

國立成功大學
National Cheng Kung University

健康照護科學研究所
Institute of Allied Health Sciences

一百零二學年度 博士班業務手冊
102 Academic Year Handbook for
PhD students

一百零二年十一月修訂

國立成功大學健康照護科學研究所

National Cheng Kung University

Institute of Allied Health Sciences

簡介 Introduction

1. 源起 HISTORY

This doctoral program is open to all health care professionals. We help our students develop innovative knowledge in health science, emphasizing scientific and philosophical viewpoints, interdisciplinary training, and a global vision. It is our mission to cultivate high-quality researchers and professionals with holistic approaches, that focus on biological, psychological, social and spiritual needs of patients, as well as the development of health care research and policies that address these needs.

Established in 2002, the institute integrated a cluster of health care professions and educational programs, that included the disciplines of Clinical Psychology, Nursing, Physical Therapy, and Occupational Therapy. Doctoral students have been enrolled in this program since August, 2003. The current number of enrolled students is 73. Students may choose one of the four tracks mentioned above.

Chairperson

- Hsieh, Shulan, Professor (2010.8 - present)
- Hsu, Ar-Tyan, Professor (2007.8 - 2010.7)
- Hwang, Ing-Shiou, Professor (2007.2 - 2007.7)
- Shu, Bih-Ching, Professor (2002.8 - 2007.1)

2. 宗旨 MISSION STATEMENT OF THE INSTITUTE

Cultivate leaders in healthcare professionals.

Develop advanced, multi-disciplinary knowledge for holistic healthcare.

Promote development of healthcare professionals.

Elevate physical and mental health of human beings as well as the quality of life.

3. 發展重點與特色 SPECIFIC HEALTHCARE FOCUS OF THE PROGRAM

(1) Physical and Mental Healthcare for Women

In order to promote the physical and psycho-social health of women, the institute focuses on the following areas: i) the investigation of life-cycle related physical and mental health issues such as premenstrual syndrome, pregnancy stress, pre- & post-natal depression, aging, and menopause from genetics, physiological, psychological, social, and cultural aspects, ii) for women's mental health, we focus on some special topics, such as breast cancer, depression and domestic violence, and iii) the education of students to be high-level research and healthcare professionals in this area.

(2) Geriatric Cares

Based on the knowledge that chronic disease development is significantly related to life style, the institute places emphasis on 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 Asia-Pacific region.

(3) Healthcare for Mental or Physical Development

Ongoing work is establishing a comprehensive inter-disciplinary healthcare model for mental and physical development, including theory, evaluation, and intervention. With this as our guide, the environmental and culture impacts on mental and physical development are investigated and high-level research and healthcare professionals in this area are trained.

Another line of research is placed on the development of motor functions, perception, intelligence, social emotion, and musculoskeletal growth of toddlers. The goal is to design early interventions to help those children who suffer from abnormal development conditions.

(4) Applied Movement Sciences for Cognitive-Motor Disabilities and Sports /Occupational Injuries

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 of the healthcare profession.

(5) Mental Healthcare

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.

4. 課程規劃 COURSE PLANNING

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

Three training values are as follows:

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

5. 博士班修業規定 THE REQUIREMENTS FOR Ph.D. DEGREE PROGRAM

Groups		Compulsory Courses	Multi-disciplinary Research Elective Courses(MRECs)	Professional Elective Courses	Thesis	Total credits required for graduation
Clinical Psychology	A	12 credits	6 credits, including one compulsory MREC and one optional MREC.	5 credits	12 credits	35credits
	B			None		30 credits
Nursing				6 credits		36 credits
Physical Therapy				None		30 credits
Occupational Therapy						

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

6. 博士畢業論文必須以「英文」撰寫

THE THESIS MUST BE WRITTEN IN ENGLISH.

7.有關「跨領域」 ABOUT “MULTI-DISCIPLINARY RESEARCH”

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

- (1) The “Seminars” are designed to be a student-centered learning process by providing an opportunity for the student(s) to engage in an in-depth discussion of his/her research interests with his/her mentor(s) and members of his/her dissertation committee.
- (2) In “Clinical Research Design”, students from different research group will be expected to write a multi-disciplinary research proposal.
- (3) The core concept of the thesis shall be multi-disciplinary. The advisor for the thesis shall be an expertise from the multi-disciplinary research based. The department suggests students to have one co-advisor who is from the multi-disciplinary research.
- (3) The core concept of the thesis shall be multi-disciplinary. The advisor for the thesis shall be an expertise of multi-disciplinary research based. The department suggests students to have one co-advisor, who is from the multi-disciplinary research.
- (4) Definition of Multi-disciplinary Research : the research proposal shall cover two groups from the following four groups in our department to emphasis the “multi-disciplinary” concept in our department-- Clinical Psychology, Nursing, Physical Therapy, and Occupational Therapy. 【95 Academic Year First Department Meeting】

※ Website : http://www.med.ncku.edu.tw/Allied_Health/default.asp

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國立成功大學健康照護科學研究所博士班
National Cheng Kung University
Institute of Allied Health Sciences Ph.D. Program
 畢業學分數、課程名稱與學分數 (一百零一學年度入學生適用)
Course Titles and Credits (For Students in 101 Academic Year)

101.05.31 一百學年度第七次所務會議通過

必修課程 (Compulsory Courses)

健康照護專題討論 (I)(II)(III)(IV)	1,1,1,1
Integrated Health Sciences Seminar (I)(II)(III)(IV)	
獨立研究 (I)(II)(III)(IV)	1,1,1,1
Independent Study (I)(II)(III)(IV)	
臨床研究設計 (I)(II)	2,2
Clinical Research Design (I)(II)	
論文	12
Thesis	

Total credits of compulsory courses 24

選修課程 (Elective Courses)

***跨領域研究群課程 Multi-disciplinary Research Elective Courses 6**

(1) Physical and Mental Healthcare for Women

必：婦女健康專論	3
Advanced Seminar on Women's Health (compulsory)	
選：性別、醫療與社會	3
Gender, Medicine, and Society (optional)	

(2) Geriatric Cares

必：高齡健康與照護	3
Elderly Health and Care (compulsory)	
選：跨領域高齡研究新趨勢	3
New Perspectives in Interdisciplinary Gerontology Research (optional)	

(3) Healthcare for Mental or Physical Development

必：身心發展與健康照護	3
Development and Health Care (compulsory)	

(4) Applied Movement Sciences for Cognitive-Motor Disabilities and Sports/Occupational Injuries (take at least 1 of the 2 compulsory courses)

必：動作之神經生理學	3
Movement Neurophysiology (compulsory)	
必：人體動作生物力學	3
Biomechanics of Human Movement (compulsory)	
選：認知與腦波	3
Cognition and Brain Potential (optional)	
選：失能與調適	3
Disability and Adaptation (optional)	
選：特定部位分析肌動學	3
Special Topics in Analytical Kinesiology (optional)	

(5) Mental Healthcare

必：心理健康特論	3
Special Topics In Mental Health (compulsory)	
選：正向心理照護專論-衡鑑與治療	3
Well-being Care- Critical Concepts in Psychological Therapy (optional)	

*各組專業選修課程 Professional Elective Courses

Take at least 1 of the 3 courses	臨床心理組 A 組 Clinical Psychology A	5	
	高等臨床心理病理-以神經心理學走向為例	3	}
	Advanced Psychopathology-Neuropsychological Approach		
	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團體治療為例	3	
	Psychotherapy-Neuropsychological Group Therapy		}
	臨床心理督導實務	2	
	Supervision of Clinical Practice		
	護理組 Nursing	6	
	護理哲理與知識建構	3	
	Philosophy and Knowledge Construction in Nursing		
	健康照護的倫理探討與實踐	3	
	Ethical consideration and practice in Health Care		
	Total credits of elective courses	6	
	(Clinical Psychology A Group 11 credits, Nursing Group 12 credits)		
	Total credits required for graduation	30	
	(Clinical Psychology A Group 35 credits, Nursing Group 36 credits)		

National Cheng Kung University
Institute of Allied Health Sciences Ph.D. Program
修課順序規劃(一百零一學年度入學生適用)
Course Planning (For students in 101 academic year)

101.05.31 一百學年度第七次所務會議通過

	上學期(Fall Semester)		下學期(Spring Semester)	
博一 (Ph.D 1yr)	健康照護專題討論 (I)	1	健康照護專題討論 (II)	1
	Integrated Health Sciences Seminar (I)		Integrated Health Sciences Seminar (II)	
	獨立研究 (I)	1	獨立研究 (II)	1
	Independent Study (I)		Independent Study (II)	
	臨床研究設計(I)	2	臨床研究設計(II)	2
	Clinical Research Design (I)		Clinical Research Design (II)	
	護理政策與健康照護系統專論(選修)	3		
	Seminar in health policy and health care delivery system			
	<u>專業必選修 Professional Elective Courses :</u>		<u>專業必選修 Professional Elective Courses :</u>	
	護理哲理與知識建構(護理組)	3	健康照護倫理探討與實踐(護理組)	3
	Philosophy and Knowledge Construction in Nursing		Ethical consideration and practice in Health Care	
	高等心理病理-以神經心理學走向為例(臨心 A , 3 擇 1)	3	高等臨床心理治療-以神經心理學走向之團體治療為例(臨心 A , 3 擇 1)	3
	Advanced Psychopathology-Neuropsychological Approach		Psychotherapy-Neuropsychological Group Therapy	
	高等臨床心理衡鑑-以神經心理學走向為例(臨心 A , 3 擇 1)	3		
	Advanced Psychological Assessment-Neuropsychological Approach			

博二 (Ph.D 2yr)	健康照護專題討論 (III) Integrated Health Sciences Seminar (III)	1	健康照護專題討論 (IV) Integrated Health Sciences Seminar (IV)	1
	獨立研究 (III) Independent Study (III)	1	獨立研究 (IV) Independent Study (IV)	1
	教學與方法特論(選修) Advanced Seminar on Transforming Education	2	因素分析(選修) Factor Analysis	2
	跨領域研究群課程(Multi-disciplinary Research Elective Courses)：(研究群/類別/備註)		跨領域研究群課程(Multi-disciplinary Research Elective Courses)：(研究群/類別/備註)	
	心理健康特論(心理，必選) Special Topics In Mental Health	3	動作之神經生理學(動作科學，必選，2 擇 1) Movement Neurophysiology	3
	身心發展與健康照護(身心發展，必選) Development and Health Care	3	正向心理照護專題-衡鑑與治療(心理，選修) Well-being Care- Critical concepts in psychological therapy	3
	高齡健康與照護(高齡，必選) Elderly Health and Care	3	跨領域高齡研究新趨勢(高齡，選修) New Perspectives in Interdisciplinary Gerontology Research	3
	人體動作生物力學(動作科學，必選，2 擇 1) Biomechanics of Human Movement	3	認知與腦波(動作科學，選修) Cognition and Brain Potential	3
	婦女健康專論(婦女健康，必選) Advanced Seminar on Women's Health	3	性別醫療與社會(婦女健康，選修) Gender, Medicine, and Society	3
	失能與調適(動作科學，選修) Disability and Adaptation	3		
	特定部位分析肌動學(動作科學，選修) Special Topics in Analytical Kinesiology	3		
博三 (Ph.D 3yr)			<u>專業必選修 Professional Elective Courses：</u> 臨床心理督導實務(臨心 A) Supervision of Clinical Psychology Practice	2

※ Graduation credits is 30 credits as required in this department. (Clinical PsychologyA-35 credits/ Nursing Group -36 credits) Compulsory courses 12 credits, Multi-disciplinary Research Elective Courses 6 credits, 0~6 credits from professional elective courses and 12 credits from thesis.

(1) Compulsory 12 credits are: 4 credits from Integrated Health Sciences Seminar (I)~(IV), 4 credits from Independent Study (I)~(IV), 4 credits from Clinical Research Design (I)(II).

(2) Multi-disciplinary Research Elective Course 6 credits: The student needs to choose at least one research group and complete 3 required credits of compulsory course. The student may choose elective courses with 3 credits from other research group with approval from the advisor.

(3) Professional elective courses from different group 0-6credits

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).

Nursing Group : Philosophy and Knowledge Construction in Nursing(3 credits),Ethical consideration and practice in Health Care(3 credits).

國立成功大學健康照護科學研究所博士班

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program

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。
- (2)護理組由碩士班直升博士班同學，須補滿護理倫理、護理理論、護理研究、生物統計學、各科高級護理學(I)(II)、各科高級護理學實習(I)(II)等必修學分計 23 學分，及選修 2 學分護理文獻評論，合計 25 學分。
- (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。
- (4)物理治療組由碩士班直升博士班同學，另須補滿物理治療臨床決策分析、生物統計、物理治療專題討論(一)(二)、物理治療研究方法學等必修學分計 11 選分，從肌肉骨骼系統疾病鑑別診斷學、姿勢與步態分析、小兒物理治療專題、動作障礙與肌電生理、神經疾病與動作控制異常、神經物理治療專題研究、高等操作治療學暨實習、動作發展與動作分析等至少選修 13 學分，合計 24 學分。

2.本所發展重點與特色為以下五項研究群：(1)婦女健康、(2)高齡健康與照護、(3)身心發展與照護、(4)動作科學與照護、(5)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(臨心 A 組或 B 組、護理組、物治組、職治組)方式進行審查，為落實跨領域研究，學生入學後，需自選考之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，且指導教授必需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之規定，修習相關課程。

2. Five Specific program of Healthcare:(1) Physical and Mental Healthcare for women (2) Geriatric Care (3) Healthcare for Mental or Physical Development (4) Applied Movement Sciences for Cognitive Motor Disabilities and Sports/ Occupational Injuries (5) 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, Nursing, Physical Therapy, and Occupational Therapy) to allow the assessment material to be evaluated separately. Students need to choose their advisor from each professional group and choose to study at least one after admission. The advisor also needs to study

and participate in the chosen healthcare focus. Students need to fulfill the course requirements of each interdisciplinary research course.

