

國立成功大學

健康照護科學研究所

**Institute of Allied Health Sciences,
National Cheng Kung University**

115 學年度 博士班修業手冊

**PhD Student Handbook
in 115 Academic Year**

2026.09 修訂 revised

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壹、國立成功大學健康照護科學研究所簡介 Introduction of AHS, NCKU

一、源起 History

近年來，台灣經濟快速發展，為國民創造了許多的財富，但是身心障礙、慢性病、老人疾患、意外傷害、憂鬱自殺與藥酒濫用等議題卻日趨嚴重；老人、身心障礙者與慢性病患的照護成為目前重要的健康問題，甚而為社會問題。由於預防重於治療，全球性醫療照護的趨勢由醫療模式邁向疾病預防與健康促進，因此，有關健康照護專業人才之需求迫切需要。

本所為整合相關健康照護專業，應用成大醫學院的行為醫學、心理、職能治療、物理治療、老年等五系所碩士班及其他各學科的人才與物力資源，以培養涵蓋生理、心理及社會的全人照護之高級研發與領導專業人才，並發展身-心-社會層面兼顧之健康照護研究與政策。本所於民國 91 年奉准成立，並於民國 92 年 8 月開始招生。

In recent years, Taiwan's economy has developed rapidly, creating substantial wealth for its citizens. However, issues such as disabilities, chronic diseases, elderly ailments, accidental injuries, depression, suicide, and substance abuse have become increasingly serious. The care of the elderly, people with disabilities, and chronic disease patients has emerged as a significant health problem and even a social issue. Since prevention is more critical than treatment, the global trend in healthcare is shifting from a medical model to disease prevention and health promotion. Therefore, there is an urgent need for professional talent in health care.

This institute aims to integrate related healthcare professions, utilizing the resources of the College of Medicine at National Cheng Kung University, including the graduate programs in Clinical Psychology, Psychology, Occupational Therapy, Physical Therapy, and Gerontology, along with resources from various other disciplines. The goal is to train advanced research and leadership professionals in holistic care that encompasses physical, psychological, and social aspects. Additionally, the institute focuses on developing healthcare research and policies that address the physical, mental, and social dimensions. The institute was approved for establishment in 2002 and began enrolling students in August 2003.

二、行政主管及師資 Faculty Members

本所目前所長為林宗瑩教授，相關師資詳見健照所網頁：<https://ahs.ncku.edu.tw/p/412-1129-84.php?Lang=zh-tw>。

The current director is Professor Chung-Ying Lin. For detailed faculty information please refer to the AHS website: <https://ahs.ncku.edu.tw/p/412-1129-84.php?Lang=en>.



三、宗旨 Mission Statement of the Institute

本博士班旨在培育健康照護專業領域之領導者，發展跨領域全人照護之新知，推動健康照護專業之成長，以提昇人類之身心健康及生活品質。

- Cultivate leaders in healthcare professionals.
- Develop advanced, multi-disciplinary knowledge for holistic healthcare.
- Promote the development of healthcare professionals.
- Elevate the physical and mental health of human beings as well as the quality of life.

四、發展重點與特色 Specific Healthcare Focus of the Institute

(一) 高齡健康與照護 Geriatric Care

以跨領域整合策略，致力於高齡者健康促進，以及疾病預防與照護之研究與人才培育，並配合社會結構與文化特色，發展整合性高齡健康促進與照護模式，期成為亞太地區首屈一指的實務與學術發展中心。

Based on the knowledge that chronic disease development is significantly related to lifestyle, this institute emphasizes the following topics: i) the acquisition and transformation of various health-related behaviors in geriatric subjects and their relevant factors, and ii) the development of effective healthcare strategies and programs for geriatric patients. Our ultimate goal is to become the top research center in the Asia-Pacific region.

(二) 身心發展與照護 Healthcare for Mental or Physical Development

建立跨學科的發展照護模式，包括從理論、評估及介入等角度，探討身心發展與健康照護、神經心智發展、動作發展、社會情緒發展，以及家庭環境與文化等因素對身心發展與健康照護之影響，培養具有身心發展領域研發、教育與實務能力之高階人才。

Establish an interdisciplinary developmental care model that explores the impacts of physical and mental development, neurocognitive development, motor development, social-emotional development, family environment, and cultural factors on physical and mental development. This model aims to cultivate top-tier professionals with expertise in research, education, and practical skills within the domain of physical and mental development.

(三) 動作科學與照護 Applied Movement Sciences for Cognitive-Motor Disabilities and Sports /Occupational Injuries

依結合動作科學與認知的了解，就臨床患者的認知與動作功能做進一步的研究，並依此發展治療性策略；研究中樞神經損傷患者的動作與認知表現的關係；並探究職業與運動傷害之多元成因及其診斷、治療與預防方面之基礎與臨床研究。以增進動作、認知障礙者之醫療與健康照護，並培養具動作科學領域研發與健康照護能力之高階專才。

Based on the understanding of applied movement science, conducted on the cognitive and motor functions of clinical patients developed therapeutic strategies. This includes

studying the relationship between motor and cognitive performance in patients with central nervous system injuries and exploring the multiple causes of occupational and sports injuries, as well as their diagnosis, treatment, and prevention through both basic and clinical research. The aim is to enhance medical and healthcare for individuals with motor and cognitive impairments while cultivating high-level professionals with expertise in motor science research and healthcare.

This research group applies movement sciences to investigate various aspects of interaction and integration of motor and cognitive functions in normal subjects and patients with cognitive/motor dysfunction and the pathomechanics, diagnosis, and intervention of sports/occupational injuries. Our research efforts are directed towards i) the acquisition of advanced knowledge of cognitive-motor function and the development of therapeutic strategies in patients with cognitive motor disabilities; ii) the study of the association between cognitive and motor performances in patients with central nervous system (CNS) injuries; and iii) the investigation of etiologies, diagnoses, treatments, and prevention measures for sports/occupational injuries via basic and clinical research. Our ultimate goal is to foster students to be top researchers and leaders in the healthcare profession.

(四) 心理健康 Mental Healthcare

從個體之主體性出發，來探究個體得以開發、持續以及增進完整心智特質與功能之機制，從而應用心理健康三級預防之觀念來增益社會大眾之幸福感。學術層面上，以反思創造模式來整合國際趨勢與本土性文化生態，探討多元健康照護領域於心理健康三級預防之各重要議題、研究成果以及實務應用；教育層面上，則以培養跨生理照護與心理健康領域之學術與臨床之領導人才為目標。

Studying the issues of multi-disciplinary healthcare and disease prevention (primary, secondary & tertiary prevention), based on both international and domestic trends, so these research findings can be applied in the clinical setting to improve the well-being of people. The students are trained to be high-level researchers and healthcare professionals in this area.

五、課程規劃 Course Planning

為因應跨領域學科整合的時代來臨，及台灣現階段臨床心理、職能治療、物理治療、老年等領域高階師資與學術研究人才的不足，訂定本所之教育目標，除著重培育臨床心理、職能治療、物理治療、老年等各專科領域的臨床照護、教學與新知研發專家外，更需具備國際觀與跨領域學術研究合作之能力。為達此目標，課程規劃以四大能力的培育為主軸：(1)跨領域全人照護能力；(2)研究能力；(3)專業領導能力；(4)溝通能力。

Due to the incoming time of multi-disciplinary healthcare and lack of professionals, especially in the following four fields, clinical psychology, physical therapy, and occupational therapy, this institute was then set up. We do not only aim to train clinical care professionals, but also cultivate academic experts in several aspects.

Four training values are as follows:

- 1) To develop holistic care capacity in the clinical field
- 2) To improve research and academic ability
- 3) To broaden global vision in both clinical and academic
- 4) To enhance communication ability

六、博士班修業規定 The Requirements for PhD Degree Program

組別 Groups	必修學分 Compulsory Courses	跨領域選修 Multi-disciplinary Research Elective Courses (MRECs)	各組專業選修課程 Professional Elective Courses	論文 Thesis	畢業學分數 Total credits required for graduation
臨床心理組 Clinical Psychology	12 學分 12 credits	6 學分(共兩門) 必選科目群一 門、選修一門 6 credits, including one course from Required MRECs and one Elective MREC	5 學分 5 credits	12 學分 12 credits	35 學分 35 credits
臨床認知神經組 Clinical Cognitive Neurology			無 None		30 學分 30 credits
物理治療組 Physical Therapy					
職能治療組 Occupational Therapy					
高齡照護組 Geriatric Care					

*修業三至七年授予哲學博士。

The student will be given with PhD, when completed 3 to 7 years in the program.

七、博士畢業論文必須以「英文」撰寫

The Thesis Must Be Written In “English”.

八、有關「跨領域」About “Multi-Disciplinary Research”

本所跨領域整合的做法是以修課與研究並進之形式，來培育學生跨領域整合之能力。有以下說明：

1. 專題討論課程由不同專業之博士生主持、口頭報告、評論與討論。

2. 「臨床研究設計」課程之期末報告為由不同領域博士生共同合作，撰寫一跨領域研究計畫。
3. 規定博士論文本身就必須為一跨領域之研究。

To prepare students with multi-disciplinary healthcare knowledge and skills, students will complete the program by attending courses and conducting research at the Institute of Allied Health Science, please read the following:

(1) The “Seminars” are designed to be a student-centered learning process by providing an opportunity for the students to engage in in-depth discussion of his/her research interests with his/her mentors and commentators.

(2) In “Clinical Research Design”, students from different research groups will be expected to write a multi-disciplinary research proposal.

(3) The doctoral dissertation is required to be a multi-disciplinary research study. The advisor for the thesis shall be an expert in multi-disciplinary research. The faculty suggests students have one co-advisor, who is from the multi-disciplinary research.

- ※ 網頁 Web : <http://ahs.ncku.edu.tw/bin/home.php>
- ※ 電話 TEL : (06)235-3535 ext.5720 Ms. Huang
- ※ 傳真 FAX : (06)236-7981
- ※ 電子郵件 Email : em75037@email.ncku.edu.tw

NCKU Graduate Student Policies and Rules

奉教育部 87.12.14 台(87)高(二)字第八七一三二八〇五號函准予備查
 奉教育部 89.03.13 台(89)高(二)字第八九〇二七八八三號函准予修正備查
 奉教育部 89.10.24 台(89)高(二)字第八九一三五八八七號函准予修正備查
 奉教育部 90.05.02 台(90)高(二)字第九〇〇六〇四一一號函准予修正備查
 奉教育部 92.04.09 台(92)高(二)字第〇九二〇〇五一四一七號函准予修正備查
 95.6.13 94 學年度第 3 次教務會議及 95.10.25 校務會議修正通過
 奉教育部 96.01.29 台高(二)字第 0960008528 號函准予備查
 97.6.4 96 學年度第 3 次教務會議及 97.06.25 校務會議修正通過
 奉教育部 97.08.14 台高(二)字第 0970158282 號函准予備查
 98.06.23 97 學年度第 3 次教務會議及 98.09.30 校務會議修正通過
 奉教育部 98.12.22 台高(二)字第 0980216366 號函准予備查
 100.06.29 99 學年度第 5 次校務會議修正通過
 奉教育部 100.09.02 台高(二)字第 1000147906 號函准予備查
 100.11.22 100 學年度第 1 次教務會議及 100.12.28 100 學年度第 2 次校務會議修正通過
 奉教育部 101.02.13 臺高(二)字第 1010020174 號函准予備查
 101.5.22 100 學年度第 2 次教務會議及 101.10.31 101 學年度第 1 次校務延會會議修正通過
 奉教育部 102.01.31 臺高(二)字第 1020007406 號函准予備查
 105.2.25 104 學年度第 2 次教務會議及 106.1.18 105 學年度第 1 次臨時校務會議修正通過
 奉教育部 106.02.14 臺高(二)字第 1060017382 號函准予備查
 108.5.29 107 學年度第 2 次教務會議及 108.10.30 108 學年度第 1 次校務會議修正通過
 奉教育部 109.01.21 臺高(二)字第 1090005985 號函准予備查

第一章 總 則

Chapter 1 General Principles

- 第一條 本校為配合國家建設，提高學術研究，特遵照「大學法及其施行細則」設立學系(所)碩士班及博士班，培養高級專門人才，並依據部頒「學位授予法」、本校「碩、博士班研究生招生規定」及本校學則第三十條之規定訂定本章程。
- Article 1 NCKU Graduate Program Regulations (the Regulations, hereafter) are established by National Cheng Kung University (NCKU) to promote its academic research in line with national development in accordance with the University Act, Enforcement Rules of the University Act (大學法及其施行細則), Degree Conferral Act (學位授予法), NCKU Regulations of Master's and Doctoral Student Recruitment (本校碩博士班研究生招生規定), and Article 30 of National Cheng Kung University Academic Regulations (國立成功大學學則).
- 第二條 本校碩士班及博士班研究生入學、註冊、選課、修業期限、學分、成績、轉所、退學、畢業及授予學位等悉依照本章程辦理。
- Article 2 Academic matters of NCKU graduate programs with regards to admission, registration, course enrollment, study duration, course credits, academic performance evaluation, program transfer, withdrawal/dismissal, graduation, and degree conferral shall be administered according to the Regulations.

第二章 入學

Chapter Two: Admission

第三條 凡國內公立或已立案之私立大學，或經教育部認可之外國大學畢業，得有學士學位，或合於同等學力規定者，經本校碩士班研究生入學考試錄取者，或以公開方式辦理對校內外大學部畢業生及應屆畢業學生甄試錄取之學生，得入本校碩士班肄業。

Article 3 Candidates who are graduates with a bachelor degree from a government-run or government-registered college/university in Taiwan ROC, or from an MOE-accredited college/university abroad, or those who are qualified with an equivalent educational level according to the relevant education regulations will be granted admission into the master's program of their choice at NCKU after they pass the regular master's program entrance examinations or get accepted through an open recommendation-based screening examination designated for undergraduate program graduates or graduating students registered at NCKU or another approved university.

第四條 凡國內公立或已立案之私立大學，或經教育部認可之外國大學研究所畢業得有碩士學位，或合於同等學力規定者，經本校博士班研究生入學考試錄取者，得入本校博士班肄業。本校應屆畢業學士班學生、碩士班研究生，合於逕行修讀博士學位資格者，得申請逕行修讀博士學位。其申請辦法另訂之。

Article 4 Candidates who are graduates with a master's degree from a government-run or government-registered college/university in Taiwan, ROC, or from an MOE-accredited college/university abroad; or those who are qualified with an equivalent educational level according to the relevant education regulations will be granted admission into the doctoral program of their choice at NCKU after they pass the regular doctoral program entrance examinations. NCKU undergraduate program graduating students or master's program students who meet the qualifications for direct admission into doctoral programs may apply for admission to a doctoral program. Application regulations shall be formulated in a separate text (NCKU Operating Rules for Direct Admission to PhD Programs).

第五條 申請入學之外國研究生，符合第三條或第四條資格規定經本校審查或甄試合格者，得入本校碩士班或博士班就學。

Article 5 International candidates who fulfill the requirements prescribed in Articles 3 or 4 are eligible to apply for admission into NCKU graduate programs. Applications shall be approved through a screening examination or review process for admission into a master's or doctoral program of their choice.

第六條 本校招收碩士班及博士班研究生，均應訂定招生簡章並成立招生委員會，由校長任主任委員，各學系(所)亦應組成招生小組秉公正、公平、公開原則，依本校碩、博士班研究生招生辦法辦理招生事項。本校招生辦法由教務會議另訂之，並報教育部核定。

- Article 6 NCKU shall publish an admission brochure and form an admission committee, chaired by the University President, for the recruitment of students into graduate programs. Every department/institute shall form its admission committee to administer student recruitment in a fair, impartial and open manner according to NCKU Regulations for Graduate Program Admissions. NCKU admission regulations shall be established in a separate text by the Academic Affairs Council and submitted to the Ministry of Education for ratification.

第三章 註冊、選課

Chapter 3 Registration and Course Enrollment

- 第七條 研究生入學註冊後，依各該學系(所)規定之科目表及本校學生選課辦法辦理選課，其應修課程及研究論文須經指導教授及學系(所)主任（所長）核准。指導教授須為本校教師，其資格及選任應依系(所)規定並經學系（所）主任（所長）同意。本校教師與研究生具有配偶、三親等內之血親或姻親，或曾有上述關係者，不得擔任其指導教授。
- Article 7 Upon registration, graduate students shall complete their course enrollment each semester according to the program-designated curriculum requirements and NCKU Course Enrollment Regulations. Their course enrollment and thesis/dissertation shall be approved by their academic advisors and the institute director. Academic advisors shall be assigned from NCKU faculty members. The qualifications and appointments of academic advisors shall be regulated by the graduate institute and approved by the director. A faculty member who was or is related to a graduate student as a spouse, or by blood or marriage within the third degree shall not serve as an academic advisor of the student.

第八條 (刪除)

Article 8 Deleted.

