

# Rules for Graduated Students Studying for the PhD Program of Network Learning Technology, National Central University

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## Chapter I General

1. This Rule is promulgated in accordance with the “Regulations for Degree Examination for Graduated Students in PhD and Master's Programs”.

## Chapter II Requirements for Enrolling

2. A PhD program student has to choose a dissertation advisor within six months of the first day of enrolling. The advisor is limited to the full-time professors in this Institution.
3. Any PhD program student has to be accepted by his/her advisor before he/she takes courses or quits school. If the advisor has not been determined, the Institution director has to be responsible for it.
4. During the period of preparing the dissertation, a PhD program student shall not change his/her dissertation advisor at his/her discretion. Under any circumstance, change of an advisor is considered necessary, a written notice to his/her original advisor and application with the Academic Committee is required and can be changed only if the Committee has reviewed it and approved.
5. A PhD program student must mandatorily register “Books and Newspaper Seminar” (0 credit) for two semesters and “Special Topic Seminar” (0 credit) for four semesters during his/her studying period. In addition, he/she must mandatorily register “Dissertation Writing Skill for Digital Learning” (3 credits) before he/she graduates. Also, the mandatory courses include the following four categories:
  - Prospective Digital Technology: has to register one course in Department of Computer Science and Information Engineering.
  - Assessment for Digital Learning and Cognitive and Neuroscience Science: has to register one course in Graduate Institute of Learning and Institution OR one course in the Institute of Cognitive Neuroscience.
  - Designation for Digital Learning: has to register at least two courses in the Institute of Network Learning.

Any student who registers the above courses has to get their advisor’s consent and signature before his/her registration. For any difficulty in course selection, the Courses Committee has to arrange proper courses.

6. Minimum credits for graduation, a PhD student has to complete at least 24 credits. Any master's program student who enrolls in a PhD program directly has to register at least 36 credits, dissertation for graduation is not included.
7. Any PhD program student has to register and pass the "English for Academics" during his/her studying (the credit of this course does not contain in the graduation credits), or he/she may attend the English as second language test and achieve the standard of the scores set up below.

Test titles	TOEFL	IELTS	GEPT
Score	iBT 79-80 PBT550 CBT213	5.0	The second stage of the High-intermediate level passed

Any student who has obtained English test certificates for the above standard, foreign students from English-speaking countries, and who got a diploma from college or graduate schools in English-speaking countries, may apply with the Academic Committee. After the Academic Committee reviews and approves, he/she may be waived for English testing.

8. Pass the Annual PhD Learning Evaluation of this Institution  
Any PhD program student shall submit the annual PhD learning evaluation report before the end of academic year during his/her studying year (the graduation year is not included). The report shall be evaluated by his/her advisor and another teacher with a level higher than assistant professor.

### **Chapter III Qualifying Examination**

9. The PhD qualifying examination can be divided into two categories, mandatory and optional. Students have to pass the two tests, no matter which one goes first, and are required to pass the qualifying oral test of this institution. The mandatory test is an oral test for research literature of digital learning. The content of literature will be announced at the beginning of each semester. The optional test is one of the three items: (1) Research literature of digital learning oral test and the content will be announced at the beginning of each semester. (2) Publishing a high quality periodical essay or presenting a full paper in an internal conference. The student shall be the first author, except his/her advisor, and this essay will not be considered as the graduation dissertation. (3) Performing a practice-type research plan and report content of the plan in an oral test.
10. Any PhD program student is eligible to apply for a qualifying test as soon as he/she attends the program, is required to attend one or more test before the end of the third semester, and must pass the mandatory and optional tests within the first six semesters. Any student who cannot pass the PhD qualifying test will be requested to leave school in accordance with the "National Central University Regulations".
11. The qualifying test will be held once in each semester and each student is eligible to take the mandatory and optional test no more than three times.