3.先修課程規定：

- (1)健康照護的倫理探討與實踐需預先修習護理學系碩士班之生命倫理學之課程，或通過 challenge test。已申請通過免修的同學，仍選修此課程，不得列入本所畢業學分數。【97 學年度第二次所務會議】
- (2)各課課程之修課規定（如需經過 Challenge Test 或先修課程等），則依當年度開課教師之修課要求辦理【93 學年度第五次所務會議】

3. Pre-requisites:

- (1) Before taking *Ethical consideration and practice in Health Care*, students must have first successfully completed the course *Live Ethics* in the Nursing Department for Masters Program or passed the specific challenge test. Any students who are approved to not taking course but still taking it as optional course, the credit isn't account for graduated requirements.
- (2) Each course may have its own specific eligibility requirements for participating in it (for instance, the requirement of passing a particular challenge test or successfully completing specific prerequisite courses) which are determined by each course co-coordinator.

4.獨立研究(I)(II)(III)(IV)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】

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

5.獨立研究(一)課程：若學生未選定指導教授，不得修習。

專題討論(一)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。

5. Independent Study (I) : Students are not allowed to take this course if they have not had an advisor.

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

- 6.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】
6. 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 departmental with the advisor’s signature.

國立成功大學健康照護科學研究所博士班

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program

課程名稱與開課教師名單(一百零一學年度入學生適用)

必修課程 (Compulsory Courses)	學分數	開課老師
健康照護專題討論(I)(II)(III)(IV) Integrated Health Sciences Seminar(I)(II)(III)(IV)	1,1,1,1	全體教師
獨立研究(I)(II)(III)(IV) Independent Study (I)(II)(III)(IV)	1,1,1,1	全體教師
臨床研究設計 (I)(II) Clinical Research Design (I)(II)	2,2	陳彰惠
選修課程(Elective Courses)	學分數	開課老師
<u>跨領域研究群課程 Multi-disciplinary Research Elective Courses</u>		
(一)婦女健康 Physical and Mental Healthcare for Women		
必：婦女健康專論 Advanced Seminar on Women's Health	3	該研究群教師
選：性別、醫療與社會 Gender, Medicine, and Society	3	王秀雲副教授
(二)高齡健康與照護 Geriatric Cares		
必：高齡健康與照護 Elderly Health and Care	3	該研究群教師
選：跨領域高齡研究新趨勢 New Perspectives in Interdisciplinary Gerontology Research	3	該研究群教師
(三)身心發展與照護 Healthcare for Mental or Physical Development		
必：身心發展與健康照護 Development and Health Care	3	該研究群教師

(四)動作科學與照護(必選 2 擇 1) Applied Movement Sciences for Cognitive-Motor Disabilities and Sports/Occupational Injuries(必選 choose 1 out of 2)

必：動作之神經生理學 Movement Neurophysiology	3	黃英修教授
必：人體動作生物力學 Biomechanics of Human Movement	3	蘇芳慶教授
選：認知與腦波 Cognition and Brain Potential	3	謝淑蘭教授
選：失能與調適 Disability and Adaptation	3	馬慧英教授
選：特定部位分析肌動學 Special Topics in Analytical Kinesiology	3	徐阿田教授

(五)心理健康 Mental Healthcare

必：心理健康特論 Special Topics in Mental Health	3	該研究群教師
選：正向心理照護專論-衡鑑與治療 Well-being Care- Critical Concepts in Psychological Therapy	3	郭乃文副教授

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

三
擇
—
choose 1 out of 3

臨床心理組 A 組 Clinical Psychology A		
高等臨床心理病理-以神經心理學走向為例 Issues of Developmental Neuropsychology	3	郭乃文副教授
高等臨床心理衡鑑-以神經心理學走向為例 Issues of Developmental Neuropsychology	3	郭乃文副教授
高等臨床心理治療-以神經心理學走向之團體治療為例 Issues of Developmental Neuropsychology	3	郭乃文副教授
臨床心理督導實務 Supervision of Clinical Practice	2	郭乃文副教授

護理組 Nursing

護理哲理與知識建構 Philosophy and Knowledge Construction in Nursing	3	陳彰惠教授
健康照護的倫理探討與實踐 Ethical Consideration and Practice in Health Care	3	黃美智教授

其他選修 (Other Elective Courses)

情緒心理學 The Psychology of Emotion	3	謝淑蘭教授
健康政策與健康照護系統專論 Seminar in Health Policy and Health Care Delivery System	3	陳靜敏教授
因素分析 Factor Analysis	2	顏妙芬教授
教學理論與方法特論 Advanced Seminar on Transforming Education	2	陳彰惠教授

國立成功大學健康照護科學研究所博士班修業流程表

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Study Program

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

每年五月參加入學考試 Students take admission exam offered each year in May.



六月中旬至本所報到，九月開學 Enroll to the Allied Health Sciences Department by the middle of June. Classes begin in September.



選定指導教授
Choose an advisor

需至入學年度第二學期開學前選定指導教授，確認後繳交指導教授確認同意書，並需撰寫約一百字的研究主題或研究方向或相關內容。

Every student should have chosen their advisor before the second semester of their first academic year. Each student submits the research advisor agreement form after a faculty member has accepted the role of being their research advisor. Each student is also required to write a 100 word abstract about their intended research topics or research directions.



提出研究構想書及
論文輔導委員名單
Submission of
tentative research
plan and thesis
committee member
list

第二學年上學期十月三十一日前提出 “研究構想書”，並組成論文輔導委員會（除指導教授外，由指導教授推薦一位，所務推動委員會再推薦一位委員名單）；無法提出論文輔導委員會者，指導教授與博士生需於所務會議列席說明。

Every student must submit their tentative research plan before October 31st of the fall semester of their second academic year. They also should have a formed Thesis Committee. (Besides the advisor, the advisor will recommend one appropriate member, and the department affairs committee will recommend another member) A student who fails to form a Thesis Committee should explain their reasons at a departmental meeting with their advisor present.



進行研究進度報告
Research progress report
(this box's order may be
mixed up with the previous
box – if the previous box
refers to the qualifying exam)

第二學年下學期開始，每年四月與十月需提出 研究進度報告，可採公開報告或書面審查（如有選修專題討論學分者，於課堂中報告；如沒有選修專題討論學分者，則需提出）。通過論文輔導委員會評審研究構想書後的進度報告，由論文輔導委員會召開舉行，每學期至少一次。The student's Thesis Committee must approve their

tentative research plan. Starting from the spring semester of each student's second academic year, Thesis Committee will host the presentation and every student is required to make a presentation for 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 instead)

博士候選人資格鑑定申請（詳細流程請見考試流程表）
Application to continue their doctoral studies.
(For details please refer to Ph.D. Candidate Qualification Exam Flow Chart)

※資格考核應於入學後二年內完成為原則，至多不得超過五年
（同於在學第十個學期務必要完成考試）

申請時間作業於**每學期期末考結束前兩週**完成申請，所辦於每學期初及期中公告截止時間。

Every student should complete the qualification exam within two years of their enrollment; it definitely must be completed within five years of their enrollment (ie. completed no later than their 10th semester). Students will apply to partake of their qualification exam during the two weeks before the final exam is over. The departmental office will announce the application deadline at the beginning and middle of every semester.

學位考試申請
（詳細流程請見考試流程表）Apply for thesis defense exam (for details please refer to Ph.D. Candidate Qualification Exam Flow Chart)

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 oral portion of the exam will be sent to the Registrar's Office by the following 1/31.

In the second semester (Spring semester) apply before 6/30, the grade from the oral portion of the exam will be sent to the Registrar's Office by the following 7/31.

完成及通過考試
畢業
Complete the exam and graduate

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 are not calculated in assessing if the student has appropriately met any of the deadlines referred to in this document.

國立成功大學健康照護科學研究所博士班
National Cheng Kung University
Institute of Allied Health Sciences Ph.D. Program

開課教師、指導教授及論文口試委員資格

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

一、開課教師的資格為具博士學位之副教授資格以上。

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

二、擔任指導教授必須符合以下條件：

Potential advisor should meet the following requirements:

(1) 副教授資格以上。

Hold a position as an Associate Professor or above (e.g. Professor, Distinguished Professor, Chair Professor)

(2) 有指導研究生或曾任碩博士論文口試委員。

Have previous experience on: 1) supervising post-graduate students; or 2) acting as a committee for master or doctoral students' qualify oral examination for dissertation.

(3) 近三年內曾主持研究計劃或有科學期刊論文發表者。

A principle 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

(4) 至少連續在健照所合聘一年以上。

A faculty member, or adjunct faculty member, of the Institute of Allied Health Sciences with a minimum of one year's experience.

PS：指導教授須為行為醫學所、護理學系、職能治療學系及物理治療學系的專任教師。

P.S. An advisor should be a full-time faculty member of either the Institute of Behavioral Science; Department of Nursing; Department of Occupational Therapy or Department of Physical therapy.

PS：若教師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。【96 學年度第一次所務會議】

P.S. An advisor's appointment needs to be approved during the departmental staff meeting if an advisor candidate 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：

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

(1) 副教授資格以上。

Hold a position as an Associate Professor or above

(2) 具論文主題之專才。

Have expertise in the doctoral candidate's research field

(3) 需經過所務推動會議通過。

Have their appointment approved during departmental 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

National Cheng Kung University

Institute of Allied Health Sciences, PhD program

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

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。

1. 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.

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。

2. 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 at the department affairs committee. The specific responsibilities and outcome partition(I don't know what outcome partition refers to) 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三項之標準：

(一)副教授資格以上。

(二)有指導研究生或曾任碩博士論文口試委員。

(三)近三年內曾主持研究計劃或有科學期刊論文發表者。

(四)至少連續在健照所合聘一年以上；若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。

PS：指導教授須為行為醫學所、護理學系、職能治療學系或物理治療學系的專任教師。

3. 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 research level, the advisor should have three of the following qualifications:

(1) Associate Professorship or higher.

(2) Advised other graduate students or participated in other oral examination for dissertation.

(3) Has conducted a research project or published a research paper in the past three years.

(4) Been on faculty, or are an adjunct faculty member, in the Institute of Allied Health Sciences for more than one consecutive year. If the 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.

PS: Each advisor must be a full-time faculty member of the Institute of Behavioral Medicine, Department of Nursing, Department of Physical Therapy, or Department of Occupational Therapy.

四、指導教授之認定由所長召集所務推動委員通過，並副署。

4. 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

博士論文指導教授確認同意書

National Cheng Kung University, Institute of Allied Health

Application for PhD Advisor confirmation form

自 _____學年度第 _____學期起，健康照護科學研究所博士班學生_____
，課業及論文請健康照護科學研究所 _____ 教授負責。

研究方向與主題(請撰寫 100 字)：

Starting from 20__ Fall/Spring semester, _____ (student's name)

courses and thesis guidance will be under the supervision of Prof.

_____. The student's research topic and direction is as
follows (in 100 words):

Student's name (signature) : _____ Date : _____

Advisor (signature) : _____ Date : _____

Chairperson (signature) : _____ Date : _____

每學期電腦選課之前，需經與指導教授討論此博士論文指導教授確認同意書指導
教授與研究生各需保存一張

Every semester before registering for courses, each student needs to discuss their
course choices and progress of their research project with their advisors. The student
and advisor shall keep one copy of this form each semester.

國立成功大學醫學院健康照護科學研究所

Institute of Allied Health Sciences, College of Medicine,

National Cheng Kung University

博士班更換論文指導教授辦法

Application for Changing Thesis Advisor

97 學年度第三次所務會議通過

(一)、學生或原論文指導教授因故無法維持指導關係時，得由學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。

1. When the student and advisor could not maintain adequate relationship, either the student or the advisor could raise the issue to stop this relationship.

(二)、更換指導教授時，需填寫「博士論文指導教授確認異動書」(見附件)，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。

2. To apply for stopping this advisory relationship, please fill in the “Doctoral Thesis Advisor Change Agreement” (please see attachment). As part of the request procedures, the student must ensure that both of his/her original advisor and new thesis advisor have signed the Agreement. Please submit the completed Agreement form to the head of the Institute of Allied Health Sciences. An approval of this request will be made at the next departmental meeting.

※有關離職教師指導學生處理原則：通過 proposal 的同學，原則上由原指導教授指導，但所上需有指導老師；未通過 proposal 的同學，原則上要更換指導教授。

【97 學年度第四次所務會議通過】

※ The principle for resigned teachers to continue supervising students : for those students whose research proposal has been qualified , their advisor will be continually responsible for the supervision accompanied with a co-advisor from the same department as one of the committee. For those students who have not yet received approval for their research proposal, must find a new advisor to supervise(their original advisor may not remain as a co-advisor).

