

國立東華大學環境學院人文與環境碩士學位學程修業要點

Student Academic Regulations Master of Humanity and Environmental Science Program, National Dong Hwa University

103.11.10 103學年度第1學期環境學院第1次院務會議修正通過

103.12.17 103學年度第1學期第3次教務會議修正通過

104.01.12 103學年度第1學期環境學院第2次院務會議修正通過

104.04.01 103學年度第2學期第1次教務會議核備通過

106.11.28 106學年度第1學期環境學院第3次院系務會議修正通過

109.03.09 108學年度第2學期第1次系院聯合行政會議修正通過

109.11.30 109學年度第1學期環境學院第1次院系務會議修正通過

109.12.30 109學年度第1學期第2次教務會議修正通過

一、國立東華大學環境學院人文與環境碩士學位學程（以下簡稱本碩士班）為規範碩士班研究生修業事項，依據本校學則、學位授予辦法及相關規定，特訂定本修業要點。

1. The Humanity and Environmental Science Program (HES hereafter) at National Dong Hwa University herein specifies the academic regulations for its master program in accordance with the regulations and relevant guidelines for awarding of a degree from this university. Academic regulations listed below apply to all master's students in the HES.

二、入學資格：

2. Enrollment:

(一) 公立或立案之私立大學或獨立學院或經教育部認可之外國大學各學系畢業具有學士學位，或應屆畢業或具有同等學歷之資格，經本校碩士班研究生入學考試通過者（含甄試），得進入本碩士班修讀碩士學位。

2.1. Students holding a bachelor degree from a local or foreign university or college or holding a bachelor-equivalent diploma recognized by the Ministry of Education, R.O.C., and passing the entrance examination of the master program may enroll in the master program.

(二) 符合教育部訂定之「外國學生來華留學辦法」、「外國學生來台就學辦法」，及「國立東華大學外國學生入學辦法」修讀碩士學位者，得進入本碩士班修讀碩士學位。

2.2. Foreign students meeting requirements of the “MOE Regulations Regarding International Students Undertaking Studies in Taiwan” by the Ministry of Education, R.O.C., and “Admission Guidelines for Foreign Students” by National Dong Hwa University may enroll in the master program.

(三) 申請轉系所組學生，依本校「學生轉系（所）辦法」之規定辦理。

2.3. Transfer students meeting the requirements of “Transfer Regulations” by the National Dong Hwa University may enroll in the master program.

(四) 新生因重病、懷孕、生產、哺育三歲以下幼兒或接獲兵役單位征集令，不能按時入學者經檢具有關證明於註冊前申述理由，向本校申請保留入學資格並獲准者，得延後進入本碩士班修讀本碩士學位。

2.4. New students with serious illnesses, pregnancy, maternity leave, caring for a child under 3 years-old or a receipt of draft order for military service may file an application to postpone enrollment in the doctoral program. Before registration, relevant documents should be submitted to retain enrollment qualification during postponement.

三、 修業年限：碩士班一般生修業以2至8學期為限，但在職研究生，得延長其修業年限4學期。

3. Years of enrollment:

Full-time students may enroll in the master program for at least two but no more than eight academic semesters before receiving the master degree. Part-time students may apply for an extension of four academic semesters if necessary.

四、 修業規劃：本碩士班提供研究型及實用型兩種修業規劃，前者著重研究能力的養成，後者以專業訓練為主。本碩士班最低畢業學分數詳如課程規劃表。

4. Course requirements:

Course requirements vary with student choice of writing a research thesis or a technical report. A research thesis focuses on enhancing research ability. A technical report focuses on specialty training. The master program requires students to complete the minimum credit hours mentioned in “Course Requirements” before obtaining the master degree.

五、 學分抵免：

5. Exemption of credits:

(一) 本碩士班研究生在入學前曾修過相關課程之學分，抵免學分之資格依「國立東華大學辦理學生抵免學分辦法」辦理。

5.1. According to the “National Dong Hwa University policy for substitution of credits”, students in the master program may apply to be exempt from credits of related courses completed before enrollment.

(二) 申請抵免學分應於取得學分後次學期(新生為入學後第1學期)選課加退選截止1週前提出，並經環境學院課程規劃委員會審核。

5.2. With the approval of the Council of Academic Affairs of the College of Environmental Studies, students may apply to substitute credits in the semester following the course in which the credits were completed. This application should be made before the add / withdrawal deadline of the following semester. Students in their first semester of enrollment have the entire semester to make

this application.

