

**Admission for International Student Master Programme,  
Department of Social Work, Tunghai University**

Thank you for your interest in applying our Master in Social Work (MSW) programme. Before the introduction of our MSW programme, it is important for the potential international applicants to understand that our MSW programme is conducted mainly in Mandarin/Chinese. Every international applicant is expected to be proficient in Mandarin/Chinese especially for listening.

**Introduction of Master in Social Work (MSW) Programme**

Every year we have applicants including BSW graduates, direct practice social workers and several international students. This diversity allows students to learn from one another, by sharing different opinions and various perspectives, which make their respective learning experiences more rewarding.

Our programme promotes the integration of social work theories and practice. Our program builds students' abilities to conduct social work research independently and knowing how to translate research findings to social work practice. Some key features of our programme include clinical practice, program evaluations, research method, social work supervision and management. For detailed information about our courses and requirements, please visit our website (<http://sociwork.thu.edu.tw/>).

For further information please contact:

Department of Social Work

Ms. Hsu-Hsia Lai (賴淑霞)

Email: shhslai@thu.edu.tw

Telephone: 04-23590291/04-23590121 Ext.36503

Address: Tunghai University

Postbox No. 922, 407 Taichung City, Taiwan

## MSW Application timeline, Instructions and Materials

### Requirements

NOTE: Please note that you need to meet the requirements of Tunghai University as well as Department of Social Work. Please ensure you understand our department's rules and regulations as well as the introduction about our faculty available online (<http://sociwork.thu.edu.tw/>) prior to application. **Please note that all our courses are conducted in Chinese, and every applicant is expected to have good command in Chinese.**

1. Official application should be made to the Admission Office under Office of Academic Affairs of Tunghai University.
  1. To ensure you are eligible for application, please read in details the rules and regulations of admission of Tunghai University for international students under the brochure available through the website. You may follow the following steps:  
Tunghai University website → Study at THU → Admission → Admission information for Fall or Spring Semester → Brochure
  2. Application deadline for Fall Semester is usually around early May, please follow the exact deadline on [Tunghai Univeristy Admission for International Degree Students](#)
  3. Application Materials for Tunghai University: Please go to [Tunghai Univeristy Admission for International Degree Students](#)
  4. Application Materials for Department of Social Work:
    - (1) 1-2 reference letters.
    - (2) Diploma of bachelor degree.
    - (3) Academic transcripts of bachelor degree.
    - (4) An autobiography (with limit of 2,000 words; written Chinese is better)
    - (5) A study plan, which includes reasons for advanced study, reasons for applying MSW programme, and detailed study plan and career planning (with limit of 2,000 words; written Chinese is better).
    - (6) A research proposal, which includes statement of research questions, literatures review, methodology and relevant references (with limit of 5,000 words; written Chinese is better).
    - (7) When applicable, Official proof of your working experiences
    - (8) When applicable, copies of your academic publications, research reports and technical reports (limit to 5 items)

2. After receiving your application, qualified application will be passed over to our department for further review and examination by our Committee of Examination Affairs for Master Program.
3. For further information or questions, please contact:

Admission Office, Office of Academic Affairs  
Tel: +886-4-23598900

Department of Social Work  
Tel: +886-4-23590291  
Email: [shhslai@thu.edu.tw](mailto:shhslai@thu.edu.tw)

## **The Introduction of MSW Program**

### **1. Purpose of MSW**

(1) The education objectives of MSW:

- A. To nurture a specialized social work professional who can reflect the social needs and fulfill social justice.
- B. To foster social work professional with multi ability in planning, executing, management, evaluation and research.