國立成功大學健康照護科學研究所博士班

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

博士論文指導教授確認異動書

“Doctoral Thesis Advisor Change Agreement”

自 _____學年度第 ____學期起，健康照護科學研究所博士班學生_____

，課業及論文請健康照護科學研究所 _____ 教授負責。

From_____semester, academic year_____, the student
(name)_____ from the Institute of Allied Health Sciences
requests the advisor (name of the professor)_____ to be
responsible for the student’s academic work and thesis.

研究方向與主題(請撰寫 100 字)：

Research filed and topic (at least100 words):

研究生 Student (signature)：_____ (Date)：_____

論文指導教授 New Advisor (signature)：_____ (Date)：_____

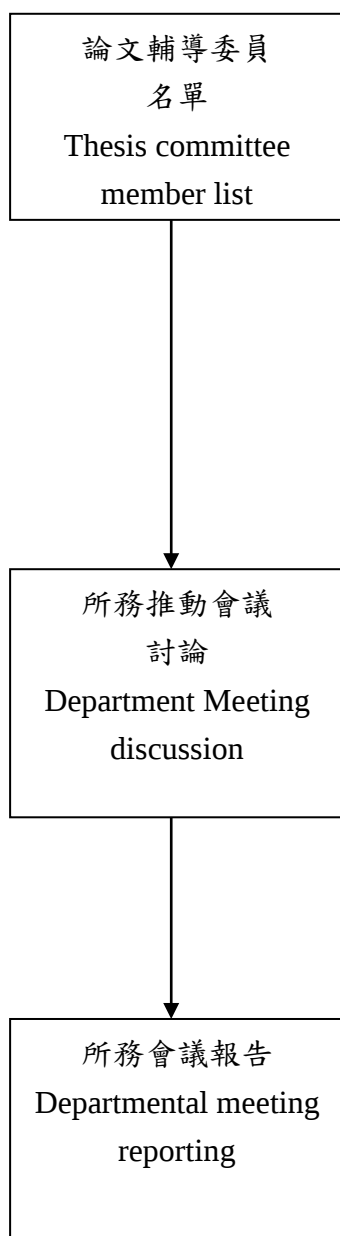
原論文指導教授 Original Advisor (signature)：_____ (Date)：_____

所 長 Head of the Department (signature)：_____ (Date)：_____

成立論文輔導委員流程表

Establishment of Thesis Committee

98 學年度第八次所務會議通過

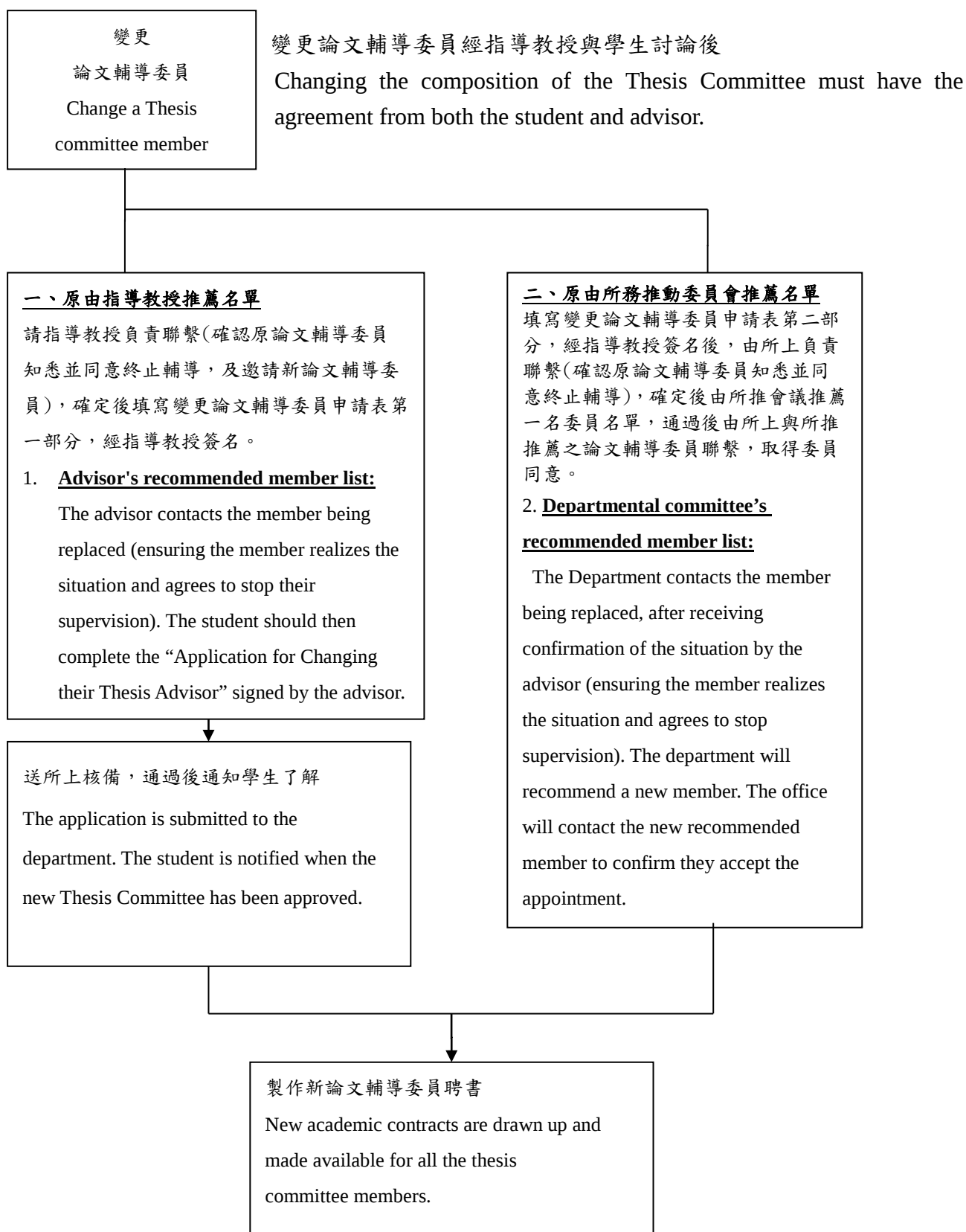


第二學年上學期十月三十一日前提出 研究構想書”，並組成論文輔導委員會（除指導教授外，由指導教授推薦一位，所務推動委員會再推薦一位委員名單）；無法提出論文輔導委員會者，指導教授與博士生需於所務會議列席說明。

The tentative research plan will be proposed **before October 31st (first semester) in the second academic year** submitted along with a provisional Thesis Committee. The advisor will recommend one appropriate member besides themselves, and the department affairs committee will recommend another member. Students who cannot make it on time should present their explanation at a department meeting, with their advisor.

經開會討論通過，由所上與所推推薦之論文輔導委員聯繫，取得委員同意後，製作聘書給論文輔導委員。若未通過，則請於下次會議提出。

After the Thesis Committee has been approved at a department meeting, the academic contracts will be dispatched from the department. If for any reason, one or both of the recommended members are unable to fulfill their commitments, students and their advisor are required to propose alternative members at the next department meeting.



健康照護科學研究所 變更論文輔導委員申請表
Institute of Allied Health Sciences
Application for Changing Thesis Committee Members

姓名 Name: _____ 學號 Student ID: _____

申請日期 Application date : / /

一、原由指導教授推薦委員(Advisor's recommendation list)

指導教授 Advisor	原論文輔導委員名單 Original Committee Member to be Replaced	擬更換委員名單 Proposed Candidates	變更後之論文輔導委員名單 New Approved Members of Thesis Committee

二、原由所務推動委員會推薦委員(The Institute(Department's Academic) Affairs Committee's Assessment)

指導教授 Advisor	原論文輔導委員名單 Original Committee Member to be Replaced	擬更換委員名單 Proposed Candidates	擬變更理由 Reason to Replace
推薦所推會議新論文輔導委員名單 Proposed Candidates		推薦原因(檢附 CV) Reason for Recommending (Attached CV)	

指導教授簽名(Signature of advisor):

(Date:)

※變更論文輔導委員經指導教授與學生討論後

- (1)原由指導教授推薦名單：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，及邀請新論文輔導委員)，確定後填寫變更論文輔導委員申請表第一部分，經指導教授簽名。
- (2)原由所務推動委員會推薦名單：填寫變更論文輔導委員申請表第二部分，經指導教授簽名後，由所上負責聯繫(確認原論文輔導委員知悉並同意終止輔導)，確定後由所推會議推薦一名委員名單，通過後由所上與所推推薦之論文輔導委員聯繫，取得委員同意。

※After students consult with their advisors to replace a Thesis Advisory Committee Member:

- (1) The advisor must contact the Committee Member being replaced, and ensure that the original committee member has been informed their supervision terminated. The advisor then invites the new possible committee member to join the student's Thesis Advisory Committee. Once all this has been completed and the advisor has a conditional acceptance from the possible new committee member, the advisor is required to fill out their portion of this form and submit it to the department.
- (2) Members of the Institute (Department's Academic) Affairs Committee are required to complete their portion of the Application for Change of Thesis Committee form. The department will contact the new member (following official approval by the former member after the advisor has signed the form. The Department will contact the Approved new committee member after being officially recommended at a departmental meeting.

國立成功大學健康照護科學研究所博士班
National Cheng Kung University
Institute of Allied Health Sciences, Ph.D. Program

博士生研究構想書與研究進度報告實施辦法

Ph.D. Research 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

- 一、博士生應於第二學年十月三十一日前，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 tentative doctoral research plan before October 31st of the fall semester of their second 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(公開報告或書面審查)；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 Research doctoral tentative plan, from the second term of academic year, students should propose their study progress report [Public report or written report] every April and October since the beginning of spring semester. If the student takes the 「Seminar」 course ,then present their report in the class. The format is as 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 Paper Guidance 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 at a meeting of graduate school academic affairs meeting, same after amendment.

PS：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】 Study progress report is the same as the PhD thesis progress report. Student's thesis proposal cannot replace the required progress reports.

PS：論文輔導委員出席相關費用規定(regulations for Paper Guidance members attendance fee)：

補助論文輔導委員 出席費(教授 1000 元(full professor)、副教授(associate professor)800 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。【97 學年度第六次所務會議通過】

Thesis Advisory member attendance fee (full professor NT1000, Associate Professor NT800) for the traveling expenses (for only within Taiwan). Advisory members that are part of NCKU faculty do not receive any attendance fees. The fee is paid no more than once a year, starting from today.

PS：所上每學年舉行一次一天博三以上學生的公開口頭進度報告。時間訂於每學年第二學期開學前一週的星期六舉行，博三以上學生且未通過博士資格考同學皆需進行公開口頭進度報告，每位 20 分鐘(15 分鐘報告、5 分鐘討論)，若人數太多(如超過 20 位)將以兩場同步舉行方式進行。Progress reports lunched once every academic year for the third year Ph.D. students. Time scheduled is the Saturday before the second semester starts. The students in their third or higher year has not completed the qualified exam, must have public presentation. Each student's presentation is 20 minutes in length (15mins to report, 5 mins for discussion). If more than 20 students, presentations will be held simultaneously in separate rooms.

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

National Cheng Kung University Institute of Allied Health Sciences Tentative Doctoral 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

研究構想書內容：

Tentative 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)

(1) 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)

(2) Both Chinese and English abstracts, in separate pages, including background, purposes, methods, and anticipated results)

* 使用 A4 紙張，以中文電腦打字書寫 (double spaced)

* Please use A4 size paper and type in Chinese (double spaced)

* 研究構想書需於第二學年上學期十月三十一日前送至論文輔導委員會委員，並送一份至所辦公室。無法提出論文輔導委員會者，指導教授與博士生需於所務會議列席說明(輔導委員名單需呈九月份所務推動會議審查)。

* Please submit the tentative plan to your thesis research committee members by October 31st in the Fall semester of the second year. Please also deliver a copy to the departmental secretary. Your research committee members have to be reviewed by September. For those who fail to provide the list of research committee members, the Advisor and Ph.D. student must explain the reason at the next departmental meeting.

