

Master's Program of
International Affairs
Wenzao Ursuline University
of Languages

(For 2025 Students)

Student Handbook

Name : _____

Student ID : _____

Date of activation : _____

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August, 2024

Master's Program



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Introduction-

Objective of Program

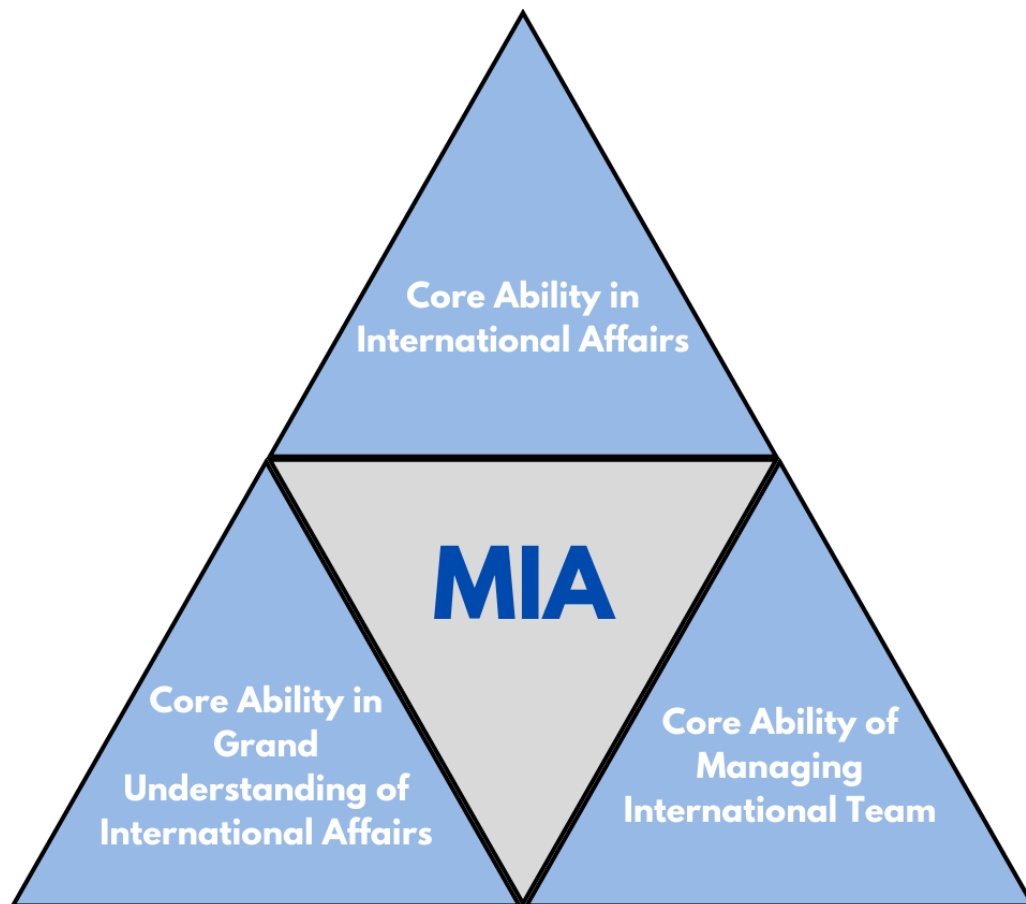
Due to changing trends in globalization and global governance, the traditional role of nation states in developing substantial relationships among nations is constantly debated. In their stead, trade, cultural exchange, and other activities by all levels of public and private actors are becoming increasingly important. Yet, the role of the state is also undergone changes recently. The main goal of this program is to train professionals who can manage these important tasks for the public and private sectors. The program offers theories and practicums on issues of international affairs in

an immersive English-language environment. This curriculum prepares students to become elites of international affairs who have a global perspective and humanitarian concerns.



No.	Name	Position	Department	Education	Professional Specialties	Course
1	Ching Chang	Assistant Professor	Department of International Affairs	Ph.D. in Politics, University of Hull, UK	National Security, Political Proposition Analysis	Theories and practices of leading foreign-related task force
2	YuJane Chen	Associate Professor	Master's Program of Southeast Asian Studies	Ph. D. in Politics and International Studies, University of Hull, UK	International Political Economy, Analysis of Political Economy of the Cross Straits	Global competition and challenges for international business; Issues of global economic and financial security
3	Yuan-Ming Chiao	Contract Assistant Professor	Department of International Affairs	Ph.D. in Social Sciences, University of Kassel, Germany	Theory of International Political Economy, Cross-Strait relations	Global regional economic integration and development
4	Ren-Her Hsieh	Associate Professor	Department of International Affairs	Ph.D. in China Studies, National Sun Yat-sen University, Taiwan	Management, Enterprise Management,	Business models of Taiwanese business in China
5	Samuel C.Y. Ku	Professor	Master's Degree Program of Southeast Asian Studies	Ph.D. in Political Science Ohio State University, U.S.A.	Comparative Politics Theory, Southeast Asian Governments and Institutions,	Case studies and practices of crisis management for foreign-related tasks
6	Mark Lai	Associate Professor	Department of International Affairs	Ph.D. in Political Science, State University of New York at Albany, U.S.A.	Political International Relations, Political Economy,	Philosophy, theories and issues of international political economy; Global governance and international regime
7	Yu-Hsuan Lee	Assistant Professor	Department of International Affairs	Ph.D. in International Cultural Studies, The Nottingham Trent University, UK	City Culture, Cultural Political Economy	Independent study; China's political economy and social development
8	Daniel Lin	Associate Professor	Department of International Affairs	Ph. D. in International Affairs, University of Pittsburgh, PA, U.S.A.	International relations, Crisis management, Asia-Pacific Security Policy,	Research methods for international affairs; Case studies and practices of crisis management for foreign-related tasks
9	Vincent ROLLET	Associate Professor	Graduate Institute of European Studies	Ph.D. in Political Science (International Relations)-Sciences Po Paris	International Political Economy, EU's foreign policy	Philosophy, theories and issues of international political economy
10	Shao-Tzu Wu	Assistant Professor	Department of International Affairs	Ph.D. in Business Administration, National Chengchi University, Taiwan	Social Networks and Organizations, Strategic Management	Theories and practices of strategic management for foreign-related tasks
11	Ho Khai Leong	Visiting Professor	Southeast Asian Studies Department	Ph.D. in Political Science, The Ohio State University	Southeast Asia Politics, Malaysian and Singapore Studies	Cultural Politics in Southeast Asia; Political Economic Development in Southeast Asia
12	Philipp Fluri	Visiting Professor	Master Program of International Affairs	Ph.D. Philosophy, University of Fribourg, Switzerland	Management, Political education, International humanitarian law	Global Governance and National Regime

