

國立交通大學管理學院碩士在職專班 管理科學組研究生修業規章

管科系 91.1.9.九十學年度第一學期第一次系務會議訂定

管科系91.1.15.九十學年度第一學期系務會議書面調查修訂

管科系、經管所91.4.17.九十學年度第二學期第二次系務會議修訂

管科系、經管所 91.6.5.九十學年度第二學期第三次系務會議修訂

92.06.25 九十一學年度第二學期第四次系務會議修正通過

93.4.20九十二學年度第二學期系務會議通信審核統計結果彙整記錄通過

93.6.2 九十二學年度第二學期第二次系務會議修正通過

93.12.8 九十三學年度第一學期第三次系務會議修正通過

93.12.21 九十三學年度第一學期臨時系務會議修正通過

95.4.12 九十四學年度第二學期第二次系務會議修正通過

95.9.27 九十五學年度第一學期第一次系務會議修正通過

95.11.29 九十五學年度第一學期第二次系務會議修正通過

依九十七學年度管理學院第三次「院務會議」決議修訂

99.4.21 九十八學年度第二學期第二次系務會議修正通過

100.4.20 九十九學年度第二學期第二次系務會議修正通過

101.4.23一百學年度第二學期系務會議通信審核統計結果彙整記錄通過

103.1.15 一〇二學年度第1學期第4次系務會議修正通過

104.4.8 一〇三學年度第2學期第4次系務會議修正通過

- 一、為督促管理學院碩士在職專班管理科學組（以下簡稱本組）研究生進修，特依據本校碩士學位及博士學位授予作業規章，訂定本要點。
- 二、本組研究生之修業期限以一至五年為限。
- 三、本組先修課程包括「經濟學」、「會計學」、「統計學」、「管理學」等四門課程。研究生於入學後，得憑入學考試成績、大學成績單或其他相關證明，提出先修課程之免修申請，由碩士班委員會（以下簡稱碩委會）審核。**補修先修課程以本組開設課程優先，並於入學後一年內完成補修為原則。**
- 四、「碩士生在學期間，必修行銷管理、資訊管理、作業管理、策略管理、財務管理等五門課程，並須自「組織行為」及「人力資源管理」二門課程中任選其中一門修習及格。另研究方法相關課程中任選其中一門修習及格。研究方法相關課程包含研究方法、社會科學研究方法、迴歸分析或由系務會議認可之課程。」**上述課程限修習本所開設之課程。**
- 五、本組研討課程之修課規定如下：
 - (1) 「企業經營與倫理專題講座」，須至少修一學期；
 - (2) 「碩士論文研究」，擇定指導教授後須至少修一學期。

六、本組研究生入學後，得申請抵免部分學分，經碩委會審議同意後方得抵免。抵免學分之限制如下：

- (1) 抵免之總學分數不得超過15學分，**但非本組所開設之課程最多採計6學分；**
- (2) 申請抵免學分之學科名稱與學分數，原則上應與曾修習及格之學科名稱與學分數相同，申請時須附有學分證明；
- (3) 大學部曾先修研究所課程，成績達研究所及格標準且該學科不計入大學部畢業學分數者，方得申請該學科之抵免。

七、本組研究生於入學一學年內，應擇定指導教授並提出書面申請，逾時未敦請指導教授則由系所辦公室通知辦理。指導教授須為本系專任助理教授(含)以上教師。若有共同指導，其中一人必須為本系專任助理教授(含)以上教師，且須經系務會議同意。指導教授因故需更換時，須獲原指導教授與新指導教授雙方之同意，並向系務會議報備。若雙方無法達成共識，則由所務會議議決。

八、本組碩士論文初稿書面審查作業每學期舉行一次，研究生須於指定期間內提出申請並繳交論文初稿四份（兩位教授共同指導者請多繳一份）。書面審查委員除指導教授外，另由指導教授或碩委會推薦相關領域之學者專家至少二人共同擔任。若有任一書面審查委員評定不通過（須附具體理由）者，提碩士班委員會討論。

九、本組研究生參加學位考試前，須

- (1) 修畢先修課程(至少二門)、必修(選)課程及研討課程且及格（經審核可免修或抵免者除外）；
- (2) 通過碩士論文初稿書面審查。

十、碩士學位考試以口試行之，並依下列規定辦理：

1. 口試由本組安排固定期間公開舉行，並於事前公佈口試時間、地點及論文題目。
2. 本校各碩士班研究生之碩士論文學位考委員會置委員三至五人，由系所專班就校內外學者專家中對研究生所提論文有專門研究，並具備下列資格之一者，向校長推薦，由校長遴聘組成之。
 - (1) 曾擔任教授或副教授者。
 - (2) 擔任中央研究院院士或曾任中央研究院研究員、副研究員等。
 - (3) 獲有博士學位，在學術上著有成就或擔任助理教授者。
 - (4) 屬於稀少性或特數性學科，在學術上或專業上著有成就者。
 - (5) 前項第三款、第四款之提聘資格認定標準，由本專班(或本組)訂定之。

