國立台灣科技大學應用外語系碩士班修業要點
National Taiwan University of Science and Technology
Department of Applied Foreign Languages
Study Regulations for Master Students

第一條 Article 1	本修業要點依據本校學則暨碩士學位考試規則之規定訂定之，並須經系務會議成員三分之二以上成員出席，過半數同意通過後實施，修改時亦同。本要點未盡事宜悉依本校學則及教育部相關法令之規定辦理。 All the academic rules and regulations in this document comply with the University's General Academic Regulations and Master's Degree Thesis Defense Examination Regulations. The rules and regulations came into effect with the approval of the majority of members attending the department's faculty meeting, which requires two thirds of all faculty members in attendance. The attendance requirement also applies to any faculty meeting called for revising the rules and regulations. Any matter related to graduate studies of the master program and left out from this document will be covered by the University's Study Regulations or other relevant rules of the MOE covering the same areas of study.
第二條 Article 2	本辦法所稱之系務會議成員為本系所有專任教師。 The department's faculty meeting consists of all full-time faculty members of the Department of Applied Foreign Languages(AFL).
第三條 Article 3	本系碩士班學生修業年限為一至四年，最低畢業總學分為30學分含論文（碩專班學生得以實務性論文或技術報告替代，技術報告之規定請參閱備註說明），其中包含本系所規定之必選10學分，選修學分至少20學分。　選修學分可含本校外所或台灣大學聯盟之學校各系所碩士班課程至多3學分。 MA students of the Department of Applied Foreign Languages(AFL) must complete required courses of 10 credits within the duration of the Master program(1~4 years), including the thesis. To graduate, MA students are required to finish a minimum of 30 credits in total, which can be earned from taking the elective courses from the Department or the elective courses of at most 3 credits from other master

	programs at the NTU System.
	**第一學年上下學期須至少各修習 6 學分本系碩士班課程，欲修系上以外之課程須經指導教授(或導師)同意，特殊狀況者得提請系務會議討論。
	**During the first academic year , students should take courses of at least 6 credits in our own master program, students are not allowed to take courses at other master program unless approved by their advisors and any special cases should be approved by the department's faculty meeting.
第四條 Article 4	本系碩士班學生達到以下任一標準則視為通過本系(含本校)英語畢業標準： 　(A) 通過全民英檢高級初試(含以上) 　(B) TOEFL iBT　83 分；TOEFL CBT 213；TOEFL ITP 550(含以上) 　(C) IELTS 6.5 級(含以上) 　(D) TOEIC 880 分(含以上) 　(E) Cambridge 英國劍橋大學國際英語認證 CAE Grade B（含以上） 碩士班學生須於申請碩士論文學位口試前繳交相關英語檢定證明。未通過英語畢業標準者，不得申請碩士論文學位口試。 Students who meet one of the following test criteria will be deemed to be qualified for graduation from the Department in terms of their English language proficiency. The passing criteria for English language proficiency are listed as follows： 　1. Passing the Advanced-level speaking and listening test or a higher level of the General English Proficiency Test (GEPT). 　2. Achieving the TOEFL iBT 83；TOEFL CBT 213；TOEFL ITP 550 or higher score. 　3. Scoring a scale of 6.5 or above for the IELTS test (International English Language Testing System). 　4. Achieving the score of 880 or above for the TOEIC test (Test Of English for International Communication). 　5. Accomplishing the advanced level for AE (Cambridge English Advanced) with Grade B or higher grade. Students are required to meet at least one of the English language proficiency criteria to meet this particular requirement for graduation. To prove meeting the requirement, the report of a qualified score achieved by the student must be verified by the department office before the Master's Degree Thesis Defense Examination.
第五條 Article 5	本系碩士班學生申請論文學位口試前，需於國內外具有審查制度之國際學術研討會、學術研討會或學術論壇中口頭發表論文壹篇以上，於本系所主辦的研究生論壇完成發表者亦符合上述規定。 ★碩士在職專班學生不適用本項規定 Before applying for the Master's Degree Thesis Defense Examination, students are required to present at least one paper at a peer-reviewed national/international conference or graduate student symposium at the department.
第六條 Article 6	本系碩士班學生於在學修業期間(4學期)，**每學年至少參加2場學術研討會**〈國內外均可〉，並檢具出席證明。(自105學年度實施，舊生亦同) ★碩士在職專班學生不適用本項規定 In the first 4 semesters during the study period, students should attend at least two conference (domestic or overseas) in each academic year and provide proof of attendance.