Graduate students of Master's Program of International Affairs should possess **three core** abilities:



Proposals for Students

At all levels of government, large-scale multinational corporations, foreign-related business, small-to-medium-sized business, international organizations, non-profit organizations, and religious organizations, the professionals needed for foreign-related tasks are normally those who can adapt to the changing nature of globalization and not those who have doctoral degrees or highly-specialized skills. This program, with its whole-English learning environment and practicum-oriented courses in various issues of international affairs, positions its graduates to the exact needs of the public and private sectors.

Checklist of Courses and Core Ability



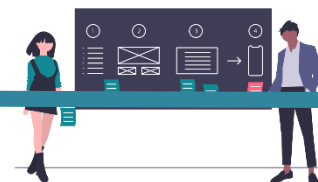
Core Ability	Objectives	Courses✕
Core Ability in Researching International Affairs	To understand and apply the research methodology of international affairs	Research methods for international affairs
	To comprehensively understand the history, theory and practice of global development	History, theories and practices of global development
	To integrate the knowledge of philosophy, theory and issue of international political economy	Philosophy, theories and issues of international political economy
	To understand and apply the knowledge of cross cultural communication and negotiation	Cross-cultural communication and negotiation
	To generate thesis and report of international affairs issues with research logic	Thesis/technical report of industry-academia-cooperation research project
	To draft a workable research project including basic understanding of research methodology and research questions	Independent study
	To write an English research thesis with accurate academic knowledge	Thesis/technical report of industry-academia-cooperation research project
Core Ability in Understanding International Affairs	To comprehend the related subjects in competition of international enterprises	Global competition and challenges for international business
	To understand related subjects of global economic financial security	Issues of global economic and financial security
	To understand related issues of global governance and international regime	Global governance and international regime

Core Ability	Objectives	Courses✖
	To understand the issues related to international development and NGO management	International development and NGO management
	To understand the issues related to Taiwan-funded business model in China	Business models of Taiwanese business in China
	To understand related subjects in China's political economy and social development	China's political economy and social development
	To understand related subjects of global regional economic integration and development	Global regional economic integration and development
Core Ability in Managing International Team	To understand and apply the theory and practice of foreign-related task force	Theories and practices of leading foreign-related task force
	To understand and apply the theory and practice of foreign-related crisis management cases	Case studies and practices of crisis management for foreign-related affairs
	To understand and apply theory and practice of foreign related strategy and management	Theories and practices of strategic management for foreign-related tasks
	To understand and apply international marketing and market research	International marketing and market research

Note:

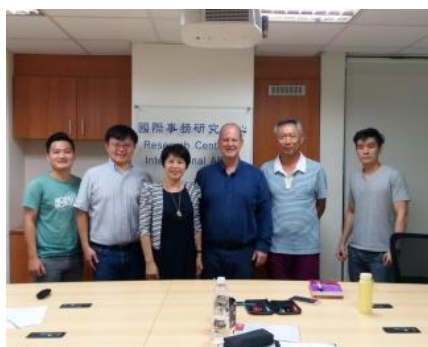
Course numbers are to be announced before the semester.

Please refer to “Course Selection System”→ “curriculum” to check course numbers.



Master's Thesis and Master's Degree Exam

The Master's degree exam committee consists of three members. The passing grade is 70 and the highest possible grade that can be earned is 100. A Master of Arts degree is awarded after a student completes the required courses, meets the evaluation conditions, submits the thesis/technical report and passes the degree exam held by the Master's degree exam committee within the defined term.



International Affairs Forum

This forum is conducted in English. In order to strengthen students' ability to learn independently in international affairs, speakers are invited to discuss political, economic and cultural issues. In the field of international affairs, with the concept of regional research, experts and scholars are invited to explore the current international issues from politics, law, and culture, so that students have a more comprehensive understanding of the current state of international affairs.



Guest teacher and Brown Bag

Guest teachers are invited into classes to give a speech in terms of international affairs. Graduate students can discuss issues with professionals and be inspired by different opinions from both guest teachers and peers.



Graduation paper presentation

This activity invites full-time teachers and off-campus teachers to participate, and jointly examine the learning results of the graduating students in the past four years. This event will be conducted in full English mode. After the graduation papers are presented (in November each year), 12-15 outstanding students will be selected to enter the final conference. A paper presentation will be held in the Cardinal Shan International Conference Room. At the meeting, people and parents from inside and outside the school will be invited to enjoy the students' great speech.

The Curriculum of this program includes core courses and elective courses. The purpose of core courses is to establish a solid research foundation of international studies. The design of the curriculum aims to provide interdisciplinary courses to let students understand the diverse nature of international environment and to foster their humanitarian concerns. Besides, some courses of management of international business work to nurture students' competency of business management and international negotiation.