第四章 修業期限、學分、成績、轉所、輔系、雙主修

Chapter 4 Study Duration, Course Credits, Academic Evaluation, Transfer, Minors, and Double Majors

- 第九條 碩士班研究生修業期限以一至四年為限。
碩士在職專班之修業年限以一年至四年為限，但未在規定之修業期限內修滿應修課程或未完成學位論文者，修業期限得再延長一年為限。
博士班研究生修業期限以二至七年為限。
逕攻博士學位者修業期限至少三年，至多七年為限。
碩博士班在職生未在規定修業期限修滿應修課程或未完成學位論文者，修業期限得再延長一年為限。

修讀雙主修學生延長修業期限，依其修讀辦法之規定辦理。

前項「在職生」身分之界定，以入學時之報考身分為準。

領有身心障礙手冊學生或各直轄市、縣(市)政府特殊教育學生鑑定及就學輔導委員會鑑定為身心障礙安置就學者，因身心狀況及學習需要，得延長其修業期限，最長以四學年為限。

學生因懷孕、生產或哺育三歲以下子女之需要，其延長修業期限依相關證明文件核定年限。

- Article 9 Master's program students shall complete their program degree within the regular study duration of four years (a minimum of one year and a maximum of four years). Students in specialized master's programs for in-service students shall complete their program degree within the regular study duration of four years (a minimum of one year and a maximum of four years). Should they fail to complete their coursework requirements or degree theses within the designated duration, they shall be allowed to extend their study for a maximum of one year.
- Doctoral students shall complete their program degree within the regular study duration of seven years (a minimum of one year and a maximum of seven years). Students directly admitted to doctoral programs shall complete their program degree within the regular study duration of seven years (a minimum of three years and a maximum of seven years). In-service students on master's and doctoral programs shall complete their program degree within the regular study duration. Should they fail to complete their coursework requirements or degree theses/dissertations within the designated duration, they shall be allowed to extend their study for a maximum of one year. The term of "in-service student" in the preceding rule is defined as the status of the candidate registered for NCKU entrance examinations. Students who are enrolled for a double major shall be allowed a maximum study extension according to related regulations. Students with disability identification, or those who are certified with a disability status and thus eligible for a higher education placement program by a special education committee under the authority of the local government, are allowed study extensions to a maximum of 4 academic years due to special needs. Those who need to defer their graduation for pregnancy, birth delivery, or care for children under three shall be allowed a designated maximum study extension according to the related certificates.

第九條 之一 碩、博士班研究生得依本校「學生修讀輔系辦法」、「學生修讀雙主修辦法」進行修讀輔系、雙主修。

Article 9.1 Graduate students shall pursue a minor or double major in accordance with NCKU Minor Program Regulations and NCKU Double Major Program Regulations.

第十條 碩士班研究生至少須修滿二十四學分；博士班研究生至少須修滿十八學分；逕攻博士學位研究生至少須修滿三十學分。碩士論文六學分、博士論文十二學

分，均另計。

- Article 10 Master's program students are required to complete a minimum of 24 credits. Doctoral students are required to complete a minimum of 18 credits. Students directly admitted to doctoral programs are required to complete a minimum of 30 credits. The required minimum number of credits stated above excludes the six credits designated for a master's degree thesis or the 12 credits designated for a doctoral degree dissertation.

第十一條 研究生各科目學期成績(計算方式比照學士班規定)及論文考試成績均以一百分為滿分，七十分為及格；未達七十分者不給學分。必修科目不及格者，不得補考，應令重修。操行成績以六十分為及格。但修讀教育學程課程成績以六十分為及格，不及格者，不得補考。教育學程課程之學分及成績，均不列入學期平均成績及學期修習學分數內計算。研究生修讀學士班課程成績以六十分為及格，不及格者，不得補考。學士班課程之學分及成績不列入學期平均成績及學期修習學分數內計算。但情況特殊經學系所同意專案簽請教務長核准者，不在此限。研究生學期學業及畢業成績計算方法如下：

一、學期學業平均成績：

(一) 以科目之學分數乘該科目成績為學分積。

(二) 以學分總數除總學分積為學期平均成績。

(三) 學期學業平均成績之計算包括不及格科目成績在內。

二、畢業成績：以學業平均成績與學位考試成績之平均，為其畢業成績。

- Article 11 Graduate students are evaluated on a grading scale of 0 to 100 points (equivalent to the calculating system adopted for undergraduate programs) for academic performance and degree examinations, with 100 as the highest grade and 70 as the lowest passing grade. Students failing to receive a grade of 70 or above for a course will not be given course credits. Those who fail to pass a required course are allowed no remedial exams and shall repeat and complete the course before graduation. The passing grade for moral conduct is 60. The passing grade for courses in the Education Program is 60. Those who fail to pass a course are allowed no remedial exams. Course grades and credits received from the Education Program are not calculated into grade point average or the number of credits for the semester. The passing grade for undergraduate courses taken by graduate students is 60. Those who fail to pass an undergraduate course are allowed no remedial exams. Course grades and credits received from undergraduate programs are not calculated into grade point average or the number of credits for the semester. However, this rule is subject to change under special circumstances proposed in a report by the program and approved by the Vice President for Academic Affairs. Academic grades for each semester and graduation are calculated as follows:

1. Semester grade average: 1.1 The grade of each course taken in the semester is multiplied by the course credit number into an integrated value for the course. All

integrated values are added up into the total grade for all courses taken in the semester. 1.2 The semester grade point average is calculated based on the division of the total grade by the total credit hours of the courses taken in the semester. 1.3 Calculation of the semester grade point average does not include failing grades. 2. Graduation grade: Graduation grade is calculated by averaging the sum of the cumulative grade point average and the grade for the degree examination.

第十二條 研究生修業滿一學年以上，或境外研究生修業滿一學期以上，因特殊情形，經原肄業學系(所)與擬轉入之學系(所)雙方主任(所長)認可，並經教務長核准者，得申請轉所(組)，並以一次為限，一經核准即不得再返原學系所組。研究生轉所相關規定，由各系所自訂，並明列於研究生修業規定。

Article 12 Domestic graduate students who have completed their first year of study in their program, or graduate students from overseas who have completed their first semester of study in their program may apply for transfer to a new program under special circumstances, which shall be approved by both program directors and the Vice President for Academic Affairs. Program transfers shall be subject to a maximum of one application. Upon approval, students are not allowed to transfer back to the original program. Program transfers shall be regulated by graduate institutes and specified in their program academic regulations.

第十二條 研究生在學期間所著論文、作品、成就證明、書面報告、技術報告或專業實務報告有造假、變造、抄襲、由他人代寫或其他舞弊情事或違反學術倫理者，所屬學系(所、學位學程)應組成專案小組進行調查，調查屬實後作成懲處之建議，經學系(所)、院相關會議同意，送本校學生獎懲委員會審議。

Article 12.1 Should a thesis or dissertation, work(s), proof of achievement, written report, technical report, or professional practice report, produced by a graduate student, contain fabricated, altered, plagiarized material, or ghost authorship, or constitute some other form of fraud in defiance of academic ethics, a special committee shall be formed by the related department (institute or degree program) to conduct an investigation. The committee shall recommend penalties for a confirmed case, which shall be approved by the related department (institute, degree program, and college) and submitted to the Student Rewards and Disciplinary Committee for review.

第五章 退學

Chapter 5: Dismissal

第十三條 研究生有下列情形之一，應令退學：一、修業期限屆滿，仍未通過學位考試者。二、博士班研究生資格考核未依該學系(所)規定年限及次數完成者。三、學位考試不及格，經重考一次仍不及格者。四、逾期未註冊或休學逾期未復學者。五、操行成績不及格者。六、原入學資格經審核不合格者。七、依本校學

生獎懲要點規定應予退學者。八、其他符合各學系(所)修業規章中之退學規定，經學系（所）務會議、院相關會議同意送學生獎懲委員會決議並經校長核定退學者。

- Article 13 Students shall be dismissed from NCKU under one of the following circumstances: 1. Students who fail to pass degree examinations within the designated study duration. 2. Doctoral students who fail to complete the qualifying examinations within the program-designated period as a result of the maximum number of allowed attempts. 3. Students who fail to pass the degree examinations twice. 4. Students who fail to register or re-enroll after a study suspension by the designated deadline. 5. Students who receive a failing grade for personal conduct. 6. Students who are disqualified by NCKU for admission. 7. Students who should be dismissed from NCKU according to NCKU Directions for Student Rewards and Penalties. 8. Students who reach the standards of dismissal according to their affiliated program regulations, upon approval by the institute council and the related college council, shall be reported to the Student Rewards and Penalties Committee for a resolution of dismissal from NCKU, which shall be approved by the President.

第六章 畢業及授予學位

Chapter 6 Graduation and Degree Conferral

- 第十四條 研究生合於下列各項規定者，准予畢業。
一、在規定年限內修滿應修之科目與學分者。
二、依照本校研究生學位考試細則，通過學位考試者。研究生學位考試細則另訂之，並報教育部備查。
- Article 14 Graduate students who fulfill the following requirements are qualified for graduation: 1. Students who have completed the required course credits within the designated years of study. 2. Students who have passed the degree examinations in accordance with NCKU Enforcement Rules for Doctoral and Master's Degree Examinations. NCKU Enforcement Rules for Doctoral and Master's Degree Examinations shall be established separately and submitted to the Ministry of Education for ratification.
- 第十五條 合於前條規定之碩、博士班研究生，由本校碩、博士學位考試委員會考試通過後，由本校授予碩、博士學位並發給學位證書。
- Article 15 Students who are qualified for graduation under Article 14, upon completion of the master's/doctoral degree examinations administered by related NCKU committees, shall be conferred a master's/doctoral degree with a diploma.
- 第十五條 已授予之學位，其論文、創作、展演、書面報告或技術報告如有抄襲、舞弊情事或違反學術倫理情節嚴重者，經調查屬實者，撤銷其學位。
- Article 15.1 A degree shall be revoked if a thesis, dissertation, creative writing, performance,

written report or technical report, produced by the recipient, is found to have involved plagiarism, fraud, or violations of academic integrity.

第七章 附則

Chapter 7: Supplementary Provisions

第十六條 本章程如有未盡事宜者，悉依本校學則有關之規定。

Article 16 Matters that are not regulated in these Regulations shall be administered in accordance with NCKU Academic Regulations.

第十七條 本章程經校務會議通過後公告施行，並報教育部備查，修正時亦同。

Article 17 These Regulations shall be approved by the University Affairs Council and ratified by the Ministry of Education before taking effect. Amendments shall be processed accordingly.

* The English version was translated from the original Chinese text. In the event of discrepancies, the Chinese will take precedence.

參、師資陣容及課程學分規劃 Faculty Members and Course Credit Planning

一、師資陣容

本所師資相關資訊請詳見健照所網頁：<https://ahs.ncku.edu.tw/p/412-1129-84.php?Lang=en>

For detailed information on the current faculty members please refer to the AHS website:
<https://ahs.ncku.edu.tw/p/412-1129-84.php?Lang=en>

二、畢業學分數、課程名稱與學分數 Course Titles and Credits

Courses	學分數 credits
必修課程 Compulsory Courses	24
健康照護專題討論 Integrated Health Sciences Seminar (I) (II) (III) (IV)	1,1,1,1
獨立研究 Independent Study (I) (II) (III) (IV)	1,1,1,1
臨床研究設計 Clinical Research Design (I) (II)	2,2
論文 Dissertation	12
選修課程 Elective Courses	
*跨領域研究群課程 Multi-disciplinary Research Elective Courses	6
(一)高齡健康與照護 Geriatric Care	
● 高齡健康與照護 Elderly Health and Care	3
● 銀髮生活功能促進特論 Special Topics on Improving Functional Performance in Old Age	3
● 跨領域高齡研究新趨勢 New Perspectives in Interdisciplinary Gerontology Research	3
○ 老化認知神經科學 Cognitive Neuroscience of Aging	3
(二)身心發展與照護 Healthcare for Mental or Physical Development	
● 身心發展與健康照護-從嬰兒到青少年 Development And Health Care: From Infancy To Adolescence	3
● 以正義為導向之職能治療實務與研究 Justice-oriented Practice And Research In Occupational Therapy	3
(三)動作科學與照護 Applied Movement Sciences for Cognitive-Motor Disabilities and Sports/Occupational Injuries	
● 動作之神經生理學 Movement Neurophysiology	3
○ 認知與腦波 Cognition and Brain Potential	3
● 失能與調適 Disability and Adaptation	3
○ 健身運動與認知神經科學 Topic research on physical training and cognitive neuroscience	2
○ 運動技巧的生物力學探討 Basic Biomechanics Of Sports Techniques	3
(四)心理健康	

- 心理健康特論 Special Topics in Mental Health 3
- 正向心理照護專論-衡鑑與治療 Well-being Care- Critical Concepts in Psychological Therapy 3

***各組專業選修課程 Professional Elective Courses of Specific Group**

- 臨床心理組 A 組 Clinical Psychology A 5**
- 三擇一 ○ 高等臨床心理病理-以神經心理學走向為例 3
- choose 1 Advanced Psychopathology-Neuropsychological Approach
- out of 3 ○ 高等臨床心理衡鑑-以神經心理學走向為例 3
- Advanced Psychological Assessment-Neuropsychological Approach
- 高等臨床心理治療-以神經心理學走向之治療 3
- Advanced Psychotherapy-Neuropsychological Group Therapy
- 臨床心理督導實務 Supervision of Clinical Practice 2

其他選修課程 Other optional courses

- 因素分析 Factor Analysis 2
- 教學理論與方法特論 Advanced Seminar On Transforming Education 2
- 健康職能、行為與生活型態經營 Health Occupation Behavior and Lifestyle Management 2
- 職能健康與職業重建特論 Special Topics On Occupational Health And Work Rehabilitation 2
- 情緒心理學 The Psychology of Emotion 3
- 健康政策與健康照護系統專論 Health Policy and Health Care Delivery System 3
- 統計分析應用暨健康領域科學論文寫作 Statistics Application And Academic Writing In Health Science 3

● 必選科目群 required MRECs / ○ 選修科目群 Elective MREC

選修小計 6 (臨心 A 組 11 學分)

Total credits of elective courses 6

(Clinical Psychology A Group 11 credits)

畢業學分合計 30 (臨心 A 組 35 學分)

Total credits required for graduation 30

(Clinical Psychology A Group 35 credits)

*請見課程相關規定 P.6。

三、修課順序規劃 Course Planning

PhD yr	上學期 Fall Semester		下學期 Spring Semester	
博一 First year	健康照護專題討論 Integrated Health Sciences Seminar (I)	1	健康照護專題討論 Integrated Health Sciences Seminar (II)	1
	獨立研究 Independent Study (I)	1	獨立研究 Independent Study (II)	1
	臨床研究設計 Clinical Research Design (I)	2	臨床研究設計 Clinical Research Design (II)	2
	健康政策與健康照護系統專論(選修) Health Policy and Health Care Delivery System(elective)	3	統計分析應用暨健康領域科學論文寫作 Statistics Application And Academic Writing In Health Science	3
	專業必選修 Compulsory elective course		專業必選修 Compulsory elective course	
	高等心理病理-以神經心理學走向為例 Advanced Psychopathology- Neuropsychological Approach (臨心 A Clinical Psychology A: 3 擇 1; select one from three)	3	高等臨床心理治療-以神經心理學走向之 治療 Advanced Psychotherapy- Neuropsychological Group Therapy (臨心 A Clinical Psychology A: 3 擇 1; select one from three)	3
博二 Second Year	高等臨床心理衡鑑-以神經心理學走向為例 Advanced Psychological Assessment- Neuropsychological Approach (臨心 A Clinical Psychology A: 3 擇 1; select one from three)	3	健康職能、行為與生活型態經營 Health Occupation Behavior, and Lifestyle Management	2
	健康照護專題討論 Integrated Health Sciences Seminar (III)	1	健康照護專題討論 Integrated Health Sciences Seminar (IV)	1
	獨立研究 Independent Study (III)	1	獨立研究 Independent Study (IV)	1
	教學理論與方法特論(選修)Advanced Seminar On Transforming Education(elective)	2	因素分析(選修) Factor Analysis(elective)	2
	跨領域研究群課程 Multi-disciplinary Research Elective Courses (研究群/類別/開課學年) (Research Groups/Compulsory or Elective/Academic Year*)			
	身心發展與健康照護 Development and Health Care (身心發展/必選/單)	3	高齡健康與照護 Elderly Health and Care (高齡/必選/單)	3
博二 Second Year	心理健康特論 Special Topics In Mental Health (心理/必選/雙)	3	動作之神經生理學 Movement Neurophysiology (動作科學/必選)	3
	跨領域高齡研究新趨勢 New Perspectives in Interdisciplinary Gerontology Research (高齡/選修/雙)	3	健身運動與認知神經科學專題研究 Topic research on physical training and cognitive neuroscience (動作科學/選修)	2
	老化認知神經科學 Cognitive Neuroscience of Aging (高齡/選修)	3	以正義為導向之職能治療實務與研究 Justice-oriented Practice And Research In Occupational Therapy (身心發展/必選/)	3

PhD yr	上學期 Fall Semester	下學期 Spring Semester
	人體動作生物力學 Biomechanics of Human Movement (動作科學/必選) 3	正向心理照護專題-衡鑑與治療 Well-being Care- Critical concepts in psychological therapy (心理/選修/雙) 3
	失能與調適 Disability and Adaptation (動作科學/選修) 3	
	認知與腦波 Cognition and Brain Potential (動作科學/選修) 3	
博三 Third Year		<u>專業必選修 Professional Compulsory</u>
		<u>Elective Courses</u> 臨床心理督導實務 Supervision of Clinical Psychology Practice (臨心 A; Clinical Psychology A) 2

※ 本所畢業學分數為 30 學分(臨心 A 組 35 學分)，包含共同必修 12 學分、跨領域研究群課程 6 學分、論文 12 學分，及各組專業之選修課程 0-5 學分。

Graduation credits are 30 credits as required in this department. (Clinical Psychology A-35 credits). Compulsory courses 12 credits, Multi-disciplinary Research Elective Courses 6 credits, 12 credits from thesis, and 0~5 credits from professional elective courses.