(2) The core competencies of MSW:

- A. To be competent in analyzing social problems and executing service planning
- B. To be competent in professional social work intervention
- C. To be competent in supervision, management, and evaluation
- D. To be competent in studying and analyzing relevant policies
- E. To be capable of carrying out research works and thesis writing

### **2. The background and features of Department of Social Work, Tunghai University**

The Department of Social Work of Tunghai University is well-known with its important history background in professional education and cultivation of helping professions. First established in 1974, Department of Social Work was originally a Social Work Unit under the Department of Sociology. Later in 1979, the Social Work Unit acquired approval from the Ministry of Education, for the establishment of the first independent Department of Social Work in Republic of China, Taiwan. In order to meet the immense needs of cultivating social work professional, the department further set up a Social Work Unit under the Graduate Institute of Department of Sociology in 1980 and the very first batch of students had obtained their Master in Social Work award in June, 1982. Finally, the Department established successfully the first ever Master Programme and PhD Programme in Social Work in Taiwan in the year 1984 and 1994 respectively. As to end of July 2018, the graduate students of MSW had reached the accumulation of 37<sup>th</sup> classes and 492 persons.

Our master programme has both full-time students and working professionals, who come from a wide variety of backgrounds, creating a rich and good environment for learning and experiences sharing. Our courses provide the full training of research and service intervention both in theoretical and practical aspects. Besides cultivating the capability and requirements of carrying out independent researches, our courses value the importance of linking theories with the real practices as well as the significance of evaluation. This indicates that our main features cover wide areas of study including clinical works, researches, supervision and management.

### 3. The Faculty Members

Our Department has 14 full-time teachers, with 13 PhD holders, including 6 professor, 5 associate professor, 3 assistant professor, and 4 administrative staff. The brief details of the faculty members are as follow:

Hua-yuan Tseng(曾華源) : Professor

Highest Education: Master's Degree in Sociology, National Taiwan University  
Specialization: Mental Health and Adjustment, Social Work Theory and Practice, Social Work Ethical and Value Studies

Chiy-yuan Tsai(蔡啟源) : Professor

Highest Education: PhD in Social Work, University of Illinois at Urbana-Champaign  
Specialization: Service Programs Designing and Evaluating, Social Policy and Legislation, Advanced Quantitative Studies

Chu-Li Julie Liu(劉珠利) : Professor

Highest Education: PhD in Sociology, Wilfrid Laurier University, Canada  
Specialization: Social Case Work, Social Group Work Studies, Self-Exploration and Growth

Chao-Hsien Leu(呂朝賢) : Professor

Highest Education: PhD, Dept. of Social Welfare, National Chung Cheng University  
Specialization: Introduction of Social Welfare, Social Welfare Legislation Studies, Social Work Research Methods, Advanced Quantitative Studies

Duu-chiang Wang(王篤強) : Professor

Highest Education: PhD, Dept. of Social Welfare, National Chung Cheng University  
Specialization: Introduction to Social Welfare, Social Work Research Methods, Social Policy and Legislation

Hsiu-Hui Chen(陳琇惠) : Professor

Highest Education: PhD, Dept. of Social Welfare, National Chung Cheng University  
Specialization: Community Organizations and Community Development, Social Welfare Organizations

Ti-Li Kao(高廸理) : Associate Professor

Highest Education: PhD in Social Work, University of Illinois at Urbana-Champaign

Specialization: Introduction to Social Work, Social Work Research Methods, Social Case Work, Social Work Program Designing

Huai-chen Peng(彭懷真) : Associate Professor

Highest Education: PhD in Sociology, Tunghai University

Specialization: Sociology, Human Resource Management, Marriage and Family, NPOs Management, Family Social Work

Shen-kuei Huang(黃聖桂) : Associate professor

Highest Education: PhD in Guidance and Counseling, National Changhua University of Education

Specialization: Social Psychology, Gender and Society, Interpersonal Relationship and Career Planning, Social Group Work

Shiou-chao Wu(吳秀照) : Associate Professor

Highest Education: PhD, Dept. of Social Welfare, Brandeis University

Specialization: Sociology, Women and Social Work, Social Work with Disabled People, Social Program Designing and Evaluating

Yi-Shih Cheng(鄭怡世) : Associate Professor

Highest Education: PhD, Dept. of Social Policy and Social Work, National Chi-Nan University

Specialization: Introduction to Social Work, Community Organizations and Community Development, Services Program Designing and Evaluating