第七條 Article 7	依本校第182次教務會議決議，本校碩博士班學生，應於入學第一學年結束前修習「學術研究倫理」課程（0學分），修習通過後始得申請學位考試。（自105學年度入學適用） **修課資訊請參閱本校通識教育中心網頁公告。 **http://cla.ntust.edu.tw/files/13-1101-54760.php?Lang=zh-tw** According to NTUST regulation of Academic Research Ethics Course, the master and doctoral students should complete the Academic Research Ethics Course before the end of the first year. Graduate students can apply for their thesis defence examination only after they pass the course. For related regulation and information, please refer to the Center for General Education website: **http://cla.ntust.edu.tw/files/13-1101-54760.php?Lang=zh-tw**
第八條 Article 8	本系碩士班學生須於**第一學年第二學期的5月31日前**確定指導教授並繳交指教授同意書。 MA Students should submit the consent form approved by their academic advisors no later than the end of the second semester in the first year, before May 31th.
第九條 Article 9	碩士班學生論文題目之決定、修改及內容之撰寫，應受指導教授之指導。 指導教授之變更須經原指導教授、新任指導教授及系主任同意 Student is under the instructions of his/her advisor in terms of the selection/revision of the thesis title and the writing of the thesis content. Changing advisors require a common consent among the original advisor, the new advisor and the Chairperson.
第十條 Article 10	碩士班學生得於**第二學年第一學期**開始申請論文計畫口試，通過論文計畫口後，最快得於三個月後舉行論文學位口試。 Students may apply for the thesis proposal oral exam as early as the first semester of their second year. After passing the proposal oral exam, they are then entitled to defend the master thesis. The Master Degree Thesis Defense Examination date may be scheduled no earlier than three months after the proposal oral exam has been finished.
第十一條 Article 11	<mark>第一階段</mark>論文計畫口試相關規定： Regulations for oral defense of thesis proposal are stipulated as followed:
	1. 論文計畫口試委員三至五人由指導教授及助理教授以上教師組成。指導教授以外之委員一人為口試主席。 The thesis proposal committee members must consist of 3-5 professors, ranking as assistant professors or above and the academic advisor must be one of them. One committee member will be chosen to chair the oral exam of thesis proposal.
	2、論文計畫口試之評分表含下列三項選擇： （1）、通過：對論文計畫滿意或僅須作小幅度修改，所需時間不超過兩星期，且修改內容可由指導教授監督執行者。 （2）、條件通過：論文計畫須作大幅度修改，所需時間不超過一個月，且修正後結果需經該口試委員認可者。 （3）、不通過：論文計畫不符碩士論文資格要求，需作大幅度修正，而估計修改時間在本學期結束之後。 Three outcomes are possible from the oral defense of thesis proposal: Passed, Reconfirmation Needed, Failed.