- (1) 共同必修課程共 12 學分：健康照護專題討論(一)-(四)各 1 學分、獨立研究(一)-(四)各 1 學分、臨床研究設計(一)(二)各 2 學分。

The compulsory 12 credits include 4 credits from Integrated Health Sciences Seminar (I)~(IV), 4 credits from Independent Study (I)~(IV), and 4 credits from Clinical Research Design (I)(II).

- (2) 跨領域研究群選修課程需修習至少 6 學分：本所五大發展特色中，學生需至少選擇一研究群，並修習該跨領域研究群必選之 3 學分課程。跨領域選修得修習同研究群之選修課程或其他研究群之必選或選修課程至少 3 學分，且選修之課程需經指導教授同意方可認定。

Multi-disciplinary Research Elective Course 6 credits: The student needs to choose at least one research group and complete 3 credits from the compulsory elective courses in the selected group, and 3 credits from compulsory elective courses or elective courses in other research groups with approval from the advisor.

- (3) **各組之選修課程 0-5 學分(必選修)Professional elective courses from different groups 0-5 credits**

臨心 A 組：臨床心理督導實務(2)及(高等臨床心理課程 3 選 1)-高等臨床心理病理(3)、高等臨床心理衡鑑(3)、高等臨床心理治療(3)。

Clinical Psychology A group: Advanced Psychopathology (3 credits), Advanced Psychological Assessment (3 credits), Psychotherapy (3 credits) (Take at least 1 of the previous 3 courses), and Supervision of Clinical Psychology Practice (2 credits).

- (4) **修課順序規劃為建議規劃，詳細課程請參考本所課程清單。**

四、課程相關規定 Course Regulations

1. 各組碩士班直升博士班規定 Masters students go straight for doctoral program requirements

- (1) 臨床心理組由碩士班直升博士班同學，須補滿心理病理學相關學分 9 學分、心理衡鑑相關學分 6 學分、心理治療相關學分 6 學分以及臨床心理學實習(I)(II)16 學分，合計 37 學分；但已具有行政院衛生署臨床心理師證書者，得免臨床心理學實習(I)(II)16 學分，合計 21 學分。

Clinical psychology: The accelerated PhD student is required to complete an additional 9 credits in psychopathology, 6 credits in psychological assessment, 6 credits in psychotherapy, and 16 credits in Clinical Internship Program (I) and (II), totaling 37 credits. However, students with a Clinical Psychologist Certificate from the Ministry of Health and Welfare, Taiwan is exempt from the 16 Clinical Psychology Practicum (I) and (II) credits, reducing the total requirement to 21 credits.

- (2) 物理治療組由碩士班直升博士班同學，以當年度該組碩士班最新修業規定為基準。

Physical therapy: The accelerated PhD student is required to complete the credits required by the master's program of the Department of Physical Therapy.

- (3) 職能治療組由碩士班直升博士班同學，須補滿職能治療學系碩士班所規定之必修、選修課程合計 24 學分。

Occupational Therapy: The accelerated PhD student is required to complete 24 credits from the master's program of the Department of Occupational Therapy.

2. 本所發展重點與特色為以下五項研究群：(1)高齡健康與照護、(2)身心發展與照護、(3)動作科學與照護、(4)心理健康，此五項研究群亦為本所跨領域之研究方向。本所入學考試採專業分組--臨床心理(甲)組、臨床認知神經(乙)組、物理治療(丙)組、職能治療(丁)組及高齡照護(戊)組方式進行審查，為落實跨領域研究，學生入學後，需自選考專業分組內之教師中選定指導教授，並於五項跨領域研究中選定至少一項研究群參加，且指導教授須有參與該項跨領域研究群，此外，學生需依其選定之該項跨領域研究群相關規定，修習相關課程。

The main focus areas and distinctive features of our institute are encapsulated in the following five research groups: (1) Geriatric Care, (2) Healthcare for Mental or Physical Development, (3) Applied Movement Sciences for Cognitive-Motor Disabilities and Sports /Occupational Injuries and (4) Mental Healthcare These five programs provide the framework for how the program's interdisciplinary research courses are organized. Within any of the courses offered by the program, the students will be grouped based on their specialty: Clinical Psychology A, Clinical Cognitive Neuroscience (psychology) B, Physical Therapy C, Occupational Therapy D, and Geriatric Care E to allow the assessment material to be evaluated separately. Students need to participate in at least one of the five interdisciplinary research groups and choose their advisor related to the

professional group. The advisor chosen must be active and participate in interdisciplinary research. Students are required to fulfill the course requirements of the chosen interdisciplinary research course.

3. 獨立研究(一)、(二)、(三)、(四)課程不得同時修，每一學期只能修習一門。【97 學年度第一次所務會議通過】

Independent Study sessions (I)(II)(III)(IV) cannot be taken simultaneously, students can only take one each semester.

4. 獨立研究(一)~(四)課程：若學生未選定指導教授，不得修習。

專題討論(一)~(四)課程：學生可修習，但未選定指導教授者，由課程委員會主委指派，課程委員會委員來擔任，並參與其課程報告。

Independent Study (I)(II)(III)(IV): Students are not allowed to take this course if they have not selected an advisor.

Integrated Health Sciences Seminar (I)(II)(III)(IV): Students who have not chosen an advisor may take the course, but the course committee chair will assign a specific faculty member for supervision when these students are presenting.

5. 每學期註冊組提供之「學生選課明細表」，請學生確認後將紙本送交指導教授審閱簽名，後送回所上彙整。【97 學年度第三次所務會議通過】

Every semester, the registration center will provide the “student course list” for students to verify (the courses completed / the courses selected by the student for the upcoming semester) and confirmed by their advisor. The list will be submitted to the institute’s office with the advisor’s signature.

國立成功大學學生抵免學分辦法 NCKU Course Credit Waiver Regulations

88.06.02 八十七學年度第二學期第二次教務會議修正通過
Amended and approved at the 2nd Meeting of the Academic Affairs Council in the spring semester of the 1998-99 academic year on June 2, 1999

89.01.07 八十八學年度第一學期第二次教務會議修正通過
Amended and approved at the 2nd Meeting of the Academic Affairs Council in the fall semester of the 1999-2000 academic year on Jan. 7, 2000

95.11.08 95 學年度第 1 次教務會議修正通過
Amended and approved at the 1st Meeting of the Academic Affairs Council in the 2006-07 academic year on Nov. 8, 2006

奉教育部 96.01.31 台高（二）字第 0960008531 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Gao(2)Zi, No. 0960008531, dated Jan. 31, 2007

98.04.21 97 學年度第 2 次教務會議修正通過
Amended and approved at the 2nd Meeting of the Academic Affairs Council in the 2009-2010 academic year on Apr. 21, 2009

奉教育部 98.06.19 台高（二）字第 0980102776 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Gao(2)Zi, No. 0980102776, dated June. 19, 2009

100 年 11 月 22 日 100 學年度第 1 次教務會議通過
Amended and approved at the 1st Meeting of the Academic Affairs Council in the 2011 12 academic year on Nov. 22, 2011

奉教育部 101.01.03 臺高（二）字第 1000224863 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Gao(2)Zi, No. 1000224863, dated Jan. 3, 2012

103 年 12 月 03 日 103 學年度第 1 次教務會議修正通過
Amended and approved at the 1st Meeting of the Academic Affairs Council in the 2014 15 academic year on Dec 3, 2014

奉教育部 104 年 3 月 3 日臺教高二字第 1040007298 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Gao(2)Zi, No. 10 40007298, dated Mar. 3, 2015

104 年 12 月 08 日 104 學年度第 1 次教務會議修正通過
Amended and approved at the 1st Meeting of the Academic Affairs Council in the 2015 16 academic year on Dec 8, 2015

奉教育部 105 年 2 月 4 日臺教高二字第 1050015960 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Gao(2)Zi, No. 10 50015960, dated Feb. 4, 2016

105.12.15 105 學年度第 2 次教務會議修正通過
Amended and approved at the 2nd Meeting of the Academic Affairs Council in the 2016 17 academic year on Dec. 15, 2016

奉教育部 106 年 2 月 3 日臺教高二字第 1060005193 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as TaiGao(2)Zi, No. 1060005193, dated Feb. 3, 2017

108.12.11 108 學年度第 1 次教務會議修正通過
Amended and approved at the 1st Meeting of the Academic Affairs Council in the 2019 20 academic year on Dec. 11, 2019

奉教育部 109.01.21 臺教高(二)字第 1090005985 號函准予備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai-Jiao-Gao (2) Zi, No. 1090005985, dated Jan. 21, 2020

111.6.11 110 學年度 2 次教務會議修正通過
Amended and approved at the 2nd Meeting of the Academic Affairs Council in the 2021 22 academic year on June 1, 2022

奉教育部 111.7.20 臺教高(二)字第 1110060770 號函備查
Ratified by the Ministry of Education, as written in its official letter coded as Tai Jiao Gao(2)Zi, No. 1110060070 , dated July 20, 2022

第一條 國立成功大學（以下簡稱本校）為辦理各系(所、學位學程)學生抵免學分，訂

定本辦法。

Article 1 These Regulations are established by National Cheng Kung University (NCKU) to administer applications for course credit waivers at each department (institute or degree program).

第二條 下列學生得申請抵免學分：

- 一、轉系(所、學位學程、組)生。
 - 二、轉學生。
 - 三、重考生。
 - 四、先修讀學分後考取修讀學位者。
 - 五、持入學前於專科學校修習及格之科目證明者。五專畢業生其一至三年級視同高中、高職階段，其課程不得抵免。高中、高職階段，其課程不得抵免。
 - 六、預先修習碩、博士班課程成績達七十分以上，且學分未列入畢業最低學分數內，而持有證明者。內，而持有證明者。
 - 七、學生在學期間經所屬學系((所、學位學程所、學位學程))核准於暑期修習本校開設之學分班。核准於暑期修習本校開設之學分班。
 - 八、經本校核准出國進修或推薦送至境外大學短期修課或推薦送至境外大學短期修課者者。。
 - 九、持香港副學士或高級文憑資格入學本校學士班者。
 - 十、於教育部認可之國外大學院校修習課程取得之學分，且經本校各系於教育部認可之國外大學院校修習課程取得之學分，且經本校各系((所、學位所、學位學程學程))核准者。
- 前項第一、二及三款學生再經核准轉系學位學程、組、修讀輔系學位學程或雙主修者，得再次申請抵免科目學分。

Article 2 Students who are eligible for course credit waivers include:

1. Interdepartmental or inter-program transfer students
2. Intercollegiate transfer students
3. Those who are admitted by passing their second-year joint college entrance examination.
4. Those who have received credits on any courses completed prior to matriculation.
5. Those who have completed any courses offered for the fourth and fifth years of study by a five-year junior college program.
6. Those who have completed any courses on a master's/doctoral program with a grade of at least 70 prior to matriculation.
7. Those who have completed any courses on credit programs offered by NCKU for summer sessions and approved by the major department, graduate institute or program.

8. Those who are granted approval by NCKU to study abroad or are recommended by NCKU to study for a short term at an overseas university.
9. Students holding an associate degree or higher diploma from a Hong Kong institute of education.
10. Those who have received credits offered by the Ministry of Education-accredited colleges or universities abroad and approved by the major department, graduate institute or program.

Those with student status defined in Items 1, 2 or 3 who are granted approval to transfer to another department (degree-program or class-category) or to pursue a minor (degree program) or double major shall re-apply for course credit waiver.

第三條

前條所列各類學生抵免學分數與轉(編)入年級規定如下：

- (一) 轉系(學位學程、組)生轉入二年級者，其抵免學分總數以轉入該系一年級應修學分總數為原則；轉入三年級者，其抵免學分總數以轉入該系一、二年級應修學分總數為原則。又轉入三年級者抵免相當學分後，須於修業年限內(不包括延長年限)依照學期限修學分規定而可修畢轉入學系最低畢業學分；否則，應降級轉入二年級。

降級轉系者，其抵免學分總數以轉入該系一、二年級或一、二、三年級應修學分總數為原則。

- (二) 重考(含專科畢業生)新生，依法取得學籍時，其已修及格之科目學分，得酌情辦理抵免及提高編級。

學士班抵免四十四學分以上者得編入二年級，抵免學分以上者得編入二年級，抵免八十八學分以上者，得編入三學分以上者，得編入三年級，抵免年級，抵免一百一十一學分以上者，得編入四年級，但二專或五專畢業生最高學分以上者，得編入四年級，但二專或五專畢業生最高編入三年級，退學學生最高編入退學之年級。編入三年級，退學學生最高編入退學之年級。提高編級限入學當學期辦理提高編級限入學當學期辦理。

- (三) 以香港副學士以香港副學士((或高級文憑或高級文憑))資格入學為本校學士班者，申請學分抵免並經各資格入學為本校學士班者，申請學分抵免並經各學系學系((學程學程))核准後，至多得以提高編級修讀三年級。核准後，至多得以提高編級修讀三年級。

研究生抵免學分總數由各學系(所、學程)自訂，抵免後學士、碩士班學生至少修業一年、博士班學生至少應修業滿二年以上，且在學期間內至少修習一門有學分數之科目。

推廣教育學分班抵免規定畢業學分(不含論文指導學分)總數，以不超過二分之一為原則，各學系(所、學程)另有更嚴格規定，從其規定。

- (四) 轉學生比照前一、二款規定辦理；若有特殊情形得比照有關規定辦理。

前項各款學生除五專畢業生外，辦理申請抵免科目學分，如已計入取得畢業學分規定之課程及學分數者，不得申請抵免。如有其他特殊情形，經系所專案簽請教務長核准者，方可抵免。

Article 3 The rules governing the academic level classification of students based on the results of course credit waiver are as follows:

- (1) Freshman-turned-sophomore interdepartmental (inter-program, inter-category) transfer students are allowed in principle to have course credits waived up to the total number of credits designated for the freshman class of the new department (program, class-category).

Sophomore-turned-junior interdepartmental (inter-program, inter-category) transfer students are allowed in principle to have course credits waived up to the total number of credits designated for the freshman and sophomore classes of the new department (program, category). Following course credit waiver, a sophomore-turned-junior transfer student is required to complete the minimum number of credits for graduation as designated by the new department within the maximum four-year duration of study (excluding extended years). Those who will fail to do so shall be classified into the sophomore class level of the department.

Those classified into a lower class level are allowed to have course credits waived up to the total number of credits for the first two or three years of study in the department.

- (2) Newly accepted undergraduate students who passed their second-year joint university entrance examination or who graduated from junior colleges are entitled to apply for course credit waiver or/and be classified into an upper class level of their major department.

In general principle, those who have waived 40 or more of the minimum number of course credits required for graduation shall be classified into a second-year class level; those who have waived 80 or more course credits shall be classified into a third-year class, and those who have waived 110 or more course credits shall be classified into a fourth-year class. However, graduates from two- or five-year junior colleges are only allowed to be classified up to a third-year class, regardless of the number of course credits waived. A newly accepted dropout student is only allowed to be classified up to the original class level at which the dropout occurred. The classification into an upper class shall be completed upon enrollment in the first semester of the first academic year.

- (3) Undergraduate program students holding an associate degree (or higher diploma) from a Hong Kong institute of education, upon approval of an application for a course credits waiver, are only allowed to be classified up to a third-year class of their major program.

The total number of credits allowed for graduate program course waiver shall be designated by each individual department or graduate institute.

Basically, following the completion of their course credit waiver, undergraduate students and master's program students are required to study for a minimum

duration of one year, while doctoral students are required to study for a minimum of two years, with at least one course taken for each semester.

- (4) In general, applications for course credit waiver by intercollegiate transfer students shall be processed according to the same rules specified in Items (1) and (2). Any special applications shall be dealt with according to the relevant regulations.

All eligible students as defined in this article, except five-year junior college graduates, are not allowed to apply for waivers of course credits that have been counted into their graduation credits. Any special applications for course credit waiver shall be reported by the related department/institute and approved by the Vice President for Academic Affairs before they are administered.