- **Required credits for graduation (for 2025 students):**
- 33 credits (15 core credits & 18 elective credits)
- **Core courses (15 credits in total):**
- Research Methods for International Affairs (3)
- History, Theories and Practices of Global Development (3)
- Philosophy, Theories and Issues of International Political Economy (3)
- Cross-Cultural Communication and Negotiation (3)
- Thesis/Technical Report of Industry-Academia-Cooperation Research Project (3)

Nurturing Elites of International Affairs Who Have A Global Perspective And Humanitarian Concerns

First Year

Second Year

MIA Core

Research methods for international affairs (3)

Philosophy, theories and issues of international political economy (3)

History, theories and practices of global development (3)

Cross-cultural communication and negotiation (3)

Thesis/technical report of industry-academia-cooperation research project (3)

General Electives

Global competition and challenges for international business (3)

Issues of global economic and financial security (3)

Global governance and international regime (3)

International development and NGO management (3)

China's political economy and social development (3)

International marketing and market research (3)

Theories and practices of leading foreign-related task force (3)

Case studies and practices of crisis management for foreign-related affairs (3)

Independent study (3)

Global regional economic integration and development (3)

Total credits required for graduation: 33 credits(15 core credits and 18 elective credits)





Curriculum of the Master's Program of International Affairs

For 2024 students

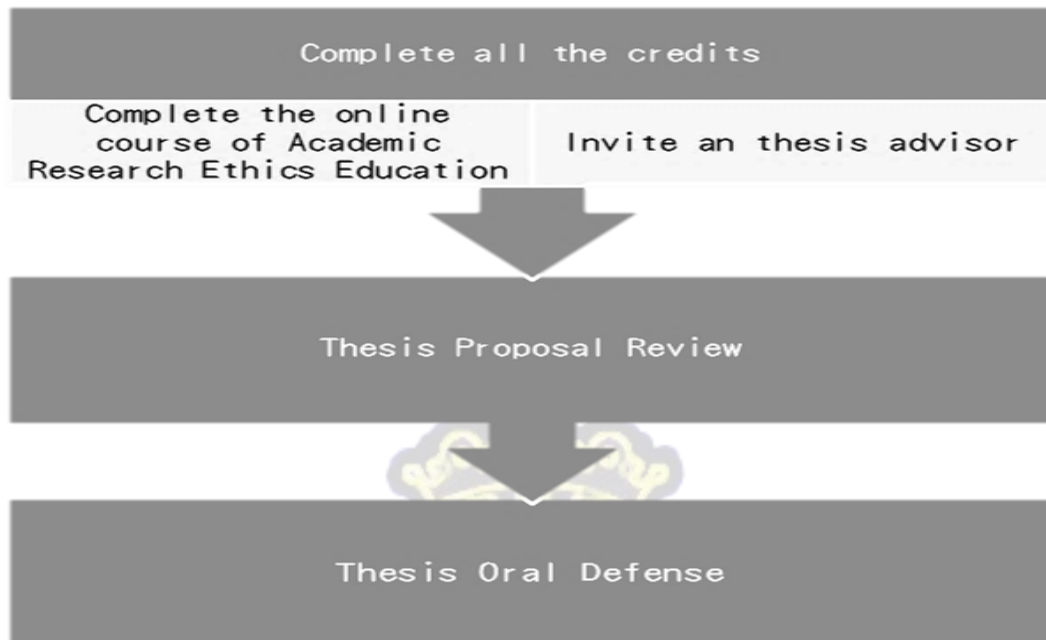
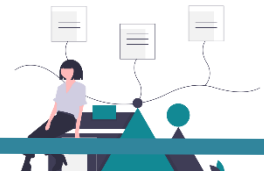
Categories	Course	Lecture Hours									
		Total Credits	Total Lecture Hours	First Year				Second Year			
				Fall		Spring		Fall		Spring	
				Credits	Hours	Credits	Hours	Credits	Hours	Credits	Hours
FIA Core (Required Credits)	Research methods for international affairs	3	3	3	3						
	History, theories and practices of global development	3	3	3	3						
	Philosophy, theories and issues of international political economy	3	3			3	3				
	Cross-cultural communication and negotiation	3	3			3	3				
	Thesis/technical report of industry-academia-cooperation research project	3	3							3	3
	TOTAL	15	15	6	6	6	6	0	0	3	3
General Electives	Global competition and challenges for international business	3	3	3	3						
	International development and NGO management	3	3	3	3						
	Theories and practices of leading foreign-related task force	3	3	3	3						
	Issues of global economic and financial security	3	3			3	3				
	China's political economy and social development	3	3			3	3				
	Case studies and practices of crisis management for foreign-related tasks	3	3			3	3				
	Global regional economic integration and development	3	3			3	3				
	Business models of Taiwanese business in China	3	3					3	3		
	Theories and practices of strategic management for foreign-related tasks	3	3					3	3		
	Regional Study Seminar	3	3					3	3		
	Global governance and international regime	3	3							3	3
	International marketing and market research	3	3							3	3
	Independent study	3	3							3	3
	TOTAL	39	39	9	9	12	12	9	9	9	9

NOTES:

1. Total credits required for graduation: 33 credits(15 core credits and 18 elective credits)
2. Before applying for the oral exam for the MA Degree, the graduate student must pass the academic ethics education course according to the "Regulations Governing the Implementation of the Academic Research Ethics Education Course".
3. Six out of the 18 elective credits can be taken from other graduate institute upon approval.

