

Master's Program Regulations for the Institute of Philosophy of Mind and Cognition National Yang Ming Chiao Tung University

This English version of the Regulations is translated from the Chinese version hereof. In the event of any discrepancies between the two versions, the Chinese version shall prevail.

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1. The Institute is approved by the Ministry of Education. The full name is the “Institute of Philosophy of Mind and Cognition (IPMC), National Yang Ming Chiao Tung University (NYCU)” (hereinafter referred to as “the Institute”). The principal activities of the Institute include admission of graduate students, academic training, awarding of degrees, and other related events. These activities are implemented in accordance with the National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees and other applicable regulations.
2. Admission
 - (1) The Institute recruits students in accordance with the quota of graduate students approved by the Ministry of Education. The entrance examination and regulations of other related businesses are implemented in accordance with the annual number of recruited students, and are approved in accordance with the annual general regulations regarding enrollment information.
 - (2) The regulations for transferring majors are implemented in accordance with the related regulations from the school and the Institute.
3. New Students and Registration
 - (1) The entrance and registration of new students is implemented in accordance with annual general regulations of enrollment information, information of registration, and other related regulations.
 - (2) The new students must come to the school in person on the prescribed date and sign the affidavit. The students must also deliver their degree certificate to the Institute before the prescribed date. In the event of delay in delivery of their degree certificate, unless the students hold a valid reason and the approval form from the Institute, the admission will be canceled.
 - (3) If the certificates and documents delivered by the new students are fake, the students will be expelled once found by the school.

4. Courses

- (1) Compulsory subjects: The students must take/finish at least 9 credits of courses in the field of Philosophy of Mind and Cognition and "Education of academic research ethics" with 0 credit. These regulations are applicable to the students who have entered the program after the 108 academic year. Additionally, the students who are enrolled in (and after) the 111 academic year must take/finish "Gender Equity Education Online Course" with 0 credits.
- (2) Elective subjects: Elective subjects are announced by the Academic Affairs Office in the current semester.
- (3) Before the end of the second semester, students must use the online platform of the Taiwan Academic Ethics Education Resource Center to study "Academic and Research Ethics Education Program" and pass the online course general test.
- (4) Students shall take this course during their first semester at NYCU through the University's online learning platform. They shall pass the online test in order to pass the course. Those who fail to complete the course for some reason must complete it before graduation in order to graduate.
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- (6) Students must finish "Philosophy Seminar (1)(2)" with 2 credits from the elective subjects. This regulation applies to all students.
- (7) Course selection, addition and withdrawal of courses are implemented in accordance with the school regulations and other related regulations.

5. Limitation of study duration and Credits

- (1) The study duration of the master's program is four years.
- (2) Each graduate student must complete 24 credits minimum. (This regulation is applicable for students entering the school from 109 academic year; students entering the school before the 108 academic year must earn 27 credits.)
- (3) The six credits for the master thesis are counted separately.
- (4) Requirements for credit transfer/waiver:
 - (4.1) The credits of the graduate school that have been taken before admission shall be recognized as graduation credits after the approval of the Institution Affairs Council.
 - (4.2) The credits of other graduate schools that have been taken after admission shall be recognized as graduation credits after the approval of the Institution Affairs Council.
 - (4.3) The maximum number of the graduation credits students earn from (4) is 9 credits.
- (5) During the study duration, students taking the "Teaching Practice" course as a general education course, working as a TA, or receiving a scholarship have a credit limit of 1 credit for these activities.. (This is applicable to students admitted in the 106 and the 107 academic year.)
- (6) Retirement from school shall be implemented in accordance with the school regulations and related regulations.

6. Tests and Grades

- (1) Testing includes regular tests, mid-term examinations and final examinations.

Regular tests are given by teachers at any time, and mid-term examinations and final examinations are designed and held by teachers.

(2) Within two weeks after the final examination, teachers should log the total semester grades into the school's online grading system.

(3) If a teacher requests to change the grades of the original assessment, the teacher who conducted the original assessment must deliver the certificates and other related texts on paper to request changing the grades.

(4) After the 104 academic year, grades for graduate students will be symbol grades with A+ as the full score and with B- as the pass.

(5) If a student fails one half of the subjects (calculated from the third semester), the student must deliver an explanation to the Institute one week before the new semester starts.

7. Instruction of Master Thesis (6) If students don't participate in tests, mid-term examinations, or semester examinations by the prescribed dates due to official leave, sick leave or a major accident, replacement events will be planned in accordance with the regulations of the University.