第四條 抵免學分之範圍如下：

- (一) 必修學分(含共同科目及通識科目)。
- (二) 選修學分(含相關科目)。
- (三) 輔系學分(含轉系或轉學而互換主輔系者)。
- (四) 雙主修(學位)學分。
- (五) 教育學程學分。

Article 4 The scope of course credit waiver is defined as follows:

- (1) Required course credits (including general courses and general education courses)
- (2) Elective course credits (including related courses)
- (3) Minor program course credits (including credit waiver for major program change as a result of interdepartmental or intercollegiate transfer)
- (4) Double-major program course credits
- (5) Educational program course credits

第五條 抵免學分之原則規定如下：

- (一) 科目名稱、內容相同者。
- (二) 科目名稱不同而內容相同者。
- (三) 科目名稱、內容不同而性質相同者。

Article 5 The types of courses applicable to credit waiver are prescribed as follows:

- (1) A course is the same as an established program course in terms of its title and contents.
- (2) A course is the same as an established program course in terms of its contents, regardless of its title.
- (3) A course is the same as an established program course in terms of its nature, regardless of its title or contents.

第六條 不同學分互抵後之處理，規定如下：

- (一) 以多抵少：抵免後以少學分登記。

(二) 以少抵多：所缺學分應予補修，如無法補足學分數者，不得抵免。

Article 6 An application of course credit waiver for a course with divergent credit hours is regulated as follows:

- (1) Where the number of credit hours earned for a completed course exceeds that of the course being waived, the smaller number shall prevail in the calculation of credits waived.
- (2) Where the number of credit hours earned for a completed course is smaller than that of the course being waived, the smaller credit-hour number may be granted and registered as a partial waiver, which requires the applicant to make up the discrepancy. Should the applicant fail to do so, the waiver will be annulled.

第七條 申請抵免學分之期限及程序：

抵免學分之申請，應於入（轉）學當學年第一學期一次辦理完畢。申請抵免學分之期限及程序如下：

- (一) 申請期限：新生（含轉學生）、轉系（所、學位學程、組）學生應於入學當學期開始上課日（以行事曆為準）起一週內辦理完畢；惟合於本辦法第二條第七、八款規定者，至遲須於取得成績或學分證明後之次學期開始上課日起一週內辦理完畢。情況特殊經專簽核准者，另案處理。
- (二) 申請程序：請於申請期限內至教務處註冊組網頁下載抵免學分承認表，再至各學系（所、學位學程）辦理並應繳驗（交）原校修讀之成績單及修業（或轉學）證明書，必要時可採取甄試方式認定其程度及決定是否可以抵免。須甄試及格始可抵免之科目，應依第一款規定時間辦理完竣。

Article 7 Deadlines and procedures for course credit waiver application:

Applications for course credit waiver by transfer students or newly accepted students shall be completed upon enrollment in the first semester of the first academic year. The deadlines and procedures for course credit waiver application are detailed as follows:

- (1) Application deadlines: Newly-admitted students (including intercollegiate transfer students) or interdepartmental transfer students (including inter-program or inter-category transfer students) are required to complete their applications for course credit waivers within the first week from the opening day of school (according to the university calendar) in their first academic year. However, those defined in Items (7) and (8) of Article 2 who have completed a period of overseas study for one semester, or a short term with academic transcripts or certificates, shall complete their course credit waivers within the first week from the opening day of school in the following semester immediately after their return.
Any special applications for course credit waiver that have been reported and approved will be processed on a case-by-case basis.
- (2) Application procedures: Applicants are required to complete an application form

for course credit waiver downloaded from the webpage of the Division of Registrar under the Office of Academic Affairs, and submit the completed form along with the related transcripts or academic certificates to the department office for review. If necessary, a test may be conducted to decide a course credit waiver. Applicants passing a test for a course credit waiver shall complete their applications by the designated deadline, as specified in Item (1) under this article.

第八條 不論學分承認多寡，每學期所選學分數，應達該學期修習下限學分規定。

Article 8 Regardless of the number of course credits waived, every applicant is required to enroll in courses with a minimum number of credits required for each individual semester.

第九條 抵免學分之審核，通識教育科目由通識教育中心負責審查，各系（所、學位學程）專業科目，應由各該系（所、學位學程）分別成立審查小組負責審查，體育科目，應由體育室分別負責審核，並由教務處複核。轉系生、轉學生原在本校已修習之共同核心課程、專業課程及體育等科目成績及格者，由各學系審核之。

Article 9 Applications for course credit waivers shall be reviewed by departments or academic units offering related courses and approved by the Office of Academic Affairs. A waiver application for general education courses shall be reviewed by the General Education Center, a waiver application for program courses shall be reviewed by each individual department/graduate institute, and a waiver application for physical education shall be reviewed by the Physical Education Office. Applications by interdepartmental or intercollegiate students for credit waivers of general courses, program courses or physical education courses completed previously at NCKU shall be reviewed by each individual department/graduate institute.

第十條 抵免學分之登記，應依下列規定辦理：

- (一) 轉系生在原系(所、學位學程、組)所修科目學分獲准抵免者，應於歷年成績表上註明「抵免」字樣。
- (二) 轉學生應將抵免科目學分(成績可免)登記於歷年成績表內轉入年級前各學年成績欄，二年級轉學生登記於第一學年，三年級轉學生登記於一、二學年。
- (三) 重考或先修讀學分後考取修讀學位新生，應將抵免科目學分，登記於編入年級前歷年成績表內各學年成績欄。

Article 10 The registration of course credit waivers shall be administered as follows:

- (1) For interdepartmental transfer students, courses completed at the original department (degree-program, class-category) that are waived shall be marked "TR" (for transfer credits) on the transcript.
- (2) For intercollegiate transfer students, course credits waived (grades unmarked) shall be registered in the grade columns designated for the preceding academic

years on the transcript. e.g., for an intercollegiate transfer student enrolled as a sophomore, course credits waived shall be registered in the grade column for the first academic year and for that enrolled as a junior, courses waived shall be registered in the grade columns for the first two academic years.

- (3) For those defined in Items (3) and (4) of Article 2, courses waived shall be registered in the grade columns for the past academic years prior to class classification.

第十一條 凡曾在教育部認可之境外大學院校修讀之科目學分，得依本辦法有關凡曾在教育部認可之境外大學院校修讀之科目學分，得依本辦法有關規定酌情規定酌情抵免，其學分轉換以授課時數及修課內容作為學分換算及科目抵免之原則。學分抵免，其學分轉換以授課時數及修課內容作為學分換算及科目抵免之原則。學分換算之原則如下：換算之原則如下：

- (一) 若出國修習的學校係採歐洲學分互認系統（若出國修習的學校係採歐洲學分互認系統（European Credit Transfer and Accumulation System, ECTS Accumulation System, ECTS，英國大學除外），英國大學除外），ECTSECTS 的學分以二分之一計算，取的學分以二分之一計算，取整數（四捨五入）。
- (二) 若採英國學分累計及轉換制度（Credit Accumulation Transfer Scheme, CATS），CATS 的學分以四分之一計算，取整數（四捨五入）。
- (三) 美制、日制美制、日制、陸制之學分可等同換算。

Article 11 Applications of course credit waivers for courses completed at overseas universities accredited by the Ministry of Education shall be processed equivalently according to the relevant preceding regulations. Basically, any credit transfer or waiver shall take into account the number of course hours and course contents. The principles of credit calculation for courses completed at overseas universities are as follows:

- (1) Half of the number of credits for a course completed at any university adopting the European Credit Transfer and Accumulation System (ECTS, excluding universities in the UK) shall be calculated and rounded up to nearest whole digit for credit transfer or waiver.
- (2) One-fourth of the number of credits for a course completed at any university adopting the Credit Accumulation Transfer Scheme (CATS) shall be calculated and rounded up to nearest whole digit for credit transfer or waiver.
- (3) The number of credits for a course completed at any university adopting the credit transfer and accumulation system used in the USA, Japan or mainland China shall be calculated for credit transfer or waiver.

第十二條 本辦法未盡事宜，悉依本校學則及有關規章辦理。

Article 12 Any matters that are not regulated shall be administered according to NCKU Academic Regulations and relevant rules.

第十三條 本辦法經教務會議通過後公告施行，並報請教育部備查，修正時亦同。

Article 13 These regulations should be approved by the Academic Affairs Council and ratified by the Ministry of Education to take effect, as should any amendments to them.

*These regulations were translated from the original Chinese. In the event of discrepancies between the two versions, the Chinese always takes precedence.

※有關學生申請課程抵免相關案由，本所新生申請課程抵免應於入學當學期開始上課日起兩週內提出申請。【103 學年度第八次所務會議】

肆、修業流程

一、國立成功大學健康照護科學研究所博士班修業流程表

AHS Flowchart of doctoral study

92.07.07 九十一學年度第二學期第十次博士班籌備會議通過
93.12.16 九十三學年度第一學期第一次所務推動會議修正通過
93.12.30 九十三學年度第一學期第二次所務推動會議修正通過
98.10.22 九十八學年度第一學期第三次所務會議修正通過
104.02.26 一百零三學年度第五次所務會議修正通過
106.11.30 一百零六學年度第三次所務會議修正通過
108.11.28 一百零八學年度第三次所務會議修正通過

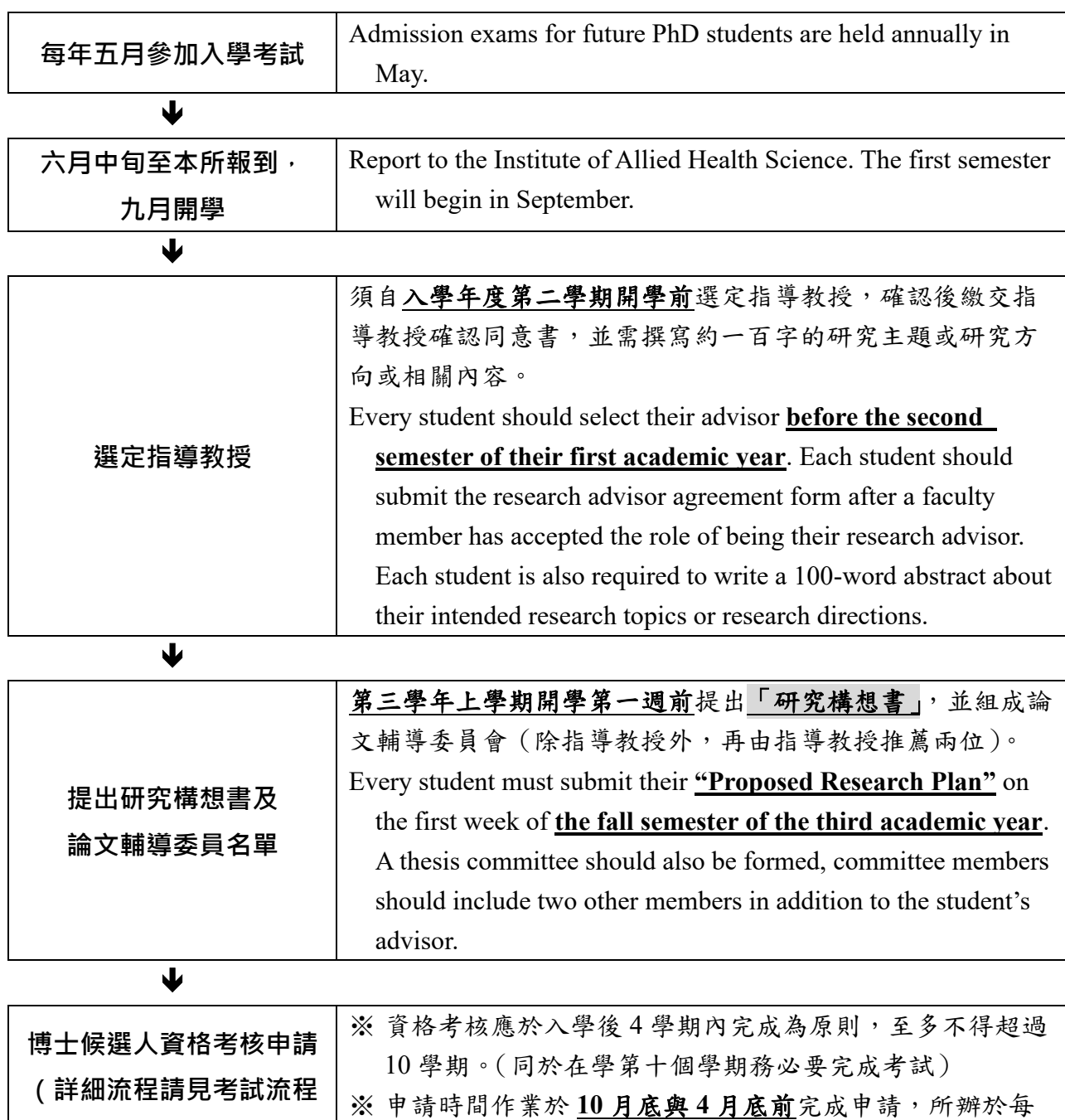


表) PhD Candidate Qualification Exam Application	學期初及期中公告截止時間。 Every student should complete the PhD candidate qualification exam within 4 semesters of their enrollment; it definitely must be completed within 10 semesters of their enrollment. The deadline for application for PhD candidate qualification will be <u>at the end of October/April for the fall/spring semester.</u> Exact dates for the deadline for each semester will be sent to each student at the start of the semester.
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學位考試申請 (詳細流程請見考試流程 表) PhD Final Defense Application	申請時間作業於考試前 1 個月完成申請。 ◆ 第一學期：12 月 31 日前提出申請。口試成績 1 月 31 日前送達註冊組。 ◆ 第二學期：6 月 30 日前提出申請。口試成績 7 月 31 日前送達註冊組。 The student should submit their application one month before the anticipated exam date. ◆ In the first semester (Fall semester) apply before 12/31, the grade from the final defense must be sent to the Registrar's Office by 1/31. ◆ In the second semester (Spring semester) apply before 6/30, the grade from the final defense must be sent to the Registrar's Office by the following 7/31.
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完成及通過考試	※ 繳交論文 (2 本精裝本：註冊組、圖書館，1 本平裝本：所上) ※ 截止日期：次學期註冊前 附註：休學期間不計 Paper format: Hardcover edition x 2 required for the Registrar's office and the library. Paper cover x1 required for the department. Deadline: before enrollment begins for the next semester. NB The time when a student's studies have been officially suspended is not calculated in assessing if the student has appropriately met any of the deadlines referred to in this document.
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**國立成功大學健康照護科學研究所博士班
開課教師、指導教授及論文口試委員資格**

**AHS Guidelines for potential course coordinators, student advisors, and thesis (oral)
examiners**

92.03.04 九十一學年度第二學期第五次博士班籌備會議通過
95.09.28 九十五學年度第一學期第一次所務會議通過
96.09.27 九十六學年度第一學期第一次所務會議通過
108.11.28 一百零八學年度第三次所務會議修正通過
114.09.18 一百一十四學年度第一次所務會議修正通過

一、開課教師的資格為具博士學位之助理教授資格以上。

A course coordinator should hold a position as an Assistant professor (or above) and also possess a PhD (or equivalent, e.g. D.Phil., D.Sc.) degree.

二、擔任指導教授必須符合以下條件：

- (1) 助理教授資格以上。
- (2) 有指導研究生或曾任碩博士論文口試委員。
- (3) 近三年內曾主持研究計劃或有科學期刊論文發表者。
- (4) 至少連續在健照所合聘一年以上，或為健照所主聘老師。

註：指導教授若為健照所合聘教授須為行為醫學研究所、護理學系、心理學系、職能治療學系及物理治療學系、老年學研究所的專任教師。

註：若合聘教授於本所服務尚未滿一年，擬擔任指導教授，則提案至所務會議中以專案討論。【114 學年度第一次所務會議】

Potential advisor should meet the following requirements:

- I. Hold a position as an Assistant Professor or above (e.g. Associate Professor, Professor, Distinguished Professor, Chair Professor)
- II. Have previous experience in: 1) supervising post-graduate students; or 2) acting as a committee for master or doctoral student's qualification exam for oral defense examination for dissertation.
- III. A principal investigator who has been awarded a grant/s to carry out his/her research; or has published paper/s in SCI/SSCI-indexed journals in the past three years.
- IV. An adjunct faculty member of the Institute of Allied Health Sciences with a minimum of one year's experience, or a faculty member of the Institute of Allied Health Sciences.
- P.S. An advisor who is an adjunct faculty member of the Institute of Allied Health Sciences should be a full-time faculty member of one of the following departments/institutes: Institute of Behavioral Science, Department of Nursing, Department of Psychology, Department of Occupational Therapy, Department of Physical Therapy, and Institute of Gerontology.

P.S. An advisor's appointment needs to be approved during the institute staff meeting if an advisor candidate being an adjunct faculty member of the Institute of Allied Health Sciences has less than one year's academic experience in the Institute of Allied Health Sciences.

