

**National Chengchi University College of Social Sciences**  
**International Doctoral Program in Asia-Pacific Studies (IDAS)**

**Program Regulations**

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**Chapter 1 Objective**

Article 1: The International Doctoral Program in Asia-Pacific Studies aims to enhance teaching and academic research in the fields of political science, economics, social sciences, cultural studies, management, and communications. In line with the Ministry of Education’s plan to enhance international competition, these program regulations have been drawn up for the International Doctoral Program in Asia-Pacific Studies, College of Social Sciences, National Chengchi University (hereinafter referred to as “the Regulations”).

**Chapter 2 Basis of the Program Regulations**

Article 2: The regulations are specified under Article 55 of the National Chengchi University Study Regulations and Articles 2-3 and Article 6 of the National Chengchi University Guidelines for Doctoral Degree Examination.

**Chapter 3 Rules Regarding Course Requirements, Grades, and Limitations on Duration of Study**

Article 3: Course Requirements

1. The minimum total credit requirement for the program is 30 credit

hours. As per the university rules, up to one-third of these (10 credit hours) can be taken from other programs at NCCU. Courses from the IMAS and IMES programs will be considered in-program; therefore, they do not count as outside courses.

2. Courses from partner universities in other countries can be counted towards a degree.
3. Courses taken from other programs must be approved by the IDAS Director before they are taken and meet all relevant university regulations.
4. Students may select two non-English taught courses related to their dissertation research.
5. All students must take the two required courses (6 credit hours).
6. Elective courses are offered at schools listed in the University System of Taiwan, UST. Whoever selects an elective course should also comply with the program regulations and related provisions.
7. Students who study abroad must follow the relevant NCCU rules and regulations, as well as the rules and regulations of the school abroad.

#### Article 4: Grades

1. Individual subjects are evaluated on a 100-point scale. The passing grade is 70 points.

#### Article 5: Limitation on Duration of Study

1. The maximum period of study is limited to seven years for a Ph.D. student, excluding two years for an approved leave of absence. Those who do not finish within the stipulated duration will be dismissed from the program.
2. The qualifying exam (QE) for the program should be completed within four years after initial enrollment, excluding up to two years for an approved leave of absence. Those who do not fulfill the requirements will be dismissed.

### **Chapter 4 Credit Transfer**

Article 6: Students who wish to apply for credit transfer must provide official transcripts, course syllabi, term papers, and other related documentation to the program prior to the designated date announced by NCCU. The application for credit transfer must be approved by the IDAS committee. The maximum number of credit hours allowed to be transferred is eight. Please refer to other NCCU-related rules and regulations.

Article 7: Courses considered for credit transfer must have a minimum grade of 85 (B) or equivalent.

Article 8: Courses marked as 'required' by the program cannot be substituted with courses from other institutions.

Article 9: All courses considered for credit transfer must have been taken within the last five years.

## **Chapter 5 Qualifying Exam**

Article 10: Eligibility: Students applying for the qualifying exam must have completed all course credits or be in the final semester of coursework. Applications must be placed within one year after the completion of course credits, or during the student's final semester of coursework.

Article 11: Required Subjects: Students will be tested on material related to one of the four tracks offered in the IDAS curriculum and must choose their track. Material to be covered in preparation for the exam includes the reading list related to the track chosen. It may also include the IDAS foundational courses, at the discretion of the examination committee.

Article 12: Application Time: Qualifying exams are held twice per academic year. When applying before May 15<sup>th</sup>, the applicant should take the qualifying exam before September 30<sup>th</sup> of the same year; when applying before November 15<sup>th</sup>, the applicant should take the qualifying exam before May 31<sup>st</sup> the next year. After applying for the QE, the prospective candidate may withdraw the application no later than one month before the exam. The application cannot be withdrawn after this date unless the applicant obtains an approved leave of absence or obtains approval from the IDAS Director for unforeseen circumstances.

Article 13: Examination Process: The exam venue will be arranged by the IDAS office, and the examination material prepared by the track coordinator(s). Candidates must score at least 70 points in order to pass the exam. If the student is not present at the exam time, he/she will be marked "no show" and considered as a fail. Students who fail the initial exam can retake the exam the following academic semester. Students are allowed to retake the QE only once. Those who fail to pass their second QE will be dismissed from the program. The above-mentioned time frame does not include leave of absence periods.

Article 14: Exam Schedule: The QE should be held on the week before September 30<sup>th</sup> or May 31<sup>st</sup>.

Article 15: Students who pass the qualifying exam will become Ph.D. candidates.

### **Chapter 6 Ph.D. Dissertation Proposal and Defense**

Article 16: Ph.D. students should select an advisor for their Ph.D. dissertation within three years of their formal enrollment and conduct their dissertation research and writing under the advisor's supervision for at least two years. Students who do not meet these criteria are required to publish one journal article for each postponed semester (excluding approved leave of absence). Students are allowed to apply for a change of advisor; however, they shall report to the original advisor and specify reasons for the change, and final approval must be obtained from the Dean.