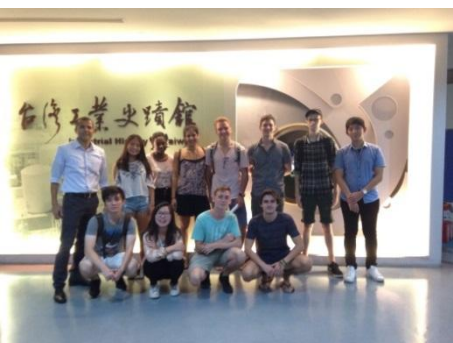


Course Category	Required Credits	General Elective		Total Credits
1 st semester	<input type="checkbox"/> Research methods for international affairs (3) <input type="checkbox"/> History, theories and practices of global development(3)	<input type="checkbox"/> <input type="checkbox"/> Total:	<input type="checkbox"/> One general elective course from other department can waive “Independent study” (3) Course: _____	
2 nd semester	<input type="checkbox"/> Philosophy, theories and issues of international political economy(3) <input type="checkbox"/> Cross-cultural communication and negotiation(3)	<input type="checkbox"/> <input type="checkbox"/> Total:		
3 rd semester		<input type="checkbox"/> <input type="checkbox"/> Total:		
4 th semester	<input type="checkbox"/> Thesis/ technical report of industry-academia-cooperation research project(3)	<input type="checkbox"/> <input type="checkbox"/> Total:		
Accumulated Credits				
Required Credits before Graduation	15	18		33
Academic Research Ethics Education Course: <input type="checkbox"/> Completed <input type="checkbox"/> Not yet				



Lunch with Director of the Master's Program

To talk with Director and homeroom teacher of the Master's Program so that students can understand every aspect of the program. Professors can also know the situation and needs of every student through this event.



Field Trip – National Science and Technology Museum

Professor Vincent Rollet led the postgraduate students to National Science and Technology Museum to understand industrial history of Taiwan.



Lumiere Lyon 2 University – UFR of Languages, Master LEA, Art, I parcours international Commerce International et Language Appliquées (CILA)			
Application Qualifications	Year of Graduate School	Second year of graduate school	
	Language Proficiency Requirement	Justify a minimum level B2 in the two languages other than the student's native language.	
	Documents to be Reviewed	<ol style="list-style-type: none"> 1. Application form(typed) 2. Transcripts of a Bachelor's degree (with ranking) 3. Resume 4. Letter of motivation 5. Language proficiency official result 6. Other supporting documents 	(Documents in triplicate, one original and two copies)
	Interview	<ol style="list-style-type: none"> 1. Pass an interview held by MIA in Chinese, French, and English. 2. Pass an interview held by Campus France in French and apply student visa at Campus France(with Admission Letter). 	Campus France interview and student visa application information refer to: http://www.taiwan.campusfrance.org/node/8095
Admission	Admission Quota	2	
	Exchange Semester	Fall (one semester)	
	Enrollment and School Fees	Respectively register at Wenzao and Lyon 2, and pay to Wenzao.	
Graduation Requirements	ECTS	15 ECTS International Business Management 15 ECTS Marketing Optional : 2 courses of French at the CIFE (Centre international d'Etudes françaises, if deemed necessary for a greater mastery of the French language.	
	Other Requirements	Internship related to business	Students from Wenzao shall have an internship with a minimum duration of 3 months and up to 6 months in France, in Taiwan or in another

		country after their mobility in Lyon. This internship shall enable students from Wenzao to obtain two separate marks, one for the internship report and one for the oral examination, which will be held in Wenzao.
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Fort Hays State University			
Application Qualifications	Year of Graduate School	Second year of graduate school	
	GPA	Students must have at least a 3.0 GPA (on a 4-point scale) in all coursework completed at Wenzao	GPA Calculator : https://www.fhsu.edu/register/gpa-calculator/
	Language Proficiency Requirement	English proficiency exam with a minimum score of 79-TOEFL (internet- based), or 6.5-IELTS.	The English proficiency exam requirements can be found on the FHSU website: http://fhsu.edu/future-international/Language-Requirements/
	Documents to be Reviewed	<ol style="list-style-type: none"> 1. Application form(typed) 2. Transcripts of a Bachelor's degree (with ranking) 3. Resume 4. Letter of motivation 5. Language proficiency official result 6. Other supporting documents 	(Documents in triplicate, one original and two copies)
	Interview	Pass an interview held by MIA in Chinese and English	
Immigration Requirements	Financial Form and Bank Certification	Complete the FHSU financial form or provide a letter of financial support signed by your sponsor.	Related information : http://fhsu.edu/academic/globalscholarship/apply/
	Other Related Documents	Passport I.D.page— Copy of I.D. page that includes passport number, picture, name, date of birth, sex, place of birth, date issued, and the expiration date.	
Admission	Admission Quota	Wenzao will recruit appropriate students for this 1+1 program	
	Exchange Semester	Fall and Spring Semester (one year)	
	Enrollment and School Fees	Register at FHSU, and pay to FHSU.	