(三) 學分抵免依下列方式審核：修習本校或他校碩士班以上相關課程（修習成績達70分以上）且未計入其他學位畢業學分數者，經指導教授同意，得申請抵免學分，申請以一次為限。

5.3. Criteria for credit exemption: With the approval of the advisor, required credit hours of the postgraduate degree may be waived if equivalent credits were obtained previously and did not count towards any graduation credit hours. In addition, the grades for these must be above 70 (or B-). Students may apply for exemption only one time.

(四) 申請抵免學分時須繳交下列各項資料：1.申請表，2.未列入大學畢業學分證明，3.成績單。

5.4. Applicants shall submit an Application Form for Credit Exemption as well as an original copy of transcript to apply for credit exemption.

六、指導教授之選定：

6. Thesis advising:

(一) 碩士生應於入學後1學期內，提出指導教授同意書，送學程辦公室、院核備。

6.1. Students in the master program must identify a thesis advisor before the end of the first semester of enrollment. Students should submit the Agreement as Thesis Advisor form with the advisor's signature to the College and Department Office.

(二) 碩士生指導教授以環境學院、原住民族學院，及人文社會科學學院內專任助理教授以上教師擔任為原則，特殊狀況須以書面向系辦公室提出申請，經學程主任審查通過後方得邀請系外教師擔任共同指導教授。

6.2. In principle, a thesis advisor should be at least a full-time assistant professor in the College of Environmental Studies, College of Indigenous Studies, or College of Humanities and Social Sciences. Exceptions may be made with the approval of the Chair of the Humanity and Environmental Science Program if necessary to invite a thesis advisor from outside these three colleges.

(三) 碩士生變更指導教授，需提出書面申請，經原指導教授、新指導教授及學程主任同意後始得變更。

6.3. Students wishing to change thesis advisors must file an application and obtain approval of original thesis advisor, new thesis advisor, and chairperson of the HES master program.

七、碩士學位考試：

7. Master thesis examination:

(一) 學位考試以口試行之，並應依下列規定辦理：

7.1. A master thesis examination should take the form of an oral defense. Students completing the

following requirements may schedule their master thesis defense.

1. 口試以公開舉行為原則，須於事前公佈口試時間、地點及題目。
 - 7.1.1. The master thesis defense shall be held in public. The time, location, and master thesis topic shall be announced prior to the defense.
2. 學位考試委員應親自出席學位口試，不得委託他人為代表，碩士學位考試委員會至少應有委員三人出席，始得舉行。
 - 7.1.2. The Examination Committee must be present and shall not be replaced by another person. The Examination Committee must contain at least three examiners.
3. 研究型修業規劃之碩士生的學位考試，採個別辦理；實用型修業規劃之碩士生的學位考試，於每學期期末統一辦理。
 - 7.1.3. Date of the thesis defense for a research thesis may be scheduled individually. Date of the defense for technical report should be scheduled at the end of the semester with other defenses of technical reports.
4. 學位考試成績，以70 (B-) 分為及格，100 (A+) 為滿分，評定以1次為限，並以出席委員評定分數平均決定之，但碩士學位考試有二分之一以上出席委員評定不及格者，以不及格論，不予平均。
 - 7.1.4. Score for the master thesis defense is determined by averaging scores from examiners attending the defense. An average score of at least 70 (B-) when no more than half of the committee grant a score lower than 70 is required to pass the examination. The possible full score for a thesis defense is 100 points (A+).
5. 已申請學位考試之研究生，若因故無法於該學期內完成學位考試，應於學校行事曆規定學期結束日之前報請學校撤銷該學期學位考試之申請。逾期未撤銷者，以1次不及格論。
 - 7.1.5. Students may withdraw the application for thesis defense before the end for the semester. Failure to withdraw by the deadline will be recorded as failure of the thesis defense.
6. 論文有抄襲或舞弊情事，經學位考試委員會審查確定者，以不及格論，並送本校學生獎懲委員會議處。
 - 7.1.6. Any instance of plagiarism or unethical conduct in a master thesis, as evaluated and confirmed by the Examination Committee, will lead to a non-passing grade for the thesis. The case shall then be sent to the disciplinary committee of the university.
7. 學位考試不通過而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1次為限，重考不及格者，即令退學。
 - 7.1.7. Any student failing the first master thesis defense before the year limit of enrollment may apply to retake the master thesis defense in the following academic semester or the following academic year. Any student failing the second thesis defense shall be dismissed from the program.