Chi-Wei Cheng(鄭期緯) : Assistant Professor

Highest Education: PhD, La Trobe University, Australia

Specialization: Human Behavior in Social Environment

Hui-Yu Kuo (郭惠瑜) : Assistant Professor

Highest Education: Ph.D. in Social Policy(University of Leeds, UK)

Specialization:Disability Study,Social Welfare Policy,Life Course Research,stress coping,physical and mental health,risk and resilience,preventive interventions,the intersectionality on gender

Hsiang-I Teng (鄧湘漪) : Assistant Professor

Highest Education:Ph.D. in Humanities and Social Sciences (National Dong Hwa University)

Specialization:Project Planning and Proposal Writing , Social Work Field Work (1) , Qualitative Research Methods- Interviewing, Ethnography and Analysis

Shu-Hsia Lai(賴淑霞) : Administrative Officer

Highest Education: Master's Degree in Social Work, Tunghai University

Ya-Li Lin(林雅俐) : Administrative Assistant

Highest Education: Bachelor's Degree in Social Work, Tunghai University

Pei-Yuan Tsai(蔡培元) : Administrative Assistant

Highest Education: Study PhD program in Graduate Institute of Education, National Chung Cheng University, Master's Degree in Social Welfare, National Yang-Ming University

Yi-Chun Chen(陳宜椿) : Contract Administrator

Highest Education: Bachelor's Degree in Social Work, Tunghai University

**Tunghai University**  
**Department of Social work**  
**Regulations Governing Master's Degree Study**

1. Purpose of MSW

(1) The education objectives of MSW:

1. To nurture a specialized social work professional who can reflect the social needs and fulfill social justice
2. To foster social work professional with multi ability in planning, executing, management, evaluation and research.

(2) The core competencies of MSW:

1. To be competent in analyzing social problems and executing service planning
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3. To be competent in supervision, management, and evaluation
4. To be competent in studying and analyzing relevant policies
5. To be capable of carrying out research works and thesis writing

**2. Regulations Governing Master's Degree Study**

(1) Duration of study

The study duration for Master's Degree student is between 2 to 4 years. (Application for leave of either normal absence or special absence of 2 years is allowable)

(2) Credits

The total credits required for award granting is 40 credits, which include 16 compulsory credits (including 6 credits of thesis writing), 3 obliged-elective credits and 21 elective credits.

(3) Courses

1. Compulsory subjects: Social Work Practice Theory (3 credits), Social Work Research Methods (3 credits), Social Work Field Internship (2 sessions for 4 credits)
2. Obligated-elective subjects: Quantitative Studies or Qualitative Studies (3 credits, applicable since year 2005)
3. Elective subjects: (3 credits for each subject; subjects are for references only)  
Case Work Studies, Group Work Studies, Social Work Management, Social Welfare Policy Studies (open every year);  
Special topics on Family Resources, Special topics on NPOs



Organizations, Social Work Supervision, Special topics on Trauma Intervention, Welfare and Rights, Cognitive-Behavior Therapy, Special topics on Youth Resilience Plan, Social Welfare Organizations Seminar, Population and Welfare Policy, Social Work Program Design.

(4) Additional Requirements

1. For student who didn't take up the below mentioned subjects during their undergraduate study is required to take up these additional credits with passing the exam officially, which include: Introduction to Social Work, Human Behavior in Social Environment, Social Case Work, Social Group Work, Social Statistics, Community Work, and Social Work Research Methods. But these credits are **not** considered as the credits required for master's degree award granting. (However for student who had passed the papers with a score of 60 and above under the Senior Social Worker of Higher Examination, he or she is not required to take up additional credits for the subjects of a similar name as mentioned above. If a student who had passed the paper of Social Work Research Methods under the particular exam, he or she can then exclude to take up the additional subject of Social Statistics.

2. For student who is not graduate from social work will be required to take up additional social work field internship under the undergraduate programme. (Please refer to the specific regulations governing student internship)

(5) Credits waiver

For student who did previously obtain credits from master's degree credit classes under Tunghai University or other universities can apply for credits waiver once the semester starts. Total credits which can be waived is subject to the rules of not more than two third of the total credits required by our department for granting MSW (Maximum of 26 credits out of 40 credits). Student needs to study at our department for at least one year. Credits eligible for waiver will start with elective courses first. Student will need to apply officially for credits waiver and is subject to the recognition by our department.

