

長庚大學電機工程學系碩士班研究生修業規定（111 學年度入學適用）

## **Regulations for Master Program ( For 2022 Academic Year )**

112/09/14 課程委員會議修訂

一、本規定依照「長庚大學學則」訂定之。

### **General**

Department of Electrical Engineering in Chang Gung University (denoted as 'the department' below) made the following requirements based on the " **University Regulations of Chang Gung University** "

二、碩士班修業期限

一般生以一至四年為限不得延長，在職進修研究生未修滿應修科目、畢業學分或未完成學位論文者，得申請延長二年。

### **Duration of the master's program**

Duration of a student's master program must be between one to four years and can't be extended. For students who possess a full-time job during the master program and have not finished all the requirements for graduation, the duration may be extended up to a total of six years per the department's approval.

三、兼職與獎助學金

1. 以一般生身份入學之研究生，不得在校內外兼職。
2. 以在職進修身份入學之研究生及領有專任薪俸者，不得兼領教學獎助學金，但參與研究計劃之研究津貼則不在此限。
3. 領有教學獎助學金之研究生，需負擔本所安排之助教性質工作。

### **Part-time job and assistantship**

1. Graduate students enrolled as full-time students are not allowed to have a part-time job on or off campus.
2. Graduate students who possess a full-time job and receive a full-time salary shall not apply for or receive teaching assistantship except for research stipend from a research project.
3. Graduate teaching assistantship recipients shall conduct assistance assignments arranged by the department.

四、選擇指導教授

1. 研究生須於入學後第一學期二週內選定論文指導教授(附件一)，其論文指導教授應由本所教授、副教授或助理教授擔任。

2. 學生在進行論文中不得任意變更論文指導教授，如因故確須更換者，必須以書面向本所申請，再經原指導教授或所務會議通過後方可更換。研究生更換指導教授以一次為原則，更換指導教授時間需為每年一月底或六月底，請填寫工學院研究生更換指導教授申請表(附件二)，並需於更換指導教授滿一學期後始可提出學位考試申請(新增共同指導教授則不在此限)。

### **Advising**

1. All graduate students must have the advisor decided within the first two weeks after enrollment (Appendix I). A master advisor (denoted as advisor below) must be a full professor, an associate professor, or an assistant professor of the department.
2. During the dissertation study, students are not allowed to change the advisor; if must, students should submit a paper-based application to the department and such change must be approved by the original advisor or the departmental meeting. Application for mentoring alternation must be submitted to the department at the end of either January or June, he/she may submit “Application Form for changing academic advisor, College of Engineering (Appendix II) “, and application for graduation cannot be submitted within one semester after the mentoring alternation. Mentoring alternation is limited to once only (Excluding added a co-advisor).

### **五、修習學分**

1. 研究生至少須修滿38學分（包含學報討論、專題研究以及論文）。
2. 研究生選修他校之課程應經指導教授及所長同意後，並依「長庚大學校際選課實施辦法」辦理。
3. 碩士班新生，如其大學部所選修之研究所課程未計入大學畢業學分時，可在入學第一學期加退選截止日前提出學分抵免申請，但最多以抵免6學分為限。

### **Courses and credits**

1. Students must complete at least 38 credits in total, including seminars, research project and dissertation credits.
2. Students must obtain the approval from their advisors or the director of the department if they wish to take courses from other universities. The cross-university courses must comply with the ‘Cross-university course taking rules of Chang Gung University’.
3. If a student has taken graduate-level courses that were not accounted for undergraduate graduation requirements, he or she may submit an application for those courses to be counted as part of the graduation requirement before the deadline of adding or dropping courses in the first semester of enrollment. The maximum of those credits is 6 credits.

### **六、英文能力檢測之完成（依「工學院研究生英文能力檢測實施方案」訂定）**

- （一）第一學期開學二週內學生須提出工學院研究生英文能力檢核表（附件三），附通過英文檢定佐證資料，送至系辦存檔紀錄。

## English Proficiency Requirements

I. Students are required to submit the English proficiency form for graduate students of the College of Engineering (Appendix III), and should provide the related certificate documents and send to the program administrative office for validation within two weeks of the first semester.

