

國立臺北教育大學研究生博碩士學位考試實施要點

National Taipei University of Education

Guidelines for Master and Doctorate Degree Examinations for Graduate Students

91年6月12日 90學年度第2學期第2次教務會議審議通過
91年7月8日本校 90學年度第2學期第1次臨時教務會議修正通過
92年12月24日本校 92學年度第1學期第2次教務會議修正通過
93年10月20日本校 93學年度第1學期第1次教務會議修正通過
94年12月21日教務會議修正通過
95年12月20日教務會議修正通過
97年12月24日教務會議修訂通過
98年2月4日教育部台高(二)字第0980016166號函備查
99年03月17日教務會議修訂通過
100年5月11日本校 99學年度第2學期第2次教務會議修訂通過
101年12月19日本校 101學年度第1學期第2次教務會議修訂通過
102年5月22日本校 101學年度第2學期第2次教務會議修訂通過
102年10月23日本校 102學年度第1學期第1次教務會議修訂通過
103年5月21日本校 102學年度第2學期第2次教務會議修訂通過
103年8月14日教育部臺教高(二)字第1030110158號函備查
103年12月17日本校 103學年度第1學期第2次教務會議修訂通過
104年2月9日教育部臺教高(二)字第1040006336號函備查
105年3月22日本校 104學年度第2學期第1次教務會議修訂通過
105年9月6日教育部臺教高(二)字第1050087361號函備查
105年10月19日本校 105學年度第1學期第1次教務會議修訂通過
106年5月24日本校 105學年度第2學期第2次教務會議修訂通過
106年6月23日教育部臺教高(二)字第1060085335號備查
106年11月1日本校 106學年度第1學期第1次教務會議修訂通過
106年12月25日教育部臺教高(二)字第1060170153號備查

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一、本要點依據大學法及其施行細則、學位授予法及其施行細則訂定之。

I. These guidelines have been drafted in accordance with the University Act and its Enforcement Rules, as well as the Degree Conferral Law and its Enforcement Rules

二、各系（所、學位學程）應訂定教師指導研究生論文合理人數之規範，並送教務處備查。

II. Each department (graduate school, degree program) should draft regulations regarding the reasonable number of graduate school students for each thesis adviser and submit them to the Office of Academic Affairs for reference.

三、研究生符合下列規定者，得申請博碩士學位考試：

III. Graduate school students who meet the qualifications below shall be eligible to apply for master or doctorate degree examinations:

(一) 申請碩士學位考試應同時符合下列資格：

i. Graduate students must meet all of the following qualifications for eligibility to apply for master degree examination:

1. 依據本校「學術倫理自律規範及管理實施要點」，透過臺灣學術倫理教育資源中心網站自我學習，並通過總測驗取得修課證明。

According to the “Guidelines for the Management and Implementation of the Criteria of Academic Ethics and Autonomy”, students should independently take the online course at the Center for Taiwan Academic Research Ethics Education website and pass the final exam to obtain a certificate of completion.

2. 碩士班修業滿一學期者。

Those who have taken and completed master degree classes for a semester.

3. 修畢所屬系（所、學位學程）規定之應修科目與學分，至少應修畢總學分數之四分之三。

Those who have taken at least three-fourths of the total academic credits and subjects required by the department (graduate school, degree program) they are graduating from.

4. 通過所屬系（所、學位學程）規定之碩士學位資格考核者。

Those who have been deemed qualified as candidates for master degrees by their departments (graduate schools, degree programs)

5. 已完成論文初稿者。

Those who have already completed the first draft of their theses.

(二) 申請博士學位考試應同時符合下列資格：

ii. Graduate students must meet all of the following qualifications for eligibility to apply for doctorate degree examination:

1. 依據本校「學術倫理自律規範及管理實施要點」，透過臺灣學術倫理教育資源中心網站自我學習，並通過總測驗取得修課證明。

According to the “Guidelines for the Management and Implementation of the Criteria of Academic Ethics and Autonomy”, students should independently take the online course at the Center for Taiwan Academic Research Ethics Education website and pass the final exam to obtain a certificate of completion.

2. 博士班修業滿三學期者。

Those who have taken and completed doctorate degree classes for three semesters.