Article 17: In compliance with the MOE degree conferral laws, the Dissertation advisor should have specialized research in the research field of the doctoral candidate, and must be full-time or joint appointment faculty of NCCU. Adjunct professors or professors from other schools may be accepted upon approval by the IDAS Director.

Article 18: A student who cannot be present at the scheduled oral examination should take a leave of absence in accordance with "NCCU Student's leave of absence regulations.

Article 19: Prior to the dissertation defense, the Ph.D. candidate must meet the following requirements:

1. The candidate must have published (or have accepted for publication) at least one English article or paper in a peer-reviewed journal or have presented at least one fully written paper in English at an academic conference.
2. Beginning academic year 2016-2017, newly enrolled students (including those who have early enrollment before Fall 2016), must complete the research ethics coursework before the end of their first school year. The student is required to pass the research ethics course, or be exempted from the research ethics course, before applying for the final graduate degree examination.

Article 20: Students can apply for the dissertation proposal examination after they have passed their Ph.D. qualifying examination and obtained approval

from their thesis advisor.

Article 21: Dissertation proposal Examination Application Materials: Those applying for the thesis proposal examination must submit one copy of their proposal, and a completed application form to the IDAS office.

Article 22: The dissertation proposal should include the following:

1. Title of the dissertation
2. Purpose of the research
3. Literature review
4. Research method and theoretical-framework
5. References

Article 23: The proposal examining committee shall consist of three to five members, including the thesis advisor and two other members recommended by the advisor. At least one member should be a full-time faculty member from the College of Social Sciences. External professors should account for no less than one-third of the members.

Article 24: A proposal is deemed passed only after all members of the proposal examining committee grant it a passing score. After the proposal has been given a passing score, the degree candidate may begin writing the thesis to complete the requirements for the IDAS degree.

Article 25: The date scheduled for the dissertation defense should be at least two months after passing their dissertation proposal examination. Candidates must present a completed draft of the dissertation approved by the advisor to apply for the dissertation defense.

Article 26: Applications for the dissertation defense should be made in accordance with the academic calendar. Ph.D. candidates should submit a copy of their complete dissertation to all committee members for feedback and receive approval from their advisor and the IDAS director in order to proceed with their dissertation defense. If the dissertation defense cannot be completed within that semester due to justified reasons, the Ph.D. candidate should report to the university and withdraw the dissertation defense application before the date specified by the program; those who do not withdraw the application, and do not take the exam, will receive a 'fail' grade.

Article 27: The dissertation defense committee of the Ph.D. degree shall be specialized in the subject field of the candidate studying Ph.D. degree and shall compose and attend in accordance with the following rules:

1. The committee must consist of five to nine members, recommended by the dissertation advisor and approved by the IDAS Director and/or Dean.
2. At least one of the members should be a full-time professor from the College of Social Sciences, and one-third of all members should be external professors.
3. Members of the Ph.D. accreditation exam committee should possess one of (but not limited to) the following qualifications in addition to having expertise on the dissertation subject proposed by the Ph.D. candidate:
  4. Current or former professors or associate professors.
  5. Current or former Academia Sinica research fellow.
  6. Current or former associate professor, or an Academia Sinica associate researcher with a distinguished academic record.
  7. Hold a doctorate degree and a distinguished academic record (foreign members should be recognized by the Ministry of Education).
  8. Belong to a specialized research field and possess a distinguished academic record.

\* From the above-mentioned committee members, between three to five members should first obtain approval from the program. Non-Taiwan R.O.C nationals need to be approved by the program and possess valid qualifications according to the Ministry of Education. Any video recording of the dissertation defense/accreditation exam requires approval by the program.

Article 28: The accreditation exam is carried out in oral form and in an open style. In addition to the advisor and members of the oral exam committee, other lecturers and students can attend. They may not disturb the progress of the oral exam. At the advisor's discretion, the audience may be invited to ask a few questions at the end.

Article 29: In order to pass the accreditation exam, Ph.D. candidates must receive no less than a score of 70% and obtain a passing vote from more than two-thirds of the attending committee members. The committee shall vote and assign scores only once. Upon passing the oral exam, the committee will recommend that the university grant the Ph.D. candidate a doctorate.

Article 30: Ph.D. candidates who fail the accreditation exam may apply to retake the exam within the seven-year time frame. The exam cannot be retaken in the same semester. Students may retake the oral exam only once. Those who

fail their retake exam will be expelled. Those who do not pass the oral exam within seven years will also be expelled.

Article 31: A copy of the completed dissertation must be sent to committee members at least two weeks before the dissertation defense/accreditation exam. After passing the oral dissertation and finalizing the suggested editing, the student should log in to the NCCU Electronic Thesis and Dissertations System and upload an electronic copy of their work. Two hardcover copies and one paperback copy of the dissertation must be submitted to the university library. One additional hardcover/glazed softcover copy must be submitted to the program office for permanent preservation. By doing this, the student agrees that a version, complete or abridged, of the dissertation, may be posted on the program website.

### **Chapter 7 Supplementary Provisions**

Article 32: Any issues which remain unresolved by these regulations will be decided by the IDAS committee.

Article 33: The regulations are implemented once approved by the program committee. Any revisions to this document must be reviewed and approved by the same.