(1). 通過者可不需進行英文能力檢定。未提出檢核表者視為未通過。未通過者須於申請學位口試前完成所規定之替代方案。

i. Those who pass the English score criteria do not need to take the English proficiency test. Those who did not submit the proficiency form will be deemed as failed. Those who fail must complete the English alternative program before applying for the thesis oral defense examination.

(2). 學生於就學期間通過英文檢定標準時，可立即更新檢核表資料，即可選擇終止替代方案。

ii. When students pass the English score criteria during the study period, they can immediately update the English proficiency form and choose to terminate the alternative program.

(3). 未通過英文檢定標準者，就學期間請其指導教授持續輔導，督促學生儘速通過英文檢定或完成替代方案。

iii. For those who fail the English score criteria, their supervisors should continue to provide counseling during the study period, and urge the students to pass the English proficiency test or complete the English.

(二) 僅111學年（含）前註冊入學者適用以下規定：曾自英語系國家取得前一個學位，或英語列為該國官方語言之外籍生無需提出抵免，視同已符合英文畢業門檻，請填寫研究生英文能力檢核表，並繳交系所備查。

II. The following regulations apply only to students enrolled before the 111 academic year (inclusive): Students whose latest degree was from English-speaking countries (English is used as a medium of instruction) or students were from countries where English is the official language are exempt from the named English proficiency tests. Students who meet the above criteria please complete the English proficiency form and send to the program administrative office for validation.

(三) 學生申請學位口試前須通過以下至少一項之校外英文檢定標準(入學前兩年內有效資料)：

1. 全民英檢中高級初試及格。
2. PBT托福500分(含)以上。
3. 電腦CBT托福173分(含)以上。
4. 網路iBT托福61分(含)以上。
5. 外語能力測驗(FLEPT-English)平均成績65分(含)以上。

6. IELTS 5級(含)以上。
7. 多益測驗(TOEIC) 600分(含)以上。
8. 劍橋領思英語檢測(Linguaskill)145分(含)以上。
9. Englishscore：325分(含)以上(採計自本校正式測驗成績)
10. 其他同等級之國際通用英檢能力測驗(須提供佐證資料送系所審查)。

III. Master students need to take and pass any of the following tests before applying for the thesis oral defense examination ( valid documents within two years before enrollment )

- i. Passed the First-stage GEPT High-Intermediate level
- ii. PBT/ITP TOEFL 500(inclusive) or above
- iii. CBT TOEFL 173(inclusive) or above
- iv. iBT TOEFL 61(inclusive) or above
- v. FLPT average 65(inclusive) or above
- vi. IELTS level 5(inclusive) or above
- vii. TOEIC 600
- viii. Linguaskill 145(inclusive) or above
- ix. Englishscore 325 (inclusive) or above, (adopted from the official test scores of CGU)
- x. Other equivalent international English proficiency tests (supporting materials must be provided and sent to the program administrative office for validation).

(四) 申請學位口試前未能通過上述英文檢定標準者，須完成以下任一替代方案：

IV. Those who fail to pass the above-mentioned English score criteria before applying for the thesis oral defense examination must complete one of the following alternative programs：

1. 學生可報名參加長庚大學校內英文檢定，並須通過本方案規定之英文檢定標準。
  - i. Students are required to participate in the on-campus English proficiency test and must pass the English score criteria stipulated in this regulation.
2. 未通過/未參加英文檢定者，可修一門英文加強課程(附件四之任一門課程)，成績及格者可替代畢業所需英文能力檢定。修課至多以四學期為限視為通過，停修不列入計算。
  - ii. Those who do not take or pass the English proficiency test need to take one intensive English course (any one of the courses in Appendix IV). Those who pass the intensive English course can replace the English proficiency test required for graduation. Courses taken are limited to four semesters, which can be accepted as pass. Dropped courses are not included in the calculation of the number of semesters.
3. 學生可參加多次校內英檢或校外多益英檢，符合語言中心進步成績標準者，可視為通過。校內外多益英檢成績不得混合比較計算。
  - iii. Students who have participated in the on-campus English proficiency test or the off-campus TOEIC English test form any times, and their scores meet the progress standards of the language center, can be accepted as pass. Scores of on-campus and off-campus TOEIC English tests cannot be mixed and compared for calculation.