3. 修畢所屬系（所、學位學程）規定之應修科目與學分，至少應修畢總學分數之四分之三。

Those who have taken at least three-fourths of the total academic credits and subjects required by the department (graduate school, degree program) they are graduating from.

4. 通過博士學位候選人資格考核者。

Those who have qualified as candidates for doctorate degrees.

5. 已完成論文初稿者。

Those who have already completed the first draft of their dissertations.

- (三) 各系(所、學位學程)博碩士學位資格考核辦法之訂定，應經所屬系（所、學位學程）務會議討論，院務會議審議通過，跨學院學位學程則應經學位學程務會議討論，教務會議審議通過。

- iii. Each department (graduate school, degree program) should draft regulations to determine master and doctorate degree eligibility, discuss these in the department (graduate school, degree program) affairs meeting and have them approved in the College Affairs Meeting. Intercollegiate degree programs need to be discussed during the degree program affairs meeting and approved in the Academic Affairs Meeting.

- (四) 碩博士生申請學位考試前，應繳交論文電子檔，並且必須經論文檢測系統進行論文比對後，由指導教授依檢測結果指導碩博士生修改。修改後如論文仍涉抄襲之情事，依本要點第八點或第十四點辦理。

- iv. Before applying for degree examinations, master and doctorate students must submit an electronic version of their thesis or dissertation and put it into the paper review system for comparison. The adviser shall then guide the student to make revisions based on the results of the comparison. Should the paper still have issues of plagiarism after revisions have been made, the matter will be handled in accordance with Article VIII or XIV.

四、研究生申請博碩士學位考試，應依下列規定辦理：

IV. Graduate school students applying for master or doctorate degree examinations must follow the procedure below:

- (一) 申請時，應填具申請書，並檢齊下列各項文件：

- i. Fill out an application form and attach the following documents:

1. 臺灣學術倫理教育資源中心核發之修課證明。

Certificate of completion issued by the Center for Taiwan Academic Research Ethics Education

2. 歷年成績表一份。

Official transcript (1 copy)

3. 論文初稿及其提要各一份。

First draft of thesis or dissertation and its abstract (1 copy each)

藝術類或應用科技類系（所、學位學程）研究生，其論文得以創作、展演連同書面報告或以技術報告代替，並應撰寫提要。

已於國內、外取得學位之論文，不得再行提出。

For graduate school students in the fields of arts or applied technology, a written report on an

exhibition or performance, or a technical report may take the place of the thesis or dissertation, with a separate written abstract.

Theses or dissertations used to obtain a degree abroad or within the country cannot be used again in this case.

(二) 經指導教授、所屬系(所、學位學程)主管同意後，依期參加學位考試。

ii. Students may participate in the degree examination as scheduled upon the approval of the adviser and the head of the department (graduate school, degree program) he or she belongs to.

五、學位考試依下列程序進行：

V. Degree examinations shall be conducted following the procedures below:

(一) 組織碩士或博士學位考試委員會。

i. Set up a Master or Doctorate Degree Examination Committee

(二) 由各系(所、學位學程)公告碩士或博士學位考試日期，辦理學位考試。

ii. Each department (graduate school, degree program) shall announce the dates for the master or doctorate degree examinations and give the examinations on the announced dates.

六、組織碩士學位考試委員會，應依下列規定辦理：

VI. The Master Degree Examination Committee shall be set up according to the following regulations:

(一) 碩士學位考試委員為三人(惟若有二位擔任共同指導教授者，得增聘為四人)，其中校外委員(含本校兼任教師)須達三分之一以上(含三分之一)，由校長聘任之。碩士學位考試委員會召集人由校外委員擔任之。

i. For the master degree examination, the committee shall have three members (if two of the committee members also serve as thesis advisers, a fourth member may be appointed). Members who are not from the university (including part-time instructors) should account for one-third or more of the total number of committee members. The members shall be appointed by the university president. The convener of the committee must not belong to the university.