Graduation Requirements	Credits	1 credit Introduction to Graduate Liberal Studies 3 credits Ways of Knowing in Comparative Perspective 3 credits Origins and Implications of the Knowledge Society 3 credits Information Literacy 3 credits Global Challenges 1 credit Concentration Elective	
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University of Essex			
Website			
Department of Government			
Application Qualifications	Year of Graduate School	Fourth year of undergraduate school Second year of graduate school	
	GPA	Students must have at least a 2.3 GPA (on a 4-point scale) in all coursework completed at Wenzao	
	Language Proficiency Requirement	IELTS 6.5 overall with a minimum of 5.5 in each component TOEFL (iBT) 88 overall, with a minimum of 18 in reading, 17 in listening, 20 in speaking and 17 in writing	The English proficiency exam requirements can be found on the the website: https://www.essex.ac.uk/undergraduate/applying-to-essex
	Documents to be Reviewed (Documents in triplicate, one original and two copies)	1. Application form(typed) 2. Transcripts of a Bachelor's degree (with ranking) 3. Resume 4. Letter of motivation 5. Language proficiency official result 6. Other supporting documents	Application form as Attachment A
	Interview	Pass an interview held by DIA in Chinese and English	
Admission	Admission Quota	Wenzao will recruit appropriate students for this 1+1 program	
	Exchange Semester	Fall and Spring Semester (one year)	
	Enrollment and School Fees	Register at Essex and WENZAO, and pay to Essex.	
Graduation Requirements	Credits		Curriculum as Attachment E

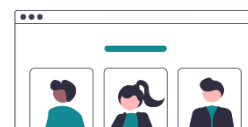
University of the West of England			
Website			
BA(Hons) Politics and International Relations			
MSc International Management/ Business Management/ Events Management/ Risk Management and Insurance/ Human Resources Management (International)/ Marketing/ Marketing Communications			
Application Qualifications	Year of Graduate School	Fourth year of undergraduate school Second year of graduate school	
	GPA	Students must have at least a 2.7 GPA (on a 4-point scale) in all coursework completed at Wenzao	
	Language Proficiency Requirement	IELTS English proficiency exam with a minimum score of 6.0-IELTS (for undergraduate students), or 6.5-IELTS (for graduate students).	The current UWE Bristol English Language entry requirements are detailed at http://www1.uwe.ac.uk/comingtouwe/internationalstudents/internationalstudyatuwe/englishlanguage/requirements.aspx
	Documents to be Reviewed (Documents in triplicate, one original and two copies)	1. Application form(typed) 2. Transcripts of a Bachelor's degree (with ranking) 3. Resume 4. Letter of motivation 5. Language proficiency official result 6. Other supporting documents	Application form as Attachment A
	Interview	Pass an interview held by DIA in Chinese and English	
Admission	Admission Quota	Wenzao will recruit appropriate students for this 1+1 program	
	Exchange Semester	Fall and Spring Semester (one year)	
	Enrollment and School Fees	Register at UWE and WENZAO, and pay to UWE.	A partnership scholarship of £ 3000 is available to Wenzao students for the first year of study only progressing to UWE Bristol through this agreement.
Graduation Requirements	Credits		Curriculum as Attachment E



No.	Graduation Month	Name	Advisor	Title
1	2017.06	Emilie**	Mark Lai	<p>法國人及德國人對激進回教恐怖主義的回應，對於民主價值的潛在威脅：比較研究 2016 年尼斯和柏林的攻擊</p> <p>French and German Responses to Radical Islamist Terrorism, A Threat to Democratic Values: A comparative Study of the 2016 Nice and Berlin Attacks</p>
2	2018.01	陳**	Mark Lai	<p>21 世紀日本重新武裝研究：歷史文化、國際關係及政治經濟</p> <p>Japanese Rearmament in the 21st Century: Historical Culture, International Relations, and Political Economy</p>
3	2018.06	Melanie **	Shao-Tzu Wu	<p>中介中心性對口碑活動之影響</p> <p>The Mediating Effect of Betweenness Centrality on Word-of-Mouth Activity</p>
4	2018.07	郭*	Mark Lai	<p>中國對埃及與衣索比亞直接投資策略研究</p> <p>An Analysis of China's FDI Strategies in Egypt and Ethiopia</p>
5	2018.07	李**	YuJane Chen	<p>台灣低成本航空之經營策略分析：以台灣虎航為例</p> <p>The Analysis of Business Strategy of Low Cost Carriers in Taiwan: A Case Study of Tiger Air Taiwan</p>
6	2019.01	Rami **	Ren-Her Hsieh	<p>當前台灣海峽貿易及商業交流的影響因素：以半導體產業例證一個動態交流</p> <p>Factors Influencing Current Taiwan Strait Trade and Business Exchanges: a dynamic interaction exemplified semiconductor industry</p>
7	2019.06	Tsog-**	Mark Lai	<p>蒙古與中國當代政治經濟挑戰 – 以 2017-2019 年為例</p> <p>The Contemporary Political Economic Challenges to Mongolian and Chinese Connection – A Case study in 2017 -2019 Taiwan</p>
8	2019.06	Nestor **	Vincent ROLLET	<p>台灣與拉丁美洲/加勒比海國家之間外交關係中斷之因素及可能影響</p>

				Reasons and Implications of Diplomatic Breaks Between Taiwan and Latin American / Caribbean countries
9	108.11	Kevin**	李宇軒 老師	印尼華人女性在台灣的文化適應 Female Indonesian Chinese Cultural Adaptation in Taiwan
10	108.12	洪**	林建宏 老師	企業經濟策略研究：以國碩集團為例 Business Strategy Research: A Case Study of the Gigastorage Corporation
11	110.01	李**	謝仁和 老師	美中貿易戰及台灣扣件產業 The US-China Trade War and Taiwan's Fastener Industry

Outstanding Alumni:



陳○麟

Graduation year: 2018.01
Overseas Business Develop Manager
– CRUX matter holding incorporated

Melanie ○

Graduation year: 2018.06
International purchaser
– Dag Import (France)

李○霖

Graduation year: 2018.07
Overseas Business Sales
– FONG CHUAN MACHINERY

郭 ○

Graduation year: 2018.07
Business Manager
– China Petroleum & Chemical Corporation (Guangdong)

Tsog-○

Graduation year: 2019.06
Foreign Sales Manager
–Khanbogd Cashmere Co., Ltd

Nestor ○

Graduation year: 2019.06
Salesman
– Plant City Products (Florida, USA)



In terms of collaborative teaching, we will invite scholars, experts and practitioners with relevant backgrounds in international affairs to collaborate in classrooms every semester.

