

Guidelines for Graduate Student Supervision and Quality Assurance Procedures for Thesis at the National Chung Hsing University Institute of Clinical Nursing

Article 1

To maintain the quality of graduate theses at the National Chung Hsing University Institute of Clinical Nursing (hereafter referred to as "the Institute"), these Guidelines for Graduate Student Supervision and Quality Assurance Procedures for Thesis (hereafter referred to as "the Guidelines") are established in accordance with the Master's Degree Examination Regulations of National Chung Hsing University.

Article 2

Graduate students must select their thesis advisor (hereafter referred to as "advisor") by the end of the first semester of their enrollment and submit a written consent form signed by the advisor to the Institute's office for registration. The form must be approved by the head of the Institute and then submitted to the Registration Division for recordkeeping.

Article 3

Thesis advisors must hold a doctoral degree in nursing and serve as full-time, part-time, or jointly appointed assistant professors (or above) of the Institute. Advisors are ex officio members of the thesis defense committee.

Article 4

If a first-year master's student chooses a part-time or jointly appointed faculty member of the Institute as their advisor, a full-time faculty member of the Institute must also serve as a co-advisor. In such cases, the student will count toward the advising quota of the full-time faculty member.

Article 5

Each full-time faculty member may supervise up to four first-year master's students per academic year. Each part-time or jointly appointed faculty member may supervise up to one first-year student per academic year.

Article 6

For students returning from a leave of absence, their advisor will be counted based on the faculty member's advising quota for the academic year of the student's initial enrollment. If the quota is exceeded, the overage will be deducted from the following academic year's quota.

Article 7

If all full-time faculty members have reached their advising quotas and there are still students without advisors, the matter will be discussed in an Institute Affairs Meeting. Priority will generally be given to faculty members who have not filled their advising quotas in the past two years.

Article 8

The content of a graduate thesis must align with the Institute's professional fields. Any disputes regarding compliance will be handled according to the Master's Degree Examination Regulations of National Chung Hsing University.

Article 9

In accordance with the Implementation Guidelines for Academic Ethics Education of National Chung Hsing University, all graduate students of the Institute must obtain a Certificate of Completion in academic ethics education before applying for their thesis defense.

Article 10

The graduate thesis defense at the Institute shall be conducted by appointed examiners, with the examination committee consisting of 3 to 5 members, of whom at least one-third must be external members. The spouse or relatives within the third degree of consanguinity or affinity of a master's student may not serve as their advisor or as members of their thesis defense committee.

The list of committee members shall be recommended by the advisor, approved by the Institute Affairs Meeting, and submitted to the President for appointment. The advisor shall serve as an ex officio member but may not act as the committee chair.

Examiners must possess expertise in the student's research field and meet one or more of the following qualifications:

- item1. Currently or formerly hold the position of professor, associate professor, or assistant professor.
- item2. Be an Academician of Academia Sinica, or currently or formerly hold a research position at Academia Sinica, such as researcher, associate researcher, or assistant researcher.
- item3. Hold a doctoral degree with significant academic achievements.
- item4. Demonstrate expertise in a rare or specialized academic discipline or professional field, with recognized academic or professional accomplishments.

The qualifications specified in item 3 and 4 shall be determined by the Institute Affairs Meeting.

Article 11

Thesis defenses must be conducted publicly.

Article 12

Before completing the graduation clearance process, graduate students must submit a "Declaration of Academic Ethics and Originality Check" for their final thesis. The similarity index, excluding sections such as the table of contents, methods, references, appendices, and any published articles authored by the student as the first author during their studies, must be below 25%. If the thesis does not meet the standards, detailed explanations and confirmation from the advisor are required before clearance can proceed.

Article 13

These guidelines will be implemented upon approval by the Institute Affairs Meeting and amended through the same process.