

Department of East Asian Studies, National Taiwan Normal University

Master's Degree Program Study and Examination Regulations

(For new students enrolling in 2022)

2020.01.10 Passed at the 2nd DEAS-GIPS Affairs Joint Meeting of the 1st Semester of Academic Year of 2018

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Section 1 General Provisions

- Article 1 These regulations have been formulated in accordance with National Taiwan Normal University's (hereinafter referred to as NTNU or "the University") *Regulations for Degree Conferrals and Graduate Student Examinations*.
- Article 2 Students who enroll in and successfully complete this department's master's degree program shall be awarded a Master of Social Science (M.S.S.) degree.

Section 2 Courses and Credits

- Article 1 The minimum number of credits required for graduation is 30 credits, including 12 credits of required courses, 12 credits of elective courses within the curriculum, and 6 credits of free elective courses.

1. Required courses (12 credits):

Credits completed shall include 6 credits (2 courses) of department-mandated courses and 6 credits (2 courses) of required courses for the student's major. Details of the required courses for the master's program are provided in the appendix.

2. Elective courses within the curriculum (12 credits):

Students may choose any 4 elective courses from the 2 curricula of the master's program (Culture and Its Application/Politics, Economics, and Regional Development).

3. Free elective courses (6 credits):

Students may choose up to 6 credits of master's level courses from other departments or institutes outside of the university (including those within the National Taiwan University System). Excess credits will not be counted towards graduation credits.

Article 2 The term of study for the master's program shall be 2 to 4 years. Students may apply for a suspension of studies for a maximum of 2 years.

Article 3 Excluding suspensions of studies, students shall enroll in no fewer than 9 credits of department-mandated courses in each semester of the first year, and no fewer than 6 credits of department-mandated courses in the first semester of the second year. If there

are extenuating circumstances, students may submit a statement detailing those circumstances to the Department Chair for approval and report it in a department affairs meeting.

Article 4 Before applying for the master's degree examination, students must pass at least one of the following foreign language graduation requirements (language proficiency tests must be taken within 5 years of the application for the degree examination to be considered valid) to be eligible for graduation:

1. Equivalent to or higher than a passing score on the first stage of the CEFR Upper Intermediate Level on a domestic or foreign English proficiency test
2. JLPT Japanese Language Proficiency Test: N3 and above.
3. TOPIK Korean Language Proficiency Test: TOPIK II Intermediate – Level 3 and above.
4. European languages (French, German, Italian, Spanish): A2 and above in a language proficiency test.
5. Southeast Asian languages (Vietnamese, Thai): Elementary Level or A2 and above in a language proficiency test.

Section 3 Thesis Advisor Application

Article 1 Students may apply for a thesis advisor at the start of the first semester of the first year and report to the Department Chair for approval within the time limit.

- Article 2 Students must apply for a thesis advisor no later than before the end of the second semester of the first year and report to the Department Chair for approval.
- Article 3 In principle, full-time faculty shall be given priority when selecting a thesis advisor.
- Article 4 Full-time faculty members in the department may only advise up to 4 Taiwanese students from each academic year (based on the admission year of the student) and may only advise up to 12 current Taiwanese students in total.
- Article 5 Students may not seek out thesis advisors from other departments or institutions at their own discretion. If a student wishes to employ a faculty member from another department or institution as a second thesis advisor, it must be for academic considerations. The student must first consult with a full-time faculty member of the department, so that the faculty member may submit a reason statement and seek approval from the Department Chair.
- Article 6 If a student wishes to change their thesis advisor, they shall submit the “Application for Change of Thesis Advisor.” A student may only change their advisor one time during their term of study. The application must be signed and approved by both the original

and new advisor and submitted to the department affairs meeting for approval before the advisor can be changed. Students who apply for a change of advisor after passing the thesis proposal oral examination shall retake the examination.

Article 7 If a student has not chosen a thesis advisor by the start of the first semester of their second year, the Department Chair shall be assigned as the student's temporary advisor. The student's permanent thesis advisor shall be determined at a department affairs meeting prior to the end of final examinations in the second semester of the second year.

Article 8 If a student wishes to change his/her thesis advisor but cannot obtain the approval of the original advisor, the student may submit a written application to the department. Upon receipt of the application, the department shall hold a department affairs meeting within one month and notify the applicant and their advisor of the department's resolution in writing.

Section 4 Master's Thesis Proposal Oral Examination Application

Article 1 After completing their thesis proposal and with the advisor's approval, students may apply for the thesis proposal oral examination (before the end of September during the first semester or before the end of March during the second semester). The thesis proposal presentation and oral examination shall be completed before the end of the semester in which the application was submitted. Students who wish to apply to take

the degree oral examination via video conferencing must receive prior approval from their thesis advisor and the department affairs meeting. The entire oral examination shall be recorded and archived.

Article 2 Students must first apply for a thesis advisor and complete 6 required course credits for their major before they are eligible to apply for the thesis proposal oral examination. There must be at least a two-month interval between the thesis proposal oral examination application and the thesis advisor application, and there must be at least a one-month interval between the thesis proposal oral examination application and the date of the official oral examination.

Article 3 A list of oral examination committee members shall be submitted by the thesis advisor to the Department Chair for approval. The thesis proposal and all related materials shall be sent to the oral examination committee members 2 weeks prior to the examination.

Article 4 The oral examination committee members for the master's thesis proposal oral examination shall be selected by the thesis advisor and assigned after approval by the Department Chair. There must be 3 to 5 oral examination committee members, including the thesis advisor. One-third of the committee members must comprise non full-time faculty members of the university; however, if a student has two advisors, two of the oral

examination committee members must be attached to another institution. The qualifications required for master's thesis proposal oral examination committee members shall be the same as those required for master's degree examination committee members.

