to enrollment, and the course is similar to that of the master's program in the Department, the credit calculation method will be in accordance with the relevant regulations of the Ministry of Education and the University.</p>
<p>第九條</p> <p>本系研究生各科學業成績以一百分為滿分，七十分為及格；不及格者不得補考，必修科目應予重修。</p>	<p>Article 9</p> <p>The Department's graduate students will receive a perfect score of 100% and a passing grade of 70% in all academic subjects; no make-up exams will be allowed for those who fail, and required subjects should be retaken.</p>

第四章 論文指導

第十條

指導教授以本系專任教師為優先，本系兼任教師為次，兼任教師每屆以指導一人為限。退休、外系或校外教師需配合本系一位專任教師，每屆以指導一人為限，採雙指導。

第十一條

指導教授之決定由研究生先行洽詢教師意願，並填寫申請書（含預定論文題目）向本系辦公室登記並致發指導教授聘函。

第十二條

本系碩士班研究生論文題目之選定，需徵得指導教授及系主任之同意。

第十三條

研究生對論文題目之修改及論文內容之研究與撰寫，應受指導教授之指導。指導教授之變更須經新任指導教授及系主任之同意，並會知原指導教授。

第五章 考試、畢業

第十四條

本系碩士班研究生學科考試依下列規定辦理：

一、本系碩士班研究生於修畢二十四學分，得於學期正式上課後第四週申請學科考試。

Chapter IV Thesis Instruction

Article 10

The full-time teachers of the Department are the priority for the adviser, and the part-time teachers of the Department are the second. The part-time teachers are limited to one person per session. Retired, foreign department or off-campus teachers need to cooperate with a full-time teacher of the Department. Each session is limited to one mentor, with dual mentoring.

Article 11

The decision of the adviser(s) will be made by the graduate student in consultation with the faculty member first, and the application form (including the pre-determined thesis topic) will be registered with the department office and a letter of appointment of the adviser will be sent.

Article 12

The selection of thesis topics for graduate students in the master's program requires the approval of the adviser(s) and the department chair.

Article 13

Graduate students should be guided by adviser(s) in revising the thesis topic and in researching and writing the content of the thesis. The change of adviser(s) must be approved by new adviser(s) and the department chair. The former adviser(s) shall be informed with the change.

Chapter V Examination, Graduation

Article 14

The examinations for the master's degree program of the Department are conducted in accordance with the following regulations:

1. After completing 24 credits, graduate students in the master's program may apply for an examination in the fourth week of the semester after the official start of classes.

二、學科考試共考三科，必考科目為「教育政策分析」、「教育行政學研究」及「行政法研究」三科選考兩科；選考科目由研究生自行決定，並得以期刊論文等抵免相關學科考試科目，其抵免方式依本系「碩士班學生抵免學科考規則」辦理。

三、學科考試不及格之科目得於次學期申請重考，但以一次為限。

四、本系碩士班學生在學期間，如通過國家考試或其他相當職級之考試，則可抵免相關科目。

第十五條

碩士班研究生論文口試之申請，應依下列程序辦理：

- 一、每年四月底或十一月底以前向系辦公室提出申請。
- 二、填具申請書一式三份，並附指導教授推薦簽名。

第十六條

碩士學位論文提綱委員會由三人組成之，除指導教授外，另遴聘兩位口試委員。口試委員之遴聘，需徵得指導教授及系主任同意，並於一週前由系辦公室公告提綱時間及地點。

本系碩士生申請學位論文提綱時，需一併檢附學術倫理教育修課通過證明。

本系碩士班研究生申請論文口試之規定如下：

- 一、研究生於碩士資格考試及格後，於上學期十一月底或下學期四月底以前向系辦公室提出論文口試申請。

2. The three required subjects are "Educational Policy Analysis," "Educational Administration Studies," and "Administrative Law Studies". The subjects to be taken are determined by the graduate students themselves, and they may be given credit for the relevant academic examinations in the form of journal papers, etc. The method of crediting is in accordance with the Department's "Regulations on Crediting Academic Subjects for Master's Students".

3. Students may apply for a retest in the following semester if they have failed the subject, but only once.

4. Students who pass the national examinations or other examinations of equivalent rank during their studies in the Master's program will be granted credit for the relevant subjects.

Article 15

The following procedures shall be followed for the application of oral examination of thesis for master's degree students:

1. Applications are submitted to the department office by the end of April or November each year.
2. Fill out three copies of the application form and attach the signature of the adviser(s).