(二) 碩士生需於每學期學位考試申請系統截止日前上網提出口試申請，並檢附以下紙本資料向系上提出申請：

7.2. Students in the master program shall apply for their oral defense before the defense application deadline of that semester (scheduled by NDHU). Application is via the online system. The application is not complete until the HES office receives the following documents:

1. 學位考試申請書。

7.2.1 Oral defense application form.

2. 學位考試口試委員名冊。

7.2.2 Name List of defense committee.

3. 通過「學術研究倫理課程」之成績證明。

7.2.3 Certificate of research ethics education or transcripts from approved ethics-related courses.

4. 畢業論文初稿。

7.2.4 Dissertation draft.

5. 學生與指導教授簽署同意之畢業論文原創性比對結果。畢業論文原創性比對結果百分比上限與研究生畢業論文題目與內容符合其所屬系所專業領域全權由指導教授確認與決定。

7.2.5 Certificate of plagiarism detection results signed by the student and advisor. The upper limit percentage of the dissertation plagiarism results and whether the dissertation conforms with the professional field of the program should be determined by the advisor.

(三) 碩士學位考試委員三至五人，校外委員須佔三分之一（含）以上，由委員互推一位為召集人，但指導教授不得擔任召集人。採研究型修業規劃者之考試委員由指導教授推薦，採實用型修業規劃者之考試委員由環境學院行政會議自指導教授提出之推薦名單中圈選，由系、院提請校長遴聘之。碩士班研究生之配偶或三親等內之血親、姻親，不得擔任其碩士學位考試委員。

7.3. The examination committee for the master thesis defense shall consist of three to five examiners with at least one-third of the examiners from off-campus. The examination committee members should elect a chair through mutual consent. A student's advisor must not serve as chair. Committee members for students of research theses are chosen based on recommendations of student's advisor. Examination committees for students of technical reports are selected by the Administrative Council of the College of Environmental Studies from the list of recommendations, provided by thesis advisors. In the latter case, examiners shall be nominated by the head of the department and invited by the president of the university. A student's spouse, blood relatives, or in-laws within three degrees of relationship may not serve in any capacity on the examining committee.

(四) 碩士學位考試委員，除對研究生所提研究主題有專門研究者外，並應具有下列資格之一：

7.4. Members of the examination committee should be experts in the student's field of research and meet the following requirements:

1. 現任或曾任教授、副教授、助理教授。

7.4.1. Full professor, associate professor or assistant professor in a university.

2. 中央研究院院士、現任或曾任中央研究院研究員、副研究員、助研究員。

7.4.2. Member of the Academia Sinica: full research fellow, associate research fellow or assistant research fellow of the Academia Sinica.

3. 獲有博士學位，且在學術上著有成就。

7.4.3. Professional holding a doctorate degree and having distinct accomplishments in the field of study.

4. 研究領域屬於稀少性、特殊性學科或屬專業實務，且在學術或專業上著有成就。

7.4.4. Professional with distinct accomplishments in a special field of study.

前項第三款及第四款之提聘資格認定標準，由學程主任、環境學院院長認定之。

Approval of examiners meeting requirements 7.4.3., or 7.4.4. should be determined by the dean of the College of Environmental Studies and the chairperson of the HES program.

八、本校對已授予之碩士學位，如發現有抄襲或舞弊情事，經調查屬實者，則撤銷其學位，追繳其已發之學位證書。

8. Substantiation of any instance of plagiarism or fraud in the submitted thesis will result in revoking the degree and reclaiming the diploma.

九、其他未盡之事宜，悉依教育部有關法令、本校學則及規章辦法辦理。

9. Any matters regarding master degrees not listed herein shall be implemented in accordance with relevant regulations of Ministry of Education, academic regulations, and relevant regulations of the university.

十、本要點經「環境學院院務會議」通過後公告實施並報「教務會議」備查，修正時亦同。

10. These regulations are in effect upon approval by the Council of College Affairs of the College of Environmental Studies and review by the Council for Academic Affairs of National Dong Hwa University.

-以下空白--the end-