(1) All graduate students of the IPMC must choose and confirm their thesis advisor before the end of their second semester at the Institute by submitting the Thesis Advisor Form to the Institute (for example, if a student enters the IPMC in the fall semester, their deadline will be 1st June; If they enter the IPMC in the spring semester, their deadline will be 2nd January.)

(2) Graduate students can have their theses supervised by any full-time or part-time professors at the IPMC. If a part-time professor is chosen, a nominal full-time professor should also be listed on the Thesis Advisor Form.

If a graduate student intends to ask a professor from outside the IPMC to be their thesis advisor, the student must first get approval from the director of the Institute.

(3) Graduate students may choose to end a thesis advising relationship at any time by writing to the director of the Institute. The request will be taken up at the next Institution faculty meeting, and if the faculty agree, the relationship will be ended. It is possible to end a relationship even if the original thesis advisor does not agree.

(4) Thesis advisors may choose to end a thesis advising relationship at any time by writing to the director of the Institute. The request will be taken up at the next Institution faculty meeting, and if the faculty agree, the relationship will be ended, and the Institute will inform the student of this decision.

(5) If a student decides to change their thesis advisor (in accordance with the above-mentioned regulations), that student may continue to use their original thesis idea and existing research only if they get permission from the original advisor.

(6) Events related to accomplishing the Thesis shall be implemented in accordance with the document entitled "Detailed Regulations for Graduate Students Accomplishing the Master Thesis".

(7) Events related to thesis advising, and any amendment thereof, shall be implemented in accordance with the document entitled "Detailed Regulations for Graduate Students Accomplishing the Master Thesis".

8. Degree Examination

(1) Graduate students must establish a Degree Examination Committee, and that committee will examine the student's thesis three months after the date that the

student's application to establish the examination committee was approved.

(2) The graduate student must fulfill the related application formats, then apply to the institute for holding the degree examination before four weeks from the date the student holds the degree examination. After the Office of Academic Affairs approved this application, the student can hold the degree examination.

(3) Condition of Application

-(3.1) The student's study period in the master's program has exceeded one semester.

-(3.2) The student has completed the required courses and earned the required credits: the graduate student must earn at least 24 credits. (Students who enter the program before the 108 academic year must earn at least 27 credits.) Six credits for the master's thesis will be counted separately.

-(p.s.1) However, a student who has submitted his or her thesis and who is recommended by the supervisor may apply for an early oral defense even if he/she will not complete the required courses, credit hours, and other evaluations until the end of the semester. The master's degree will be conferred after the courses are completed and the required credits are earned by the student. If any required course is not completed during that semester, the oral defense will not be recognized.

-(p.s.2) Any student whose study period has expired and who failed to pass the degree examination shall be required to withdraw from NYCU.

(4) Degree Examination Committee

-(4.1) The degree examination committee must consist of three to five members. One third of the members must be from outside the IPMC. The director decides on one of the members to be the convener of the examination, with the exception of the thesis advisor.

-(4.2) The requirements of the members of the degree examination committee are implemented in accordance with the sixth regulation in "National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees".

-(4.3) The members of the degree examination committee are recommended to the president by the thesis advisor from among the scholars and experts inside and outside of NYCU specializing in the area of research or study of the applicant.

(5) Accomplishing Master's Thesis

-(5.1) Master's thesis (includes abstract) is written in Chinese or in English in horizontal style. If the examination committee reviewing a thesis has found and confirmed any fraud, alternation, plagiarism, ghostwriting or other fraudulent practice regarding the thesis, the degree examination grade will be recorded as zero, and the examination will not be reconducted.

-(5.2) The first draft of the master's thesis must correspond to Format of the Master's Thesis and be approved by the thesis advisor, then the student prints and delivers this draft to the Institute at least four weeks before the date of the student's degree examination.

-(5.3) The thesis research is divided into two tracks: "Conceptual and Logical Analysis" and "Empirical Research" (This regulation is applicable to students entering the course program after the 110 academic year.).

-(5.3.1) "Conceptual and Logical Analysis" track: If the student writes the master's thesis in Chinese, the length of the thesis will be a minimum of 40 pages (1.5 space); if the student writes the master's thesis in English, the length of the thesis will be a minimum of 17 pages (1.5 space)

-(5.3.2) "Empirical Research" track: The type and length of the master's thesis

will be decided by the student and the thesis advisor.

(6) Degree Examination date

-(6.1) If the degree Examination is held in the first semester, the examination meeting must be held before January 31; If the degree Examination is held in the second semester, the examination meeting must be held before July 31.

-(6.2) Where any graduate student who has applied for a degree examination is unable to complete the degree examination within the semester, regardless of the reason, the Institute shall submit a list of graduate students for whom the degree examination has not been conducted to the Registration Section on the first working day of the next semester.