Article 16

The Master thesis proposal committee consists of three members, in addition to the adviser, and two oral examiners. The appointment of the oral examiners must be approved by the adviser and the department chair, and the time and place of the proposal will be announced by the department office one week in advance.

When applying for a degree thesis, master's students must also submit a certificate of passing the academic ethics education course.

The following are the rules for the oral examination of thesis applications for the master's degree program:

1. After passing the master's qualifying examination, graduate students must submit the application for the oral examination of their dissertation to the department office by the end of November of the first semester or the end

二、填具申請書一式三份，並附指導教授推薦簽名。

三、碩士學位論文口試委員會由三人組成之，除指導教授外，另遴聘兩位口試委員。口試委員之遴聘，需徵得指導教授及系主任同意。指導教授為口試委員會當然委員，並至少有校外委員一人。學位論文口試委員須全體親自出席始得進行口試，指導教授不得擔任口試委員會主席。

四、論文口試成績以七十分為及格，一百分為滿分，並以全體委員評定分數平均決定之。但有二分之一以上委員評定不及格時，其修業年限尚未屆滿者，得於次學期或次學年申請重考一次，重考仍不及格者，應予退學。

第十七條

本系碩士班學位論文口試成績不及格，其修業年限尚未屆滿者，得於次學期或次學年申請重考。重考以一次為限，重考成績不及格者，應予退學。

第十八條

研究生在規定期限內，合於下列各項規定，始得畢業並授予碩士學位：

- 一、修滿規定科目與學分，成績及格並通過學科考試。
- 二、學位論文口試及格。

第十九條

學生之學位論文有抄襲或舞弊情事，經口試委員審

of April of the next semester.

2. Fill out three copies of the application form and attach the signature of the adviser.
3. The oral examination committee for master's degree dissertation shall be composed of three members, in addition to the adviser, two other oral examiners shall be appointed. The appointment of the oral examiners must be approved by the adviser and the department chair. The adviser shall be an ex-officio member of the oral examination committee, and there shall be at least one external member. All members of the degree dissertation oral examination committee must be present in person to conduct the oral examination. The adviser may not serve as the chair of the oral examination committee.
4. A passing grade of 70 points and a perfect score of 100 points in the oral examination of thesis shall be determined by the average of the scores of all members of the committee. However, if more than one-half of the members fail the examination, the student may apply for a retake in the next semester or the following academic year. If the student still fails the retake, he/she should be withdrawn from the course.

Article 17

Students who have failed the oral examination for their master's degree may apply to retake the examination in the next semester or the following academic year if they have not yet completed their academic year. The retake is limited to once, and those who fail the retake should be withdrawn from the course.

Article 18

A graduate student shall graduate with a master's degree after meeting the following requirements within the prescribed period:

1. Complete the required subjects and credits, pass the grades and pass the subject examination.
2. Pass in the oral examination of the degree thesis.

Article 19

Students who have plagiarized or committed fraud in their

<p>查確定者，以不及格論。如已授予學位，撤銷並追繳已發之學位證書。</p>	<p>degree thesis, as determined by the oral examination committee, will be deemed to have failed the examination. If the degree has already been awarded, the degree will be revoked and the certificate issued will be recovered.</p>
<p>第六章 附則</p>	<p>Chapter VI Supplementary Provisions</p>
<p>第二十條 本規則如有未盡事宜，依教育部有關法令及本校學則等其他有關規定辦理。</p>	<p>Article 20 Any matters not covered by the Regulations shall be governed by the relevant laws and regulations of the Ministry of Education and other relevant regulations such as the University's Academic Regulations.</p>
<p>第二十一條 本規則得由本系碩士班依教學與研究發展之需要修訂之。修訂草案得經由系主任提出，或經本系專任教師三人以上連署，提交系務會議討論。經系務會議通過修訂後之規則，其適用日期及對象，依系務會議決議辦理。</p>	<p>Article 21 The Regulations may be amended by the department's master's program in accordance with the needs of teaching and research development. The proposed amendment may be submitted to the departmental council for discussion by the department chair or by three or more full-time faculty members. The date and target audience of the revised rules approved by the departmental council shall be determined by the resolution of the departmental council.</p>
<p>第二十三條 本規則經系務會議及院務會議通過，提請教務會議備查後實施，修訂時亦同。</p>	<p>Article 23 These rules and regulations are approved by the departmental council and the faculty council and submitted to the faculty senate for review and implementation, as well as when they are amended.</p>