三、論文口試委員必須符合以下條件：

- (1) 副教授資格以上。
- (2) 具論文主題之專才。
- (3) 需經過所務推動會議通過。

Potential oral examiners for doctoral students' thesis examinations should meet the following requirements:

- I. Hold a position as an Associate Professor or above.
- II. Have expertise in the doctoral candidate's research field.
- III. Have their appointment approved during institute staff meeting.

國立成功大學健康照護科學研究所博士班研究生之指導教授認定施行細則

AHS Guidelines for the Advisor confirmation

92.03.04 九十一學年度第二學期第五次博士班籌備會議通過
92.07.07 九十一學年度第二學期第十次博士班籌備會議修正通過
93.12.16 九十三學年度第一學期第一次所務推動會議修正通過
93.12.30 九十三學年度第一學期第二次所務推動會議修正通過
95.09.28 九十五學年度第一次所務會議紀錄修正
96.09.27 九十六學年度第一次所務會議修正
100.03.31 九十九學年度第六次所務會議修正
114.09.18 一百一十四學年度第一次所務會議修正通過

- 一、博士班研究生選擇指導教授，應考慮指導教授之專長與經驗，學習環境與自己的研究目標。研究生與該組老師充分討論後，至遲應於入學年度第二學期開學前確認指導教授，將博士論文指導教授確認同意書繳交至所長。

Each PhD student must choose, based on the advisor's expertise, their own thesis advisor that matches the student's research interests and goals. After discussing with a particular faculty member, and the faculty member agreeing to be the student's thesis advisor, each student must turn in the PhD Advisor confirmation form to the Allied Health Sciences department office before the second semester of the entering academic year.

- 二、指導教授之認定以本所聘任教師為原則，如有需要，可徵得指導教授及所務推動會議之同意，另邀合格人員為共同指導教授 (co-advisor)。共同指導教授之間的職責請自行約定並送交所長核備。

Each thesis advisor must be a faculty member from the Institute of Allied Health Sciences. If necessary, a student can have a thesis co-advisor. But this must be approved by the department affairs committee. The specific responsibilities and outcome partition should be agreed upon by the co-advisors and then submitted in writing to the Institute's office.

- 三、具備指導能力之教授才能指導博士班學生，所謂指導能力，泛指學術研究水準，教育的熱誠及品德操守之堅持等之總和，無法以條例來規範，但研究水準必須具下列四項之標準：

- (1) 助理教授資格以上。
- (2) 有指導研究生或曾任碩博士論文口試委員。
- (3) 近三年內曾主持研究計劃或有科學期刊論文發表者。
- (4) 至少連續在健照所合聘一年以上(或主聘於健照所)；若合聘教師於本所服務尚未滿一年，提案至所務會議中以專案討論。

註：上述合聘於健照所之指導教授須為行為醫學研究所、護理學系、心理學系、職能治療學系及物理治療學系、老年學研究所的專任教師。

Every thesis advisor must possess the ability to teach and guide PhD students. Guidance involves educating students, modeling excellent research skills as well as ethical conduct, and possessing passion for the work. As for the research level, the advisor should have 4 of the

following qualifications:

- I. Assistant professor or higher.
- II. Advised other graduate students or participated in other oral examinations for dissertations.
- III. Has conducted a research project or published a research paper in the past three years.
- IV. Has been adjunct faculty member in the Institute of Allied Health Sciences for more than one consecutive year, or a faculty member primary affiliated to the Institute of Allied Health Sciences. If the adjunct faculty member has not completed one year of service yet, the application can still be submitted as a case for discussion in the department affairs committee.

P.S. An advisor who is an adjunct faculty member to the Institute of Allied Health Sciences should be a full-time faculty member of one of the following departments/institutes: Institute of Behavioral Science, Department of Nursing, Department of Psychology, Department of Occupational Therapy, Department of Physical Therapy, and Institute of Gerontology.

四、指導教授之認定由所長召集所務推動委員通過，並副署。

The advisor's confirmation will be approved by the Institute.

國立成功大學健康照護科學研究所博士班研究生申請更換指導教授原則
AHS Application for Changing PhD Advisor

九十七學年度第三次所務會議通過

第一條 國立成功大學健康照護科學研究所(以下簡稱本所)為保障研究生學習研究自由及維持師生良好關係，依據本校研究生申請更換指導教授原則第五條訂定本辦法。

The AHS designs the application of changing thesis advisor based on the Article 5 in the NCKU Graduate Students' Application for Changing Thesis Advisor to protect the freedom of learning and researching; and to maintain the good relationship between teachers and students for graduate students.

第二條 研究生指導教授應依據本校研究生章程第七條規定，指導教授須為本校教師，其資格及選任應依本所規定並經所長同意。

The advisor of the graduate student should adhere to Article 7 in the NCKU Graduate Student Policies and Rules. The advisor shall be assigned from NCKU faculty members. The qualifications and appointments of academic advisors shall be regulated by the graduate institute and approved by the director.

第三條 研究生於就讀期間，如研究生或原論文指導教授因故無法維持指導關係，有更換指導教授之必要，得由研究生或原論文指導教授向所長提出更換論文指導教授之要求，更換指導教授時，需填寫「博士論文指導教授確認異動書」，經學生、原指導教授與新指導教授同意簽名後，送所長簽名後生效。完成博士班論文指導教授之確認，確認後至所務會議核備。

但有下列情形之一者，得由本所所長召開所推會議議決，由適當教授或所長擔任指導教授，或採其他妥適之方式處理：

- (一) 原指導教授拒絕同意者。
- (二) 研究生無法覓得新指導教授時。
- (三) 其他顯足以影響師生良好關係者。

When the student and advisor could not maintain an adequate relationship, either the student or the advisor could raise the issue to stop this relationship by requesting the director. When such a request is made, the form "Applications for Change of PhD Advisor(s)" shall be completed and signed by the student, original advisor, and new advisor. The effect of the change of advisor is taken after the AHS director signs the form. After confirming the PhD advisor, it shall be ratified by the Institute Affairs Council. However, the AHS director shall call the Institute Affairs Promotion Council to decide on an appropriate professor (or the director) to be the advisor, or to take other appropriate treatment when one of the following conditions happens:

- (1) The original advisor refuses to agree on the change;

- (2) The graduate student cannot secure a new advisor;
- (3) Other aspects that could obviously impact the relationship between teachers and students.

第四條 研究生於就讀期間，如指導教授離職，研究生已通過博士候選人考試，原則上由原指導教授指導，但所上需有指導教師；研究生若尚未通過博士候選人考試者，原則上要更換指導教授。

When the advisor resigns during the study period of the graduate student, the original advisor in principal advises the graduate student with a co-advisor in the AHS if the graduate student has passed the exams of PhD candidate; the graduate student needs to change the advisor if he or she has not passed the exams of PhD candidate.

第五條 研究生依本原則申請更換指導教授時，在原指導教授提供原始構想或概念及受指導下所獲得之研究成果，須經原指導教授同意，始得作為學位論文。

When the graduate student applies a change of thesis advisors, the research output using the ideas and concepts from the original advisor or the output generated under the supervision of the original advisor can be used for an academic thesis under the condition that the original advisor agrees.

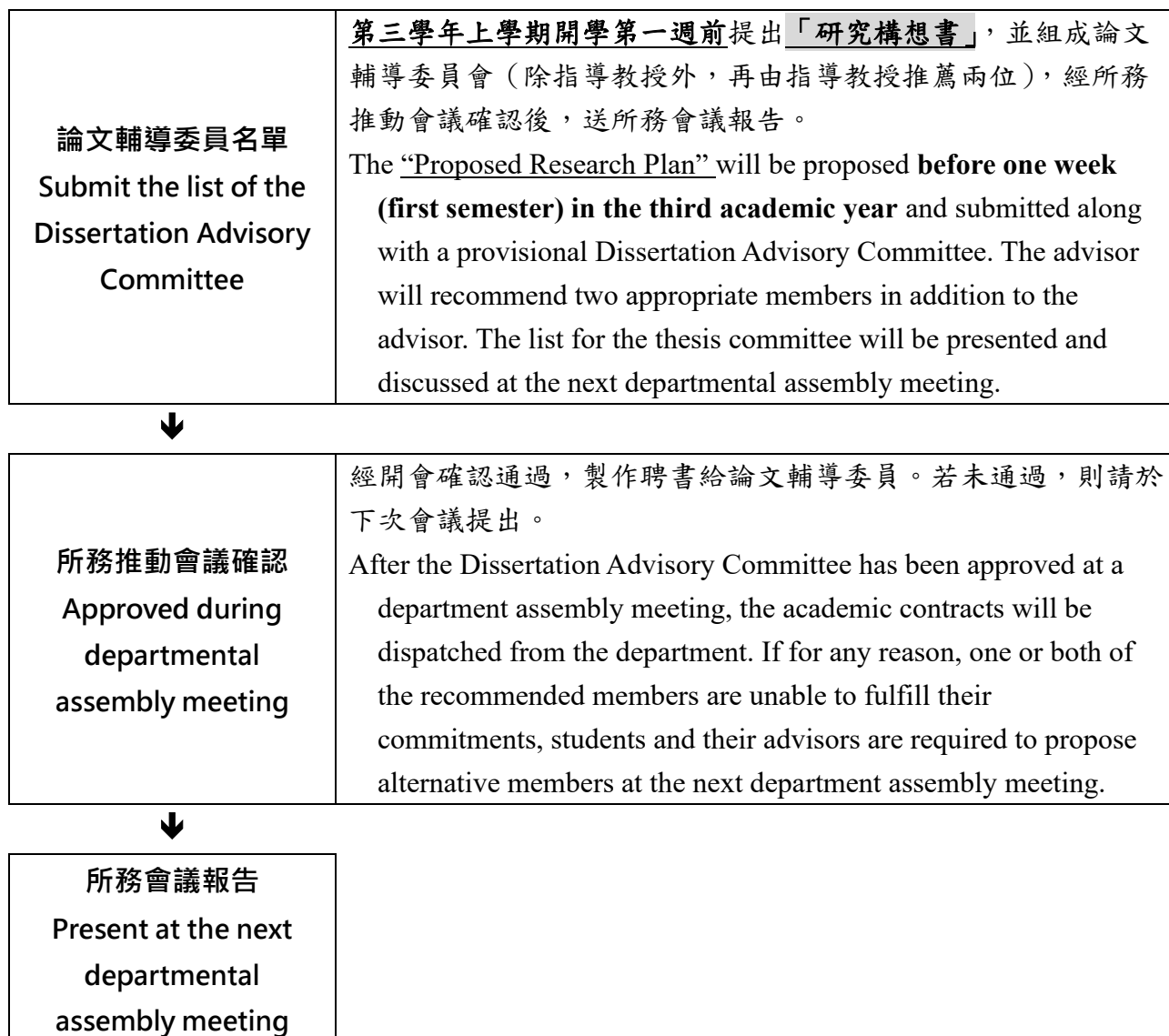
第六條 本原則經所務會議通過，送教務處核備後實施，修正時亦同。

The Application shall be approved by the Institute Affairs Council and ratified by the Office of Academic Affairs before taking effect. Amendments shall be processed accordingly. The English version was translated from the original Chinese text. In the event of discrepancies, the Chinese will take precedence.

二、國立成功大學健康照護科學研究所博士班成立論文輔導委員流程表

AHS Establishment of Dissertation Advisory Committee

九十八學年度第八次所務會議通過
 一百零一學年度第七次所務會議通過
 104.02.26 一百零三學年度第五次所務會議修正通過
 108.11.28 一百零八學年度第三次所務會議修正通過



變更「論文輔導委員」 Change of the Dissertation Advisory Committee Members	如有變更論文輔導委員經指導教授與學生討論後提出申請。 Changing the composition of the Dissertation Advisory Committee Members must have the agreement from both the student and advisor.
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請指導教授負責聯繫，確認原論文輔導委員知悉並同意終止輔導，及推薦新論文輔導委員，確定後填寫變更論文輔導委員申請表，經指導教授簽名 The advisor contacts the member being replaced and completes the “Application for Changing Dissertation Committee Members” signed by the advisor	The advisor contacts the member being replaced (ensuring the member realizes the situation and agrees to stop their supervision). The student should then complete the “Application for Changing Dissertation Committee Members” signed by the advisor.
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所務推動會議確認 Approved by departmental affairs committee meeting



製作新論文輔導委員聘書 Draft new contracts for new members in the Dissertation Advisory Committee
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所務會議報告 Present at the next departmental assembly meeting
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國立成功大學健康照護科學研究所博士班
博士生研究構想書與研究進度報告實施辦法
AHS PhD Proposed Research Plan Progress Report Regulations

92.07.07 九十一學年度第二學期第十次博士班籌備會議通過
93.12.30 九十三學年度第一學期第二次所務推動會議修正通過
104.02.26 一百零三學年度第五次所務會議修正通過
106.11.30 一百零六學年度第三次所務會議修正通過

- 一、博士生應於第三學年上學期開學第一週前，向論文輔導委員會提出研究構想書，其格式如附件。

Every student must submit their “Proposed Research Plan” one week before the fall semester of their third academic year. The format of progress reports is as described/shown in the appendix.

- 二、完成研究構想書後，自第二學年下學期開始，每年四月份與十月份需提出研究進度報告(書面審查)；如有選修「專題討論」學分者，則於課堂中報告；其書面資料之格式如附件。

After finishing the “Proposed Research Plan”, from the third term of the academic year, students should propose their study progress report (written report) every April and October since the beginning of the spring semester. If the student takes the 「Seminar」 course, then present their report in the class. The format is as an appendix. Starting from the spring semester of each student’s second academic year, every student should submit a research progress report every April and October (if the student is taking the 「Seminar」 course, then the progress report can be given in the class). The format of progress reports is as described/shown in the appendix.

- 三、通過論文輔導委員會評審研究構想書後的進度報告，由輔導委員會召開舉行，每學期至少一次。

The study progress report should be proposed at least once every semester. Launch by Dissertation Advisory Committee.

- 四、本辦法經所務會議討論通過後實施，修正時亦同。

This regulation was approved after a departmental assembly meeting, same after amendment.

註：研究進度報告為 PHD 論文(或 proposal)的進度，學生發表的 paper 不得為進度報告。【97 學年度第二次所務會議通過】

Note: The study progress report is the same as the PhD dissertation progress report. The student’s thesis dissertation cannot replace the required progress reports.

註：論文輔導委員出席相關費用規定：補助論文輔導委員出席費 1,000 元及交通費實報實銷（僅補助國內交通費），校內委員不補助出席費，每年補助口報學生至多一次，即日起適用此規定。【學年度第次所務會議通過】

PS: Regulation of expenses in attendance of Dissertation Advisory Committee: Dissertation Advisory Committee member attendance fee is NTD 1,000; Dissertation Advisory Committee traveling expenses are claimed as they are (for only within Taiwan). Dissertation Advisory Committee members who are part of NCKU faculty do not receive any attendance fee. The fee is paid no more than once a year, starting from today.

國立成功大學健康照護科學研究所博士班研究構想書書寫內容規範
AHS Proposed Research Plan Regulations

92.07.07 九十一學年度第二學期第五次博士班籌備會議通過
93.12.30 九十三學年度第一學期第二次所務推動會議修正通過
104.02.26 一百零三學年度第五次所務會議修正通過

研究構想書內容“Proposed Research Plan” content：

一、封面（含題目、學生姓名、指導教授、論文輔導委員及繳交日期，一頁）

Cover page (include topic title, student name, advisor, research committee members, and submission date, do not exceed one page)

二、中、英文摘要各一頁（含背景、目的、方法、預期成果）

English abstracts, in separate pages, including background, purposes, methods, and anticipated results)

※ 使用 A4 紙張，以電腦打字書寫(雙行行距)

Please use A4 size with typed words (double space)

※ 研究構想書須於第三學年上學期開學第一週前送至論文輔導委員會委員，並送一份至所辦公室。

Please submit the “Proposed Research Plan” to your Dissertation Advisory Committee

Members one week before the fall semester of their third academic year. Please also deliver a copy to the institute’s office.