National Cheng Kung University
Institute of Allied Health Sciences Tentative Doctoral Plan

國立成功大學健康照護科學研究所博士班 研究構想書

Graduate student (研 究 生)：

Student ID (學 號)：

Research topic (研究題目)：

Signature of the advisor:

(指導教授簽名)：

論文輔導委員 Thesis committee members：(※請填寫學校及老師姓名及職級，並
請檢附老師的 CV)(※ Please fill in the names of the committee members, Institute
that granted their doctorate, current position, and please attach their CV)

指導教授推薦兩位名單 (List 2 thesis committee members recommended by advisor
below)：

(1)

(2)

繳交日期(submission date)：_____年(yyyy) _____ 月(mm) 日 _____ (dd)

(一) 中文摘要：(含背景、目的、方法、預期成果)

1. Abstract (Chinese): including background, purposes, methods and anticipated results

(二)英文摘要：(含背景、目的、方法、預期成果)

2. Abstract (English): including background, purposes, methods, and anticipated results

國立成功大學健康照護科學研究所博士班

研究構想書評估表

National Cheng Kung University, Institute of Allied Health Sciences Tentative Doctoral Evaluation

研究生(Graduate student)：

學號(Student ID)：

指導教授(Advisor)：

研究題目(Research Topic)：

繳交日期： 年 月 日

submission date_____年(yyyy) _____ 月(mm) 日 _____ (dd)

研究構想書內容： 特優 優 良 普通 差 (請圈選一種)

Content of tentative Research Plan (Please circle one):

Excellent Very good Good Normal Poor

針對研究構想書內容建議事項：(由論文輔導委員會召集人填寫)

Comment of the tentative Research Plan: (written by thesis committee convenor):

召集人簽名(Signature of the convenor)：

日期(Date)：_____年(yyyy) _____ 月(mm) 日 _____ (dd)

國立成功大學健康照護科學研究所博士班

研究進度報告封面

**National Cheng Kung University, Institute of Allied Health
Research Progress Report Cover**

研究生姓名(Student name)：

學 號(Student ID)：

中文題目(Topic in Chinese)：

英文題目(Topic in English)：

指導教授(Advisor)：

論文輔導委員會(Research committee)

委 員 姓 名(Committee members)：

國立成功大學健康照護科學研究所博士班

研究生進度報告評估表

National Cheng Kung University, Institute of Allied Health Sciences
Evaluation Form for research progress

研究生(Student's name)：

學號 (Student ID)：

年級(Year)：

指導教授 (Advisor)：

報告題目 (Topic)：

報告日期(Date)： 年(Year) 月(Month) 日(Day)

地點(Location)：

報告次數 (Including this one, number of progress reports)： _____

進度內容評估 (請圈選一種)： 特優 優 良 普通 差

Evaluation of research content progress (Please check one):

Excellent Very good Good Normal Poor

建議事項 (Comments)：

召集人簽名 (Signature of Convenor)：

Date: 年(Year) 月(Month) 日(Day)

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試實施辦法

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
93.09.30 九十三學年度第一次所務會議記錄修正通過
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
97.01.24 九十六學年度第五次所務會議
97.09.27 九十七學年度第一次所務會議

- 一、依據 89 年 3 月 13 日國立成功大學博士學位候選人資格考試實施要點辦理外，另訂定本辦法。
- 二、本所所長為博士候選人資格考試之總召集人，所長得另延聘教授籌組資格考試審查委員會，並主持資格考試事宜。
- 三、博士班研究生成為博士學位候選人資格鑑定，必須符合以下條件：
 - (一)修畢論文以外之必修與必選學分。
 - (二)修習本所博士班期間，投稿一篇論文於 SCI、SSCI 或 EI 國際期刊，以第一作者並以成大健康照護科學研究所博士生身份投稿，且在投稿前需有指導教授書面同意該論文為符合博士候選人資格考投稿論文條件，且能提出證明該論文已投稿。(97 學年度起開始適用，且可追溯至 92 學年度學生)(97.01.24 96 學年第五次所務會議通過)
修習本所博士班期間投稿一篇論文於 SCI 或 SSCI 或 EI 國際期刊，且能提出證明該論文已被接受。(92-96 學年度學生適用)
 - (三)在跨領域老師的共同指導下，撰寫一份跨領域的研究計劃。(適用 92-97 學年度)
完成論文研究計畫書(必須為跨領域之研究)。(98 學年度起開始適用)
 - (四)經指導教授同意。
- 四、資格考試申請作業應向所辦提出申請，經所務推動委員會同意。申請時間作業於每學期期末考結束前兩週完成申請，則不給予承認，視同未執行該科資格考試，所辦於每學期初及期中公告截止時間。
- 五、博士候選人資格考試應於入學後二年內完成為原則，至多不得超過五年。未依規定年限完成者，依本校實施要點，由本所通知註冊組勒令退學。
- 六、博士候選人資格考試以審查為原則，經資格考試審查委員會通過符合本所條件，不需筆試，即成為博士候選人。通過後向學校註冊組提報為博士候選人。但若不通過，須經一學期才能再申請第二次考試。
- 七、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。

PS：臨心A組學生必修滿規定之課程學分數，且於申請博士候選人考試時修習完成，但高等心理實習相關課程不在此限，需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
National Cheng Kung University, Institute of Allied Health Sciences
博士學位候選人資格考試流程表
Ph.D. Candidate Qualification Exam Flow Chart

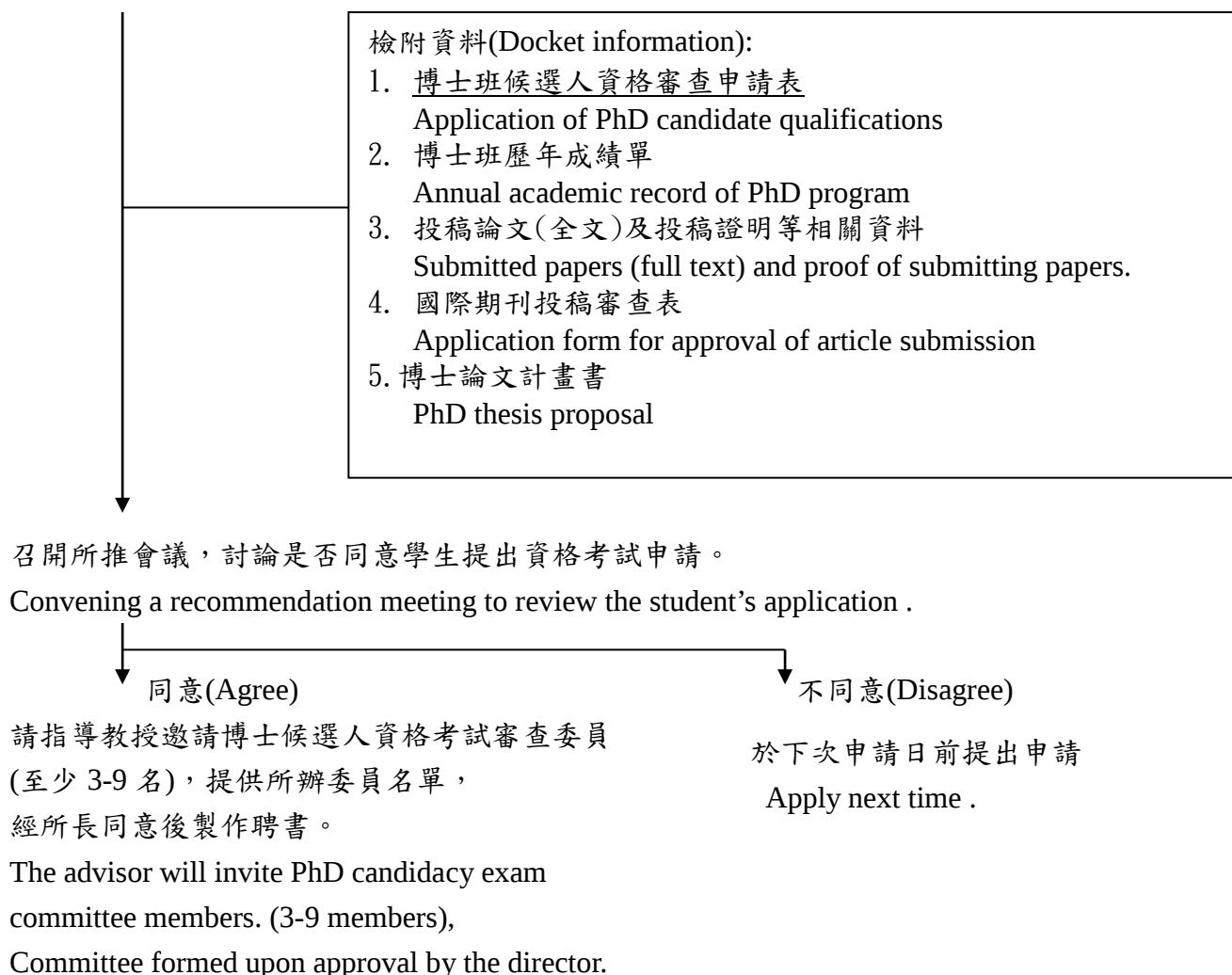
97.05.26 96 學年度第九次所務會議

98.10.22 98 學年度第三次所務會議

※資格考核應於入學後二年內完成為原則，至多不得超過五年。(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)

※申請時間作業於每學期期末考結束前兩週提出資格考試申請，所辦於每學期初及期中公告截止時間。Applying time is two weeks before over of final exam week. The Institute office announces the deadline dates at the beginning and mid-point of every semester .

需符合申請博士候選人資格條件。(students should meet the following PhD candidate application qualifications)



↓
學生提供博士候選人資格考試時間、地點及題目。

Students provide with doctoral candidacy exam time, place and Subject.

↓
博士候選人資格考試(PhD candidate qualification exam)：

資格考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試；資格考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 candidacy exam 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 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)

需經一學期才能再申請第二次考試。

Should wait one semester to apply for a second exam.

國立成功大學健康照護科學研究所博士班

博士候選人資格鑑定口試須知流程表

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program

Ph.D. Candidate Qualification 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 from the Dr. Candidate Qualification Exam Board. (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 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，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 first order of business for the Chairperson is to instruct the candidate and audience to leave the examination room. The candidate's adviser will then summarize the work performed by the student. The members discuss if the contents of the candidate's draft of their dissertation along with any other study activities brought to the attention of the committee by the candidate's adviser merits an oral defense. A minimum two-thirds of committee members must agree, as determined by vote, that the candidate's efforts merit immediately proceeding with the oral defense exam.

4. 若委員們通過，則請考生與聽眾入場。

If the threshold of two-thirds of committee members agreeing to continue with the oral exam is met, then the candidate and audience are permitted to re-enter 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 Committee members ask the candidate questions in turn.

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。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 period 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. 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 the committee members must award a passing grade.

Grading: score of 90 or more --- 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

國際期刊投稿審查表

Application form for approval of article submission

日期 (date, year/mm/dd)

申請人姓名 Name of applicant: _____ 學號: Student ID: _____

組別 Division: _____ 年級 Grade/Year: _____

(一) 投稿文章(Submitted paper Title):(檢附全文-attached with full text)

英文(English):

中文(Chinese):

(二) 投稿期刊(Submitted journal): ☐SCI ☐SSCI ☐EI

期刊名稱(Periodical name):

(三) 投稿證明(Proof of submission):(檢附證明文件 attached copy of notification of manuscript received/accepted)

指導教授意見欄(Comments from advisor):

確認 Confirmation	結果 Result	意見 Comments
此篇文章符合博士候選人要求投稿論文條件，且同意此篇文章提出博士候選人資格考試申請 (This paper/these papers is/are acceptable for the requirements of the PhD program; the Ph.D. candidate may apply for their viva)	☐ 是 Yes ☐ 否 No	

指導教授簽名(Signature of advisor): _____ Date: _____

※修習本所博士班期間，投稿一篇論文於 SCI 或 SSCI 或 EI 國際期刊，且能提出證明該論文已被接受。(92-96 級)

※The Student must have had submitted one article to the journal recognized as SCI, SSCI or EI (Students enrolled during the year 92-96)

※修習本所博士班期間，投稿一篇論文於 SCI 或 SSCI 或 EI 國際期刊，且能提出證明該論文已投稿證明(97 級，追溯至 92-96)。

※ During the Ph.D. program, the student has submitted one article to the journal recognized as SCI, SSCI or EI (Grade 97, trace back to the students enrolled during the year 92-96)

※修習本所博士班期間，投稿一篇論文於 SCI、SSCI 或 EI 國際期刊，以第一作者並以成大健康照護科學研究所博士生身份投稿，且在投稿前需有指導教授書面同意該論文為符合博士候選人資格考投稿論文條件，且能提出證明該論文已投稿。(98 級，追溯至 92-97)

※ Each student must submit a paper to a periodical recognized as SCI, SSCI or EI as the first author, while in the Institute of Allied Health Sciences at NCKU. The advisor agreed that the student has met the requirements of the program with regards to a submission of a manuscript. (Students enrolled during the year 92-97)

國立成功大學健康照護科學研究所博士班

Institute of Allied Health Sciences, College of Medicine, National Cheng Kung University,

博士班候選人資格鑑定申請表

Ph.D. Candidate Application Form

日期 (Date, year/mm/dd)_____

申請人姓名(Name of applicant) : _____ 學號(Student ID) : _____

組別(Division) : _____ 年級(Year) : _____

(一) 已修畢必修_____學分與必選_____學分。

I have completed compulsory courses, credits_____ and optional courses, credits_____.

