

# Executive Regulations for the PhD Candidacy Qualifying Examination

Established by the Program Affairs Committee, June 20, 2016

Amended by the Program Affairs Committee, September 7, 2017

Amended by the Program Affairs Committee, June 22, 2020

Amended by the Program Affairs Committee, August 18, 2020

Amended by the Program Affairs Committee, October 14, 2020

Amended by the Program Affairs Committee, March 31, 2021

Amended by the Program Affairs and Course Committee, December 21, 2021

Revised, August 3, 2022

1. The Executive Regulations for the PhD Candidacy Qualifying Examination detailed here are based on the National Chung Hsing University (NCHU) Executive Regulations for PhD Candidacy Qualifying Examinations.
2. To apply for the PhD candidacy qualifying exam, PhD students in the program must fulfill the minimum years of study (2 years) and credit (18 credits) requirements. In addition, they must submit a proposal for their PhD thesis, approved by their adviser. To become a PhD candidate, applicants are required to earn the approval votes of at least two thirds of the members of the Oversight Committee (see below). Once an applicant has been accepted as a PhD candidate, they can apply for the oral examination of their dissertation.
3. After an applicant submits their request for the PhD candidacy qualifying exam, the program shall organize an Oversight Committee to review the application. The committee shall consist of at least five members, including an ex officio adviser. The other committee members shall be recommended by the adviser to the program director, who shall then confirm and appoint the committee members. The committee chairperson shall be elected by the appointed members with a simple majority of votes. The ex officio adviser cannot serve as the chairperson.
4. The Oversight Committee members' qualifications must comply with the Enforcement Rules of the Degree Conferral Act or related regulations established by NCHU or the Ministry of Education. Where possible, the committee members shall be selected from the university's faculty with a rank of associate professor or higher. Qualified faculty members from other universities or adjunct faculties can serve on the committee with the director's approval. The applicant's spouse, relatives within the third degree of kinship, and relatives-in-law are not permitted to serve as the adviser or an examiner for the applicant's qualifying written examinations or the oral examination.
5. The candidacy qualification examination comprises written and oral examinations.  
Written examination:
  - (1) The written examination should cover three separate subjects from distinct fields. The subjects and the relevant material are determined by the applicant's adviser and the program director.
  - (2) Students must submit their report to the examiners within 2 months of applying for the candidacy

qualifying examination. The examiners must submit the report grade to the Office of Academic Affairs within 2 weeks of receiving the report.

(3) Students must receive a minimum of 70 points to pass. An applicant who fails the written examination on the first attempt can apply again. If they fail on the second attempt, they will be expelled from the university.

Oral examination 【Applicable to Students enrolled in/after 2022 February (the 111 academic year)】 :

(1) Students must submit a summary of their thesis (approximately 2,000 words) when they apply for the candidacy qualifying examination.

(2) They must sit the oral examination within 6 months of passing the written examination.

6. The candidacy qualifying examination application must be taken before the second semester of the fourth year (not including leaves of absence). An applicant is required to submit their PhD candidate qualifying examination application before November 30 in the fall semester or before May 31 in the spring semester of an academic year. Applications cannot be accepted outside this timeframe.

7. Doctoral students who have failed to complete their doctorate degree candidacy evaluation within the time scope set by their major (department or degree program) or fail to pass their doctorate degree candidacy evaluation may retake the test, and those who failed twice will be required to withdraw from the program.

8. After an applicant has passed the PhD candidate qualifying examination, the program shall submit the results to the Office of Academic Affairs, which shall then enroll the student as a PhD candidate. After the PhD candidate has met all the graduation requirements, submitted their PhD thesis, and passed the oral examination, a PhD degree shall be conferred. The oral examination must proceed according to the NCHU implementation guidelines for doctoral degree examination.

9. The Executive Regulations, passed by the Program Affairs Committee, must be submitted to the Office of Academic Affairs. If further modifications are made, the same process applies.