三、國立成功大學博士學位候選人資格考核實施要點

奉教育部 84.9.11 台(84)高字第 4472 號函准予備查
奉教育部 89.3.13 台(89)高(二)字第 89030192 號函准予修正備查
98.6.23 97 學年度第三次教務會議修正通過
奉教育部 98.07.21 台高(二)字第 0980123268 號函准予修正備查
107.5.17 106 學年度第二次教務會議修正通過
奉教育部 107.06.14 台高(二)字第 1070087021 號函准予修正備查
109.11.13 109 學年度第一次教務會議修正通過
奉教育部 109.12.24 台高(二)字第 1090172525 號函准予修正備查

- 一、國立成功大學(以下簡稱本校)為提高博士班研究生之研究能力，使具備應有之學養，依據大學法第二十六條及學位授予法第九條之規定，訂定本要點。
- 二、博士班研究生應由各系(所、學位學程)嚴予考核，經資格考核及格後，始得由該系(所、學位學程)提出為博士學位候選人。資格考核每學期結束前得辦理一次，由各該系(所、學位學程)公告考試日期並受理申請。
- 三、各系(所、學位學程)依其涵蓋之學術領域，訂定考試科目及選考辦法。各研究生按各系(所、學位學程)規定，於第一次參加資格考核時決定選考科目。
- 四、資格考核應於入學後 4 學期內完成為原則，至多不得超過 10 學期；研究生申請參加各科目之考試次數由各系(所、學位學程)自訂。未依規定年限及次數完成者，由各該系(所、學位學程)通知註冊組勒令退學。
- 五、各系(所、學位學程)受理資格考核申請後，應即組織委員會辦理有關考核事宜。資格考核方式、考試科目由各系(所、學位學程)訂定，並明列於各系(所、學位學程)博士學位候選人資格考核實施要點中。
- 六、博士班研究生經資格考試成績及格後，由各該系(所、學位學程)通知註冊組於成績表備註欄填註「該生已通過資格考核，審核無誤」。並於報請舉行學位考試時，併同學位考試委員名冊呈教務長核定。
- 七、各系(所、學位學程)應根據本實施要點，訂定該系(所、學位學程)博士學位候選人資格考核實施要點，經系(所、學位學程)務會議通過後公告實施並送教務處備查。
- 八、本要點經教務會議通過後公告實施，並報教育部備查，修正時亦同。

國立成功大學健康照護科學研究所博士班博士學位候選人資格考核實施辦法

AHS Guideline for PhD Candidate Qualification Exam

92.03.04 91 學年度第 2 學期第 5 次博士班籌備會議通過
92.07.07 91 學年度第 2 學期第 10 次博士班籌備會議修正通過
93.09.30 93 學年度第 1 次所務會議記錄修正通過
93.12.16 93 學年度第 1 學期第 1 次所務推動會議修正通過
97.01.24 96 學年度第 5 次所務會議修正通過
97.09.27 97 學年度第 1 次所務會議修正通過
102.05.30 101 學年度第 7 次所務會議修正通過
105.05.26 104 學年度第 8 次所務會議修正通過
108.11.28 108 學年度第 3 次所務會議修正通過
110.04.29 109 學年度第 7 次所務會議修正通過
112.12.28 112 學年度第 3 次所務會議修正通過
113.03.07 112 學年度第 2 次課程委員會議修正通過
114.03.11 113 學年度第 3 次課程委員會議修正通過
114.03.27 113 學年度第 4 次所務會議修正通過
114.09.18 114 學年度第 1 次所務會議修正通過
115.09.07 115 學年度第 1 次課程委員會議修正通過
115.09.21 115 學年度第 2 次所務會議修正通過

一、依據 107 年 6 月 14 日國立成功大學博士學位候選人資格考核實施要點辦理外，另訂定本辦法。

This regulation supplements the regulation for PhD candidate qualification.

二、本所所長為博士學位候選人資格考核之總召集人，所長得另延聘教授籌組資格考核審查委員會，並主持資格考核事宜。

The Dean of the Institute of Allied Health Science will be the organizer for PhD candidate qualification exam. The dean can also recruit other faculties with professorship to organize a committee for the PhD candidate qualification exam.

三、博士班研究生通過成為博士學位候選人必須符合以下條件：

- (一) 修畢論文以外之必修與必選學分。(註)
- (二) 通過「comprehensive examination(資格考筆試)」。

規定如下：

1. 筆試科目規定：

- (1) 共同科目：臨床研究設計
- (2) 研究領域科目(選一)：銀髮生活功能促進特論、高齡健康與照護、跨領域高齡研究新趨勢、身心發展與健康照護－從嬰兒到青少年、失能與調適、動作之神經生理學、心理健康特論、以正義為導向之職能治療實務與研究、老化認知神經科學。

- 2. 選考科目需經指導教授簽名同意後始可提出申請。
- 3. 筆試時，所有考試科目同時考，及格之科目成績得保留，筆試有三次考試之機會，若未如期通過者，應予退學。
- 4. 資格考核應於入學後 4 學期內完成為原則，至多不得超過 10 學期。
- 5. 筆試應於每學期開學後一個月內提出申請，當學期結束前舉行，日期屆時

公告通知。

- (三) 論文投稿證明：修習本所博士班期間，至少有一篇以第一作者刊登於 SCI、SSCI 或 EI 國際期刊的原著論文或系統性文獻回顧（或已被接受），投稿之論文需為修讀博士期間所產出且以指導教授或經指導教授同意由共同指導教授為通訊作者，並填寫「博士班學位資格：國際期刊發表審查表」，經指導教授簽名同意。
- (四) 在跨領域老師的共同指導下，撰寫一份跨領域的研究計劃，並完成口試審查（至多不得超過 10 學期）。

Requirements for a student to be a PhD candidate

- I. Complete all required courses
- II. Complete comprehensive exams (COMPs)
 - A. Written Exam
 - i. Clinical Study Design
 - ii. (Select one): Special Topics On Improving Functional Performance in Old Age(銀髮生活功能促進特論), Elderly Health and Care(高齡健康與照護), **New Perspectives In Interdisciplinary Gerontology Research(跨領域高齡研究新趨勢)**, Development And Health Care: from Infancy to Adolescence (身心發展與健康照護－從嬰兒到青少年), Disability and Adaptation (失能與調適), Neurophysiology of Motion (動作之神經生理學), Special Topics in Mental Health (心理健康特論), Justice-oriented Practice and Research in Occupational Therapy (以正義為導向之職能治療實務與研究), Cognitive Neuroscience of Aging (老化認知神經科學).
 - B. The advisor needs to agree on the selected subjects for COMPs
 - C. All subjects of the COMPs will be tested at the same time, students have 3 chances to complete the COMPs test. If the student fails one of the subjects, he/she can retake the subject for up to 3 times.
 - D. The COMPs should be completed within 4 semesters (in principle), and should not exceed 10 semesters at most.
 - E. Application for COMPs will be in the first month of each semester, and the test will be held before the end of that semester.
- III. Proof of Thesis Submission: During the doctoral program, students must have at least one original research paper or systematic literature review published (or accepted for publication) in an SCI, SSCI, or EI international journal as the first author. The submitted paper must be produced during the doctoral study period, with either the advisor or, with the advisor's consent, the co-advisor as the corresponding author. Students must also complete the "Doctoral Program Degree Qualification: International Journal Publication Review Form," signed by their advisor.
- IV. Complete a multi-discipline research proposal under the supervision of advisors, and complete the oral defense (within 10 semesters from enrollment).

四、研究計畫口試申請作業應向所辦提出申請，經所務推動委員會同意。申請時間作業於10月底與4月底前完成申請。

Apply for the PhD candidate qualification exam at the institute's office, the application should be done before the end of October/April for the Fall/Spring semester. The exact time table for application will be sent to all students.

五、博士生經資格考試審查委員會通過符合以上條件，本所即向學校註冊組提報為博士候選人。但若不符合，須於下一學期才能再申請第二次考試。

Once the student has passed the qualification, the institute will inform the university to change the status of the student to PhD candidate. If the student fails the qualification, he/she needs to apply in the next semester.

六、本辦法經所務會議討論通過，並經報請本校教務處核備後實施，修正時亦同。

This guideline is approved by the institutional board and Academic Office of NCKU.

註：臨心 A 組學生務必修滿規定之課程學分數，且於申請博士候選人考試核時修習完成，但高等心理實習相關課程不在此限，於學位考試前修畢即可。【97 學年度第八次所務會議通過】

國立成功大學健康照護科學研究所博士班博士候選人資格考核口試須知

AHS PhD Candidate Qualification Exam for Oral Defense Procedures

適用 101 學年度以後入學學生 Applicable for students admitted after Academic year 101

1. 指導教授邀請博士候選人資格考試審查委員，至少要有三至九名委員出席(論文輔導委員為當然委員)，方得舉行口試。

The oral defense exam may commence as the advisor invites at least 3~9 committee members to physically attend the exam as the Dissertation Advisory Committee who are also the ex officio members (The dissertation supervisors are oral exam committee members)

2. 口試舉行前，首先推舉口試委員召集人，由召集人主持口試會議，召集人不得為指導教授。

On the day of the exam, a Chairperson is elected among the committee members. The candidate's adviser cannot assume the role of Chairperson. The Chairperson's responsibility is to chair the oral examination meeting.

3. 考生與聽眾離開考場，由召集人主持，並由指導教授介紹考生，就其修業內容與投稿文章是否已達所上規定，方得進行口試。須有三分之二(含)以上委員同意，才算通過。

The candidate and audience must leave the examination room. The chairperson will then preside over the session, during which the advisor will introduce the candidate and review whether the candidate's coursework and submitted articles meet the required standards. The oral examination will proceed only if two-thirds or more of the committee members agree.

4. 若委員們通過，則請考生與聽眾入場。

If the committee members agree to continue the oral defense, the candidate and audience will be invited back into the examination room.

5. 由考生進行 20 ~ 30 分鐘之論文報告。

The candidate is allowed 20 to 30 minutes to present a summary of their research studies.

6. 由口試委員們進行口試與答問。

The oral examination and question-and-answer session will be carried out by the committee members.

7. 口試完畢；考生與聽眾出場；由召集人主持，對考生之表現與論文內容進行討論與評分，並由召集人統整意見給予總評，且紀錄於所方評估表上。

評分標準請務必依所上評分標準評比，以免造成不公平與不合理現象。

博士論文研究計畫口試成績，以一百分為滿分，七十分為及格，評定以一次為限，須有

三分之二(含)以上委員同意，才算通過。

所上評分標準：90 分以上---傑出、86-89 分---優秀、80-85 分---良好、79-76 分---中等、70-75 分---中下、70 分以下不及格。

總評值評定標準依修業內容、投稿文章及口試成績進行評量，評定通過與否。

The candidate and audience are instructed to leave the examination room upon the completion of the questioning and answering session to allow for deliberations among the Committee members. The Chairperson collects comments and a grade, based on the candidate's research work, contribution to written articles, and the oral defense, from each examiner. The final grade is calculated as the average of each Committee member's grade; this is recorded on the school record sheet. This final grade is NOT subject to appeal.

To avoid unfairness, the scoring must conform to the following standards.

Degree examination results: a grade of 100 is a perfect mark and a grade of 70 is the minimum passing grade with the stipulation that at least two-thirds of the committee members must award a passing grade.

Grading: score of 90 and above--- Outstanding, 86-89--- Excellent, 80-85 --- Good, 76-79--- average, 70-75 --- minimal pass, less than 70 --- fail.

8. 邀請考生入場，告知結果。

The Chairperson invites the candidate to re-enter the examination room and announces the result of the exam.

9. 若不通過，須經一學期才能再申請第二次考試。

If unable to pass, the students can only apply for the 2nd time after one semester

If the candidate fails the examination, the candidate may re-apply for a re-examination in the next semester

四、國立成功大學健康照護科學研究所博士班博士學位候選人資格考口試流程表 AHS PhD Candidate Qualification Exam Flow Chart

97.05.26 九十六學年度第九次所務會議

98.10.22 九十八學年度第三次所務會議

※ 資格考核應於入學後 4 學期內完成為原則，至多不得超過 10 學期。

(同於在學第十個學期務必要完成考試)

The qualification exam should be passed within two years after admission (any time beyond five years, or the equivalent of 10 semesters enrolled in the program, is unacceptable and is grounds for the student to be expelled from the program)

※ 申請時間作業於 10 月底與 4 月底前提出資格考試申請，所辦於每學期初及期中公告截止時間。

Applications for the qualification examination must be submitted by the end of October and the end of April. The institute's office will announce the deadlines at the beginning and midpoint of each semester.

需符合申請博士候選人資格條件 Students should meet the following PhD candidate application qualifications	檢附資料： 1. 博士候選人資格考(口試)考核申請表 2. 博士班歷年成績單 3. 投稿論文(全文)及投稿證明等相關資料 4. 國際期刊投稿審查表 5. 博士論文計畫書 Documents required: 1. Application of Oral Defense for PhD Candidate 2. Transcript/scoresheet 3. Manuscript and proof of submission 4. Approval of article submission 5. Research proposal for the doctoral thesis
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召開所推會議，討論是否同意學生提出資格考口試申請 Convening a recommendation meeting to review the student's application	
↓ 同意 Agree	↓ 不同意 Disagree
請指導教授邀請博士候選人資格考試審查委員 (至少 3-9 名)，提供所辦委員名單，經所長同意後製作聘書。 The advisor will invite 3-9 PhD candidate	於下次申請日前提出申請

qualification exam committee members. A committee will be formed upon approval by the director.



學生提供博士候選人資格考試時間、地點及題目給所辦。(公告)
Students are provided with PhD candidate qualification exam time, place, and subject.



博士候選人資格考口試 PhD Candidate Qualification Exam for Oral Defense
資格考口試審查委員會中選出一名召集人(指導教授不得擔任)，主持博士候選人資格考口試；資格考口試後一個月內請召集人繳交博士班候選人資格審查結果評估表及相關資料擲回所辦。
One of the PhD candidate qualification committee members (not from the student's advisory committee) chairs the exam. Within one month after the exam, the committee members will hand over their evaluation and other related documents to the institute's office.

↓ 通過 Pass

於下次所務會議上公告。
Announced at the next department affairs meeting.

↓ 不通過 Fail

須於下一學期才能再申請第二次考試
Should wait one semester to apply for a second exam.

國立成功大學辦理博士學位考試應行注意事項

NCKU Notes for the Administration of Doctoral Degree Examinations

81.12.04 81 學年度第一學期第 2 次教務會議通過

Approved at the 2nd meeting of the Academic Affairs Council in the fall semester of the 1992-93 academic year on Dec. 4, 1992

100.05.24 99 學年度第 2 次教務會議通過

Approved at the 2nd meeting of the Academic Affairs Council in the fall semester of the 2010-11 academic year on May 24, 2011

109.11.13 109 學年度 1 次教務會議修正通過

Approved at the 1st meeting of the Academic Affairs Council in the 2020-21 academic year on Nov. 13, 2020

- 一、國立成功大學（以下簡稱本校）辦理博士學位考試，除依本校研究生學位考試細則及有關法令規定外，並依本注意事項辦理。
1. Doctoral degree examinations shall be administered by all academic programs at National Cheng Kung University (NCKU) in accordance with these Notes, in addition to National Cheng Kung University Enforcement Rules for Doctoral and Master's Degree Examinations and other related regulations.
- 二、博士班研究生如符合博士學位候選人資格，並達成所屬教學單位規定發表論文之基本要求，應向所屬教學單位提出候選人資格審查及學位考試之申請，繳交下列各款資料：
 - (一)學位考試申請書。
 - (二)歷年成績表。
 - (三)學位論文初稿與提要。
 - (四)已接受發表之論文及著作表。
 - (五)論文比對結果報告。
2. Doctoral students who meet the qualifications of PhD candidacy and the requirements of dissertation presentation designated by the academic program shall apply to the program for qualification review and degree examination with submission of the following items:
 - (1) A completed application form for degree examination.
 - (2) A transcript
 - (3) Draft of the dissertation and abstract
 - (4) A list of accepted papers for publication and other works
 - (5) An originality report
- 三、各教學單位應先就博士學位候選人之資格加以審查，審查內容包含應修科目與學分、資格考試及修業年限等。經審查符合規定者，所屬教學單位相關委員會應就博士學位候選人之研究領域，聘請有關副教授以上教師組成審查小組(未組成委員會之教學單位，得由單位主管延聘)，審查下列事項：
 - (一)學位論文初稿與提要之審查。
 - (二)發表論文之審查。
3. The academic program shall review candidate qualifications with regard to required courses and credits, qualifying examinations, and study duration. Upon completion of its qualification review, the academic program shall assign its related committee or the director (in the absence

of a related committee) to appoint professors, associate or above, specializing in the disciplines related to the PhD candidate's research, to form a panel to review the following items:

(1) Draft of the dissertation and abstract

(2) Published papers

四、各教學單位審查小組之審查結果，應送交單位主管，作為學位考試申請核准之參考。經單位主管核准後，所屬教學單位應於規定時間內，檢附學位考試申請書、學位考試委員名單、學位考試時間表、考試經費預算表及審查小組會議紀錄，簽請教務長核定後，始得辦理學位考試。

4. The review panel shall submit its review results to the program director as a reference for approval of a related application for degree examination. Upon approval by the director, the academic degree program shall submit a written report with a completed application form for degree examinations, a roster of examination committee members, examination schedule, a budget proposal and the minutes of the review panel meeting, which shall be approved by the Vice President for Academic Affairs before the academic program is allowed to administer the examinations.

五、舉行學位考試前二週，應將候選人之論文函送校內外委員審閱，並得於考前舉辦論文公開演講。

5. The dissertation shall be delivered to external reviewers for review two weeks before the scheduled degree examination. The candidate shall make a public presentation of the dissertation before the examination.

六、學位考試應依學位考試論文評分表評分，並舉行無記名投票，獲得出席委員三分之二以上同意，且平均分數達七十分以上者，始為通過，評定以一次為限。

6. A doctoral degree examination shall be administered to complete an evaluation based on grades on the grading form for degree examinations and conducted in a secret vote. The candidate shall receive approval from two-thirds or more of the present members with an average score of 70 or above to pass the examination. The evaluation shall be conducted only once.

