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

95年12月13 日 經應用外語系系務會議通過	Approved by Faculty Meeting on 12/13/2006
96年06月26 日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 06/26/2007
97年04月22 日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 04/22/2008
98年06月15日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 06/15/2009
99年01月11日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 01/11/2010
99年10月25日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 10/25/2010
100年05月02日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 05/02/2011
101年12月17日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 12/17/2012
102年09月09日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 09/09/2013
103年12月22日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 12/22/2014
105年09月02日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 09/02/2016
106年06月12日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 06/12/2017
106年09月08日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 09/08/2017
108年02月25日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 02/25/2019
109年04月13日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 04/13/2020
110年03月08日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 03/08/2021
111年01月10日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 01/10/2022
111年04月11日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 04/11/2022
111年09月02日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 09/02/2022
111年11月21日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 11/21/2022
113年11月18日 經應用外語系系務會議修訂通過	Revised and approved by Faculty Meeting on 11/18/2024

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12學分，選修學分至少18學分。 MA students of the Department of Applied Foreign Languages(AFL) must complete required courses of 12 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. **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.
第五條 Article 5	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.
第六條 Article 6	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
第七條 Article 7	本系**秋季班入學**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，**春季班入學**學生則於11月31日前繳交指導教授同意書。 MA students who enroll in the fall semester should submit the advisor consent form before May 31 , students who enroll in the spring semester should submit the advisor consent form before November 31.

第八條 Article 8	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.
第九條 Article 9	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，最快於三個月後**且須配合口試委員時間，方得舉行**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.
第十條 Article 10	**第一階段**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。申請論文計畫口試請於7日前(不含假日)向系辦公室登記辦理。 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. To apply for the thesis proposal, please register with the department office 7days before the date.
	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.
第十一條 Article 11	**第二階段**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。**此外，自 111 學年度起學生應於學位考試(口試)前完成論文原創性比對作業，並於學位考試(口試)當日將論文原創性比對報告書送交指導教授及學位考試委員參考。** **本系論文原創性比對報告標準需相似度小於 20 %。 學位考試(口試)委員們須共同簽署 「學位論文學術倫理暨原創性比對聲明書」。** 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. In addition, students should complete the originality comparison of their thesis before the thesis defense examination and submit the originality comparison report to the academic advisor and the degree examination committee on the day of the thesis defense examination. The standard of the originality comparison report for the department is less than 20% similarity. The committee members of the degree examination shall all sign the "Statement of Academic Ethics and Originality Comparison of Degree Theses".
	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。 論文口試為實體考試，情形特殊者，得專案簽請教務長核准後，採同步視訊方式進行，為應符合公平公正公開原則，於學位考試前一周將視訊會議連結公告週知，並遵照實體考試程序辦理。 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. The thesis defense examination is a physical examination. Under special circumstances, and with the approval and a signed official document by the Dean of Academic Affairs, thesis defense examinations can be held live via an online video conference. In order to comply with the principles of fairness, impartiality, and openness, the link to the video conference will be announced one week before the thesis defense examination and the procedures of the physical examination will be followed.
	4、論文之口試場次時間十日前(不含假日)，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 working 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.
第十二條 Article 12	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