(二) 碩士學位考試委員，除對碩士班研究生所提論文學科、創作、展演或技術報告有專門研究外，並應具備下列資格之一：

ii. In addition to having performed research specifically related to the subject matter of the thesis, work of art, performance, or technical report submitted by the master's degree candidate, each member of a master's examination committee shall possess one of the following qualifications:

1. 曾任教授、副教授者。

Have served as a professor or associate professor

2. 擔任中央研究院院士或曾任中央研究院研究員、副研究員者。

Be a member of Academia Sinica Fellow or have served as a research fellow or associate research fellow at Academia Sinica

3. 獲有博士學位，在學術上著有成就者。

Hold a doctoral degree and have achieved significant academic accomplishments

4. 屬於稀少性或特殊性學科，在學術或專業上著有成就者。

Have expertise in an unusual or special academic subject and have achieved significant academic or professional accomplishments

前項(二)3、4之提聘資格認定標準，由各系(所、學位學程)務會議訂定之。

Criteria for recognition of the qualifications listed in subparagraphs 3 and 4 of the preceding paragraph shall be determined separately by each department (graduate school, degree program) council.

七、組織博士學位考試委員會，應依下列規定辦理：

VII. The Doctorate Degree Examination Committee shall be set up according to the following regulations:

(一) 博士學位考試委員會得由指導教授及系（所、學位學程）主管提供參考名單合計至少八人以上，由系（所、學位學程）主管或系（所、學位學程）相關委員會審查後送請校長聘任五人組成之（惟若有二位擔任共同指導教授者，得增聘為六人），其中校外委員須達三分之一以上(含三分之一)。召集人一職由考試委員會推派，以校外委員擔任為原則，惟指導教授不得擔任召集人。

i. For the doctorate degree examination, the adviser and the head of department (graduate school, degree program) shall provide a list of at least eight names from which five will be chosen to be submitted to the university president after being vetted by the head of department (graduate school, degree program) or relevant department (graduate school, degree program) committee (If two of the committee members also serve as dissertation advisers, a sixth member may be appointed). Members who are not from the university should account for one-third or more of the total number of committee members. The members shall be appointed by the university president. The convener of the committee will be selected by the committee and, in principle, should be a member not belonging to the university. The dissertation adviser may not serve as committee convener.

(二) 博士學位考試委員，除對博士學位候選人所提論文學科、創作、展演或技術報告有專門研究外，並應具備下列資格之一：

ii. In addition to having performed research specifically related to the subject matter of the dissertation, work of art, performance, or technical report submitted by a doctoral degree candidate, each member of a doctoral examination committee shall possess one of the following qualifications:

1. 曾任教授者。

Have served as a professor

2. 擔任中央研究院院士或曾任中央研究院研究員者。

Be a member of Academia Sinica, or have served as a research fellow at Academia Sinica

3. 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。

Have served as an associate professor or be an associate research fellow at Academia Sinica, and have achieved significant academic accomplishments

4. 獲有博士學位，在學術上著有成就者。

Hold a doctoral degree and have achieved significant academic accomplishments

5. 屬於稀少性或特殊性學科，在學術或專業上著有成就者。

Have expertise in an unusual or special academic subject and have achieved significant academic or professional accomplishments

前項（二）3、4、5之提聘資格認定標準，由各系（所、學位學程）務會議訂定之。

Criteria for recognition of the qualifications listed in subparagraphs 3 to 5 of the preceding paragraph shall be determined separately by each department (graduate school, degree

program) council.

八、辦理學位考試應符合下列規定：

VIII. Setting up the degree examination must meet the following rules:

- (一) 研究生申請學位考試經核准後，申請博士學位考試者應檢具繕印之博士論文與提要各六份，申請碩士學位考試者應檢具繕印之碩士論文與提要各四份，送請所屬系（所、學位學程）審查符合規定後，擇期辦理有關學位考試事宜。考試方式，以口試行之，必要時得在實驗室舉行實驗考試。
 - i. When the application for degree examination of the graduate school student has been approved, those who applied for doctorate degree examination must submit six copies each of his or her dissertation and abstract; those who applied for master degree examination must submit four copies each of his or her thesis and abstract to the department (graduate school, degree program) he or she belongs to for review. After ascertaining that these documents have met the regulations, a date shall be set to hold the relevant degree examination. The examination shall be in oral form; if necessary, the lab exam may be held in a laboratory.
- (二) 學位考試成績以七十分為及格，一百分為滿分，評定以一次為限，並以出席委員評定分數平均決定之。但碩士學位考試有二分之一以上(含二分之一)出席委員，博士學位考試有三分之一以上（含三分之一）出席委員評定為不及格者，以不及格論。論文、創作、展演或技術報告，若發現抄襲或舞弊情事，經碩士或博士學位考試委員會審查確定者，以不及格論。
 - ii. Degree examinations consider a score of 70 as pass and 100 as full marks given in one assessment; the final score is the average score of the scores given by the committee members present during the test. However, if more than one-half (including one-half) of the committee member present for master degree examination and more than one-third (including one-third) of the committee members present for doctorate degree examination assess the examination as “fail,” then the overall score is a “fail.”