七、學位考試之過程應予記錄，並應將有關資料及記錄送所屬教學單位存查。學位考試成績應於規定時間內，送交註冊組。

7. A doctoral degree examination shall be documented with the resulting files and records kept by the academic program office. The grading results of the degree examination shall be submitted to the Registrar's Division by the designated deadline.

八、各教學單位應依本注意事項，訂定所屬教學單位博士學位考試辦法，經所屬教學單位相關會議通過後公告實施。

8. Each academic program should comply with these Notes to establish its regulations for doctoral degree examinations, which shall be approved by its related program council before taking effect.

九、本注意事項經教務會議通過後實施，修正時亦同。

9. These Notes shall be approved by the Academic Affairs before taking effect. Amendments shall be processed accordingly.

*These regulations were translated from the original Chinese. In the event of discrepancies between the two versions, the Chinese always takes precedence.

93.11.26 九十三學年度第一學期第一次教務會議通過
奉教育部 94.01.25 臺高(二)字第 0940010017 號函准予備查
95.03.09 九十四學年度第二學期第一次教務會議通過
奉教育部 95.09.08 臺高(二)字第 0950125040 號函備查
奉教育部 96.07.19 臺高(二)字第 0960109227 號函備查
102.5.14.101 學年度第 2 次教務會議修正通過
奉教育部 102.6.19 臺教高(二)字第 1020087950 號函備查
104.12.08.104 學年度第 1 次教務會議通過
奉教育部 104.12.31 臺教高(二)字第 1040182793 號函備查
105.09.22.105 學年度第 1 次教務會議修正通過
奉教育部 105.10.11 臺教高(二)字第 1050140525 號函備查
105.12.15 105 學年度第 2 次教務會議修正通過
奉教育部 106.2.3 臺教高(二)字第 1060005193 號函備查
108.5.29.107 學年度第 2 次教務會議修正通過
奉教育部 108.7.17 臺教高(二)字第 1080088663 號函備查
108.5.29.107 學年度第 2 次教務會議修正通過
奉教育部 108.7.17 臺教高(二)字第 1080088663 號函備查
108.12.11.108 學年度第 1 次教務會議修正通過
奉教育部 109.1.17 臺教高(二)字第 1080193425 號函備查
109.11.13 109 學年度第 1 次教務會議修正通過
奉教育部 109.12.17 臺教高(二)字第 1090171046 號函備查
110.6.30 109 學年度 3 次教務會議修正通過
奉教育部 110.7.22 臺教高(二)字第 1100094624 號函備查
111.6.1 110 學年度 2 次教務會議修正通過
奉教育部 111.7.20 臺教高(二)字第 1110060770 號函備查

第一條 國立成功大學（以下簡稱本校）為辦理研究生學位考試，依據大學法及其施行細則、學位授予法及其施行細則、本校學則及研究生章程等規定，訂定本細則。

第二條 本校各教學單位辦理研究生學位考試，除法令另有規定者外，悉依本細則之規定辦理。

第三條 研究生符合下列各款規定者，得申請碩士或博士學位考試：

- 一、碩士班修業逾一學期，博士班修業逾三學期。逕行修讀博士學位者，在博士班修業逾三學期。
- 二、修畢各該教學單位規定之應修科目與學分，並經所屬教學單位完成畢業資格初審及送教務處複審同意。其最低應修學分數，依研究生章程規定。
- 三、已完成論文初稿並經指導教授同意。

(一)藝術類、應用科技類或體育運動類博、碩士班，其學生博、碩士論文得以作品、成就證明連同書面報告或以技術報告代替。但是否屬於藝術類、應用科技類或體育運動類之博、碩士班，由各該教學單位提經教務會議核定。

(二)碩士班屬專業實務者，其學生碩士論文得以專業實務報告代替。但是否屬於專業實務類之碩士班，由各該教學單位提經教務會議核定。

(三)前二目之各該類研究所，得以作品、成就證明連同書面報告、技術報告或專業實務報告，代替論文之認定範圍、資料形式、內容項目及其他相關事項悉依教育部「各類學位名稱訂定程序授予要件及代替碩士博士論文認定準則」及相關規定辦理。

四、博士班研究生應經博士學位候選人資格考核及格，碩士班研究生必要時，亦得要求之。

五、前款資格考核相關規定，由各教學單位自行定之。

第四條 研究生申請碩士或博士學位考試，應依下列規定辦理：

一、申請期限及成績送達時間：

(一)第一學期：自行事曆開始上課日起至1月20日止。口試成績於1月31日前送達註冊組。

(二)第二學期：自行事曆開始上課日起至7月20日止。口試成績於7月31日前送達註冊組。

(三)因特殊情形專簽經教務長同意者，申請期限得延長至當學期學位考試前一日，但口試成績仍應於上述規定日期內送達註冊組。

二、申請程序：

(一)申請學位考試應依規定格式檢送繕印論文(作品、成就證明連同書面報告、技術報告、專業實務報告)、摘要及線上論文比對系統之比對結果報告一份，經指導教授確認學生論文題目與內容符合所屬教學單位專業領域並簽名同意後，向所屬教學單位提出。

(二)經所屬教學單位審查合於規定者，由該教學單位將論文與提要、考試方式、時間、地點及擬聘校內外考試委員名單，經教務處複核，簽請教務長核定後始得辦理。

第五條 學位考試應依下列規定組織學位考試委員會辦理：

一、博士學位考試委員會置委員五人至九人，其中校外委員須三分之一(含)以上，由該教學單位遴選除對博士學位候選人所提論文學科有專門研究者外，並應具有下列資格之一者擔任考試委員，並簽請校長核聘，指導教授不得擔任召集人：

(一)現任或曾任教授、副教授。

(二)中央研究院院士、現任或曾任中央研究院研究員、副研究員。

(三)獲有博士學位，且在學術上著有成就。

(四)研究領域屬於稀少性或特殊性學科，且在學術或專業上著有成就。

二、前款第三目至第四目之提聘資格認定標準，由各教學單位召開會議訂定。

三、碩士學位考試委員會置委員三人至五人，由該教學單位遴選除對碩士班研究生所提論文學科、創作、展演或技術報告有專門研究者外，並應具有下列資格之一者擔任考試委員，並簽請校長核聘，指導教授不得擔任召集人：

(一)現任或曾任教授、副教授、助理教授。

(二)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。

(三)獲有博士學位，且在學術上著有成就。

(四)研究領域屬於稀少性或特殊性學科，在學術或專業上著有成就。

四、前款第三目、第四目之提聘資格認定標準，由各教學單位召開會議訂定之。

五、博碩士班研究生之配偶、三親等內之血親或姻親，或曾有上述關係者，不得擔任指導教授、共同指導教授或學位考試委員。

第六條 學位論文(作品、成就證明連同書面報告、技術報告或專業實務報告)以中文撰寫為原則，前經取得他種學位之論文不得再度提出。其以外國文撰寫之論文，其提要仍須以中文撰寫。

學位論文撰寫完成後，應提出經指導教授簽名確認之論文比對原創性報告。

第七條 學位考試每學期舉行一次，以口試行之，必要時亦得舉行筆試。惟情形特殊，非採視訊方式無法完成口試者，得專案簽請教務長核准後，始可辦理。惟仍應以公正公平公開之方式舉行，並全程錄音錄影存檔，送所屬教學單位存查。
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，應於學期結束日前，申請撤銷該學期學位考試。逾期未撤銷，亦未舉行考試者，以一次不及格論。

第八條 學位考試成績，以一百分為滿分，七十分為及格，評定以一次為限，並以出席委員評定分數平均決定之，惟須逾出席委員三分之二(含)以上評定為及格者方為及格，否則以不及格論。
學位考試成績不及格，其修業年限尚未屆滿者，得於次學期或次學年申請重考，重考以一次為限；重考成績仍不及格者，應令退學。
學位考試舉行後，如未能於該學期完成應修課程之研究生，其考試成績不予採認，亦不計入學位考試之次數。

第九條 論文、作品、成就證明、書面報告、技術報告或專業實務報告有造假、變造、抄襲、由他人代寫或其他舞弊情事，經博、碩士學位考試委員會審查確定者，以不及格論。

第十條 通過學位考試之研究生，應繳交學位論文紙本、全文電子檔、**經指導教授簽名確認之論文比對原創性報告電子檔**及學位考試成績，於辦妥離校程序後，教務處始得發予學位證書。以作品或成就證明連同書面報告、技術報告或專業實務報告代替論文者，得以紙本、錄影帶、錄音帶、光碟或其他方式，連同電子檔代替紙本論文及全文電子檔。

學位證書授予日期，第一學期為一月，第二學期為六月。若已修畢規定科目與學分，於參加學位考試之學期末修習論文以外之科目學分者，得以其通過學位考試之月份授予學位證書。

如於次學期註冊前，未能交附有考試委員簽字通過之論文，必須於次學期辦理註

冊者，則其畢業日期，以繳交論文之月份為準。

- 第十一條 依學位授予法第九條第一項逕行修讀博士學位之研究生於通過博士學位候選人資格考核後，未通過博士學位考試者，其依同條第三項規定授予碩士學位，須經博士學位考試委員會通過。
- 第十二條 凡修業年限六年以上之學系畢業獲得學士學位，並經有關專業訓練二年以上者，提出與碩士論文相當之專業論文，經博士班入學考試合格，逕行修讀博士學位者，得依學位授予法第七條規定授予博士學位。前項專業論文之認定標準由各教學單位訂定之。
- 第十三條 考試委員應親自出席委員會，不得委託他人為代表。學位考試應有三分之二以上委員出席。碩士學位考試委員會至少應有委員三人出席，始能舉行。博士學位考試委員會至少應有委員五人出席，出席委員中須有校(院)外委員三分之一以上參加時，始能舉行。
- 第十四條 授予之學位，如發現論文、作品、成就證明、書面報告、技術報告或專業實務報告有造假、變造、抄襲、由他人代寫或其他舞弊情事，經調查屬實者，撤銷其學位，追繳已發之學位證書，並通知其他大專校院及相關機關（構）。
- 第十五條 研究生學位論文與所屬教學單位專業領域不符，經調查屬實者，自次學年度起，該指導教授二年內不得新收指導研究生並扣減所屬教學單位招生名額或補助經費。
- 第十六條 本細則經教務會議通過，報教育部備查後施行，修正時亦同。

國立成功大學健康照護科學研究所博士班博士學位考試實施辦法

AHS PhD Final Defense Regulations

92.03.04 九十一學年度第二學期第五次博士班籌備會議通過
92.07.07 九十一學年度第二學期第十次博士班籌備會議修正通過
93.12.16 九十三學年度第一學期第一次所務推動會議修正通過
97.09.27 九十七學年度第一次所務會議修正通過
97.12.25 九十七學年度第三次所務會議修正通過
99.04.29 九十八學年度第八次所務會議修正通過
100.05.31 一百學年度第七次所務會議修正通過
102.05.30 一百零一學年度第七次所務會議修正通過
104.12.31 一百零四學年度第四次所務會議修正通過
106.05.25 一百零五學年度第八次所務會議修正通過
108.11.28 一百零八學年度第三次所務會議修正通過
110.04.29 一百零九學年度第七次所務會議修正通過

- 一、除依據 108.7.17 國立成功大學研究生學位考試細則及共同注意事項外，另訂定本辦法。
Graduate degree examination regulations and precautions follow the accepted guidelines of National Cheng Kung University as established on 2019/7/17, with the additional regulations listed here.
- 二、依據本所博士班組織章程規定，各研究生應各有論文輔導委員會，此委員會成員即是學位考試委員會當然委員，再另依相關規定組成學位考試委員。
According to the PhD Regulations, every graduate student should have their own Dissertation Advisory Committee. These members should serve as the ex-officio members of the student's project advisory (degree examination) committee.
- 三、博士班研究生經資格考試及格，完成教育部及本博士班規定應修課程及論文，其論文符合下列要求，得於規定修業年限內，經論文輔導委員會同意推薦，學生需於口試前一個月向所上提出學位考試申請，並備妥下列所需文件。
 - (一) 修畢所有畢業學分數。
 - (二) 應參加國際會議發表論文（口頭或海報）至少兩篇（需附摘要），方准申請參加口試。
 - (三) 修習本所博士班期間，學生至少有一篇以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文或系統性文獻回顧（或已被接受），另投稿一篇論文於 SCI、SSCI 或 EI 國際期刊(出具證明)，刊登（或已被接受）與投稿之論文需為修讀博士期間所產出之原著論文，且指導教授或經指導教授同意由共同指導教授為通訊作者，填寫「博士班學位資格：國際期刊發表審查表」，經指導教授簽名同意。
 - (四) 論文比對結果報告一份，經指導教授簽名同意。
 - (五) 經指導教授同意。

After a PhD student passes the qualification exam and completes the coursework and

dissertation requirements as mandated by the Ministry of Education and whose dissertations meet the following requirements, may be recommended to apply for their final thesis defense exam. The student's doctoral thesis should be written within the deadline (set by their advisory committee) and approved by their dissertation advisory committee.

- (1) All graduate courses have been completed.
- (2) At least two papers (presented either orally or by poster) to international conferences (with summary(abstract)) must have been submitted/accepted to be qualified for the oral defense of the student's thesis.
- (3) During the study period in the AHS, the student shall have at least one original or systematic literature review published (or accepted for publication) in an SCI, SSCI, or EI international journal as the first author. Additionally, students must submit another paper to an SCI, SSCI, or EI international journal (with proof of submission). The published (or accepted) and submitted papers shall be the original papers generated during the PhD study period, with the advisor or co-advisor (with the advisor's consent) as the corresponding author. The student shall complete the "Review Form of International Publication for Dissertation Final Defense" signed by the advisor.
- (4) Results of the plagiarism for the dissertation via Turnitin should be approved by his/her advisor.
- (5) The student's application has been approved by their advisor.

四、所有研究生博士學位口試申請需依「國立成功大學健康照護科學研究所博士學位口試申請流程」之規定辦理；博士學位考試資格由所推委員審查認定後，籌組博士學位考試委員會，進行學位考試。如候選人有資格疑義，得由所長召開所推會議討論。

All doctoral degree final defense applications must be processed in accordance with the "AHS Thesis Defense: Oral Exam application process". After the request to have a final defense of a student's thesis has been confirmed by the Institute, the candidate's PhD exam committee will be formed. If there are any doubts regarding a candidate's qualifications, the director of the institute may convene a meeting for discussion.

五、博士學位考試委員會置委員五至九人，其中校外委員須三分之一（含）以上，由論文輔導委員會及所推委員會討論決定委員人選之後，簽請校長合聘。

The PhD Candidate Qualification Committee consists of five to nine members, 1/3 of the members should be external members. After the Dissertation Advisory Committee and the Department Affairs Committee have decided on the appropriate members for the defense committee, the President will officially notify the members and confirm their availability to participate and meet their responsibilities for the position.

六、論文之完整性必須經過論文輔導委員會審查通過及推薦，始能參加口試。自 99 學年度以後入學生開始必須以英文撰寫博士論文。

The completeness of the dissertation must be reviewed and approved by the dissertation

advisory committee before the student can participate in the oral defense. Starting from the academic year 2010, doctoral dissertations must be written in English.

七、學位考試包括論文書面審查及口試。口試應公開舉行，於二週前公告。

The degree examination includes both a written dissertation review and an oral defense. The oral defense must be held publicly and announced two weeks in advance.

八、論文考試成績不及格而其延長修業年限尚未屆滿，得於次學期或次學年舉行重考，重考以一次為限。

If the dissertation examination is not passed and the extended study period has not yet expired, the student may retake the examination in the following semester or academic year. The retake is limited to one attempt.

九、本辦法經所務會議討論通過後實施，修正時亦同。

These regulations were approved by the department meeting committee.

註：碩士生直升博士生畢業論文，由指導教授考量是否可為博士生畢業論文。【97 第三次所務會議通過】

PS: For the accelerated PhD student, the advisor will determine whether the master's thesis can be considered as the doctoral dissertation.

註：學生需於畢業前有兩篇發表/投稿於 SCI、SSCI 或 EI 的國際期刊規定，其中一篇可以是文獻回顧、系統 research 回顧或 meta-analysis 或 short Communication 文章，另一篇應為 original research article。【98 學年度第十次所務會議通過】

PS: Before graduation, students are required to have two papers published or submitted to SCI, SSCI, or EI international journals. One of these papers can be a literature review, systematic review, meta-analysis, or short communication article, while the other must be an original research article.