(二) 投稿文章篇名及出處 (附資料) :

Title of publication and origin/source (with attachment):

(三) 博士論文研究計畫 (附資料) :

Ph.D. thesis research proposal (with attachment):

論文研究計畫題目 Topic of thesis research proposal :

跨領域研究計畫題目 Topic of interdisciplinary research proposal :

附繳(appendices) : 博士班研究生歷年成績單(逕攻讀博士班研究生應同時繳交碩一成績單)
Transcripts from past years (all Ph.D. students should submit Master's Degree transcript at the same time)

_____學年度(academic year)_____學期(spring/fall semester)至 till _____學年度
(academic year)_____學期(spring/fall semester)

指導教授(advisor) : _____ (簽名-signature)

日期(Date) : _____(year/mm/dd)

所 長(Departmental director) : _____ (簽名)

日期(Date) : _____(year/mm/dd)

國立成功大學健康照護科學研究所博士班

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

博士班候選人資格鑑定結果評估表

Ph.D. Candidate Authenticating Form

日期 (Date, year/mm/dd)_____

(一) 已修畢必修_____學分與必選_____學分。

I have completed compulsory credits ____, and optional credits ____ . ☐通過(pass) ☐不通過(fail)

(二) 投稿文章(Publication) ☐通過(pass) ☐不通過(fail)

(三) 博士論文研究計畫 Ph.D. thesis research proposal

分 數 (score) : _____

總 評 值 (total score) : _____

請就其資格鑑定結果，評估其表現：(由召集人填寫)

Please evaluate the performance using the results from this form: (written by the convenor)

資格審查委員(committee member):_____ (signature) (Date, year/mm/dd):_____

資格審查委員(committee member) :_____ (signature) (Date, year/mm/dd):_____

資格審查委員(committee member) :_____ (signature) (Date, year/mm/dd):_____

資格審查委員(committee member) :_____ (signature) (Date, year/mm/dd):_____

資格審查委員(committee member) :_____ (signature) (Date, year/mm/dd):_____

國立成功大學健康照護科學研究所博士班
National Cheng Kung University, Institute of Allied Health Sciences
博士學位考試實施辦法
Ph.D. Exam 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

一、除依據 80.3.1 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 1991/3/1, 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 Ph.D. Regulations, every graduate student should have their own Thesis Review Committee, the members of the committee should be(include) the ex-officio members of the student's project advisory (degree examine) 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，提出申請學位考試之推薦。
After a Ph.D. student passes the qualification exam and completes all required Ministry of Education and doctoral program courses and papers they may put forward their recommendation to apply for their graduate exam (thesis defense exam). The student's doctoral thesis should be written within the deadline (set by their advisory committee) and approved by their advisory committee.

(一) 修畢所有畢業學分數。All graduate courses have been completed.

(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。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.

(三) 以下三種條件須符合其中一項。Students need to meet one of the following conditions. .

1.修習本所博士班期間，至少有兩篇以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文（或已被接受），需為修讀博士間所做的原著論文才能接受(如於申請博

士候選人資格之一篇投稿論文於 SCI 或 SSCI 或 EI 國際期刊，是為第一作者，也屬兩篇之一)，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；若有特例，則提案至所務會議以特例討論及處理。During the PhD. program, every student must have published/submitted at least two original articles as the first author to journals recognized by SCI, SSCI or EI. The first paper must be submitted and published during the PhD period. (It could be acceptable that a paper is submitted to a journal, recognized by SCI, SSCI or EI, prior to the student being fully enrolled in this doctoral program) A paper with the corresponding author being the student's co-advisor, under the advisor's approval, can count towards the required quota of articles during the doctoral program, the advisor should complete the "Ph.D. Qualification: List of Publications" form. Any exceptional case will be reviewed at the department meeting.

2.修習本所博士班期間，若有至國外進修或短期研究，另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（或已被接受），需為修讀博士間所做的原著論文才能接受(如於申請博士候選人資格之一篇投稿論文於 SCI 或 SSCI 或 EI 國際期刊，是為第一作者，也屬兩篇之一)，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；若有特例，則提案至所務會議以特例討論及處理。If during the doctoral student's research program, **the student conducts short term research or studies abroad**, then the student must submit at least **one** original article as the first author to a journal recognized by SCI, SSCI or EI, the article must be published. This article should be submitted and published during the PhD period. (It could be acceptable that a paper is submitted to a journal, recognized by SCI, SSCI or EI, prior to the student being fully enrolled in this doctoral program) A paper with the corresponding author being the student's co-advisor, under the advisor's approval, can count towards the required quota of articles during the doctoral program, the advisor should complete the "Ph.D. Qualification: List of Publications" form. Any exceptional case will be reviewed at the department meeting.
(請參見本所博士生至國外進修或短期研究認定要點 please check for details in the section "Key Points for Doctoral students who study abroad or short-term study")

3.修習本所博士班期間，至少有一篇具有高排名(**Ranking $\leq$ 10%**)或高影響力(**Impact Factor $\geq$ 5**)，且以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文（或已被接受），需為修讀博士間所做的原著論文才能接受(如於申請博士候選人資格之一篇投稿論文於 SCI 或 SSCI 或 EI 國際期刊，是為第一作者，也屬兩篇之一)，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；若有特例，則提案至所務會議以特例討論及處理。If during the doctoral program, a student submits one original paper as the first author and

this is published in a high ranking (Ranking top 10%) or high-impact (Impact Factor ≥ 5) journal recognized by SSCI or SCI or EI then only this one article is needed to meet the doctoral program requirements (It could be acceptable that a paper is submitted to a journal, recognized by SCI, SSCI or EI, prior to the student being fully enrolled in this doctoral program) A paper with the corresponding author being the student's co-advisor, under the advisor's approval, can count towards the required quota of articles during the doctoral program, the advisor should complete the "Ph.D. Qualification: List of Publications" form. Any exceptional case will be reviewed at the department meeting.

- (四) 英文、德文或日語檢測成績達中高級以上(或其他檢測同等層級、或具英語系國家之碩士學位)。High intermediate level English, German or Japanese is required as determined by the needed score from an appropriate proficiency exam (or the student received their Masters degree in an English-speaking country).
- (五) 經指導教授同意。Student's application has been approved by their advisor.

四、所推委員會確認後，籌組博士學位考試委員會，進行學位考試。After the request to have an oral defense of a student's thesis has been confirmed by the Institute, the Ph.D. Degree Admission Test Committee will be formed.

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務委員會討論決定委員人選之後，簽請校長合聘。The Ph.D. Degree Admission Test Committee consists of five to nine members, 1/3 of the members should be external members not previously a part of the advisory committee. After the Thesis Guidance Committee and the Department Affairs Committee have decided 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、博士論文必須以英文撰寫，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，始能參加口試。自 99 學年度入學生開始適用。The PhD thesis should be written in English and submitted to the defense committee members one month before the date of the oral exam. The completion of the thesis will be inspected and recommended by the Thesis Guidance Committee. Upon approval by the Thesis Guidance Committee, the oral exam may take place. These regulations have been the standard operating procedures for the oral exam of theses defense since the year 99.

七、學位考試包括論文發表及口試。論文發表應公開舉行，於二週前張貼公告。論文發表之後，由學位考試委員進行口試。The defense consists of the thesis itself and the oral exam. The

thesis should be made available to the general local public two weeks before the oral exam. The candidate and members of the PhD Degree Admission Test Committee will convene for the oral defense exam of the thesis once the thesis has been available to the public for two weeks.

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 a student fails their oral exam, they may have one more chance to retest. They may apply to be retested the following semester.

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.

※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】A published paper from a Masters degree program taken prior to the Ph.D. program at this institute, may be considered as one of the publications required, for a student to have permission to defend their doctoral thesis, provided the student's advisor agrees to this condition.

※第三條第三項規定：According to Art.3.(3)

- 1.投稿的文章需具備研究論文應有的內容，並經由指導教授同意。【97 學年度第三次所務會議通過】Submitted articles for publication need to have had the content of the articles approved by the student's advisor.
- 2.學生需於畢業前有兩篇發表於 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】Of the two papers published/submitted to SCI, SSCI or EI ranked journals, one of the papers must be an original research article. The other paper may be a review article, system research review, meta-analysis or short Communication.

※英文撰寫論文規定：English-writing paper regulations

1. 99 學年度入學新生博士論文**務必**以英文撰寫。99 academic year freshman students **MUST** write their thesis in English !
2. 校推動研究所博士班 5 年內達到論文以英文撰寫之規定，**103 學年度(含)起畢業生論文務必以英文撰寫**。By the regulations of University, doctoral students should be capable of writing their theses in English within 5 years. From 103 academic year (inclusive), every graduate thesis should be written in English.

英文檢測規定
English Exam Policy
(97 學年度起入學生開始適用)

(Starts enrolled at the 97th Academic Year)

97 學年度入學生起，須於博士學位考試前達成以下英文檢測標準其中之一項，入學前曾經通過則可認可：【96 學年度第九次所務會議】The students enrolled at the academic year, 97 onwards need to fulfill one of the following criteria before attending their Ph.D. viva. 【9th Department Meeting, 96th Academic Year】

※全民英語能力分級檢定中高級 The General English Proficiency Test(GEPT)-High intermediate level

※電腦托福 197 分(含)以上(CEF)(約同舊制托福 527 分以上)-TOEFL iBT at least a score of 197e(CEF) (equivalent to a TOEFL CBT score of 527 or above)

※國際英語測驗 overall IELTS score of at least 5.5 以上

※多益測驗 a TOEIC score of at least 750 分(含)以上

[Students must pass one of these exams during their enrollment in this Doctoral Program; scores from one of these exams taken before enrollment are not accepted].

OR

※具英語系國家之碩士學位 received a Masters degree from an officially recognized institution of an English-speaking country

本所 97 學年度新生起需於學位考試前達全民英檢中高級（或其他檢測同等層級）

All students from the 97 academic year onward of our department need to pass the GEPT Advanced level (or tests equivalent to GEPT advanced level) before attending their Degree Exam. (this repeats what is already stated above)

【97 學年度第九次所務會議】 【96 Academic Year 9th Department Meeting】

德、日語檢定規定(German, Japanese Examination Policy)

日文 Japanese		德文 German	
財團法人語言訓練測驗中心			
外語能力測驗 (FLPT)	未設合格標準，由各機關、學校自行認定 NO specific requirement, the school and institution may set the requirement accordingly.	外語能力測驗 (FLPT)	未設合格標準，由各機關、學校自行認定 NO specific requirement, the school and institution may set the requirement accordingly.

日本語能力測驗(JLPT)	分為 1(高級)、2、3、4(初級)級 Level 1,2,3,4 ※推測 2 級同等於英檢中高級 Assume level 2 is equivalent to the GEPT Advanced Level.	德語鑑定考試 (TestDaf)	分為 3、4、5 級(TDN3~5)，合格標準為 TDN3(含)以上，TDN5 為最高級 There are levels 3,4&5, above or include TDN3 is the standard passing score. TDN5 is the highest level ※推測 TDN4 同等於英檢中高級 Assume TCN3 is equivalent to the GEPT Advanced level.
日本留學測驗(EJU)	未設合格標準，由各申請學校自行訂定 NO specific requirement, the school and institution may set the requirement accordingly.		
其他 Others			
實用日語檢定(J.Test) (日本民間)	分為中高級(A~D 級)和初級(E~F 級)兩種試卷，由測驗分數決定級別。中高級中又分為 7 個級別；初級則分為 2 個級別。 2 exam papers: advanced Level (A~D) and Beginning Level(E~F) . The score will decide the level.	A1、A2 級德語檢定考試 (Start Deutsch1、2) (德國歌德學院與成人教育測驗中心) (Weiterbildungs-Testsysteme GmbH)	A1 為「歐語能力評量共同參考標準」中的最初級；A2 為初級 A1 is the first level according to “the Common European Framework of Reference for Languages”; A2 is the basic level.
		B1、B2 級德語檢定考試 Goethe-Zertifika B1, B2 exam	※推測 B2 級同等於英檢中高級 ※Assume B2 is equivalent to the GEPT Advanced level.

註：※為推測 ※assumption

成功大學醫學院健康照護科學研究所 博士生至國外進修或短期研究認定要點

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program

Key Points for Doctoral students who study abroad or short-term study

- 一、健康照護科學研究所（以下簡稱本所），依據本所博士學位考試實施辦法第三條第三項第二點規定，鼓勵學生出國研修，拓展學生視野，促進國際學術及文化交流，加強國際觀，特訂定本要點。The Institute of Allied Health Sciences Ph.D. Program (hereinafter referred to as we), according to our Ph.D. examination policy Article 3, third item, second point, we encourage students to go abroad to broaden their horizons with the following objectives: promote international academic and cultural exchanges and strengthen the student's international global competency.
- 二、認定標準，有以下兩項。To meet the requirements:
 - (一)博士生獲得國科會補助博士生赴國外研究(千里馬)補助，或本校頂尖大學學生跨國雙向研修獎助學金出國進修或短期研究補助者，完成研習後，經國科會或校方認可，將視同認定。Ph.D. students should receive support from the National Science Council from the Graduate Student Study Abroad Program (GSSAP) or the Regulation for Transnational Study & Research Scholarship Grants from National Cheng Kung University to conduct overseas short term studies. For us to approve the student to study abroad there must be recognition of this effort from either the National Science Council or NCKU.
 - (二)依據本所博士生至國外進修或短期研究認定要點第三至八條規定，提出申請，經本所所務推動委員會(以下簡稱本會)核可，博士生至國外進修或短期研究完畢，回國後兩個月內繳交國外進修或短期研究報告書，經本會審查後始得認定。According to the Application Form for Overseas Doctoral Studies of Short-term Research points three to eight, the project is confirmed once the submitted application has been approved by the department affairs committee. The students must complete the Short-term Research Report within 2 months after returning to Taiwan from their short-term research overseas project.
- 三、申請資格：需為本所在學學生，且於本所就讀一年以上者。Eligibility for applying: Those students who have studied for more than one year in the Institute of Allied Health Sciences Ph.D. Program
- 四、博士生至國外進修或短期研究認定種類及限制：Restrictions and qualified research to study abroad or conduct short-term doctoral research:
 - (一)至國外著名學校(不含大陸、香港、澳門地區)修習與本所相關專業學程且非語言課程，課程標準由指導教授認定之。To study or participate in a program that is relevant to the program in NCKU at a recognized institute school (not including regions of Mainland China, Hong Kong and Macau). The program is a non-language training course and has been evaluated or verified by the participants' advisor.