For example, in course “Business models of Taiwanese business in China”, we invite Mr. John Stephenson, Chair of the Kaohsiung East West Education and Cultural Association & the Past President of the American Chamber of Commerce in Kaohsiung, to give a speech titled “Doing Business in China versus Taiwan: Legal and Cultural Framework Differences.”



The Career Development Centre of the **Students** Affairs Office holds an on-campus employment fair from about the end of April to the beginning of May each year. It invites quality manufacturers and alumni companies to set up a booth for the public to provide a platform for open employment, and to meet face-to-face with job-seeking students through business vendors.

At the same time, it also promotes government employment counseling policies and information to promote young students to understand and use the employment resources of the public sector. For related information, please refer to the Career Development Center webpage at

<http://d009.wzu.edu.tw/>



Graphic and text provided by the Career Development Center)

- 「文藻外語大學學術倫理教育課程」：依據文藻外語大學碩士學位考試辦法之規定，自 106 學年度（含）起入學之碩士班及碩士在職專班學生，均須於入學第一學年結束前修習本課程，若已修過相關課程且出示修課證明者，得經各所同意免修。
- 研究生於申請碩士學位考試前，須出示本課程之修課及格證明書或完成相關替代措施證明。

台灣學術倫理教育資源中心：<https://ethics.moe.edu.tw/>



操作手冊及 Q&A：<http://d001.wzu.edu.tw/category/145880>



- “Academic Research Ethics Education” Course: starting from the Academic Year of 2017, all students of master’s degree programs and in-service degree programs must take the Course during their first year of enrollment. Students who have already taken the course should present the proof of course completion for the course to be waived by their graduate institutes.
- Students of master’s degree programs must present the proof of course completion or relevant proof showing that the student has completed the course or completed the alternative measure **before applying for the master’s degree examination**.

Center for Taiwan Academic Research Ethics Education:
<https://ethics.moe.edu.tw/>



Manuals & Q&A: <http://d001.wzu.edu.tw/category/145880>



文藻外語大學國際事務系碩士班(全英語授課)

研究生修業辦法

Regulations of Academic Study for the **Master's Program of International Affairs** (English-Taught Program) of Wenzao Ursuline University of Languages

民國105年3月29日國際事務碩士學位學程(全英語授課)事務會議通過
Approved at the program Affairs Meeting for the Master's Degree Program of International Affairs (English-Taught Program) on March 29, 2016

民國105年5月11日英語暨國際學院院務會議通過
Approved at the College Affairs Meeting of the College of English and International Studies on May 11, 2016

民國105年5月31日教務會議通過
Approved at the Academic Affairs Meeting on May 31, 2016

民國106年6月13日國際事務碩士學位學程(全英語授課)事務會議通過
Approved at the program Affairs Meeting for the Master's Degree Program of International Affairs (English-Taught Program) on June 13, 2017

民國106年10月6日英語暨國際學院院務會議通過
Approved at the College Affairs Meeting of the College of English and International Studies on October 6, 2017

民國106年10月24日教務會議通過
Approved at the Academic Affairs Meeting on October 24, 2017

民國107年4月17日國際事務碩士學位學程(全英語授課)事務會議通過
Approved at the program Affairs Meeting for the Master's Degree Program of International Affairs (English-Taught Program) on April 17, 2018

民國107年5月9日英語暨國際學院院務會議修正通過
Amended and approved at the College Affairs Meeting of the College of English and International Studies on May 9, 2018

民國107年5月22日教務會議修正通過
Approved at the Academic Affairs Meeting on May 22, 2018

民國107年11月14日國際事務碩士學位學程(全英語授課)事務會議通過
Approved at the program Affairs Meeting for the Master's Degree Program of International Affairs (English-Taught Program) on November 14, 2018

民國107年12月19日英語暨國際學院院務會議修正通過
Amended and approved at the College Affairs Meeting of the College of English and International Studies on December 19, 2018

民國108年01月08日教務會議通過
Approved at the Academic Affairs Meeting on January 8, 2019

民國110年05月25日教務會議通過
Approved at the Academic Affairs Meeting on May 25, 2021

壹、總則

1. General Rules

文藻外語大學國際事務系碩士班(全英語授課)(以下簡稱**本碩士班**)處理研究生之修業事宜，悉依本「文藻外語大學國際事務系碩士班(全英語授課)研究生修業辦法」(以下簡稱**本辦法**)辦理。

Academic affairs for graduate students of the **Master's Program of International Affairs** (English-taught Program; hereinafter referred to as “**the program**”) at Wenzao Ursuline University of Languages is managed according to the Regulations of Academic Study for the **Master's Program of International Affairs** (English-taught Program; hereinafter referred to as “**the Regulations**”) of Wenzao Ursuline University of Languages (hereinafter referred to as “**the University**”).

貳、修業期限

2. Study period

本碩士班修業期限以四年為限。

The maximum study period for completion of **the program** is four years.

參、修課規定

3. Course Requirements

- 一、**本碩士班**研究生修業規定以入學當年學分科目表為準。
- 1. The course requirements for students of **the program** are based on the curriculum issued in the year of enrollment.
- 二、研究生如以同等學力或非相關科系畢業錄取者，經**本碩士班**評核如有需要，在學期間應至大學部修習相關之必要課程。其大學部修習課程成績不列入**本碩士班**畢業學分，但得將修習科目列於成績單上，以供參考。
- 2. **The program** office evaluates a student enrolled with the equivalent education level or with a Bachelor's degree of a non-relevant program to determine if the student is required to take relevant undergraduate courses during his/her studies. Undergraduate credits obtained will not be recognized as the credits for completing **the program**, but undergraduate courses completed may be listed on the transcript for reference.