國立成功大學健康照護科學研究所英文檢測規定
AHS English Requirement for Graduation

108.02.21 修訂

本所學生提出畢業學位口試申請，須備妥下列所需文件：

1. 參加國際會議發表論文（口頭或海報）至少兩篇（需附摘要）。
2. 修習本所博士班期間，學生至少有一篇以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文或系統性文獻回顧（或已被接受），另投稿一篇論文於 SCI、SSCI 或 EI 國際期刊(出具證明)，刊登（或已被接受）與投稿之論文需為修讀博士期間所產出之原著論文，且指導教授或經指導教授同意由共同指導教授為通訊作者，填寫「博士班學位資格：國際期刊發表審查表」，經指導教授簽名同意。

同時本所博士畢業論文必須以「英文」撰寫，

故會議討論決定**取消原訂之英語畢業門檻**。【107 學年度第五次所務會議通過】

The original English requirement for graduation is canceled because the following graduation requirements can support the English level of the AHS graduate

Students applying for the graduation degree oral defense must prepare the following required documents

(i) the dissertation needs to be written in English; (ii) the AHS graduates need to attend international conferences (at least two conference papers); and (iii) During the study period in the AHS, the student shall have at least one original or systematic literature review published (or accepted for publication) in an SCI, SSCI, or EI international journal as the first author. Additionally, students must submit another paper to an SCI, SSCI, or EI international journal (with proof of submission). The published (or accepted) and submitted papers shall be the original papers generated during the PhD study period, with the advisor or co-advisor (with the advisor's consent) as the corresponding author. The student shall complete the "Review Form of International Publication for Dissertation Final Defense" signed by the advisor.

國立成功大學健康照護科學研究所博士班研究生學位考試委員聘任程序辦法

AHS Thesis examination reviewers for Graduate students

92.03.04 九十一學年度第二學期第五次博士班籌備會議通過
92.07.07 九十一學年度第二學期第十次博士班籌備會議修正通過
108.10.15 一百零八學年度第一學期第一次所推會議修正通過

- 一、依據本校研究生學位考試細則，本所組織章程暨本所博士學位考試實施辦法訂定本辦法。

The following regulations for composing PhD viva are according to the rules established for graduate degree examinations

- 二、各研究生於第三學年上學期開學第一週前提出「研究構想書」，並組成論文輔導委員會（除指導教授外，由指導教授推薦兩位），經所務推動會議確認，後送所務會議報告。

Each student needs to submit a “**Proposed Research Plan**” and compose a Dissertation Advisory Committee (in addition to the advisor, should include two members recommended by the advisor). After the Dissertation Advisory Committee is verified by the Department Affairs Committee, the Committee information is reported in the institute assembly.

- 三、博士學位考試委員會置委員五人至九人，其中校外委員須三分之一(含)以上，由該教學單位遴選除對博士學位候選人所提論文學科有專門研究者外，並應具有下列資格之一者擔任考試委員，並簽請校長核聘，指導教授不得擔任召集人。

- (一) 現任或曾任教授、副教授。
- (二) 中央研究院院士、現任或曾任中央研究院研究員、副研究員。
- (三) 獲有博士學位，且在學術上著有成就。
- (四) 研究領域屬於稀少性或特殊性學科，且在學術或專業上著有成就。

The Dissertation Advisory Committee shall consist of five to nine members, with at least one-third of the members being external to the university. Each member should be a specialize in the field and meet one of the requirements from the following list. The final agreement shall be granted by the school president. The student's advisor cannot be the convener (by the Regulations of the University)

- I. Has served as a professor or associate professor
- II. Served as an academician or research fellow of an International Council of Scientific Unions.
- III. Served as an Associate Professor or Adjunct Research Fellow, and have achievements in academics.
- IV. Have a doctoral degree and achievements in academics.
- V. Be classified as a rare or subject specialist, have achievement in academics.

- 四、考試委員應親自出席委員會，不得委託他人代理，畢業論文審查委員會至少應有委員五

人出席，且出席委員須有校外三分之一參加時，始得舉行。

Examination committee members must attend the committee meetings in person and may not delegate their responsibilities to others. The Dissertation Committee requires a minimum attendance of five members, including at least one-third of external members, for the examination to take place.

五、本辦法經所務會議通過，報請教務處核備後實施，修正時亦同。

These regulations have been approved at a department meeting. They have been put into practice after being reviewed by the Office of Academic Affairs, as recorded in the amendment.

國立成功大學健康照護科學研究所博士班學位考試口試須知流程表
AHS PhD Candidate Qualification for Final Defense Procedures

1. 博士學位考試委員會置委員五至九人，其中校外委員須三分之一（含）以上(論文輔導委員為當然委員)，方得舉行口試。

The candidate's PhD exam committee is composed of five to nine members, and this includes dissertation supervisors. 1/3 of the committee members must be external examiners. Once all committee members have been approved, then the oral defense procedures may commence.

2. 口試舉行時，首先推舉口試委員召集人，由召集人主持口試會議，召集人不得為指導教授。

On the day of the exam, a Chairperson is elected from among the committee members. The candidate's adviser cannot assume the role of Chairperson. The Chairperson's responsibility is to chair the oral examination meeting.

3. 考生與聽眾離開考場，由召集人主持，指導教授介紹考生，就其修業內容與論文內容是否已達可以口試程度進行討論。須有三分之二(含)以上委員同意，才算通過。

The candidate and audience will leave the examination room. The chairperson will then preside over the session, during which the advisor will introduce the candidate and discuss whether the candidate's coursework and dissertation have reached the standard required for the oral defense. The examination will be considered passed only if two-thirds or more of the committee members agree.

4. 若委員們通過，則請考生與聽眾入場。

If the committee members agree to continue the final defense, the candidate and audience will be invited back into the examination room.

5. 由考生進行20～30分鐘之論文報告。

The candidate is allowed 20 to 30 minutes to present a summary of their research studies.

6. 由口試委員們進行口試與答問。

The oral examination and question-and-answer session will be carried out by the committee members.

7. 口試完畢；考生與聽眾出場；由召集人主持，對考生之表現與論文內容進行討論與評分，並由召集人統整意見給予總評，且紀錄於校方評分表上。

- 評分標準請務必依所上評分標準評比，以免造成不公平與不合理現象。
- 學位考試成績，以一百分為滿分，七十分為及格，評定以一次為限，並以出席委員評定分數平均決定之，惟須逾出席委員三分之二(含)以上評定為及格者方為及格，否則以不及格論。
- 所上評分標準：90分以上---傑出、86-89分---優秀、80-85分---良好、79-76分---中

等、70-75 分---中下、70 分以下不及格。

The candidate and audience are instructed to leave the examination room upon the completion of the questioning period to allow for deliberations among the Committee members. The Chairperson collects comments and a grade from each examiner. The final grade is calculated as the average of each Committee member's grade; this is recorded on the school record sheet. This final grade is **NOT** subject to appeal.

To avoid unfairness, the scoring must conform to the following standard Departmental Grading Criteria.

Degree examination results: a grade of 100 is a perfect mark and a grade of 70 is the minimum passing grade with the stipulation that at least two-thirds of committee members present for the oral defense exam must confer a passing score.

Grading: score of 90 or more --- Outstanding, 86-89--- Excellent, 80-85 --- Good, 79-76--- Average, 70-75 --- Minimal pass, Less than 70 --- fail.

8. 邀請考生入場，告知結果。

The Chairperson invites the candidate to re-enter the examination room and announces the result of the exam.

9. 若學位考試成績不及格，而其修業年限尚未屆滿者，得於次學期或次學年申請重考，重考以一次為限。

If the candidate fails any part of their doctoral degree examination, the candidate may re-apply for a re-examination in the next semester or within the next academic year **IF the study period allotted to complete their doctoral degree from the time of commencing the program has not yet expired**. A request for re-examination can only be applied for **ONCE**.

五、國立成功大學健康照護科學研究所博士學位口試申請流程

AHS Thesis Defense: Final Defense Application Process

110.02.24 一百一十學年度第 4 次所務會議修正通過

申請 Application	提出申請日期：考試 1 個月前 第一學期：12 月 31 日止。口試成績 1 月 31 日前送達註冊組。 第二學期：6 月 30 日止。口試成績 7 月 31 日前送達註冊組。 上網輸入並列印以下資料送至所辦申請： http://campus4.ncku.edu.tw/wwwmenu/program/mou/ 1. <u>學位考試申請表</u> 2. <u>學位論文口試推薦表</u> 3. <u>成績單及博士班修課記錄審核表</u> 4. 參加<u>國際會議發表論文</u>（口報或海報）至少<u>兩篇</u>（附<u>摘要以及發表證明</u>） 5. 修習本所博士班期間，學生<u>至少有一篇</u>以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文或系統性文獻回顧（或已被接受），另投稿一篇論文於 SCI、SSCI 或 EI 國際期刊（出具證明），刊登（或已被接受）與投稿之論文需為修讀博士期間所產出之原著論文，且指導教授或經指導教授同意由共同指導教授為通訊作者，填寫「博士班學位資格：國際期刊發表審查表」，經指導教授簽名同意。 6. 國際期刊發表審查表（附全文及接受證明） 7. 論文之撰寫必須於口試前一個月完成。論文之完整性必須經過（論文輔導委員會）審查通過及推薦。（附<u>博士論文評估意見表</u>） 8. <u>博士論文審查（口試）委員資歷表</u> 9. 論文初稿 Application must be done one month prior to final defense. Fall: before Dec. 31st Spring: before June. 30th Documents required: Download from http://campus4.ncku.edu.tw/wwwmenu/program/mou/ 1. <u>Application of Final Defense</u> 2. <u>Recommendation for doctoral qualification</u> 3. <u>Transcript/scoresheet and evaluation form for course completion</u> 4. <u>Abstracts of two speeches/posters presented at international conferences</u> 5. During the study period in the AHS, the student shall have at least one original or systematic literature review published (or accepted for publication) in an SCI, SSCI, or EI international journal as the first
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	author. Additionally, students must submit another paper to an SCI, SSCI, or EI international journal (with proof of submission). The published (or accepted) and submitted papers shall be the original papers generated during the PhD study period, with the advisor or co-advisor (with the advisor's consent) as the corresponding author. The student shall complete the "Review Form of International Publication for Dissertation Final Defense" signed by the advisor. 6. <u>Signed publication evaluation form with full manuscript and proof of acceptance</u> 7. The thesis must be completed one month before qualification. The thesis committee needs to evaluate and prove the manuscript. A signed doctoral thesis evaluation form is needed as well. 8. Personal information of thesis committee (a form can be downloaded) 9. Doctoral Thesis
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論文輔導委員會 Dissertation Advisory Committee	1. 確認及審查博士學位候選人資格、應修科目與學分、及修業年限等資格條件 Confirm and assess the qualification of the PhD candidates on required subjects and credits, graduation year, etc. 2. 確定博士學位考試委員會委員名單 5~9 名，其中校外委員須 1/3（含）以上 Confirm the examiners of the PhD dissertation committee (5-9 members) with at least one-third of the examiners must be external examiners. 3. 同意學生申請學位考試 Agree the Oral Exam application.
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所辦向校方提出申請校長核發委員聘書 AHS general office submits application to NCKU	(所辦)繳交學位考試申請書、學位考試申請書(同意書)、考試委員名冊、考試經費預算表、考試委員明細表、考試時間表。 The AHS general office needs to submit the required documents to the NCKU (including the application, the list of examiners, the examination budget, the details of the examiners, and the examination date/time).
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試前作業 Administration before the final	兩週前： (所辦) e-mail 通知師生 (學生) 將論文函送校內外委員審閱 Two weeks before final defense: (general office) deliver the information via email (students) deliver the dissertation to examiners 準備資料：請向所辦領取 Please contact the general office to obtain the required documents
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defense	給學生：	給指導教授：
	①口試委員聘書 ②交通費印領清冊	①論文評分表，每位委員一份 ②論文證明書



口試 (7/31 或 1/31 以前須舉行完畢) Final defense (Needs to be completed before 7/31 or 1/31)	無記名投票，評定 1 次為限，出席委員 2/3 (含) 以上評定平均分數達 70 分以上為通過。 A ballot with a one-time vote. Pass the oral defense needs to have two-thirds of the examiners score 70 or above.
↓ 通過 Pass	↓ 不通過 Fail
繳交論文 所辦：繳交論文考(口)試成績記錄表 學生： http://ethesys.lib.ncku.edu.tw/ETD-db/ 數位論文全文系統參考論文繳交須知 於次學期註冊前，繳交 2 本精裝本至註冊組和圖書館，1 本平裝本至所辦 Submit 2 dissertations in hardback to the Registrar Division and the NCKU Main Library, and 1 thesis in paperback to the institute office.	修業年限尚未屆滿者，得於次學期或次學年申請，重考以一次為限 Retake at next semester

國立成功大學健康照護科學研究所博士候選人考試注意事項
AHS Notice of Oral Defense for PhD Candidate

一、口試時間及地點 Time and venue：

- (一) 口試委員及考試時間確認後，請自行借用考試地點，且確認該地點內部設備足夠您進行口試使用。

After confirming the examiners and examination time, please borrow the examination venue by yourself and ensure that the internal facilities of the venue are sufficient for your oral examination.

- (二) 若校外委員需所上提供公文申請公假使用，請提供委員服務單位及職稱，最晚於口試前兩週週知所辦。

If external committee members require official documents to apply for a leave of absence, please provide the committee member's service unit and title, and notify the AHS office no later than two weeks before the oral examination.

二、經費 Reimbursement：

- (一) 博士候選人考試所上補助校外委員審查費及交通費，校內委員不補助，審查費：教授 1000 元、副教授 800 元，交通費實報實銷(不補助計程車費)。不補助任何雜支費用。

The doctoral candidate shall provide subsidies for external committee members' review fees and transportation expenses. Internal committee members are not eligible for subsidies. The review fees are 1000 NT dollars for professors and 800 NT dollars for associate professors, and the transportation expenses are reimbursed based on actual expenses (taxi fares are not subsidized). No miscellaneous expenses will be subsidized.

- (二) 該筆費用需請學生先行墊付，考試後由所上報支學校匯款給您，請務必提供您的郵局帳戶號碼(封面影本)。

The student is required to pay this expense in advance, and the school will reimburse you after the examination. Please provide your post office account (copy page) to transfer your reimbursement.

- (三) 考試當天若老師要自行開車前往本校，或由學生至高鐵或台鐵接送口委，請於一週前將車牌 號碼提供給所辦，將申請口試當天該車進入本院之短期停車證。

If the examiner would like to drive to the university on the day of the examination or be picked up by a student at the high-speed rail or railway station, please provide the car license plate number to the institute's office one week before, and a short-term parking permit for entering the university on the day of the oral examination will be applied for.

- 三、若您有校外委員，口試前請向所辦領取三樣東西，1. 經費申請表、2. 校外委員簽收單據(綜合所得收據、交通費收據)、3.校外委員經費信封及回郵信封。口試結束後，第 1.2 項文件及校外委員搭乘高鐵票根需送回所辦。

If you have external committee members, please collect the following documents from the

institute's office before the oral defense:

1. Reimbursement application form
2. External Committee Member Acknowledgment Receipts (Individual Income Tax Receipt and transportation fees)
3. Expense envelope for external Committee Members and a self-addressed stamped envelope

After the Oral Defense, please send back document 1 and 2 and the HSR tickets of the external committee members to the AHS office.

四、博士候選人資格鑑定結果評估表請學生自行準備，供口試時使用，口試結束後將資料送回所上存檔。

Students are requested to prepare the evaluation form for the oral defense by themselves. After the oral defense, please send back to the AHS office.

國立成功大學健康照護科學研究所研究生獎助學金申請辦法

93.10.28 九十三學年度第二次所務會議通過
104.02.26 一百零三學年度第五次所務會議通過
108.02.26 一百零三學年度第五次所務會議通過
108.11.28 一百零八學年度第三次所務會議通過

一、本所獎、助學金審查辦法依據本校研究生助學金辦法訂定之。

二、本所獎、助學金金額及名額，由本所學生事務委員會依據校方分配至本所之助學金總額及符合申請資格之名額決定。

三、本所學生事務委員會由各組教師代表一人組成。

四、獎、助學金申請及審查：

- (一) 申請時間：每學期註冊時填具申請表，送交至學生事務委員會。
- (二) 獎、助學金金額：由學生事務委員會依當學期校方核發之助學金總額、符合申請研究生人數及工作內容決定之。
- (三) 審查方法：由學生事務委員會受理審查及公佈結果

五、獎、助學金受領人責任義務

凡支領助學金之研究生均需參與所務行政及教學研究相關等業務，平均每週工作 20 小時，內容包括：

- (一) 所務行政工作：包括文書處理、會議記錄、聯繫業務、網頁維護、檔案整理、文宣等相關事宜，由所長分派工作。
 - (二) 博士班核心及專業課程教學相關業務
- 上述工作內容由所長依當學期所開課程之負責教師的需求分派。

六、領取助學金之研究生，其工作成效由所長、課程及指導教授評定之，若工作不力，有明確事實者經本所學生事務委員會會議通過，得限制申請或停發助學金。

七、獲助學金之研究生，下列情況應主動向委員會提出停止發放

- (一) 休學、退學：上述情況應於休退學之日起停止發放，所留餘額供該學期其他研究生使用。

八、本辦法經所務會議通過，並送校方核備後實施，修正時亦同。