(二)至國外著名大學或研究機構進行六個月以上之短期研究者，不得分段或展延：係指具有指導博士生研究能力之著名國外學術機構(不包含大陸、香港、澳門地區)。The period allowed for short term research conducted abroad at a recognized institution must be at least six months and needs to be uninterrupted (each return visit or delayed itinerary requires its own application). This does not include research institutions in regions of mainland China, Hong Kong and Macau.

五、申請人應繳資料如下，除第六、七款得於出國前補繳外，其餘文件不齊或不符合規定者，不予受理。The applicant needs to submit the documents mentioned below (the sixth and seventh items must be submitted before departure). Any applicant who fails to submit the required documents or does not follow the policy will be rejected/refused permission to participate in studying abroad.

(一)申請表乙份(見附件一)。

I. Application form as (attachment 1)

(二)博士班在學成績單乙份。

II. Transcript for the Ph.D. program

(三)語言鑑定機構出具之外國語文能力證明或留學國之學位證明。

III. Certificate of foreign language proficiency or overseas degree certificate of the applicant

(四)修讀計畫/研究計畫(需說明修讀之課程與學分數)；至國外學術機構進行研究及修讀課程者，請附該機構之介紹。

IV. Study proposal/ research plan (required to state the study curriculum and the credits); foreign academic institutions to conduct research and to attend courses, please attach a description of the overseas institute that will oversee the intended research.

(五)中、英文自傳(含學、經歷)。

V. Applicant's Biography in both Chinese and English (include academic history and experiences).

(六)國外進修者須檢附前往就讀期間，對方學校之行事曆。尚未公布者，得檢附前一學年度之行事曆，並於公布後補繳。

VI. Please attach the academic calendar of the institute where the short-term research will take place; if it has not yet been released please attach the calendar of the previous year.

(七)短期研究者，請繳交國外指導教授或機構接受前往研究之證明文件。但尚未取得證明者，得於出國前補繳。

VII. An applicant who is going away for short-term research is required to submit official documents or letters from the overseas institute or from the person at the institute responsible for the research work acknowledging the collaboration and welcoming the applicant.

六、申請期限：各申請案件應於出國前六個月提出申請，逾期不予受理。Application Deadline: All applications must be submitted six months prior to departure for the overseas short-term

study. Any late applications will not be accepted.

七、審查小組：由本所所務推動委員會進行審查。The department affairs committee evaluates applications

八、審查原則：以申請人執行計畫能力、外語能力、國外研究機構與國外指導教授之適切性，研究主題之發展潛力等為主要評審基準。(註：國外進修或短期研究之機構，可參考各組推薦之單位。) Evaluation considerations: the applicant's ability to implement the research outlined in the plans; foreign language communication skills; the appropriateness to work with foreign research institutions and foreign advisor(s); the potential development of the research topics. (Note: For a resource on which particular foreign institutes are receptive to short-term study abroad for research, faculty members within the institute's different research groups may provide excellent expert advice.)

國立成功大學健康照護科學研究所

博士生國外進修或短期研究認定申請表

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program
Application Form for Overseas Doctoral Studies or Short-term Research

以下每個欄位為必填，請詳實填寫
(Required to complete)

填表日(Date form completed) :
民國 年(yyyy) 月(mm) 日(dd)

出國研修種類(type of studies)

- ☐ 至國外學校修習學分者(attend foreign academic institution for credited studies)
☐ 至國外進行短期研究者 (short-term foreign researcher)

申請人姓名(Name of applicant) 中文姓名 (Chinese)_____		出生日期 (Date of Birth) 民國 年 月 日 yyyy__mm__dd__	(黏貼半年內兩吋照片乙張)(2"photo taken within last 6 months)
英文姓名(與護照同) (English name identical to one used for passport) _____		性別(gender) ☐ 男(M) ☐ 女(F)	
身分證號碼(ID)	學號(School ID)		
護照號碼(Passport ID)	就讀組別 (Research group)	組	

通訊方式

行動電話(cellular phone #) :
E-mail (須經常保持有效收件) (valid for frequent emailing) :
聯絡電話(contact phone #) :
家裡聯絡電話(寒暑假用) (home phone for contact during summer/winter vacation) :

戶籍地址 Residence address (郵遞區號 zip code : □□□□□)

通訊地址 Mailing address(郵遞區號 zip code : □□□□□)

欲前往(就讀/研究)之(學校/機構) Anticipated (School/Institution) for your (study/research) (以下皆需填寫 <u>中、英文名稱</u>，並請以"/"區隔) Please fill in the following in both Chinese and English, indicate the separation between the Chinese and English with "/" 國家 Country： 州名 State/Province： 城市 City： 學校(機構)名稱 School/Institution： 欲前往(就讀/研究)之(系所/單位) Anticipated (Department/Units) for your (study/research) purposes：	
預定出國日期(anticipated date of departure) 民國 yyyy 年 mm 月 dd 日 預定修讀學分數 (Potential credits for this study)：_____學分(credits) 預定研修期間(Potential study period) 自民國 from 年 yyyy 月 mm 日起至 民國 till 年 yyyy 月 mm 日 dd 止	是否申請或領有教育部、國科會或其他國內外單位(含對方學校/機構)之獎助學金？ Applied or obtained scholarships from Department of Education, National Science Council, or any other local/ foreign funding sources (Include the names of other schools / organizations)? ☐ 是，請說明補助單位名稱、補助項目及金額(結果未知者，請特別註明) Yes, please indicate the funding sources, and the amount of support (indicate for each source of funding if been awarded or only applied)：_____ ☐ 否 No 是否有至國外學習之經驗？(Any previous overseas learning experiences?) ☐ 有(Y) ☐ 無(N)

應繳資料(Required information)

1. □ 申請表乙份 Application form (1 copy)

2. □ 博士班在學成績單乙份。Ph.D. school transcript (1 copy)

3. □ 語言鑑定機構出具之外國語文能力證明或留學國之學位證明。

Certificate issued to prove foreign language proficiency, or overseas degree/certificates previously awarded.

4. □ 修讀計畫/研究計畫(需說明修讀之課程與學分數)；至國外學術機構進行研究及修讀課程者，請附該機構之介紹。

Description of academic activities. Please provide the research project proposal for any research work to be done abroad. For any courses enrolled in, explain each course's curriculum and issued credits. For anyone who attends a foreign academic institution, for either research and/or to attend courses, please include a description of the overseas institution.

5. □ 中、英文自傳(含學、經歷)

Chinese, English biography (include academic history and experiences) of applicant.

6. □ 國外學校行事曆(修讀課程者檢附)

Overseas school course calendar (provided by the applicant)

7. □ 國外指導教授或研究機構同意函影本(短期研究者檢附)

A letter of invitation from the host/host institution abroad welcoming the applicant to participate in the stated academic activities and indicating the on-site support available OR a photocopy of the letter of consent (applicants participating in short-term research **need** to provide this letter)

指導教授 Advisor	系所主管 Departmental Director	經 學年度第 次所務推動委員會 The ____ academic year of the ____ Department Affairs Committee : ☐ 通過 accept ☐ 不通過 decline 該生得赴國外進 修/短期研究 the student goes abroad for study/research purposes
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國立成功大學健康照護科學研究所

博士生國外進修或短期研究報告書

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program
Overseas Doctoral Studies or Short-term Research Report

Please stamp with your personal chop stamp any corrected information.

以下每個欄位為必填，請詳實填寫
(Required to complete)

填表日 (Date form completed) :
民國 年(yyyy) 月(mm) 日
(dd)

申請人姓名 (Name of applicant) 中文姓名 (Chinese) _____ 英文姓名 (與護照同) (English name identical to one used for passport) _____	學號 ID 組別 Research Group	
前往(就讀/研究)之(學校/機構) Attended (School/Institution) for your (study/research) (以下皆須填寫 中、英文全名，並請以"/"區隔) Please fill in the following in both Chinese and English, indicate the separation between the Chinese and English with "/" 國家 Country : 州名 State/Province : 城市 City : 學校(機構)名稱 School/Institution : 欲前往(就讀/研究)之(系所/單位) Anticipated (Department/Units) for your (study/research) purposes : 報告主題 Topic of the report :		

出國報告書規定 (Report Guidelines) :

1. 出國報告書需以英文撰寫，並請加註頁碼，內容請依序排列：

規定之封面、摘要(各 200-300 字)、目次、本文(包含目的、過程、心得及建議事項)、附錄
(可無)。

Report must be written in English and include page numbers with the following arrangement:

Cover page required; abstract (200-300 words), index, the report contents (include the purpose,

process, experiences and recommendations), an appendix (if needed).

2. 報告名稱應能表達至國外進修或短期研究計畫之主旨。

The “Topic of the Report” must express the objectives or aims of this overseas study or short-term research project.

3. 本文必須包含「目的」、「過程」、「心得及建議事項」，其文字部分須佔三頁以上，另學生

請附上至國外進修/短期研究，參加會議或活動之出席照片、證書或成績單等佐證資料。

The written portion of the report (objectives, process, comments,, recommendations) should be at least 3 pages in length. Please also attach copies of any certificates received, transcripts of courses, and supporting evidence of the work performed while abroad. This also includes photographs of conferences attended or any other activities related to the study program.

審核欄 Examination column	指導教授 Advisor	系所主管 Departmental director
		經 學年度第 次所務推動委員會 The____academic year of the ____ department affairs committee: ☐ 通過 acceptable ☐ 不通過 unacceptable 博士生國外 進修/短期研究得以認定 the course work or short-term research performed abroad contributed to the student’s doctoral studies.

國立成功大學健康照護科學研究所博士班

Ph.D. Program Institute of Allied Health Sciences National Cheng Kung University

研究生學位考試委員聘任程序辦法

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

- 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 Ph.D. viva are according to the rules established for graduate degree examinations
- 二、各研究生於第二學年十月底前，應組成論文輔導委員會，此委員會置委員三至五人，由所長徵詢指導教授及所務推動委員會意見，遴選相關學者組成，並指定一人為召集人（不得為指導教授）。此委員會應開會 1~2 次，評估該研究生之修課內容、資格考試科目及研究計劃進度，此委員會成為該生之學位考試委員會之當然委員。Every graduate student should have had a Thesis Guidance Committee formed before October 31st of their second academic year. The committee consists of 3-5 members. The advisor consults with the department affairs committee to select appropriate members, then names one other member to be the convener (not the advisor themselves). The committee should have met 1-2 times to evaluate the student's class performance、qualification exam topics and subjects, research progress and discuss the graduate's study content,. This committee will compose part of the final thesis defense committee.
- 三、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，遴選除對博士學位候選人所提論文學科有專門研究外，並應具有下列資格之一者擔任考試委員，並簽請校長合聘，指導教授不得擔任召集人（學校規定）。The committee for viva consists of 5-9 members, at least 1/3 of them are from outside the department. Each member is required to have specialty in the field and met one of the requirements from the following list. Final agreement shall be granted by the school president. The student's advisor cannot be the convener(by the Regulations of University)
(學校規定)
by the Regulations of University
(一) 曾任教授者。
has served as a professor.

(二) 擔任中央研究院院士或曾任中央研究院研究員。

served as academician or research fellow of an International Council of Scientific Unions

(三) 曾任副教授或擔任中央研究院副研究員，在學術上著有成就者。served as an Associate Professor or Adjunct Research Fellow, have achievements in academics.

(四) 獲有博士學位，在學術上著有成就者。have a doctoral degree and achievements in academics.

(五) 屬於稀少性或特殊性學科，在學術或專業上著有成就者。Be classified as a rare or subject specialist, have achievement in academics.

(本所規定)

By the Regulations of Institute of Allied Health

(一) 副教授資格以上。served higher than an Associate Professor.

(二) 具論文主題之專才。specialize in the dissertation topic.

(三) 需經過所務會議通過。approved at the Department affair meetings.