**3. Master's Degree Examination (including qualification exam and thesis oral defense). The relevant regulations are as below (Please refer to the notice of application for further details):**

**Qualification Examination**

1. With adherence to the regulations for courses and credits, during the 2<sup>nd</sup> semester of the 1st

year study, student can submit the application for advising professor arrangement, with adherence to one of the following situations: (1) complete a full year study and successfully obtain credits for compulsory subjects. (2) complete a full year study yet is attending the compulsory subjects. Students who satisfies the requirement can apply for master's thesis proposal review in the particular 3<sup>rd</sup> semester (for full-time student or student fulfilled the requirements for credits waiver), or in the 4<sup>th</sup> semester (for working professional students). However it is not allowed to apply for both the thesis proposal review oral defense and degree oral defense within the same semester. For student under the 2<sup>nd</sup> situation, thesis proposal oral defense can only be conducted after one has passed the compulsory subjects.

2. Only student who had passed the qualification exam can submit the application for thesis review oral defense.
3. Oral defense for thesis proposal is considered as the qualification exam. The dateline for conducting oral defense is the last working day for the particular semester (by 31<sup>st</sup> Jan for 1<sup>st</sup> semester and 31<sup>st</sup> Jul for 2<sup>nd</sup> semester).
4. Application dateline for thesis proposal review oral defense is 2 weeks before the official date for oral defense.
5. The oral defense for thesis proposal review is subject to the assessment by the ~~jury~~ committee, with 70 as the passing score. For student who has failed the thesis proposal oral defense will need to apply for 2<sup>nd</sup> review within 30 days from the 1<sup>st</sup> review. Only by passing the proposal oral defense is considered as passing the qualification exam.
6. The oral defense for thesis proposal review is opened for sit in, and requires a postgraduate student to take official minutes. If there is any jury committee member from other universities, the required assessment fee and travelling cost will be bared by the student himself.
7. Student who fails the qualification exam yet hasn't reach the maximum years of study limit (maximum 4 years) can apply for resear for once only.

### **Master's Degree Thesis Examination (Master's Degree Thesis Oral Defense)**

8. The limit of students for advising for all the full time teachers of faculty (including professor, associate professor, PhD) is as follow: At the 1<sup>st</sup> stage, only 3 students are allowed for each new academic year; at the 2<sup>nd</sup> stage, there is no limit for number of students. For regulations governing the thesis advising and the limit of student numbers please refer to the

application form for master's thesis advising professor.

9. The committee members for master's thesis review oral defense is required to consist of members from both Tunghai University and other universities. For those from other universities should constitute not more than one third of the full committee, while at least one third of them should be full-time teachers from Tunghai University (including advising professor). Advising professor is the compulsory committee member, and other member who comes within Tunghai University need to be the same person who was previously a member of the thesis proposal review oral defense committee.

10. The final result for thesis review oral defense will be the average of scores rated by the committee members, with 70 being the least passing score. For student who fails the master's degree thesis review oral defense can apply for reseat in the next semester, with limit to only one application.

11. The oral defense for master's degree thesis review is opened for sit in, and requires a postgraduate student to take official minutes.

12. The dateline for applying master's degree thesis review oral defense should follow the regulations of Tunghai University. Student who wish to apply for master's degree examination need to submit his application 2 weeks before the official date for oral defense, by filling up the application form for master's degree examination and be verified by the Registration Section of Office of Academic Affairs (Tunghai University will prepare the official appointment letter for review committee members after the verification).

13. The final result for master's degree thesis review oral defense should be submitted to the Registration Section of Office of Academic Affairs the latest by the last working day for the particular semester (by 31<sup>st</sup> Jan for 1<sup>st</sup> semester and 31<sup>st</sup> Jul for 2<sup>nd</sup> semester).