Should the thesis/dissertation, works, exhibition, performance, or technical report be found to have cheating or plagiarism issues, it shall be given an automatic score of “fail” if proven by the Master or Doctorate Degree Examination Committee.
- (三) 考試委員應親自出席委員會，不得委託他人為代表。學位考試以在本校辦理為原則，必要時得簽准以視訊方式辦理或在外地展演、發表。碩士學位考試應有委員三人出席，博士學位考試應有委員五人出席，其中校外委員均須達三分之一以上(含三分之一)，否則不得舉行考試，已考者，其考試成績不予採認。
 - iii. Degree examination committee members should attend committee meetings in person and cannot ask another person to represent him or her. In principle, degree examinations are to be held at the university; should it become necessary, written permission is required to do it through videoconferencing or conduct the exhibition or performance in another venue. For master degree examination, three committee members must be present for the test; for doctorate degree examination, five committee members must be present. Among these committee members, those from outside the university must account for one-third of the total number of committee members present, or the examination cannot be held. For those who have already completed their examinations without meeting these conditions, the test scores will not be

credited.

(四) 學位考試成績不及格且尚未屆滿修業年限者，得於次學期或次學年重考(進修學制學生依本校進修推廣處碩士學位考試實施要點辦理)。重考以一次為限，重考成績以七十分登錄。重考成績仍不及格者，勒令退學。

iv. Those who fail the degree examination, but have not reached the maximum term of study may retake the test in the following semester or school year (Students in continuing education shall be handled in accordance with the College of Continuing Education's "Implementation Guidelines for Master Degree Qualifying Examination"). Students are limited to one retake. If the student still does not pass the retake, he or she will be expelled from the university.

(五) 學位考試時必須評定成績，不得以其它名義不予評定成績，其未評定成績者，以考試不及格論。

v. Degree tests must be graded; under no circumstances should it not be graded. Results which are not assessed will be considered as having failed the test.

九、學位考試每學期舉行一次(進修學制學生依本校進修推廣處碩士學位考試實施要點辦理)，其日程依照各系(所、學位學程)規定。如有特殊原因，經指導教授同意，報請系(所、學位學程)主管核定後，得延期(第一學期至遲於一月三十一日，第二學期至遲於七月三十一日)舉行。

IX. Degree examinations are held once every semester (Students in continuing education shall be handled in accordance with the College of Continuing Education's "Implementation Guidelines for Master Degree Qualifying Examination"), with the dates set by the department (graduate school, degree program). Should there be a special reason, the student may request that the test taking be extended (January 31st at the latest for the 1st semester and July 31st for the 2nd semester) with permission from the adviser and approval from the head of department (graduate school, degree program).

十、已申請學位考試之研究生，若因故無法於該學期內完成學位考試，經指導教授同意，報請系(所、學位學程)主管核定後，得撤銷該學期學位考試申請，然應於最高修業年限屆滿前完成學位考試，逾最高修業年限仍未能完成者，勒令退學。(進修學制學生依本校進修推廣處碩士學位考試實施要點辦理)。

X. Graduate school students who have already applied for the degree examination and, for some reason, are unable to take it within the semester, may withdraw their application for degree examination with permission from the adviser and approval from the head of the department (graduate school, degree program). However, the degree examination must be completed before the maximum term of study passes. Those who fail to do so will be expelled from the university. (Students in continuing education shall be handled in accordance with the College of Continuing Education's "Implementation Guidelines for Master Degree Qualifying Examination.")

