

Regulations/Requirements for NYCU Master's Degree in TESOL

111.10.11 所務會暨課委會會議通過

111.08.31 人社院課委會會議通過

111.05.13 所務會會議通過

111.03.03 所務會暨課委會會議通過

110.12.09 校課務委員會會議通過

110.10.15 人文社會學院課委會會議通過

110.09.27 所務會暨課委會會議通過

110.05.14 校課委會會議通過

110.03.12 所務會議暨課委會會議通過

I. These regulations are in conformity with the “NYCU Regulations for Master and Doctoral Degrees Conferment”.

II. Admission requirements

1. Applicants/Candidates must hold a bachelor's degree from an accredited public or private university or college, or from a foreign institution that has been recognized by the Ministry of Education. Additionally, candidates must have passed the university's entrance exam or application processes.
2. Applications from foreign candidates are processed in accordance with NYCU's "Foreign Student Entrance Application Standards" and evaluated by faculty members at the Institute Faculty Meeting and the Dean of Academic Affairs' staff meeting.

III. Period of study

1. The master's program allows students to enroll for one to four years of study. On-the-job graduate students may extend their study period by one year, up to a maximum of five years.

IV. Program requirements

1. A minimum of 27 credits of coursework and a Master's thesis are required. The course "Research Methods and Thesis Writing", worth 3 credits, must be included. Students who work toward the Types C –literature-based MA thesis– must complete a total of 33 credits of approved coursework (6 credits from two additional courses).

2. With appropriate permission, students may enroll in up to 6 credits from other on- or off-campus graduate programs that count towards their degree requirements. The advisor and the Chair of the Institute must approve the application over 6 credits; otherwise, the extra credits taken will not be counted towards the required number of credits for graduation.
3. After enrolling for the first semester, students can petition to have up to 9 credits transferred / waved based on their prior academic background.

V. Thesis advisor requirements

1. Before the end of the first academic year, graduate students are expected to choose a thesis advisor. The Institute's Faculty Meeting reserves the right to appoint a thesis advisor for the graduate students who have not done so within the allotted period.
2. Thesis advisors ought to be full-time academic members at the Institute, with a minimum rank of assistant professor. If a thesis needs to be co-advised by a part-time or outside faculty member, approval must be first obtained from the Institute's Faculty Meeting, and the thesis will be under the supervision of a full-time faculty member within the Institute. Discussions can be conducted by the Institute's Faculty Meeting for unique situations.
3. During the time of study, if a graduate student wishes to end the thesis guidance relationship with the original professor or change the thesis advisor, the student must submit a written request. The application will become effective once the original advisor has been notified and all handover matters have been settled, without the original advisor's permission.
4. After graduate students have ended the thesis guidance relationship or changed their thesis advisor based on the Institute's principles, if they intend to use original ideas or concepts and/or research results generated under the guidance of the original advisor in their thesis, they must seek the original advisor's permission.
5. If an advisor wishes to discontinue the mentoring relationship, he/she must file the application in a written form. The Institute will then inform the graduate students of the review outcomes. After the mentoring arrangement has ended, the Institute will assist the graduate students to locate a new advisor.
6. Each member of the Institute's full-time faculty must supervise no more than two graduate students per academic year. Special instances should be reported to and discussed in the Institute's Faculty Meeting. Each part-time faculty

member or full-time professor from other institutions may supervise no more than two students simultaneously.

VI. MA thesis

1. The Institute accepts graduate theses of Types A, B, and C. Type A is an academic thesis, Type B is a practical report, and Type C is Literature review thesis. Essential sections, including abstract, background information, literature review, methodology, analysis of research results, discussions, and references should be contained in the academic thesis. A practical report attempts to produce and compose practical curriculum design and reflections for teaching. Such reports may involve video production, course design, instructional material preparation, and lesson plan creation. The newly designed course must be presented and shared publicly, and the review and reflection of the course must be written in English. Likewise, the abstract, background information, purpose of the course, design rationale, practical implications and values, and references must be included. Literature-based thesis requires a thesis and 33 credits of approved coursework (6 extra credits from two courses). The Type C option allows graduate students to conduct literature reviews approved by their advisor.
2. Students have until the end of the first semester of their third academic year to turn in their thesis proposals, but they are encouraged to do so as soon as they have completed 21 credits (including those in progress). The MA advisor (and co-advisor, if applicable) and one member of the oral defense committee will evaluate the thesis proposal.
3. The time between approval of thesis proposal and the oral defense must be at least three months.
4. MA theses must adhere to APA guidelines and be written in English.
5. If a provision of the Institute's amended regulations supersedes a provision of the original regulations, the latter provision shall apply. As the law stands, the inverse is true.