#### **4. Schedule for master's degree thesis writing**

1. Our department has set up a specific schedule for student to comply with for the master's degree thesis writing. For working professional student, he or she can only apply for master's degree thesis oral defense in the 5<sup>th</sup> semester of their study. As for full-time student, or those working professional who did obtain 6 credits or more from our department master's degree credit classes (with credits waiver being recognized), or those working professional who did obtain 6 or more credits from master's degree classes of Tunghai University or other universities, can apply for master's degree thesis oral defense in the 4<sup>th</sup> semester of their study.

2. All our postgraduate students can only be deemed as full-time students with a complete 2 years study as a full-time student (allowable to work as teaching assistant or research assistant for full-time teachers with monthly salary of NT\$7,000 or less), other than that are all fall into the category of non-full-time students. The time period from semester starts till the end of September for the 1<sup>st</sup> academic year is considered as grace period for students to make arrangement for settlement of their work.

**5. The above regulations have been passed by the Departmental Affairs Council of Department of Social Work, Tunghai University for immediate effect. The procedure is the same for revision.**

**Note: If where any discrepancy arises between the English translation and the original Chinese version , the Chinese version shall prevail.**

#### **Q & A**

##### **Q1 : Scholarship**

**Scholarship provided by Tunghai University. Please click the link below to find out more details.**

**Scholarship (獎學金) : <http://thueng.thu.edu.tw/en/Study/sample3>**

**You can apply for admission and scholarship at the same time (with the same application form).**

**You need to apply through the online application system, by filling in all the information required. Secondly, print out the application forms and send it together with all the application materials to our department.**

##### **Q2 : Application Procedures(申請流程)**

**If you meet our eligibility criteria , please follow the measures provided for the seizure of the relevant information to apply to the Tunghai University .**

**[http://exam.thu.edu.tw/EXAM/25\\_index2.htm](http://exam.thu.edu.tw/EXAM/25_index2.htm)**

#### **International Students Admission**

##### **1. Application procedure for Tunghai University**

#### **Contact:**

Admission Office

MAIL:[admission@thu.edu.tw](mailto:admission@thu.edu.tw)

TEL : 886-4-23598900

ADD: P.O.Box No.998, TUNGHAI UNIVERSITY DEPARTMENT OF SOCIAL WORK, NO.  
1727, SECTION 4, TAIWAN BOULEVARD, XITUN DISTRICT, TAICHUNG CITY 40704,  
TAIWAN

東海大學外國學生申請入學  
Tunghai University International Students Admission

申請流程/Application Procedures

Admission Office Website: [http://exam.thu.edu.tw/EXAM/25\\_index2.htm](http://exam.thu.edu.tw/EXAM/25_index2.htm)

STEP 1 Step 1	請先確認您的身分符合外國學生申請資格。 <b>Make sure that you are eligible to apply as an international student.</b> → Please refer to "Qualifications of Application for Admission"
STEP 2 步驟二	請確定您欲申請的系所及學位是否開放招收外國學生。→請參考「招生系所」 <b>Ensure the department/institute and the program that you are interested is open to accepting international students.</b> →Please refer to "Programs of Study"
STEP 3 步驟三	請進行線上報名，以中文或英文填妥報名資料並確認無誤後送出，即可列印入學申請表、繳交資料紀錄表、具結書、學歷切結書、資助者財力保證書及報名信封封面。 <b>Fill out the online application form (in Traditional Chinese or in English). You must ensure that all of the information provided is accurate <u>before</u> complete the online application. And print out <u>completed application form, checklist, affidavit for international student, academic certificate declaration, financial affidavit for international student applicants and application cover sheet.</u></b> <a href="http://thueng.thu.edu.tw">http://thueng.thu.edu.tw</a> →Study in THU →Admission <a href="http://recruit.thu.edu.tw">http://recruit.thu.edu.tw</a> →Admission for International degree students
STEP 4 步驟四	請於列印之入學申請表、繳交資料紀錄表、具結書、學歷切結書上簽名。 <b>Sign on the <u>completed application form, checklist, affidavit for international student, and academic certificate declaration.</u></b>
STEP 5 步驟五	準備申請所需文件（包含申請文件及系所規定應另行繳交文件）。 <b>Prepare all documents required for application (including additional documents required by department/institute to which you intend to apply.)</b>
STEP 6 步驟六	申請文件請於申請截止日前以掛號郵寄或親自送至以下地址(海外地區建議使用DHL或FedEx等快遞服務)。(請將報名信封封面，黏貼於申請郵件上) <b>The application packet must be submitted either in person or by registered mail to the address indicated below before the application deadline. (DHL or FedEx is recommended for application packets mailed from overseas.) Please attach the application cover sheet to the front of the envelope containing your documents.</b> 40704 臺中市西屯區臺灣大道四段 1727 號 東海大學教務處招生組 啟 <b>Admission Office, Office of Academic Affairs, Tunghai University No. 1727, Section 4, Taiwan Boulevard, Xitun District, Taichung City 40704, TAIWAN (R.O.C.)</b>
STEP 7 步驟七	當我們收到申請表件時，會以電子郵件方式通知您。 <b>We will inform you by e-mail when we receive your application packet.</b>