3. 學位考試委員應親自出席，不得委託他人為代表，學位考試須至少有三名委員出席，始得舉行。

4. 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，但有二分之一（含）以上出席委員評定不及格者，以不及格論，不予平均。校內外考試委員除指導教授外，其餘人選得由指導教授推薦相關領域之學者專家三至四人組成。考試委員經碩委會審查通過後，依據審查會議記錄，由班主任報請校長遴聘之。

十一、 碩士學位論文（含摘要）以中文撰寫為原則，並需符合「國立交通大學學位論文格式規範」。學位考試通過後一個月內應將論文摘要及全文電子檔上網建檔（依照「國立交通大學圖書館學位論文摘要及全文電子檔建檔規範」辦理），並繳交論文三冊（一冊本校圖書館陳列，二冊由教務處彙轉教育部指定之度藏單位收藏），本系專班收藏冊數由本系自訂。

十二、 本組研究生修滿42學分（含抵免學分，不含先修課程學分，非管科系專班及學分班開設課程之抵免和選修學分最多採計9學分），且通過學位考試者即依規定授予管理碩士學位，重試以一次為限。碩士生在規定修業期限內未能通過學位考試者，應令退學。

十三、 本組類研究生滿足上述畢業條件，若修業未滿二年擬申請學位考試者，應列舉表現優異之事實（例如論文已發表於有審查制度之學術期刊），經系務會議及本學院在職專班委員會審議通過，再經教務會議核備後方可畢業。

十四、 本規章未盡事宜，悉依本校碩士學位及博士學位授予作業規章辦理之。

十五、 本規章若逢修正，適用對象為修正通過後之次一學年度起入學之研究生。

十六、 本規章由系務會議訂定，經學院課程委員會、校級課程委員會審查，再送教務會議核備後實施，修訂時亦同。

National Chiao-Tung University
College of Management
Department of Management Science

Degree Program of Management Science

Policies and Procedures of the Master's Program for Part-Time Students

Approved by Jan. 9, 2002, by the 1st Departmental Affairs Meeting of the Department of Management Science (DMS), fall semester, academic year
2001-02

Revised Jan. 15, 2002, by the correspondence survey of the DMS Departmental Affairs Meeting, fall semester, academic year 2001-02

Revised April 17, 2002, by the 2nd Departmental/Institute Affairs Meeting of DMS and Institute of Business Management (IBM), spring semester,
academic year 2001-02

Revised June 5, 2002, by the 3rd Departmental/Institute Affairs Meeting of DMS & IBM, spring semester, academic year 2001-02

Revised June 25, 2003, by the 4th Departmental/Institute Affairs Meeting, spring semester, academic year 2002-03

Revised April 20, 2004, by the correspondence survey of the Departmental/Institute Affairs Meeting, spring semester,
academic year 2003-04

Revised June 2, 2004, by the 2nd Departmental Affairs Meeting, spring semester, academic year 2003-04

Revised Dec. 8, 2004, by the 3rd Departmental Affairs Meeting, fall semester, academic year 2004-05

Revised Dec. 21, 2004, by the Extra Departmental Affairs Meeting, fall semester, academic year 2004-05

Revised April 12, 2006, by the 2nd Departmental Affairs Meeting, spring semester, academic year 2005-06

Revised Sept. 27, 2006, by the 1st Departmental Affairs Meeting, fall semester, academic year 2006-07

Revised Nov. 29, 2006, by the 2nd Departmental Affairs Meeting, fall semester, academic year 2006-07

Revised by the 3rd College Affairs Meeting of the College of Management, academic year 2008-09

Revised April 21, 2010, by the 2nd Departmental Affairs Meeting, spring semester, academic year 2009-10

Revised April 20, 2011, by the 2nd Departmental Affairs Meeting, spring semester, academic year 2010-11

Revised April 23, 2012, by the correspondence survey of the 2nd Departmental Affairs Meeting, spring semester, academic year 2011-12

Revised January 15, 2014, by the 4th Departmental Affairs Meeting, spring semester, academic year 2014-15

Revised April 8, 2015, by the 2th Departmental Affairs Meeting, spring semester, academic year

- I. Policies and procedures stated herein are proposed in accordance with the *Master's and Ph.D. Degree Awarding Regulations* of National Chiao-Tung University (NCTU) to provide a study guide and enhance the learning of the part-time master's students of the Degree Program of Management Science (hereafter the Program) of the College of Management at NCTU.
- II. Students of the Program are required to complete the master's degree within one to five years.
- III. There are four prerequisite courses required by the Program, including Economics, Accounting,

Statistics, and Management. With the proof of the scores of the entrance examination, an undergraduate transcript, or its equivalent, a student may apply to waive the prerequisite(s) and to get the approval by the Master's Program Committee. If a student did not take these courses before, he/she shall have priority to take these courses of Program and finish the courses in one year after school opens.

IV. All master's students are required to complete the following five courses: Marketing Management, Information Management, Operations Management, Strategic Management, Financial Management. Students should also successfully complete the course of Organizational Behavior or Human Resource Management before graduation. In addition, students should also take one of the research method related courses, which include Research Methods, Social Science Research Method, Regression Analysis, or other courses recognized by the Departmental Affairs Meeting of the Department of Management Science (DMS, hereafter the Department). **The above courses should be taken in the department when they are offered by the department.**

V. Seminar courses required by the Program:

1. Seminar on Enterprise Management and Ethics: Students are required to take this course for at least one semester
2. Thesis Research: Students are required to take this course for at least one semester after selecting a thesis advisor.