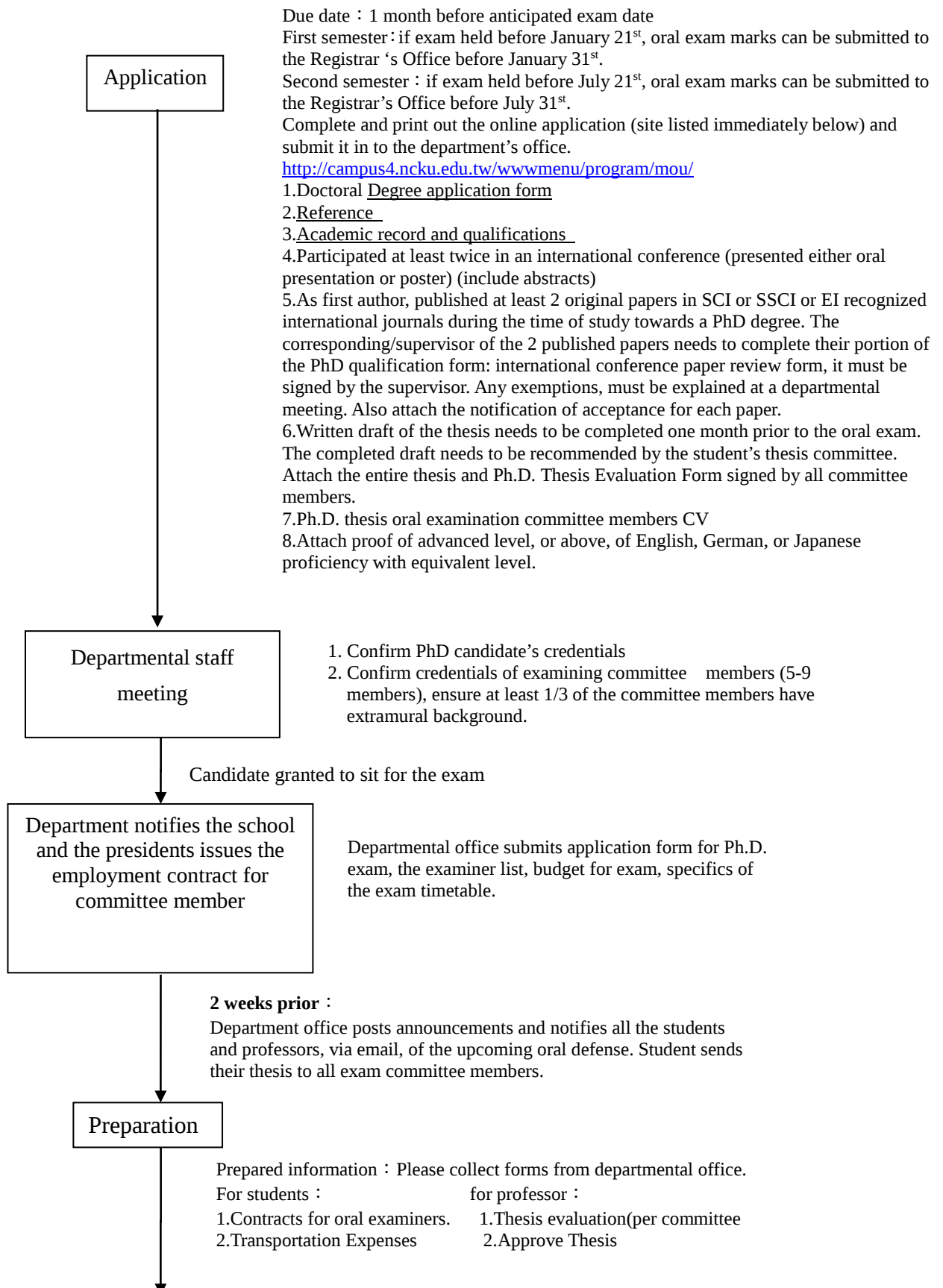
四、考試委員應親自出席委員會，不得委託他人代理，畢業論文審查委員會至少應有委員五人出席，且出席委員須有校外三分之一參加時，始得舉行。Committee members should attend the meeting personally. At least 5 standing department members must attend the department affairs meeting, no entrustment. The meeting will start once the members from outside the department have arrived.

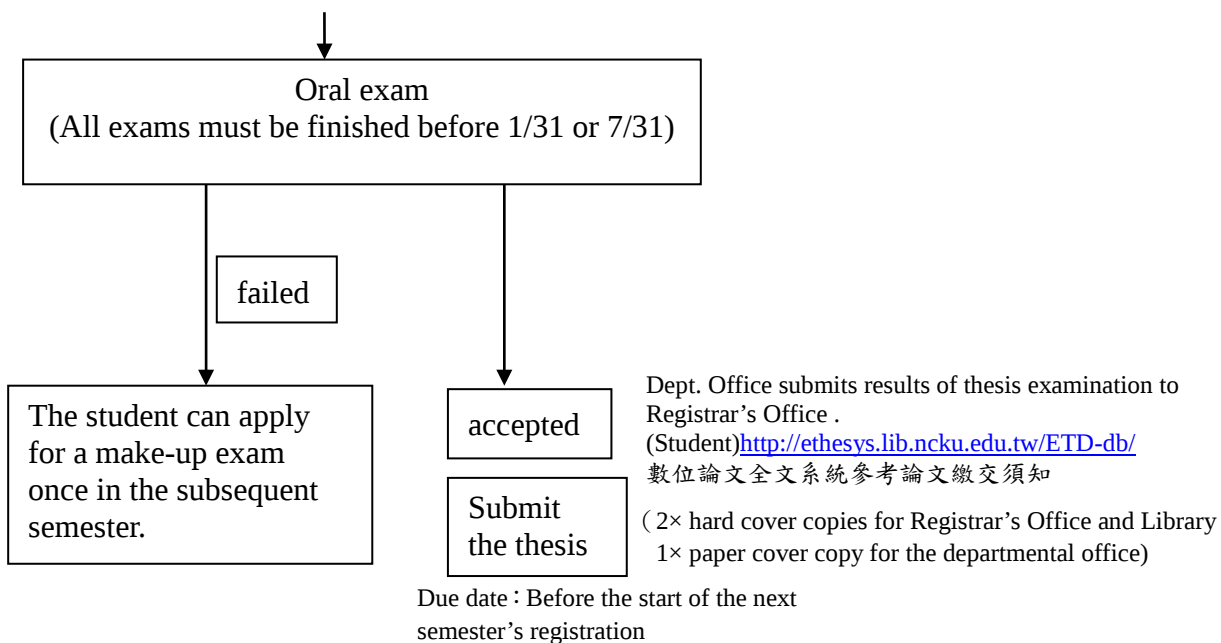
五、本辦法經所務會議通過，報請教務處核備後實施，修正時亦同。These regulations have been approved at a department meeting. They have been put into practice after reviewed by the Office of Academic Affairs, as recorded in the amendment.

National Cheng Kung University

Institute of Allied Health Sciences

Thesis Defense: Oral Exam application process





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

National Cheng Kung University Institute of Allied Health Sciences Ph.D. Program Oral 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 Ph.D. 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 first order of business for the Chairperson is to instruct the candidate and audience to leave the examination room. The candidate's adviser will then summarize the work performed by the student. The members discuss if the contents of the candidate's draft of their dissertation along with any other study activities brought to the attention of the committee by the candidate's adviser merits an oral defense. A minimum two-thirds of committee members must agree, as determined by vote, that the candidate's efforts merit immediately proceeding with the oral defense exam.

4. 若委員們通過，則請考生與聽眾入場。

If the threshold of two-thirds of committee members agreeing to continue with the oral exam is met, then the candidate and audience are permitted to re-enter 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 Committee members ask the candidate questions in turn.

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。

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.

- 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。

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

- 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。

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.

- 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。

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**.

國立成功大學醫學院健康照護科學研究所

Ph.D. Program Institute of Allied Health Sciences National Cheng Kung University

博士班學位考試申請表

Application Form for Ph.D. Degree Examination

申請日期(application date)： 年 year 月(month) 日(day)

學生姓名(name)：_____ 學號 (ID)：_____ 組別(Group)：_____組

在學共____年(studied for ____year(s))，曾在____學年度休學共____年(dropped out for ____years in _____academic year)

擬請 鈞長同意學生參加本（ ）學年度第 學期博士學位論文考試。

Students should have the department affairs committee's approval to take the doctoral degree examination.

茲檢附(requirements)：

(一) 已修畢必修____學分與選修____學分，共修習____學分數（不含論文 12 學分）。

Already completed_____compulsory credits and _____elective credits,for a total of _____credits. (附件一 Transcript)

(二) 國際會議論文發表至少兩篇(2 abstracts for international conference(s) published) (附摘要-attach abstracts) (附件二-International Conferences)

1.

2.

(三) 投稿國際期刊發表至少兩篇(submitted at least 2 papers to international journal(s)) (附全文及接受證明 -attach drafts of manuscripts AND official notification of manuscript submission) (附件三-Publications)

1.

2.

(四) 論文(Thesis)

論文題目 thesis paper topic :

(五) 博士論文審查(口試)委員資歷表(附件五)(CV of the committee members)

(六) 檢附英文、德文或日語檢測達中高級以上成績單(或符合本所其他認定標準之證明文件)※自 97 學年度新生起適用

Attach certificate/transcripts of language proficiency in English, German or Japanese .

※Eligible for new students from 97 academic year.

指導教授(Advisor) : _____ (簽名 signature)

日期 Date : _____ 年 year _____ 月 month _____ 日 day

國立成功大學健康照護科學研究所博士班

Institute of Allied Health Sciences, College of Medicine, National Cheng Kung University

學位論文口試推薦表

Recommendation Form for viva of doctoral thesis

博士生 Ph.D. Student's Name : _____ 學號 ID : _____ 年級 Academic Year : _____

論文題目 Thesis title : _____

指導教授 Advisor : _____

已發表於國際期刊之論文（包括作者、題目及期刊詳細資料；並附上期刊論文影本）

List the publication(s) recognized as SCI, SSCI or EI.

(attached with a copy of reprint)

推薦理由（包括研究生在學表現及研究論文的主要貢獻等事項；若空間不夠，請用 A4 補充）

Provide the reasons why you recommend this student initiate official oral exam proceedings for their doctoral research project.

(Indicate the thesis is completed and include the student's academic performance as well as any additional and relevant research contributions)

If there is not enough space, please continue your recommendation on attached A4 size paper with the heading "Recommendation Justification".

論文輔導委員會(Thesis Guidance Committee)

召集人(Convener)：

委員(Committee member)：

日期 Date：_____ (year/m/d)

國立成功大學健康照護科學研究所

__級博士班修課紀錄審核表

National Cheng Kung University Institute of Allied Health Sciences Transcript Record

Name: _____	Group: _____	ID: _____
Entrance: _____ (Year) _____ (Month)		
Interrupted period: Study halted date _____ Study Resume date _____		
Telephone: _____		

1.General Program Requirement:

(1) Core Required Courses (Compulsory : 12 credits)* The 12 credits from the thesis are not included

PhD first year Fall Semester				PhD first year Spring Semester			
AY/Sm	Subject	Credit	Grade	AY/Sm	Subject	Credit	Grade
/	獨立研究(I) Independent Study (I)			/	獨立研究(II) Independent Study (II)		
/	健康照護專題討論(I) Seminar (I)			/	健康照護專題討論(II) Seminar (II)		
/	臨床研究設計(I) Clinical Research Design (I)			/	臨床研究設計(II) Clinical Research Design (II)		
PhD 2 nd year Fall Semester				PhD 2 nd year Spring Semester			
/	獨立研究(III) Independent Study			/	獨立研究(IV) Independent Study		
/	健康照護專題討論(III) Seminar (III)			/	健康照護專題討論(IV) Seminar (IV)		
合計學分數 Total credits :							

(2) Optional Courses from Program's Focused Healthcare Topics/Areas (6 credits):

Required Course				Elective Course			
AY/Sm	Subject	Credit	Grade	AY/Sm	Subject	Credit	Grade
/				/			
合計學分數 Total credits :							

(3) Professional Elective Courses (Division of Clinical Psychology A- 5credits/Nursing-6 credits Required):

AY/Sm	Subject	Credit	Grade	AY/Sm	Subject	Credit	Grade
/				/			
/				/			
合計學分數 Total credits :							

(4) Other elective courses (0 Credits Required) :

AY/Sm	Subject	Credit	Grade	AY/Sm	Subject	Credit	Grade
/				/			
/				/			
合計學分數 Total credits :							

(5) Pre-Requisite (2 Credits Required) : (未修習者請免填 Please don't fill out the blanks if not required)

AY/Sm	Subject	Credit	Grade	AY/Sm	Subject	Credit	Grade
/	生命倫理學 Ethical Considerations and Practice In Health Care						
合計學分數 Total credits :							

2.Student signature:(with date provided)

	PhD Candidate examination ____Academic Year (AY), Semester(Sm)_____	Degree examination ____Academic Year, Semester_____	____Academic Year, Semester_____
學生簽名 Student Signature	Date:____yyyy____mm____dd	Date:____yyyy____mm____dd	Date:____yyyy____mm____dd
指導教授 簽名 Advisor Signature	Date:____yyyy____mm____dd	Date:____yyyy____mm____dd	Date:____yyyy____mm____dd
所 辦 Department	The student ☐ Pass ☐ Not Approved Completed year____,research group _____ PhD Candidate examination, according to provisions already completed_____ compulsory credits and____ elective credits. Remark : Date:____yyyy____mm____dd	The student ☐ Pass ☐ Not Approved Completed year____,research group _____ Degree examination, according to provisions already completed _____ compulsory credits and____ elective credits. Remark : Date:____yyyy____mm____dd	