# 東海大學社會工作學系碩士班修業規則

【83年1月11日/86年1月7日/86年12月9日/87年4月21日/87年6月29日/88年6月8日/88年12月14日/89年6月22日/90年3月8日/90年10月25日/92年3月19日/92年9月17日/95年6月14日/98年3月17日/98年4月21日/98年5月19日/98年5月21日/98年9月15日/99年11月9日/101年6月12日/101年9月13日/102年1月8日/103年1月7日/104年3月3日/107年5月8日系務會議修正通過】

\*\*\*本修業規則適用對象為 107 學年度入學研究生。

## 壹、宗旨

### 一、碩士班教育目標：

1. 培育反映社會需求、實踐社會正義的社會工作實務專精領域人才。
2. 培育社會工作規劃、執行、管理、評估、研究人才。

### 二、碩士班核心能力：

1. 具備剖析社會問題及進行服務規劃的能力。
2. 具備執行社會工作專業處置的能力。
3. 具備督導、管理、評估的能力。
4. 具備政策研究與分析的能力。
5. 具備社會工作研究與論文寫作的的能力。

## 貳、修業辦法：

### 一、修業年限：本系碩士班研究生之修業年限為 2 至 4 年。【可申請休學 4 年，特殊休學 2 年】

（相關細節請詳見東海大學學則第四十四條等規定）

### 二、學分：本系碩士班研究生須修滿 40 學分始得畢業，包括必修 16 學分(含碩士論文 6 學分)；必選 3 學分；選修 21 學分。

### 三、課程：

(一)必修：社會工作實務理論(3 學分)、社會工作研究法(3 學分)、社會工作實習(4 學分，二單元)

(二)必選：計量方法或質性研究方法(3 學分)(自 94 學年度入學者開始適用)

(三)選修：(每科 3 學分)(以下科目僅供參考)

個案工作研究、團體工作研究、社會工作管理、社會福利政策研究(每年開課)；家庭資源專題、非營利組織專題、社會工作督導、創傷處置專題、福利與權利、認知行為治療方式、青少年復原計畫專題、社會福利組織專題討論、人口與福利政策、社會工作方案設計等課程。

(四)加修：1.凡未修習過【社會工作概論、人類行為與社會環境、社會個案工作、社會團體工作、社會統計、社區、社會工作研究法】等學士班課程者，需加修學士班此七門課程，加修須經正式選課並參加考試；但不列為碩士班畢業學分。

【若有社工師考試科目與須補修課程名稱相符且成績達 60 分以上者，則可以免補修該課程。如果社工師考試及格當次之「社會工作研究方法」考科考試及格，則不需補修社會統計課程。】

2.凡大學非本科系畢業未曾至社會福利機構實習者，必須補修學士班實習。(相關規定請參閱實習辦法)

(五)抵免：凡修過本系碩士學分班、曾於本系或其他大學修過碩士班學分者，可於開學後申請辦理學分抵免。抵免學分數以碩士班規定畢業學分數三分之二為限【本系碩士班畢業學分 40 學分，可抵免 26 學分】。但碩士班至少應修業一年。另，抵免學分次序以選修課為先。學生得依規定提出申請，由系上做實質學分抵免認定。