VI. After entering the Program, students may apply for course exemptions which should be approved by the Master's Program Committee. The limitations of course exemptions are as below:

1. The total exempted courses cannot exceed 15 credits. However, the credits of the courses which are not taught by Program will be adopted at most six.
2. Principally the previously completed course(s) and credits should be the same as the exempted course(s). A proof with the acquired credits should be attached in the application.
3. Students may apply to exempt the courses if they had completed graduate courses in their undergraduate study with passing scores as of in the graduate school and such credits did not count towards the required credits of their bachelor degree.

VII. Students of the Program should choose thesis advisors in their first-year study with written applications. If you fail to turn in your thesis advisor application form in time, the departmental office will inform you. A thesis advisor must be a full-time DMS faculty member with assistant professorship or above. If a student is co-advised, at least one of the co-advisors should meet this requirement and the approval by the Departmental Affairs Meeting is a must. If changing a thesis advisor is necessary, the student should have consent from both the previous and the current advisors and report the change to the

Departmental Affairs Meeting. In case no accordance can be reached, the final decision should be made by the Departmental Affairs Meeting.

- VIII. The review of students' draft theses is administrated once a semester. Students should apply and submit four hardcopies (one more copy if the student is co-advised) of their draft theses by the deadline announced by the office. The review committees will include the advisor plus at least two more scholars or professionals who are experts on the student's research fields and recommended by the advisor or the Master's Program Committee. If any review committee fails a draft thesis with specific reasons, it should be forwarded to the Master's Program Committee for discussion.
- IX. Prior to taking the master's degree examination, a student should fulfill the following requirements:
1. Has successfully completed the prerequisites (at least two courses), the required (electives) courses and Seminars (excluding the waived or exempted courses approved.).
 2. Has passed the review of the draft thesis.
- X. Oral examination will be the primary format of the master's degree examination and the following rules shall be enforced:
1. The oral defense will be opened to the public and be held in a timeframe announced by the Department. The defense schedule and venue and the thesis title shall be announced to the public in advance.
 2. The master's degree examination committee consists of three to five members who are experts on the student's research fields and may or may not be NCTU faculty. In addition to the thesis advisor, the other committees should be recommended by the advisor to the Program. Upon approval by the Master's Program Committee, the Program Director will recommend them to NCTU President, who will then invite and appoint the members for this function. All committee members should also meet one of the following criteria:
 - a. A Professor or an Associate Professor now or before
 - b. An Academician or a Researcher or an Associate Researcher of Academia Sinica now or before.
 - c. A Ph.D. scholar with significant academic achievements or with assistant professorship
 - d. An expert in a rare or specialized field, with excellent academic or professional achievements
 - e. The qualifications of Items c and d listed above will be determined by the Program.
 3. The examination committees should be present in person and the examination can be held only if there are at least three committee members present.
 4. The passing score for the degree examination is 70 or above (with 100 as the perfect

score). The examination will be graded only once and the final grade will be the average from all attending committees. If one half or more of the attending committees come to a decision to fail the examinee, no average will be counted and the examination will be considered failed

- XI. A master's thesis (including the abstract) should be principally written in Chinese and must be prepared by following the *Regulations of NCTU Degree Thesis and Dissertation Format*. The electronic thesis, including the abstract, should be uploaded onto the internet in accordance with *Polices of the Filing System of Electronic Thesis and Dissertations in NCTU Library* within one month after passing the degree examination. In addition, three hard copies of the thesis should be submitted—one for the NCTU Library and two for the Office of Academic Affairs to be sent to other organization specified by the Ministry of Education. The number of copies for filing in the Department will be decided by the Department itself.

- XII. Students who have completed 42 credits of coursework (excluding the credits of prerequisites but including those from the exempt courses, in which up to 9 credits of the exempt or elective courses from the non-DMS sponsored Part-time or Credit Program could be counted.) and have passed the master's degree examination will be awarded the degree of Master of Science in Management. If a student does not pass the degree examination, s/he may re-take it only once. Students who fail to pass the degree examination within the limit of study period will be dismissed from the school immediately.

- XII. A master's student who fulfills the aforementioned requirements for graduation but hasn't completed two years of study should provide the facts of excellence (i.e. research publications on academic journals with screening systems) and get approval by the Departmental Affairs Meeting and the College of Management and the confirmation of the Office of Academic Affairs to be eligible for graduation.

- XIV. Items not stated herein are subject to the *NCTU Master's and Ph.D. Degree Awarding Regulations*.

- XV. The future revision of the policies and procedures will be applicable to the students who are admitted to the master's program in the following academic year after the revision is approved.

- XVI. The aforementioned policies and procedures have been approved by the Departmental Affairs Meeting, confirmed by the Curriculum Committees of the College of Management and NCTU, and validated by the Academic Affairs Meeting of the university. The same procedure will be applied for future revisions.