肆、抵免學分

4. Credit Waiver

- 一、曾於相關研究所修讀碩士學位者，得申請抵免學分，依本校抵免學分之相關規定辦理之。
- 1. A student who has studied under any other Master's program may apply for credit waiver according to the relevant regulations.
- 二、抵免學分之範圍如下：
 - (一)限近七年內所修學分。
 - (二)抵免至多十二學分。
 - (三)以**本碩士班**科目學分表內之專業科目為原則，並經**本碩士班**評定認可，始可抵免。
- 2. The criteria for waiving credits:
 - (1) Credits must have been obtained within the last seven years.
 - (2) A maximum of 12 credits may be waived.
 - (3) The course which a student seeks to waive must be listed in the curriculum, and the approval of **the program** office is required.
- 三、新生以入學時規定之時間內辦理一次為原則。
- 3. Freshmen may only apply for credit waiver once within the defined period after enrollment.

伍、論文指導教授

5. Thesis Advisor

- 一、研究生得於一年級下學期結束前，提出論文指導教授之申請。需填交指導教授申請表及論文計畫或研究方向〔須與**本碩士班**屬性之領域相關〕。研究生指導教授聘定後，始得修習「論文/產學合作研究案技術報告」課程。
- 1. A first-year student may request the appointment of his/her thesis advisor by the end of the spring semester. He/she needs to submit the thesis advisor application form, and thesis proposal or research direction (must be related to **the program**). After appointment of a thesis advisor, the student can start to complete the course: Thesis/Academic-Industry Research Technical Report.
- 二、**碩士班**指導教授以任教於各大專校院之助理教授(含)以上教師為原則，以本校教師為主。
- 2. A thesis advisor shall be a teacher of the University with the rank of Assistant Professor or higher.
- 三、指導教授須具口試委員資格，若兩人共同指導，至少須一人具口試委員資格。

3. A thesis advisor is eligible for membership of the oral defense committee. If there are two thesis advisors, at least one of them shall be the member of the oral defense committee.
- 四、本系所教師以至多同時指導二位研究生為原則。
4. Each teacher of the Department of International Affairs may only advise up to two students of the program at a time.
- 五、外系所教師以至多同時指導本碩士班研究生一人為原則。
5. Teachers from any other department/graduate institute may only advise one student of the program at a time.
- 六、兩位教師共同指導以0.5人計；碩四指導教授之指導員額不納入計算。
6. If there are two advisors for one student, each advisor will be recognized for advising 0.5 students. Advising a fourth-year graduate student is not included in the count.

陸、相關考核規定

6. Relevant Evaluation Regulation

自106學年度(含)起入學之碩士生，於申請碩士學位考試前，須通過「文藻外語大學學術倫理教育課程實施要點」所訂之學術倫理教育課程。

Before applying for the Master's Degree exam, a student enrolled in the 2017 academic year and later must take and pass the academic ethics education course defined in the University's Regulations Governing the Implementation of the Academic Research Ethics Education Course.

柒、論文/技術報告計畫書審查

7. Thesis/Technical Report Proposal Review Procedure

一、研究生於修習「論文/產學合作研究案技術報告」(論文/技術報告)課程階段，即可開始與指導教授商談論文寫作及研究方向，並於規定時間提交論文/技術報告計畫書(計畫書)審查申請。研究生「論文/技術報告」課程成績僅代表學生修習課程之努力過程與績效，並不代表通過論文「口試」成績。

1. During the study of the course: Thesis/Academic-Industry Research Technical Report (thesis/technical report), a student may discuss thesis writing and research direction with his/her advisor and apply for a review of the thesis/technical report proposal within the defined period. The grade awarded for said course is only recognized as the effort made for study and performance achieved; it is not the grade given for the "oral defense".

二、研究生可在本碩士班屬性之相關領域中選一論文/技術報告題目，並在指導教授同意後，提出計畫書。計畫書審查委員共三位，指導教授或共同指導教授其中一位為當然委員，校外委員一位，另一位由校內助理教授(含)以上之教師擔任。計畫書審查委員名單於審查前 20 日由指導教授推薦，經所長審查後聘任之。

2. A student shall select one topic from a wide variety of subject areas of the program, obtain approval from his/her thesis advisor and submit a proposal. The review committee of the thesis proposal consists of three members. The thesis advisor or one of the co-advisors is an ex officio member of the committee. The other two members shall be one internal teacher with the rank of Assistant Professor or higher and one external member. Members shall be recommended by the thesis advisor 20 days prior to proposal review, and reviewed by the head of the program office for appointment.

三、各學年度計畫書審查申請截止日期：第一學期為 1 月 10 日，第二學期為 7 月 10 日。

3. Review application deadline: January 10th in the fall semester and July 10th in the spring semester.

四、各學年度計畫書審查截止日期：上學期為 1 月 31 日，下學期為 7 月 31 日。

4. Review deadline: January 31st in the fall semester and July 31st in the spring semester.

五、計畫書審查方式：以書面審查進行，由所辦公室寄送給聘任之審查委員。審查時間以一個月為限。

5. Proposal review: Written documents are sent to the committee members by the program office. A review shall be done within one month.

六、計畫書審查成績：成績分為通過、修改後通過及不通過三種。二位(含)以上委員評定不通過者，以不通過論。未通過者，得於二個月後再提出審查申請。

6. Proposal review rating is classified into 3 categories: pass, pass after revision and fail.

If two or more review members give the rating of fail, the proposal is not passed. Another review may be requested **after two months**.