### **Chapter VI Comprehensive Examination** **I Application with presentation of dissertation**

12. Pass the oral test of the PhD research plan in this Institution
  - (1) The oral test of the PhD student's research plan will be reviewed by a team containing his/her advisor and at least two associate professors invited by his/her advisor. The team will review the feasibility for the student's research plan for his/her PhD dissertation.
  - (2) Any student who fails to pass the first oral test of his/her PhD research plan has to apply for the second oral test within one year of his/her failure. When passing the review of the research plan, he/she will become a PhD candidate.
  - (3) After passing the oral test of the PhD research plan, the student can only apply for the reviewing procedure of qualification for graduation after another semester.
13. Pass the literature review held by the Academic Committee in this Institution
  - (1) Any PhD program student's dissertation shall contain at least one essay being published in full text in any top global academic journal. The essay shall be published in the name of the Online Learning Technology Institution during his/her studying and the student has to be the first author, except his/her advisor. After doing so, this institution can admit his/her research results during his/her studying.
  - (2) The student's PhD dissertation and published essay has to be delivered to the Academic Committee for review. The scope of review includes if courses registered are proper and if the credits are satisfied. The student has to register more courses if it is considered necessary after review.
14. Pass a Pre-oral Test for graduation dissertation in this Institution  
The Pre-oral Test is held by the student's advisor and at least four associate professors invited by the advisor. The team will review if the dissertation is comprehensive and has a logical connection.
15. Pass the Degree Examination  
The Degree Examination is held in accordance with the "Rules Governing Degree Examination of the PhD Program and Master's Program", and the composition of oral test members and at least half of the members are professors.
16. Each student can apply for Degree Examination in each semester. Any PhD program student who has applied for a degree examination and cannot complete the Degree Examination during the semester for any cause has to withdraw his/her application of Degree Examination with the university by the end of semester according to the school calendar. Failure to withdraw or attend examination will be deemed as failure of the examination.

## **II Applications with industry-university cooperative research projects**

To push forward industry-university cooperation, the PhD program student may conduct research with an industry-university cooperation institution and team after he/she enrolls in the program and applies for graduation with an :industry-university cooperative: research project. The procedure is as follows:

- 17 Pass the performance of practical-type research plan and attend the oral test to report the contents of the plan.
- 18 The oral test of the PhD program student's research plan will be reviewed by a team containing his/her advisor, an associate professor invited by his/her advisor, and researcher from the cooperation institution. The team will review the feasibility of the student's research plan for his/her PhD dissertation. When passing the review of research plan, he/she will become a PhD candidate.

19. Pass the **literature review** held by the Academic Committee in this Institution
- (1) Any PhD student has to present his/her dissertation at a global conference in relation to his/her research topic and his/her dissertation shall be presented in a global conference with a reputation. The student shall be the first author except his/her advisor. The dissertation shall be a full review and be published in the name of the Online Learning Technology Institution during his/her studying. After doing so, this institution can admit his/her research results during his/her studying.
  - (2) Completing the PhD dissertation and his/her contribution has been recognized by his/her advisor and industry-university cooperation company in the advisor's recommendation letter.
  - (3) The student's PhD dissertation and essay published has to be delivered to the Academic Committee for review. The scope of review includes if courses registered are proper and if the credits are satisfied. The student has to register more courses if it is considered necessary after review.
20. Pass a Pre-oral Test for the graduation dissertation in this Institution  
The Pre-oral Test is held by the student's advisor and at least one researcher from the cooperation institution and at least three associate professors invited by the advisor. The team will review if the dissertation is comprehensive and is with logical connection.
21. Pass the Degree Examination  
The Degree Examination is held in accordance with the "Rules Governing Degree Examination of PhD Program and Master Program", and the composing of oral test members and at least half of members are professor.
22. Any unsettled affairs can refer to Section 1 of Chapter VI regarding Degree Examination for further implement.

### **Chapter V Graduation and Leaving School**

23. A student has to publish a dissertation with certain specifications and submit the same before his/her graduation.
24. Before a student leaves the school, he/she has to clean the spaces and equipment used in the research room and lab, return all equipment and stuff borrowed, have his/her advisor, institution office, and director sign on the leaving school application form, then he/she can start to process the leaving procedure.

### **Chapter VI Others**

25. Any unsettled affairs shall follow regulations of Ministry of Education and this university for further handling.
26. The Rules was passed by the Institution Affairs Council and reviewed and approved by the Academic Affairs Meeting. The same as it is amended.