**參、碩士學位考試**--包括資格考試及論文口試，有關規定如下(細節請參閱申請通知)：

**資格考試：**

- 一、研究生應修科目與學分已修達規定：依規定於碩一下學期繳交指導教授安排表申請書，且符合下列二項規定之一項者-1. 修業滿一年且修畢碩一必修課程者；2. 修業滿一年且正在修習碩一必修課程者，可於第三學期內（全時生及抵免學分後符合規定者）、第四學期（在職進修生）申請參加碩士論文計劃書審查及口試資格考試，但不得於同一學期申請參加「論文計劃書審查及口試」及「論文口試」。其中符合第 2 項規定者，論文計畫書口試時間應於該學期末修畢碩一必修課程後始能舉行口試。
- 二、資格考試通過者，始可提交論文並申請論文審查口試。
- 三、資格考試為「論文計劃書審查口試」，在第一學期最後一天上班日(至遲應於 1\31)前、第二學期 7\31 前舉行。
- 四、「論文計劃書審查口試」申請期限：於審查口試日二週前提出申請。
- 五、碩士論文計劃書審查口試須經評審委員評定，分數平均七十分為及格。碩士論文計劃書審查口試未通過者得於三十日內提出複審申請。論文計劃書審查口試通過，始為通過資格考試。
- 六、碩士論文計劃書審查口試開放旁聽，且須有研究生擔任正式紀錄。若有校外口試委員，則審查口試費及交通費由考生自費支付。
- 七、資格考試不及格而其修業年限尚未屆滿(修業年限最多可延至四年)者，得申請重考，重考以一次為限。

**碩士學位論文口試：**

- 八、自 107 學年度（含）起入學之碩士班學生，需於入學後修習「東海大學學術倫理教育課程實施要點」所定之學術倫理教育課程。通過者，始得申請學位考試。（相關細節請詳見「東海大學研究生學位考試規則」第 2 條等規定）
- 九、論文指導人數：本系專任教師(教授、副教授、博士)指導人數限定如下-第一階段每年新收碩士班研究生人數以三人為限；第二階段不限人數。有關教師論文指導人數及申請相關規定請參見「碩士班論文指導教授申請表」之說明。
- 十、碩士論文審查口試委員，包括校內及校外委員，其中校外委員須至少三分之一，專任教師至少三分之一(含指導教授)，指導教授為當然委員，校內委員須為曾擔任論文計劃書審查口試委員者。
- 十一、論文審查口試成績以出席口試委員個別評定分數平均決定之，須平均分數達七十分以上才為及格。論文審查口試成績不及格而其修業年限尚未屆滿者，得於次學期申請重考，重考以一次為限。
- 十二、論文審查口試開放旁聽，且須有研究生擔任正式紀錄。
- 十三、論文審查口試申請期限：依學校規定辦理。研究生申請學位考試，必須在口試日二週前提出申請，並上網填妥東海大學之論文考試申請表，會註冊組呈核辦理。【申



請核可後由學校發給審查口試委員聘書】

十四、論文審查口試成績須於第一學期最後一天上班日(至遲應於 1\31)前、第二學期 7\31 前送至註冊組，畢業生應於學校規定期限內辦理畢業離校手續。

**肆、碩士論文進度表：**

一、本系碩士班研究生修習碩士論文須依進度執行，原則上，在職進修非全時(FULL-TIME)學生須修業二年半(第五學期)或以上始得申請碩士論文口試；全時(FULL-TIME)學生、修過本系碩士學分班【已辦理抵免】六學分以上之在職生、曾於本系或其他大學修過碩士班學分【已辦理抵免】六學分以上之在職生，則修業二年(第四學期)即可申請論文口試。

二、本班研究生除非兩年皆為全時學生(可擔任系上課程助教或專任教師研究助理每月領薪新台幣七千元以下)，否則皆以在職進修非全時學生論定；入學第一年第一學期九月底以前為彈性時間，以處理工作交接事宜。

伍、本規則經本系系務會議通過後實施，修正時亦同。