Article 5 The thesis proposal shall include the following contents: research purpose, literature review, research methods, thesis outline, and references.

Article 6 Students wishing to change the topic of their thesis after the thesis proposal has been published must obtain the signature and approval of the thesis advisor to apply for the change. The application for the change shall be submitted to the Department Chair for final approval. A student may only change the thesis topic one time.

Section 5 Master's Degree Examination and Oral Examination:

Article 1 After completing the thesis proposal oral examination and with the advisor's approval, students may apply for the master's degree examination in the following semester. Students wishing to take the master's degree oral examination via video conferencing must receive prior approval from their thesis advisor and the department affairs meeting. The entire oral examination shall be recorded and archived.

Article 2 Students who wish to apply for the master's degree examination shall obtain a master's degree examination application during registration at the start of the semester and

register with the department office to be added to the list of expected graduates. There must be at least a one month interval between the date of the degree examination application and the date of the official degree examination. The application schedule is as follows:

1. First semester:

- 1) The application must be submitted before the end of November and the credit audit and application must be completed.
- 2) The degree examination must be taken within the timeframe indicated in the university's academic calendar. The grades and records of the oral examination shall be submitted to the Department Office within 3 days after the oral examination is completed.

2. Second semester:

- 1) The application must be submitted before the end of April and the credit audit and application must be completed.
- 2) The degree examination must be taken within the timeframe indicated in the university's academic calendar. The grades and records of the oral examination shall be submitted to the Department Office within 3 days after the oral examination is completed.

Article 3 Before students can apply for the degree oral examination, they must have obtained the

credits required for graduation and fulfill the following criteria:

1. Participation in 10 academic events during the term of study (including seminars, academic discourse, and workshops), at least 3 of which must be hosted or co-hosted by the Department of East Asian Studies.
2. Publication of at least one academic paper in academic conference proceedings or a journal with a scholarly review mechanism; or, in the absence of a published paper, certification from a journal's editorial board which indicates approval for publication. The paper shall be sent to the Department Office for review and archiving.

Article 4 The thesis advisor shall create a list of oral examination committee members for the master's degree examination and submit it to the Department Chair for approval. The thesis and all related materials shall be sent to the oral examination committee members 2 weeks prior to the examination.

Article 5 The oral examination committee members for the master's degree examination shall be selected by the thesis advisor and assigned after approval by the Department Chair. There must be 3 to 5 oral examination committee members, including the thesis advisor. At least one third of the members must be non-fulltime faculty members of the university. If a student has two advisors, two of the oral examination committee members must be attached to

another institution. Oral examination committee members must meet the following qualifications:

1. Current or former professor, associate professor, or assistant professor.
2. Academician of Academia Sinica and current or former researcher, associate researcher, or assistant researcher at Academia Sinica.
3. Possessing a doctoral degree with significant academic achievements.
4. The field of research is rare, a special discipline, or a professional practice, and the candidate has significant academic or professional achievements.

The qualifications listed in numbers 3 and 4 in the previous subparagraph shall be evaluated and approved by the Department-Institute Affairs Joint Meeting after a written explanation by the thesis advisor.

Article 6 The master's degree examination is passed if approved by two-thirds or more of all committee members with an average grade of B- (70/100) or higher. Students who fail the degree examination and have not reached the maximum term of study may retake the examination in the following semester or academic year. Students may only retake the examination once. If the examination is retaken, the highest score awarded shall be a B- (or 70/100). Those who fail the second examination shall be withdrawn from the program. The degree examination shall be completed during the expected semester of graduation, and the date that the grade report was sent to the Office of Academic Affairs

shall be registered as the date of passing.

Article 7 After passing the master's degree examination, students shall obtain the School-leaving Procedures list and other materials from the Department Office and complete the required procedures in accordance with regulations in order to receive their degree certificate.

Section 6 Supplementary Provisions

Article 1 Matters not addressed herein shall be handled in accordance with the University's *Degree Conferral and Graduate Student Examination Regulations, School Regulations*, and other related regulations.

Article 2 These regulations shall become effective upon approval at the DEAS-GIPS Affairs Joint Meeting and the CISS Affairs Meeting and submission to the Office of Academic Affairs for review and approval. The same shall apply to all future amendments.

[Appendix] National Taiwan Normal University Department of East Asian Studies

Master's Program Course Guide

Applicable Entry Year	Required Course Credits	Curriculum Elective Course Credits	Free Elective Course Credits	Min. Graduation Requirement
2022	12	12	6	30

1. Required Courses: 12 Credits

Department-mandated courses: 2 courses, 6 credits; required courses in the major field: 2

courses, 6 credits

Course No.	Course Code	Course Name	Credits	Semester		Notes
				1st	2nd	
489	EAM0001	Seminar on East Asian Studies	3	3	0	Department-mandated course
492	EAM0031	Seminar on Research Design and Academic Writing	3	0	3	Department-mandated course
411	EAM0044	Humanities Research Methodology	3	3	0	Culture and Its

Course No.	Course Code	Course Name	Credits	Semester		Notes
				1st	2nd	
						Application
491	EAM0045	Special Topics on East Asian Thought	3	0	3	Culture and Its Application
412	EAM0002	Social Sciences Methodology	3	3	0	Politics, Economics, and Regional Development
492	EAM0043	Special Topics in International Relations	3	0	3	Politics, Economics, and Regional Development

2. Elective Courses within the Curriculum: 12 Credits

Choose any 4 elective courses (12 credits) from the 2 curricula of the master's program (Culture and Its Application/Politics, Economics, and Regional Development).

3. Free Elective Courses: 6 Credits

Students may choose up to 6 credits of master's program courses from other departments or institutes outside of the university (including those within the National Taiwan University System).

Excess credits will not be counted towards graduation credits.