

### **Item 18 Responsibilities of Thesis and Independent Study Advisors**

18.1 One Program Lecturer can work as a main thesis advisor of master's and doctoral degree students from the following criteria:

If Program Lecturers have a doctoral degree or equivalent and have academic work as specified in the criteria, that Program Lecturer can be a thesis advisor for master's and doctoral degree students, but totaling not more than 5 students in a semester.

If Program Lecturers have a doctoral degree or equivalent and have academic title of not less than Assistant Professor, or have a master's degree or equivalent with academic title of not less than Associate Professor and have academic work as specified in the criteria of thesis and independent study advisors, that program lecturer can be a thesis advisor for master's and doctoral degree students but totaling not more than 10 students in a semester. If program lecturers have a doctoral degree or equivalent and have academic title of Professor, wish to take care of more than the specified number of students, that program lecturer is required to submit a request to the University Council for approval. In case that program lecturers wish to take care of more than 15 students in a semester, Program Lecturers are required to request for permission from the Higher Education Commission.

18.2 One Program Lecturer can work as an independent study advisor of not more than 15 master's degree students in a semester.

In case that Program Lecturers work as both thesis and independent advisors, the proportion of student must be calculated, that is, 1 student conducting thesis is equal to 3 students conducting independent study. However, the total number of students must not be over 15 students in a semester.

18.3 Program Coordinators must be responsible for thesis advisors, or thesis examiners, or lecturers in that particular program.

## ***Chapter 4 Academic System***

### **Item 19 Academic System**

19.1 One Academic year can be divided into 2 regular semesters: the first semester and the second semester. Additionally, a summer semester may take place after the second semester. One regular semester usually has a minimum duration of 15 weeks. The summer semester duration is approximately 6 weeks. The number of class periods and credits in the summer semester are proportionally equal to those of the regular semesters.

#### 19.2 Credit calculation

One credit equals 1 weekly hour of lectures and/or a discussion class, or 2 to 3 hours weekly of laboratory class per semester.

19.2.1 Study course: minimum of 15 hours in lectures and/or discussion class per regular semester is equal to 1 credit in the bi-semester system.

19.2.2 Practice course: minimum of 30 hours of practice and/or in laboratory per regular semester is equal to 1 credit in the bi-semester system.

19.2.3 Internship or field practice: minimum of 45 hours per regular semester is equal to 1 credit in the bi-semester system.

19.2.4 Other assigned projects or activities: minimum of 45 hours per regular semester is equal to 1 credit in the bi-semester system.

19.2.5 Independent study: minimum of 45 hours per regular semester is equal to 1 credit in the bi-semester system.

19.2.6 Thesis: minimum of 45 hours per regular semester is equal to 1 credit in the bi-semester system.

19.3 Students must have attendance time of no less than 80% of the total course time in order

to sit for final examination, except students who receive approval from the owner of the class.

19.4 Students absent, unless exempt, in excess of 20 percent of classes of a particular subject, as counted from the beginning of a semester, are not eligible to partake in the final examination, and are consequently deemed to have failed such a subject.

### **Item 20 Program Structure**

20.1 The graduate diploma program structure and the higher graduate diploma program structure consist of a minimum of 24 accumulated credits.

20.2 The master's degree structure consists of a minimum of 36 accumulated credits. The Master's Degree structure is classified into 2 plans:

Plan A is a research oriented program which is characterized by two subcategories:

- Plan A1 consists of a minimum of 36 credits for the thesis. The departments or the programs may require additional audited class participation or involvement in further academic activities which are subject to attainment of achievements as determined by The Graduate School.

- Plan A2 consists of a minimum of 12 credits for the thesis and an additional minimum of 12 credits for course work.

Plan B is a course work oriented program. Students are required to conduct independent studies for a minimum of 3 credits but not in excess of 6 credits to substitute for a thesis.

20.3 Doctoral degrees are classified into 2 plans: research for academic staff development, and research for advanced professional development as follows:

Plan 1 is a research oriented program with the objective of an innovative thesis. Departments may require additional audited class participation or involvement in further non-credit academic activities, but they are subject to attainment of the achievement as determined by The Graduate School. This plan is characterized by two formats as follows:

Plan 1.1 is designed for students with a master's degree. This plan consists of a curriculum with a minimum of 48 credits for the thesis.

Plan 1.2 is designed for students with a bachelor's degree. This plan consists of a curriculum with a minimum of 72 credits for the thesis.

The theses conducted in both Plan 1.1 and Plan 1.2 need to attain equivalent levels of standard and quality.

Plan 2 is a research oriented program with the objective of a high quality thesis as well as academic advancement and the development of occupational skills, and may require additional study participation. This plan is characterized by two formats as follows:

Plan 2.1 is designed for students with a master's degree. This plan consists of a minimum of 36 credits for the thesis, and minimum 12 credits for the course work.

Plan 2.2 is designed for students with a bachelor's degree. This plan consists of a minimum of 48 credits for the thesis, and minimum 24 credits for the course work.

The theses conducted in both Plan 2.1 and Plan 2.2 need to attain equivalent levels of standard and quality.

20.4 Any programs that have different structures from item no. 20.1, 20.2, and 20.3 are required to ask for approval from The Graduate School, and submit a request to the University together with the Office of the Higher Education Commission upon a case by case basis.

### **Item 21 Study Periods**

21.1 The maximum permissible period for the completion of the graduate diploma program and the higher graduate diploma program cannot exceed 3 academic years.

21.2 The maximum permissible period for the completion of a master's degree does not exceed 5 academic years.