	(1) Passed: When the committee members are satisfied with the oral defense and only minor changes are recommended, the thesis proposal exam is deemed as Passed. The student is required to revise the thesis proposal under the supervision of his or her advisor in no longer than two weeks. (2) Reconfirmation Needed: If the oral defense of the thesis propoal does not unanimously persuade the committee members, the committee recommend major changes and they agree to reconfirm upon seeing the changes made accordingly, the defense is regarded as Reconfirmation Needed. The thesis proposal considered as Reconfirmation Needed is required to make major changes as recommended by the committee in one month and the revision has to be approved by the committee members before it is regarded Passed. (3) Failed: Once the oral defense of thesis proposal is rejected because it fails to meet the requirements of a successful defense and no changes are able to make it persuasive in a short time, the graduate student will be asked to reschedule the oral defense of a new proposal no earlier than the end of that semester.
	3、論文計畫若為「通過」時，口試委員應於口試結束時，於審定書之相關位置簽名。若為「條件通過」時，應俟該論文計畫修改完成後，經認定修改內容符合要求，再予以簽名。 Once the oral defense of thesis proposal is deemed Passed, the committee members should sign on a written approval form immediately after the oral defense. If the oral defense is deemed as Reconfirmation Needed, the written approval form will be signed by the committee members only after the thesis proposal is revised accordingly and the approval is reconfirmed.
	4、未通過論文計劃口試者，得於次學期在指導教授同意下再次提出論文計劃口試申請。 Once the thesis proposal is rejected as Failed, the student may apply for another oral defense of thesis proposal as early as during the next semester upon the approval of his or her academic advisor.
第十二條 Article 12	<mark>第二階段</mark>碩士學位論文口試相關規定： 口試時間依本校規定應訂於第一學期十月初至一月底前，第二學期為四月初至七月底前排定，口試流程如下： Regulations for the Master's Degree Thesis Defense Examination are stipulated as followed: The date of the Master's Degree Thesis Defense Examination(The final oral exam), should be scheduled in the following time frame: Fall semester (Oct ~ Jan); Spring semester (April ~ July)
	1.　論文口試須於學期結束前辦理。論文口試申請時，須已完成論文初稿，繳交論文考試申請書經辦公室查證後，依論文專業學程，由論文指導教授建議校內外口試委員。 The Master's Degree Thesis Defense Examination should be completed before the end of a semester. Students should finish the draft of the thesis before submitting the application form to the department office for verification. The academic advisor of the student will suggest other committee members for the oral defense within and outside NTUST departments that have related disciplines or programs

	2、碩士學位考試委員會置委員三至五人，其中校外委員人數不少於三分之一。 The committee of the Master's Degree Thesis Defense Examination will consist of 3-5 professors. No fewer than one third of the members should be from other institutes outside NTUST.
	3、論文口試之評分規則及通過判定，依本校碩士學位考試辦法辦理。 With regard to how the oral defense should be graded and the regulations concerning the approval process, please refer to NTUST Master's Degree Thesis Defense Examination Regulations.
	4、論文之口試場次時間十日前，須自行繳交正式論文與委員。 Students should submit the final draft of the thesis to the committee members 10 days before the scheduled date of the Degree Thesis Defense.
	5、論文通過後，同學須於離校前按委員之指示，完成論文修改，並依論文格式完成繕改裝訂，再依本校相關規定繳交論文。 Once the thesis is successfully defended orally, the student is then required to revise the thesis as suggested by the committee. The revised thesis will then be put into print following the designated format. An official copy will then be submitted, according to the regulations governing the processes of assigning the advisor, the procedure of the defense, and the submission of the thesis, before the student is allowed to officially depart from the University.
	6、未通過論文口試者，得於次學期在指導教授同意下再次提出口試申請，如於前次口試未通過而更換題目與內容者，視同更換論文指導，須重新申請論文指導。 If the student fails to defend his or her thesis, he or she may reapply for the oral defense as early as in the next semester under the consent of the academic advisor. If the thesis topic and content is changed, the student should reapply as having a new thesis project and thus has to repeat the whole application process.
第十三條 Article 13	碩士班學生之學位論文有抄襲或舞弊情事，經口試委員審查確定者，以不及格論。如以授予學位，撤銷並追繳已發之學位證書 If any plagiarism or cheating in a thesis is detected and proved to be true by the Master's Degree Thesis Defense Examination Committee, the student involved will be regarded as failed in the degree exam. Even if the degree has been granted, the diploma will be withdrawn and retrieved.

★備註說明：
實務性論文或技術報告必須以英文撰寫，格式採 APA 體例，1.5 倍行高（每頁 26 行），字體 12 號，邊界上下左右各 1 吋。章節範例及字數規定如下表，頁數規定為 32-50 頁，至少 32 頁。

章節範例		頁數規定
第一章	問題背景與動機	至少 15 頁
第二章	文獻探討	
第三章	研究方法	至少 5 頁
第四章	研究結果	至少 7 頁
第五章	結論與建議	至少 5 頁