

國立中興大學生物醫學研究所 研究生指導暨學位論文品質與管考作業準則

National Chung Hsing University

Graduate Institute of Biomedical Sciences

Guidelines for Graduate Supervision and Thesis Quality Management

113 年 8 月 14 日所務會議訂定通過

Approved on August 14, 2024, at the Institute Affairs Meeting

- 第一條 為維護國立中興大學生物醫學研究所（下稱本所）研究生之學位論文品質，依國立中興大學碩士班及博士班學位考試細則，訂定國立中興大學生物醫學研究所研究生指導暨學位論文品質管考準則（下稱本準則）。
- To uphold the quality of theses produced by graduate students of the Graduate Institute of Biomedical Sciences, National Chung Hsing University (hereafter referred to as "the Institute"), these guidelines are established in accordance with the university's regulations governing master's and doctoral degree examinations.
- 第二條 研究生應於入學後第一學期結束前，選定學位論文指導教授（下稱指導教授），並持指導教授之書面同意書，向本所辦公室登記，經本所主管核章後送註冊組列冊備查。
- Graduate students must select a thesis supervisor (hereafter referred to as "the Supervisor") by the end of their first semester. Students are required to register the Supervisor's written consent with the Institute's office, which will then be approved by the administrative head and submitted to the Registration Office for record-keeping.
- 第三條 論文主指導教授須為本所獲有博士學位之專任、兼任、合聘助理教授（含）以上，且須為學位口試當然委員。共同指導教授之資格須為校內外獲有博士學位之助理教授（含）以上，且須為當然口試委員。
- The primary thesis Supervisor must hold a doctoral degree and hold a position as a full-time, adjunct, or jointly appointed assistant professor (or above) within the Institute. Supervisors must also serve as ex officio members of the thesis defense committee. Co-supervisors must hold a doctoral degree and a position of assistant professor (or above) within or outside the university and serve as ex officio members of the oral examination committee.
- 第四條 每位專任教師每年指導碩士班新生之額度至多為 3 名。每位合聘或兼任教師每年最多指導新生額度 1 名。所有專任教師都必須全部收滿 2 名學生之後才能收第 3 名學生。
- Each full-time faculty member may supervise up to three new master's students annually. Adjunct or jointly appointed faculty may supervise up to one new student per year. Full-time faculty members must have at least two students in supervision before taking a third.
- 第五條 每位專任教師每年指導博士班新生之額度至多為 1 名。每位合聘或兼任教師每年最多指導新生額度 1 名。
- Each full-time faculty member may supervise one new doctoral student annually. Adjunct or jointly appointed faculty may supervise up to one new doctoral student annually.
- 第六條 碩士班及博士班學生選擇本所合聘或兼任教師為其指導教授時，必須有所內一位專任教師擔任共同指導教授，且此學生必須計入該專任教師當年度指導新生之額度 1 名。
- When a master's or doctoral student selects an adjunct or jointly appointed faculty member as their Supervisor, a full-time faculty member from the Institute must serve as a co-supervisor.

- The student will then count towards the supervision quota of the full-time faculty co-supervisor.
- 第七條 國際學生(含海外僑生)、中國大陸學生與交換學生等未列招生名額，則不受當年度專任教師指導碩、博士班新生額度之限制。
- International students, overseas Chinese students, mainland Chinese students, and exchange students not listed under the annual admission quota are exempt from the supervision quota limitations.
- 第八條 復學者以錄取學年度之教師指導學生員額計算，若有超收者，於下學年度扣除該教師超收額度之新生員額。
- Returning students will be counted based on the quota of the academic year in which they were originally admitted. If there is an excess in supervision, the excess will be deducted from the next academic year's supervision quota.
- 第九條 若當年度每位專任教師收足額度仍有學生未有指導教授者，由所務會議專案討論，原則上以近兩年未收滿之教師優先。
- Should there remain students without a Supervisor after all faculty have reached their quotas, the Institute Affairs Meeting will determine assignments, prioritizing faculty who have not reached their quotas over the past two years.
- 第十條 研究生之學位論文須符合本所專業領域，如有不符本所專業領域爭議，依國立中興大學碩士班學位考試細則辦理。
- Graduate theses must align with the professional fields of the Institute. Disputes regarding alignment will be handled per the university's master's degree examination regulations.
- 第十一條 依國立中興大學學術研究倫理教育實施要點規範，本所研究生皆須於申請論文考試前取得學術倫理教育「修課證明」。
- The Institute's degree examinations must adhere to the university's relevant examination regulations. All students must obtain a certificate of completion for the university's academic ethics education before applying for their thesis defense.
- 第十二條 本所研究生學位考試，須依據本校相關學位考試細則之規定辦理。
- 本所博士學位候選人資格考核委員、博士論文口試委員及碩士論文口試委員之聘任資格：
- (一)現任或曾任校內外之教授或獲有博士學位之副教授或助理教授。
 - (二)現任或曾任公私立研究機構之研究員或獲有博士學位之副研究員或助研究員。
 - (三)非學術單位或研究機構，但獲有博士學位且於三年內具有學術著作者。
 - (四)退休教授或退休副教授視同校外委員。
 - (五)未於前述項次資格所包括之委員，則於所務會議討論之。
- The Institute's degree examinations must adhere to the university's relevant examination regulations.
- Qualifications for committee members for doctoral candidacy evaluations, doctoral defenses, and master's thesis defenses include:
- Professors, associate professors, or assistant professors with a doctoral degree from within or outside the university.
 - Researchers, associate researchers, or assistant researchers with a doctoral degree from public or private research institutions.
 - Individuals with a doctoral degree who have academic publications within the past three years, not affiliated with academic or research institutions.
 - Retired professors and associate professors are considered external committee members.
 - Other individuals will require approval through discussion at the Institute Affairs Meeting.

第十三條 學位口試須以公開形式進行。

The degree oral examination must be held in public.

第十四條 本所研究生辦理畢業離校程序前，須繳交定稿學位論文之「學術倫理暨原創性比對聲明書」，其比對相似度在排除目錄、材料與方法、參考文獻及附件，應低於百分之二十四。研究生在就學期間為第一作者所發表之論文得排除於比對範圍之內。如未符合所訂標準，須敘明具體理由並經指導教授確認，始得辦理離校手續。

Before completing the graduation process, students must submit a signed "Statement of Academic Ethics and Originality Check" for their finalized thesis. Similarity checks, excluding the table of contents, materials, methods, references, and appendices, must be below 24%. Published papers where the student is the first author during their studies are exempt from the similarity check. Non-compliance requires detailed justification and Supervisor confirmation before graduation procedures can proceed.

第十五條 本作業辦法經所務會議及院務會議通過後實施，並報教務處備查，修訂時亦同。

These guidelines are implemented after approval by the Institute Affairs Meeting and the College Affairs Meeting and upon submission to the Academic Affairs Office for reference. Amendments will follow the same procedure.