

# Regulations Governing the Master Program of Chemical Engineering and Materials Science (Academic year 2009)

Approved at the 1<sup>st</sup> Department Faculty Meeting of 2005 dated Sept. 5, 2005  
Amended and approved at the 2<sup>nd</sup> Department Faculty Meeting of 2006 dated Sept.7, 2006  
Amended and approved at the 5<sup>th</sup> Department Faculty Meeting of 2008 dated Dec.4, 2008

Article 1 Eligibility for admission to master program is divided into: 1) full-time student status, and 2) part-time student status. For admission eligibility and requirements, see Yuan Ze University's recruitment brochure issued in the current year.

## Article 2 Period of Study

The period of master's degree study for full-time students is normally two years, not to exceed four academic years; the period of study for part-time student status is normally three years, not to exceed four academic years. A part-time student not successfully completing all prescribed courses or not finishing his or her thesis during his or her period of study may be extended for two more years. A student conforming to the requirements of Article 7 may apply for early graduation. For any change of the period of study, see Yuan Ze University's recruitment brochure issued in the current year.

## Article 3 Courses and Credits of Study

- 1) Full-time students registering for the program are required to earn a minimum of 24 credits, including at least 18 credits at least of CEMS courses (exclusive of undergraduate courses), in addition to a 6-credit thesis and non-credit seminars, in order to graduate. For courses you plan to take, please refer to the required/elective course schedule bulletined in the current year. In the "Seminar" course, full-time students are required to attend the entire four semesters prior to graduation except those planning to graduate early; they can be accepted to attend only the prescribed number of semester during their studies in Yuan Ze. Foreign students and overseas Chinese students are allowed to add a 3-credit course in lieu of four-semester attendance of the "Seminar" course.
- 2) Part-time students registering for the program are required to earn a minimum of 33 credits, including at least 27 credits of CEMS courses (exclusive of undergraduate courses), in addition to a 3-credit thesis, in order to graduate. For courses you plan to take, please refer to the required/elective course schedule bulletined in the current year. The "Special Topics" course will be accredited as two courses (3 credits each) at most within the minimum credits for graduation.

## Article 4 Selection of Thesis Advisor

- 1) Within two weeks after checking in for the program a student, has to contact three or more potential advisors from departmental faculty members to be aware of their preference regarding research orientations, and also to obtain their signatures on the Advisor Signature Sheet. After speaking to them, select a thesis advisor for yourself from the Advisor Signature Sheet, and deliver it to the departmental office.

- 2) After completion of advisor selection, the student is required to check in with his or her selected advisor's laboratory within one week. Violating this, the advisor may thus disqualify the student from thesis advising. In case of failing to decide your advisor within the period indicated above, full-time students are required to complete it prior to the registration date of the year they enrolled at Yuan Ze; part-time students are required to complete it prior to July 30, the end of the first academic year they enrolled at Yuan Ze. Those failing to decide their advisors within the period indicated above will be automatically arranged a designated advisor by the department.

#### Article 5 Change of Thesis Advisor

- 1) To change advisor, the student must get his or her original advisor's approval and file his or her petition prior to the end of October of the year he or she stated the program at Yuan Ze.
- 2) The student, once his or her petition for changing advisor is approved by his or her original advisor prior to late February, the end of the first semester of the year he or she enrolled at Yuan Ze, must repay his or her original advisor all the subsidies for research project provided previously by his or her original advisor, before he or she is allowed continue.
- 3) With a New advises the student needs to stay one extra semester to graduate.
- 4) Part-time students are thus required to extend for one year to graduate.

Article 6 The student, either to discontinuing his or her schooling at Yuan Ze or transferring to another school without a reasonable reason, must repay his or her original advisor all the subsidies for research project provided previously by his or her original advisor.

#### Article 7 Early Graduation

- 1) The quality and quantity of thesis must meet advisor's requirements for graduation.
- 2) For early graduation students must conform to one of the following requirements:
  - a) Those enroll in five-year integrated bachelor-master program.
  - b) Those conforming to the requirements of Article 3, have successfully completed all the prescribed courses and credits and whose academic standing is within top 30% of the class, grade ranking being computed in accordance with the class's student body of the current year; whose grade for two courses from the curriculum "Choices of Two Out of Four Elective Topics" is within top 50% of the class, grade ranking being computed in accordance with the course's student body of the current year.

#### Article 8 Preliminary Examination of Master's Thesis

Full-time and part-time students, respectively no later than the fifth semester and the sixth semester, two weeks prior to the application deadline for thesis oral examination, must complete the procedure of preliminary examination for their theses, together with presenting their individual letters of recommendation provided by their thesis advisors. The preliminary examination of thesis including oral defense will be administered by 3 expert examiners

holding the rank of assistant professor or higher, or having doctoral degrees. A student failing this examination may be given one reexamination; failure to pass the second examination will disqualify the student from earning the degree.

#### Article 9 Requirements of Final Oral Examination

Each master's thesis student must pass this final oral examination administered by the Oral Examination Committee consisting of 3 to 5 internal and external graduate faculty members in order to graduate. A student failing this examination may be given one reexamination one month after the final oral examination; failure to pass the second examination will disqualify the student from earning the degree.

#### Article 10 Any matters not stipulated here will be governed by Yuan Ze University's Degree Examination Bylaw.

#### Article 11 The Regulations herein will come into effect after approval by the Department Faculty Meeting. Amendments to the Regulations shall follow the same procedure.