

Study Regulations for Master's Students

Department of English—National Dong Hwa University

I. Basis of the regulations:

These regulations are issued pursuant to the Academic Regulations, the Regulations of Master and Doctoral Degrees Examination, and other applicable regulations of National Dong Hwa University (hereinafter referred to as NDHU or “the University”).

II. Admission requirements:

- (1) Applicants who passed the master admission examination of the University.
- (2) Foreign students who applied to the University in accordance with the Regulations for International Student Admissions.
- (3) Applicants who meet the requirements of the Program Transfer Regulations of the University.

III. Period of study:

The period of study for master's students in the Program shall be one to four years. A student who has full-time job may be granted an extension of up to two years.

IV. Suspension rules:

Students may apply for a one-semester, one-year, or two-year study suspension from the University, after the granting of which they may resume their studies only before a semester begins or at the beginning of a semester. Students can apply for suspension for two academic years at a maximum, with the exception of students who are on leave for military service, during pregnancy, during childbirth, or for the purpose of nursing a child under three years of age; these students may apply for additional extension extensions by providing official documents. Those applicants who have already been granted suspensions for two years in total can apply for an additional suspension covering a period of no more than one academic year, permission for which will be granted or withheld at the discretion of the student's Department. A student who is unable to return to the university following the expiration of a suspension due to serious illness or accident or other extenuating circumstances can provide official documents for certification and write a report to the President of the University for approval for further extension of suspension only once.

V. Course requirements:

- (1) These requirements are in accordance with the course planning policy of the Department of English (hereinafter referred to as the Department).
- (2) Division of Literature and Media (formerly Division of Literature and Culture Studies): Students may opt for one of the three tracks: Track A, Track B, or Track C. Any student who chooses Track A should complete 33 credits and write a master's thesis of at least 70 pages in length; a student who chooses Track B should complete 39

credits and write a master's thesis of a least 30 pages in length; and a student who chooses Track C should complete 33 credits, make a documentary/short film or a film curation, and write a master's thesis (in English) of at least 30 pages in length. A student may apply to complete up to 6 credits in the other division or in another graduate program by completing the appropriate application form and obtaining the consent of the applicant's thesis advisor and the Chair of the Department; if a student needs to take more than 6 such credits due to the exigencies of their research, the application must also be approved by the Curriculum Committee of the Department.

- (3) Division of Teaching English to Speakers of Other Languages: Students may opt for one of the two tracks: Track A or Track B. Any student who chooses Track A should complete 36 credits, write a master's thesis of at least 70 pages in length, and follow the course plan of the enrollment year; a student who chooses Track B should complete 39 credits, and write a master's thesis of at least 30 pages in length, and may apply to complete up to 3 credits in the other division or in another graduate program by completing the appropriate application form and obtaining the consent of the applicant's thesis advisor and the chair of the Department.
- (4) A student should select one of the three tracks described in Item (2) or one of the two tracks described in Item (3) when applying for the thesis advisor, and a student is not allowed to change their decision about the choice of track thereafter. These rules shall be applied to all master's students, including retroactive application to those students who were admitted to the master's program of the Department before these rules were implemented. Students enrolled or during the 102 academic year may choose not to comply with these rules, but must meet the graduation credit requirements according to the course plan of their enrollment year.
- (5) Students who have taken courses offered by the master's program of the Department before they are admitted to the program are eligible for course credit waiver and course credit transference: all course requirements, except Independent Study I and Independent Study II, can be fully waived; requirements for other courses not offered by the master's program of the Department may be waived (up to 6 credits) with the consent of the Curriculum Committee of the Department.

VI. Thesis advisor:

- (1) Application deadline: Students of the Division of Literature and Media must submit their application to the Department one week before the beginning of the preliminary online selection of courses of the next semester in the second semester of the second academic year at the latest, and students of the Division of Teaching English to Speakers of Other Languages must submit their application to the Department one week before the beginning of the preliminary online selection of courses of the next semester in the second semester of the first academic year (in accordance with the

University calendar of the current semester) at the latest. A change of a student's thesis advisor can be made only following a formal application and with the consent of the original advisor, the new advisor, and the Chair of the Department.

- (2) If a student intends to ask a professor, an expert, or a researcher in another department, at another university, or in another research institution to be their thesis advisor, the consent of the Chair of the Department must be obtained first.
- (3) Item (1) and Item (2) are implemented in accordance with the course plan of the Department and Academic Guidelines for Master's Thesis Writing of the Department.

VII. Degree examination:

A master's student who meets the following requirements may apply for a master's degree oral examination:

- (1) The student is within the period of study stipulated by the University;
- (2) The student has completed the credits required by the Department and meets the requirements of the curriculum regulations of the Department;
- (3) The first draft of the thesis has been completed;
- (4) Students enrolled from the 105 academic year (inclusive) onwards are required to complete the online Academic Research Ethics Education Course; and
- (5) Before the oral examination of a master's thesis, the student should submit a report generated by a master's thesis plagiarism checker: the similarity index should be less than 30%, and the application for the oral examination shall be signed by the thesis advisor.

VIII. Students must meet the English requirement for graduation stipulated by the Department (i.e. a passing score on the GEPT High Intermediate or above, TOEIC 860 or above, or the equivalent level of an otherwise recognized international English test result) to obtain a master's degree. If a student fails to meet the requirement, he/she can opt for achieving a score of 785 or above on the TOEIC and taking high-level English courses for at least 36 hours to obtain a certificate of completion. This clause applies to all master's students. International students who are native English speakers are exempt from the requirement.

IX. Clearance procedures:

After passing the oral examination, a student should submit a report generated by a master's thesis plagiarism checker for the final thesis draft, and the similarity index should be less than 30%. With the signature of the advisor, the student can then initiate the procedures.

X. In the case of any discrepancies or other matters arising that are not specifically covered herein, these regulations shall be subject to the relevant regulations of the Ministry of Education, the NDHU Academic Regulations, the NDHU Regulations of Master and Doctoral Degrees Examination, and other applicable regulations.

XI. These regulations are promulgated and implemented after being passed by the faculty

meeting of the Department, the faculty meeting of the College of Humanities and Social Sciences, and the Council on Academic Affairs.

Note: This English version is translated from the original Chinese version. In the case of any discrepancy between the two, the Chinese version shall prevail.