## 七、學位考試資格審查

1. 學生於修滿規定學分後，且達最低修業年限時，得於當年所務會議決定的「研究生學位考試申請截止日」前，填妥申請表格，附上論文初稿與符合下列三項初審標準之一的證明文件，經指導教授簽名後向本所提出「學位考試資格審查」初審之申請。初審通過者，由本所安排學位考試（即論文口試）相關事宜。
  - (1) 論文被國、內外期刊或會議接受，且為論文第一作者（扣除指導教授）：交付已發表之論文抽印本（論文已發表），或論文原稿與接受函（論文已接受但尚未發表）。
  - (2) 執行本校技合處或研發處登記在案之產學案，且執行內容與論文一致：交付產學案結案報告及參與證明，並註明本校登記案號。
  - (3) 論文內容屬長期學理或技術發展、或初期發展階段尚不宜發表：交付指導教授應允於下年度結束前（延遲一年）發表論文之說明函，並經本所審查通過者。
2. 未通過「學位考試資格審查」者，得於下一學期重新提出申請。

## Degree Qualification Examination

1. After the graduate student has obtained the required credits and met the minimum requirement of years of enrollment, the student may apply for the first review of the qualification of degree examination, which is the dissertation defense. To apply for this review, the student has to submit the application form signed by the advisor, a dissertation draft, and one of the following three documents of proof. If the student passes the review, the department will arrange for the dissertation defense.
  - [1] A paper that is first-authored by the student (excluding the advisor). This paper has to be already either accepted or published by a journal or a conference, either international or domestic. If the paper is published, the reprint has to be submitted. Otherwise, the manuscript and the acceptance letter must be submitted if the paper has been accepted but not published.
  - [2] If the student has participated in an industry-university cooperative research project that is registered with the Office of Technology Development and Industry Liaison or the Administrative Office of Research Affairs of Chang Gung University, the student may use the final report of this project and the proof of participation as a graduation requirement. The project registration number should be noted.
  - [3] If the paper's content is not suitable for immediate publication because it is a long-term theoretical or technical development or still in the early-phase study, the student should submit a letter from the advisor to promise for the publication before the end of next academic year (with a delay of one year). This letter must be approved by the student's department.
2. For those who fail to pass the review of degree exam qualification, a new application may be filed at the following semester.

## 八、學位考試

碩士學位考試依「長庚大學碩、博士學位考試實施細則」之規定，學位考試及格並修滿規定學分者始准予畢業。碩士論文書寫方式中、英文皆可，但均須含中、英文摘要。

### **Degree examination**

The degree examination is held according to the “Graduate degree examination rules of Chang Gung University”. The degree will be granted after the credit requirement is met and the passage of the degree examination. The master’s thesis can be written either in Chinese or in English, but the abstract must be in both Chinese and English.

### 九、逕行修讀博士學位審查作業

相關事項依「長庚大學碩士班研究生逕行修讀博士學位規定」辦理。

### **Direct persuasion of the PhD degree**

The direct admission to PhD program (from the master program) is administered according to the “rules of direct admission to PhD program for master students in Chang Gung University”

### 十、其他

本規定於所務會議通過後實施；修改後亦同。本規定由通過時該學年度之新生開始實施。其他未盡事宜，依「長庚大學學則」規定辦理。

### **Other notes**

This regulation will become effective after approved by the department. The same procedure applies to the revision of this regulation.

All other matters that are not mentioned here shall be handled according to the regulations of Chang Gung University.