VII. Oral defense requirements

1. A final copy of the MA thesis must be provided to each member of the oral defense committee three weeks prior to the oral defense date. A completed application form must also be submitted. Students taking the degree examination beginning with the 108 academic year must complete the

- "Originality Report of Thesis" for the examination committee's reference.
2. Oral defense committee shall consist of the student's thesis advisor (and co-advisor, if applicable) and two members nominated by the Institute's Faculty Meeting (an off-campus member is required to be included).
 3. The Chair of the Institute appoints one of the oral defense members as the committee chair, except for the thesis advisor.
 4. The oral defense shall be accessible to the public. Time, location, and thesis topic must be stated beforehand. Members of the oral defense committee must appear in person; sending a representative in their place is not permitted.
 5. In the 110 academic year, the performance of the thesis oral defense will be evaluated using a grade system. The passing score for the degree examination is B- (70 out of 100), and the perfect score is A+ (100 out of 100), with the decision based on the average score of the attending members. If more than half of the members who attend the oral defense fail the assessment, the grade in the degree examination will be regarded as a failure.
 6. If the oral examination committee finds plagiarism or cheating-related incidents in the thesis, the student will receive a zero score and will not be allowed to retake the examination.
 7. If a student passes the oral defense, the oral examination committee will provide guidance and suggestions for further thesis revision. After amending the paper, the student must submit it for evaluation, and the revised paper must be approved by at least two-thirds of the examination committee members. The thesis of the student will not be graded separately. If the student's thesis is approved, the members of the oral examination committee will sign it.
 8. Students should submit the "Degree Examination Score Sheet" to the registration division after completing the degree examination by either January 31 or July 31. The deadline for submitting the paper copy of the thesis is the last working day before the commencement of the next semester. Those who do not submit the paper copy of the thesis by the deadline and are still in the study period should register for the following semester. Students who have failed to do so will be withdrawn from the university.
 9. After completing the oral defense, students must upload an electronic version of the abstract and thesis on the university website. (For further information, see "NYCU Library Abstract, Electronic Thesis and Dissertation Specification.") Six copies of the MA thesis are also required (Four collected

by the Institute, One displayed in the library, and Two submitted to the Dean of Academic Affairs for collection by other units as specified by the Ministry of Education).

10. Those who do not pass the oral examination for the thesis within the prescribed period of study and do not pass the degree examination may apply for a re-examination before the end of their study period. Such an opportunity is allowed only once.

VIII. Scholarship requirements

1. During the academic year, graduate students can apply for scholarships. According to the Ministry of Education (MOE), scholarship recipients are required to assist in research, teaching, or other academic activities on campus. If students fail to complete their tasks or violate relevant regulations, the Institute maintains the authority to seek the MOE to terminate their scholarships. Workload is determined by the Institute's needs. Scholarship requirements are supplied in accordance with scholarship policies.

IX. Transfer requirements

1. After completing their first semester, graduate students can petition to transfer to another graduate program. Approval documents issued by another institute should be submitted. Program transfer will take effect only through proper authorization of the Institute Faculty Meeting. Signatures from the thesis advisor and the Chair of Institute are required. Transfer requirements from other institutes to NYCU will be specified separately.

X. Regulations and processes not specified in this document must follow the "University's Study Regulations", and "NYCU Regulations for Master and Doctoral Degrees Conferment", as well as other applicable regulations.

XI. The current regulations, and any amendments to them, must be drafted by the Institute's Faculty Meeting and implemented after being reviewed by the College and University Curriculum Committee and authorized by the Dean of Academic Affairs.