(7) Hold the Degree Examination

-(7.1) The content similarity detection report about the first draft and the final draft shall be delivered to the members of the degree examination committee with the signature of the thesis advisor in Thesis Audit Agreement. After the degree examination, the thesis advisor must sign on the Degree Examination Grade Sheet and approve it.

-(7.2) The degree examination is held as an oral examination in public as a matter of principle. The time and location of the degree examination, and the title of the master thesis must be announced before the degree examination is held. The degree examination can be held via online video link if necessary. Holding the examination is implemented in accordance with the Detailed regulations and Regulations for Graduate Students completing the Master Thesis.

-(7.3) The members of the degree examination committee must be present in person and cannot be represented by another person.

-(7.4) At the degree examination, at least three members must be present and one third of the members in attendance must be from outside the Institute. If the condition is not satisfied in accordance with the above regulation, the degree examination cannot be held. If the condition is not satisfied in accordance with the above regulation and the degree examination has been held, the grade cannot be adopted.

(8) Grade of Degree Examination

-(8.1) The passing grade shall be B- (70/100), with A+ (100/100) as the maximum grade.

-(8.2) The grade shall be determined by the average of the grades given by the attending members of the examination committee. If at least half of the members attending a master's degree examination have given failing grades, the degree examination grade shall be deemed a failing one without averaging the given grades.

-(8.3) For any student or candidate whose thesis has passed the oral examination, the oral examination committee will provide directions and instructions as the basis for revision of the student or candidate's thesis. After the student or candidate has revised their thesis, the student shall submit the thesis for review. The thesis will pass review only if approved by at least two-thirds of the members of the oral examination committee.

-(8.4) Where the thesis has passed review, the attending members of the oral examination committee shall sign a "Letter of Approval from the Thesis Oral Examination Committee." For any student or candidate whose thesis has been approved, the thesis examination grade will be their degree examination grade.

(9) Any student whose study period has not expired and who failed the degree examination can apply for the examination again during the next semester or in

the next academic year. The student whose study period has not expired and who applies for the examination again must fulfill the formats and get approval in accordance with related regulations, then the student can take the examination again. There is only one chance to take the examination again. If the student failed the second examination, this student shall withdraw from NYCU.

9. Graduation and Leaving School Procedures

(1) After passing the degree examination, the student should submit the “Degree Examination Grade Sheet” to the Division of Registrar. (If the examination is held in the first semester, the student should submit the sheet before January 31; if the examination is held in the second semester, the student should submit the sheet before July 31.)

(2) regulations about bounding thesis into volumes:

-(2.1) The final thesis must correspond to the Format of the Master Thesis and be prepared in normal or hardback.

-(2.2) One master thesis must be delivered to the Division of Registrar of the Office of Academic Affairs (in hardback or in normal); one master thesis in hardback must be delivered to the institute office; one master thesis in hardback must be delivered to the Library of the University.

(3) Any graduate student who has passed the degree examination shall upload an electronic file of the abstract and full text of the thesis online (in accordance with the NCYU Guide for Submitting Electronic Theses & Dissertations (ETD)).

(4) The thesis advisor, the director and other members of the degree examination committee must sign on the Degree Examination Committee Determination Form and the Degree Examination Grade Sheet.

(5) Students must apply for the school leaving procedure online. If the thesis advisor doesn't have the right to use the online system of the University, the student must submit the School Leaving Agreement Form with the signatures of the thesis advisor and the director.

(6) After delivering the manuscript of the master's thesis, the Degree Examination Committee Determination Form, and the Degree Examination Grade Sheet, and finishing the school leaving procedure, the student will be awarded with the diploma and the master's degree.

(7) If a student whose study period has not expired and who has passed the degree examination cannot finish the school leaving procedure during the prescribed period (from the date the student passed the degree examination to the date before the next semester begins), the student shall prepare an Announcement and Degree Examination Grade Sheet with the signatures and agreement from the thesis advisor and director to apply for retaining their status as a student. Students who retain their status must register and pay the tuition fee for the next semester.

(8) Any student whose study period has expired and who has failed to submit the Degree Examination Grade Sheet within the semester when the study period expires or submit a printed thesis by the final working day before the start of the next semester shall withdraw from NYCU.

10. Matters not provided herein must be subject to the other related regulations of the University, “Detailed Regulations for Graduate Students Accomplishing the Master Thesis” of IPMC and “Format of the Master Thesis” of IPMC.

11. These Regulations and any amendment thereof shall be implemented after being

approved by Courses Committee of College of Humanities and Social Science and Courses Committee of the University, and filed with the Academic Affairs Council.