

Requirements and Guidelines for Ph.D. students of the Department of Biomedical Sciences, National Chung Cheng University

1. Admission:
 - a. Students who have received a master's degree from an accredited college or university or are verified to be with an equivalent educational level may apply and be admitted in an open admission process.
 - b. Students with an equivalent educational level refer to ones with a bachelor's degree, have worked for more than six years, and have accumulated enough publications, judged by the departmental committee.
 - c. The master graduate of this department may apply to advance directly to the Ph.D. program.
 - d. Applicants from foreign countries may apply for the admission of the Ph.D. program of this department following relevant rules and guidelines specified elsewhere.
 - e. The admitted Ph.D. students who receive the fellowship from the Industry-Academia Cooperative Ph.D. Project implemented by the Ministry of Education will be specified as Insudtry-Academia Cooperative Ph.D. (abbreviated as IAC-Ph.D.).
2. Admission process:
 - a. Applicants of the Ph.D. program are admitted according to their academic achievements (50%) and interviews (50%).
 - b. Academic achievements of the applicants are judged according to their grades, master's thesis, publications, and recommendation letters.
3. Courses:
 - a. Ph.D. students (including IAC-Ph.D.) of this program are required to take at least 18 credits of courses (not including 12 credits of Ph.D. thesis dissertation) to graduate. In addition, all students are required to take two core courses, including four credits of seminar and six credits of advanced cellular and molecular biology.
 - b. Students who are advanced directly from the master program are required to take 30 credits of courses in total.
 - c. The new student of the Ph.D. program has to practice academic study Research Ethics Education Online Program, according to the Regulations Governing the Implementation of the "Postgraduate Education on Academic and Research Ethics" Course at National Chung Cheng University, before the end of the first semester. Students must acquire the certificate from this program before applying for the degree exam.

4. Qualifying Examination:
 - a. Ph.D. students should determine their thesis advisor before the end of the first semester.
 - b. Ph.D. students should pass the qualifying examination within four years after their admission. If a student fails to pass the examination before the deadline, he or she will not be eligible to enroll in the following semester.
 - c. The qualifying examination including both written and oral components. Details are specified elsewhere.
5. Thesis progress report:
 - a. After passing the qualifying examination, Ph.D. candidates should report their research progress to their thesis advisory committees at least once a year and deliver a copy of the reports to the departmental committee.
 - b. A thesis advisory committee should consist of at least four faculty members (including the student's thesis advisor). The Thesis advisor of the student may select the members of the committee,
6. Ph.D. thesis examination:
 - a. After a Ph.D. candidate passes the qualifying examination, fulfills the course requirement, and completes his (or her) Ph.D. thesis that has been verified to be relevant to the field of Biomedical Sciences, he (or she) may apply to the office of academic affairs, with the recommendation of his (or her) thesis advisory committee, to conduct the Ph.D. thesis examination.
 - b. Students who have fulfilled any of the following requirements are deemed to have completed their Ph.D. thesis:
 - (1) publish at least two papers in journals that are recognized by SCI and with impact factors higher than 2.0 or ranked in the front 50% of any field.
 - (2) publish at least one paper in a journal that is recognized by SCI and with an impact factor higher than 5.0 or ranked in the front 20% of any field.
 - (3) accumulate enough research results that are approved by the departmental committee.

If the publications mentioned above are multi-authored, the thesis advisor should clarify that the student is the main contributor.

Besides fulfilling the requirements above, **IAC-Ph.D.** students need to present their research results that are innovative and industry-related in the form of completing at least one of the following documents:

- (1) A copy of a patent application that has already been filed.
- (2) A formal Industry-Academia cooperation proposal.
- (3) A formal proposal to the Technology Development Programs (TDPs).
- (4) Two copies of the professional reports that are by the student together with

the cooperative institute.

- c. Two weeks before the thesis examination, the student should deliver their properly formatted thesis to all the members of the thesis examination committee.
 - d. The members of the thesis examination committee should be recommended by the thesis advisor and selected by the principal.
 - e. The thesis examination committee should consist of 5 to 7 members from the relevant field. The thesis advisor is the designated member, and more than one-third of the committee members should be from other universities than ChungCheng university.
 - f. The score of the thesis examination is graded by the committee anonymously. Students receive a score higher than 70 (including 70) pass the examination. However, students fail if they receive scores lower than 70 from more than one-third of the committee.
 - g. A student who fails the thesis examination may apply to retake the examination within one year. If he (or she) fails for the second time, he (or) she will be asked to leave the university.
 - h. If a student is found to plagiarize, once the thesis examination committee confirms the plagiarism, the student will be deemed failed and will be expelled from the university.
 - i. **Guidelines for examining plagiarism in a dissertation:** The similarity checks for plagiarism shall exclude the published article written by the author of the dissertation. The dissertation content used for the similarity check shall exclude the "experimental materials and methods" and "references" sections. A comparison report must be submitted if the similarity exceeds 25%, and the supervisor must sign and confirm that there is no doubt of plagiarism before the application for thesis defense can be approved.
7. Others:
- a. A Ph.D. student in this department should serve as a teaching assistant (TA) for at least one year within the first three years.
 - b. A Ph.D. student may not have other part-time or full-time jobs without the written approval from his (or her) thesis advisor and the chairman of the department.
 - c. After passing the qualifying examination, a Ph.D. candidate may be employed, with the recommendation of his (or her) thesis advisor, as a part-time lecturer according to the university regulation.

Ph.D. Qualifying Examination Guidelines

The qualifying examination is divided into two phases: written examination and oral examination.

1. The written comprehensive examination is held once a semester, which could be applied by the student one month before the end of every semester. The range of the written examination covers Cellular and Molecular Biology. The test of either subject can be taken separately. However, the students could take the written examination of Cellular Biology, or Molecular Biology only after he (or she) has completed the course of that specific subject at least one semester before the examination. The date of the written test would be selected and announced by the department every semester. All Ph.D. students should finish the written examination within four years. **(three years for IAC-Ph.D. students)** The minimum passing score is 70 out of 100.
2. After passing the written examination, the Ph.D. student could apply for his (or her) oral examination and set up an examination committee after his (or her) second academic year. The examination committee consists of three to five members, including the advisor of the student and at least one faculty of the department. Also, all committee members should be at or above the level of assistant professor and be admitted by the department head. For the oral examination, the student should first submit his (or her) proposal to his (or her) examination committee. After the committee admits the proposal, the student is responsible for setting up the date and the location for the oral examination. The passing score is 70. The student who fails the oral examination can retake the examination only once, which needs to be held within three months. All Ph.D. students must pass the complete qualifying examination within four years after their enrolment. **(three years for IAC-Ph.D. students)** After the student passes the qualifying examination, he (or she) is officially acknowledged as a Ph.D. candidate by the department.