十一、學位考試舉行後，所屬系(所、學位學程)應俟研究生繳交修訂完成且內附審定書之論文後，始得將合格之學位考試成績送教務處註冊組登錄。

研究生學位考試當學期繳交修訂完成之論文期限為次學期開學日(含)前。逾期且未達修業年限者，次學期應註冊繳費；修業年限屆滿者，視為未通過學位考試，應予退學。

研究生辦妥離校手續後(至遲應於次學期開學日(含)前)，教務處註冊組始得核發學位證書；學位證書製作需三個工作日。

XI. After holding the degree examinations, the department (graduate school, degree program) should require the student to submit his or her revised thesis or dissertation, with review report attached as soon as possible. As soon as this is done, the qualifying scores of the degree examinations should be sent to the Division of Registration of the Office of Academic Affairs to be registered.

The deadline for submitting the revised thesis or dissertation by a student taking the degree examination is on or before school opens on the following semester. Students who are overdue or have not completed the required study period will be required to pay tuition for that following semester. Those who have exceeded the maximum term of study will be considered as not having passed the degree examinations and will be expelled from the university.

After the student completes the procedure for leaving the university (the latest before or on the opening date of the following semester), the Division of Registration of the Office of Academic Affairs should start issuing a degree diploma, which requires three working days.

十二、畢業成績之核算以歷年修習各學科之平均成績與學位考試成績各佔百分之五十計算。

XII. The calculation of graduation scores shall be the average scores of each completed course (50%) and the scores of the degree examination (50%).

十三、研究生學位論文指導教授與考試委員人選之推薦、聘任應符合學術倫理。指導教授或考試委員與學生間，若為配偶、前配偶及三親等以內之親屬關係者，應自行迴避。刻意隱瞞經調查屬實者，應立即更換，如通過學位考試者，其該次成績無效，如已授予學位始發現時，則依第十四點之規定辦理。

XIII. The recommendation and appointment of the student's thesis or dissertation adviser and the examination committee members should meet academic ethical standards. The student's spouse, former spouse or first-to-third degree relatives should refrain taking these positions. In the event that the relationship is intentionally concealed, the adviser or examination committee member should be replaced if discovered and verified through an investigation. For those who have already passed the degree examination, their scores will be rendered invalid. For those who have been conferred their degrees already, the matter will be handled in accordance with Article XIV.

十四、對於已授予之學位，如發現論文、創作、展演、書面報告或技術報告有抄襲或舞弊情事，學生所屬系(所、學位學程)應提報相關學院院務會議組成調查委員會，本公正、客觀之原則進行調查，並給予陳述意見及申覆之機會。經調查屬實者，簽請校長核定後撤銷學位，並公告註銷其已發之學位證書、通知當事人繳還該學位證書，且將撤銷與註銷事項通知其他大專學院及相關機關(構)；其有違反其他法令者，並應依相關法令處理。

調查委員會由院長擔任召集人，置委員五人。調查委員會並應推薦校外專業領域之學者三人為審查人，提出審查報告書供作審理之參考依據。

XIV. For those who have been awarded a degree, if the thesis/dissertation, works, exhibitions, written reports or technical reports are found to have plagiarism or fraud issues, the department (graduate school, degree program) the student belongs to should report this matter to the relevant College Affairs Meeting and request the formation of an investigation committee. This committee shall conduct a fair and objective investigation and will give the accused party the opportunity to express their views and to plead their case. If proven to be true, the degree conferred as well as the issued

diploma shall be rendered void upon approval by the university president and publicly announced as such. The student in question shall be asked to return his or her diploma; other universities and relevant agencies shall be notified of this cancellation. Those who violate other laws and regulations shall be dealt with in accordance with the relevant laws and regulations.

The college dean shall serve as convener of the Investigation Committee, which will be made up of five people. The committee should recommend three professional academics who do not belong to the university as investigators. They will present the investigation report as basis of reference for the investigation process.

十五、本要點未盡事宜，悉依大學法及其施行細則、學位授予法及其施行細則、及有關教育法令辦理之。

XV. Issues not covered by these guidelines shall be handled in accordance with the University Act and Enforcement Rules, as well as related educational laws.

十六、本要點經教務會議通過並經校長核定後實施，報教育部備查。

XVI. These Guidelines have been approved by the Academic Affairs Meeting, and implemented and reported to the Ministry of Education for reference following approval by the University President.