國立成功大學健康照護科學研究所博士班
Institute of Allied Health Sciences, College of Medicine, National Cheng Kung University
博士班學位資格：國際期刊發表審查表
(Ph.D. Qualification: List of Publications)

日期 Date： 年(Year) 月(Month) 日(Day)

申請人姓名(name):_____ 學號(ID):_____

組別(Division):_____ 年級(year):_____

第一篇(the first published paper)：

(一) 發表論文(published article): (檢附全文 - attached with full text)

英文(English title):

中文(Chinese title):

(二) 投稿期刊(submitted journal): ☐SCI ☐SSCI ☐EI

期刊名稱(periodical name)：

(三) 接受證明(Acceptance proof):(檢附接受證明 attached with a copy of the Acceptance Notification)

(四) ☐指導教授為通訊作者(The advisor is the corresponding author)

☐經指導教授同意由共同指導教授為通訊作者，請指導教授與共同指導教授於下方簽名
(The co-advisor is the corresponding author approved by the advisor) (sign below)

指導教授(advisor)_____ 共同指導教授 (co-advisor)_____

第二篇(the second published paper)：

(一) 發表論文(published article):(檢附全文-attached with full text)

英文(English title):

中文(Chinese title):

(二) 投稿期刊(submitted journal): ☐SCI ☐SSCI ☐EI

期刊名稱(periodical name):

(三) 接受證明(Acceptance Certificate): (檢附接受證明 attached with a copy of the Acceptance Notification)

(四) ☐指導教授為通訊作者(The advisor is the corresponding author)

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(The co-advisor is the corresponding author approved by the advisor) (sign below)

指導教授(advisor)_____ 共同指導教授(co-advisor)_____

指導教授意見欄(advisor's comments)：

確認 (confirmation)	結果 (result)	意見 (comments)
文章符合博士學位要求投稿論文條件 (This paper/these papers confirm(s) with the requirements for PhD degree)	☐ 是(yes) ☐ 否(no)	

指導教授簽名 Signature of Advisor: _____(with date)

※修習本所博士班期間，至少有兩篇以第一作者刊登於 SCI 或 SSCI 或 EI 國際期刊的原著論文（或已被接受），需為修讀博士間所做的原著論文才能接受(如於申請博士候選人資格之一篇投稿論文於 SCI 或 SSCI 或 EI 國際期刊，是為第一作者，也屬兩篇之一)，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；若有特例，則提案至所務會議以特例討論及處理。

During the PhD program, every student must have published/submitted at least two original articles to the journals recognized by SCI, SSCI or EI and as the first author. The first paper must be published and has been submitted during the PhD period. (It could be acceptable that a paper submitted to a journal recognized with SCI, SSCI or EI prior to the student started being fully enrolled in this doctoral program) The paper with the corresponding author is the student's co-advisor, under the advisor's approval, could be counted, the advisor should fill in this form. Any exceptional case will be sent for review at the department meeting.

國立成功大學健康照護科學研究所博士班
National Cheng Kung University, College of Medicine, Institute of Allied Health Sciences
博士論文評估意見表
(Ph.D. Thesis Evaluation Form)

博士生(Student)：_____ 學號(ID)：_____

年級(Grade/Year)：_____

論文題目(Title of Thesis)：_____

指導教授(Advisor)：_____

1.我已詳讀此論文，我認為他的內容及品質都已符合博士論文的要求，我願意推薦他參與口試。(I have evaluated this thesis and proved that this student has made the requirements, I would like to recommend this student for his/her final examination.)

委員簽名(Signature of the committee member)：_____ 日期(Date)：_____

2.我已詳讀此論文，我認為如果經過修改，它是可以接受的，我建議博士候選人詳讀本人的意見，並加以改進，以便提出口試的申請。(I have read this thesis and recommend as minor revision. After minor recision, I would like to suggest that this PhD candidate to apply for his/her viva.)

委員簽名(Signature of the committee member)：_____ 日期(Date)：_____

3.我已詳讀此論文，我認為它需要大幅的修改，它是可以接受的，我建議博士候選人詳讀本人的意見，並加以改進，並與指導教授仔細討論，然後提出口試的申請。
(I have read this thesis thoroughly, and I believe it may be acceptable once major revisions has been made. I would suggest this Ph.D. student could apply for his/her viva after his/her carefully revising)

委員簽名(Signature of the committee member)：_____ 日期(Date)：_____

4.我已詳讀此論文，我認為它不符合博士論文的要求，我不能推薦它參與口試。
(I have read this thesis thoroughly, I do not approve that this student has met all the requirements. I would not recommend this student to apply for the viva.)

委員簽名(Signature of the committee member)：_____ 日期(Date)：_____

請您評估（在此頁或另頁上）此篇論文在這一領域中的貢獻，說明他的強處與弱點。假如論文是可以接受的，請您給予修改的意見，使它能發表於科學雜誌；假如它是不能接受的，請您明示它最大的問題所在。

Please include your detailed evaluation of the thesis. You may write it on this page, or a subsequent page if necessary. Please highlight the major contributions of this paper in its field, clearly pointing out the strong points and shortcomings of the work. If you think this paper is acceptable but requires revision, please state the needed amendments to be made by the student to make the work acceptable to be published in a scientific journal; or state the major problem if you think it is unacceptable.

請您在_____年_____月_____日以前擲回，否則口試必須延期。

Please return this form before _____ (date), else the oral exam will be postponed.

國立成功大學醫學院健康照護科學研究所博士班

Institute of Allied Health Sciences, College of Medicine, National Cheng Kung University

論文研究計畫審查(口試)委員資歷表

Committee members for oral examination of thesis

研究生姓名 (Student name) : _____

指導教授簽名 (Advisor's signature): _____

填表日期 (Application date) : _____

論文輔導委員同意簽名 (committee's signatures) : _____

論文研究計畫主題(中英文) (Thesis topic)

Chinese: _____

English: _____

委員姓名 Committee's name	服務機關 Affiliation	職稱 Position	最高學歷 Highest Degree	其他相關經歷 Other experiences

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
National Cheng Kung University, College of Medicine, Institute of Allied Health Sciences, Scholarship Application

九十三學年度第一學期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獎、助學金辦法訂定之。

Regulations for the scholarships or fellowships of (from) the graduate school are the same as those of the University.

- 二、 本所獎、助學金金額及名額，由本所獎助學金委員會依據校方分配至本所之獎助學金總額及符合申請資格之名額決定。

The number of recipients for scholarships or fellowships are determined by the funding given the department by the University.

- 三、 本所獎助學金審查委員會由所長召集二位教師共同組成。

The scholarship and fellowship committee is (composed of) the departmental director and two (department faculty members).

- 四、 獎、助學金申請及審查：Application and Review for scholarships or fellowships:

(一) 申請人資格：Qualifications:

1. 於本所註冊在學（含復學生）之一、二、三學年一般生為限

Only those students who have been enrolled in this graduate program for less than 4 years are eligible. This includes returning school student who had previously suspended their studies.

2. 研究生有下列情形之一者不得申請本獎助學金：

A student who meets any of the circumstances listed below is ineligible for a scholarship or fellowship.

- (1) 在校外兼職兼薪者 Has a part-time job outside the school

- (2) 在校內兼職兼薪，或領有其他獎學金，其金額高於本獎、助學金者。
Has a part-time job within the school, or will also receive financial support from another scholarship which is of higher monetary value than this scholarship.

3. 研究生參與主修有關之專題研究，其所領研究補助費金額未高於本獎、助學金者，得申請本獎、助學金。但同一時間內以領有一項研究補助為限。Students are allowed to participate in research work/projects within their major field of study and still be eligible for the scholarship or fellowship, providing the allowance a student receives for this research work is less than the monetary value of this specific scholarship. To remain eligible students are permitted to participate in only one research project at a time.
4. 違反上述規定，一經查獲，將立即停發其獎、助學金，並追回已領之獎、助學金。If a student is found to have violated the eligibility conditions of the scholarships or fellowships, the scholarship or fellowship funding will be immediately suspended, and the student must return to the University any portion of the funding they have already received.

(二) 申請時間(Application Time)：

每學期註冊時具填申請表，送交至獎助學金審查委員會。

Send the application form to scholarship and fellowship committee before the registration deadline.

(三) 獎、助學金金額(The amount of funding)：

由獎助學金審查委員會依當學期校方核發之獎助學金總額、符合申請研究生人數及工作內容決定之。

This depends on the number of students and the funds made available to the department by the University.

(四) 審查方法：(review)

由獎助學金審查委員會受理審查及公佈結果。

Decided and announced by the scholarship and fellowship committee.

五、獎、助學金受領人責任義務(the obligation of the recipients)

凡支領獎、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 10 小時，內容包括：

Every recipient of a scholarship or fellowship should participate in administrative tasks or research for an average of ten hours per week. These include:

- (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。Administration tasks: document processing、taking meeting minutes、contacting work, web page maintenance,

document organizing editing、program promotion, and other specific work assigned by the director.

(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。

PhD major lecture task (TA – Teaching Assistant): each semester, the director will assign TA responsibilities based on the teaching need.

PhD major lecture task (TA – Teaching Assistants):

Each semester, the director will assign TA responsibilities based on the teaching needs of the department's Faculty members.

六、領取獎、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獎助學金委員會會議通過，得限制申請或停發獎助學金。

The overall performance of recipients are decided by the director or a faculty member as each case dictates. This finding is reported to the scholarship/fellowship committee and if a students' performance is judged to be unacceptably poor, the student is ineligible for their scholarship or fellowship; funding is immediately suspended.

七、獲獎、助學金之研究生，下列情況應主動向委員會提出停止發放

A recipient should inform the committee to stop providing Scholarship funding if any of the circumstances below arise:

(一) 學期中在校外兼職兼薪 Begin working a part-time job during the semester

(二) 休、退學 Suspend or quit your studies

上述情況應於校外開始工作或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。

Funding will be suspended as of the date each situation officially commences.

Students are not required to return any funding they received up until that date.

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。

These regulations were passed by the department meeting committee-, and recorded for the University records, these regulations are in accordance with University policy on the awarding of scholarships or fellowship.

PS：新學年度開始，尚未確定錄取之直升生，可先與博一~三同學同時向所上提出申請。

In each new semester, students who are unsure about the direct enrollment can apply with other Ph.D first year to third year students.

PS：96 學年度第六次所務會議決議，學生申請本所獎助學金需經學生之指導教授同意並提供意見。

In the academic term of 96year, the sixth department meeting approved the following resolution: a student who applies for a scholarship should be approved by his /her advisor.

**Institute of Allied Health Sciences, College of Medicine,
National Cheng Kung University
Application form for Scholarship**

Name		Grade		ID	
Period	Academic year		Term	☐ One ☐ Two	
Please state : 1. Have a part time job(outside the university) ☐N ☐Y 2. Have part time job inside the university ☐N ☐Y, salary NT_____/month 3. Have an other scholarship ☐N ☐Y total NT_____ 4. Research Grants ☐N ☐Y, salary NT_____/month					
Terms and Agreement I <u>agree</u> to receive the scholarship from the Institute of Allied Health Sciences with the following criteria: (1) To participate in an administrative duty, and the educational program arranged by the directors and advisors. Work 10 hours per week (on average). If I fail to do so, I understand that the scholarship will be suspended or revoked. (2) During the terms, if [1] I work part time outside the university or [2] work inside the university and the payment is higher than the scholarship, I will immediately report to the Scholarship Foundation and request to terminate the scholarship.					
Signature of the applicant:					
Scholarship Application Result	☐ Granted ☐ Not Granted				
Signature of reviewer (s)					

National Cheng Kung University Institute of Allied Health Sciences Procedure Form for Graduate Program Suspension

Student ID Number: _____ Name: _____

Date of Application: Year _____ Month _____ day _____

Research Groups :

- ☐ Clinical Psychology Group (material issued by : Institute of Behavioral Medicine)
- ☐ Nursing Group (material issued by : Department of Nursing)
- ☐ Physical Therapy Group (material issued by : Department of Physical Therapy)
- ☐ Occupational Therapy Group (material issued by : Department of Occupational Therapy)

Checklist for Department Property Loaned to Students

	Content	Stamp
Tutor/Advisor	Key(s) : ____ Key card : Books : Extra(s) : *Students have returned all the possessions : Any items to return : ☐ Yes ☐ No need to return, reason:	Stamp(s) by advisors :
Department manager's	☐ The student returned all items. ☐ The student doesn't need to return any items.	Department manager's stamp/signature :

※ Student needs to complete this form before applying for pause from the university.

National Cheng Kung University ,Institute of Allied Health Sciences
Graduates Withdrawal Procedure Form

Student ID Number:_____ Name:_____

Date of Application: Year_____Month_____day_____

Research Groups :

- ☐ Clinical Psychology Group(material issued by : Institute of Behavioral Medicine)
- ☐ Nursing Group(material issued by : Department of Nursing)
- ☐ Physical Therapy Group(material issued by : Department of Physical Therapy)
- ☐ Occupational Therapy Group(material issued by : Department of Occupational Therapy)

Checklist for Department Property Loaned to Students

	Content	Stamp
Item returning check	Key(s) : ____ Key card : Books : Extra(s) : *Students have returned all the possessions.	Department manager's stamp/signature :

※Student needs to complete this form before applying for withdrawal from the university.