七、研究生提交計畫書後，如欲更換論文/技術報告題目，須原指導教授簽名同意，並填妥「論文/技術報告題目更換申請表」後，送交**本碩士班**事務會議報備存查。

7. If a student decides to change his/her thesis/technical report topic after submitting the proposal, he/she shall obtain his/her advisor's signature for approval and submit the Thesis/Technical Report Topic Change Application Form. Topic change shall be reported to the affairs meeting of **the program** for reference.

八、如遇特殊狀況而需更換指導教授時，需依規定程序提出書面申請，並經學程主任審查協商後，重提計畫書審查之申請。

8. If a student needs to change his/her thesis advisor under a special circumstance, the request shall be made in written form and reviewed by the head of **the program**. A new proposal review may be requested upon change approval.

捌、碩士論文及學位考試

8. Master's Thesis and Master's Degree Exam

一、研究生修畢所規定學分，並完成**本碩士班**相關考核規定與計畫書審查通過二個月後，始得申請學位論文/技術報告學位考試。

1. If a student obtains the required credits, meets evaluation conditions and passes the thesis proposal review, he/she may apply for the Thesis/Technical Report Degree Exam two months after passing the review.

二、各學年度學位考試截止日期：上學期為 1 月 31 日，下學期為 7 月 31 日，逾期者視為該學期末畢業。

2. Exam deadline: January 31st in the fall semester and July 31st in the spring semester. Graduation is not permitted for a late exam.

三、碩士學位考試委員會置考試委員三位，指導教授或共同指導教授其中一位為當然委員，校外委員一位，另一位由本院內助理教授(含)以上之教師擔任，委員人選如為該學期在**本碩士班**授課之兼任教師則須視為校內委員。考試委員得由指導教授推薦經**本碩士班**主任審查後聘任之。指導教授二位以上者，以一位代表參與學位考試為原則。若有需要二位同時出席，則論文/技術報告考試之成績計算，須先將二位分數平均後再與其他委員分數平均之。

3. The Master's degree exam committee consists of three members. The thesis advisor or one of the co-advisors is an ex officio member of the committee. The other two members shall be one internal teacher with the rank of Assistant Professor or higher and one external member. A part-time teacher of **the program** can only serve as the internal teacher. Members shall be recommended by the thesis advisor and reviewed by the head of **the program** for appointment. If there are more than two co-advisors, one co-advisor shall be the exam committee member. If two co-advisors are required, the average score given by both co-advisors will be used to calculate the average score of the exam.

四、**本碩士班學位考試**委員，除對該研究生所提出論文有專門研究外，並應具有下列資格之一：

(一)助理教授(含)以上之教師。

(二)獲有博士學位。

(三)屬於稀少或特殊學科，在學術或專業上著有成就者。

4. A **Master's degree exam** committee member is required to be specialized in the field on which a student's thesis is based and meet one of the following conditions:
 - (1) Assistant professor or higher
 - (2) Earned a Ph.D. degree
 - (3) Has academic or professional achievement in neglected or special fields.
- 五、考試委員不得與應考研究生有配偶、前配偶、三親等內之血親、或二親等內之姻親或曾有此親屬關係，或有僱傭等利害關係。考試委員經提聘後，始察覺與應考研究生有上述關係者，應自動申請迴避。如未自行迴避，**本碩士班**於確認後，亦應重新辦理提聘。
5. A student's spouse, ex-spouse or relatives within the third degree of consanguinity may not serve as a member of the Master's degree exam committee. Any member is also not allowed to have or have had in-law relationships within the second degree of consanguinity or have other relationships that may cause conflicts of interest (employment, etc.) with the student. If it is found that a candidate member has the aforementioned relationship with the student after recommendation, the member shall voluntarily avoid the conflict of interest. A new member shall be recommended if a conflict of interest is identified by **the program** office.
- 六、考試委員應親自出席委員會，不得委託他人代表，考試需全體委員出席始得進行。
6. Members shall attend committee meetings in person. No proxy is allowed. Exams can only be held when all members are present.
- 七、考試申請經**本碩士班**審查合於規定者，由**本碩士班**將論文/技術報告、摘要、考試方式、時間、地點及擬聘校內外考試委員名單，提經教務處複核無誤後，簽請校長核定後辦理，並至遲於一週前通知應試人。考試應秉持公平、公正、公開之原則辦理。
7. After reviewing and approving the exam application, **the program** office shall submit the following to the Office of Academic Affairs for a second review and approval: thesis/technical report, abstract, exam method, time, place, and the members to be appointed for the Master's degree exam committee. Exam application is further processed after obtaining approval from the President. At least one week advance notice will be provided to the student. The exam will be held in a fair and transparent manner.
- 八、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之；但有2位(含)以上委員評定不及格者，即以不及格論。論文有抄襲或舞弊情事，經考試委員會審查確定者，以不及格論。
8. The passing grade is 70 and the highest possible grade that can be earned is 100. An evaluation can only be done once. The final grade depends on the average grade of grades given by the present members. When two or more members give the rating of fail, the student does not pass the exam. If any plagiarism or fraudulence is found in the thesis, the student may not pass the exam, upon verification by the committee.
- 九、考試成績不及格而其修業年限尚未屆滿者，得於四個月後再提出審查申請，重考以一次為限，重考成績七十分以上者，概以七十分計算；重考成績仍不及格者，以重考前成績為準，應令退學。
9. A student who fails the exam and whose term of study has not yet expired may apply for another exam after four months. Only one additional exam can be conducted. The passing grade as well as the final grade is 70 for the second exam. If the student fails the exam again, he/she will be expelled from the University based on the final grade of the second exam.
- 十、已申請學位考試之研究生，若因故未能如期舉行考試且其修業年限未屆滿者，應於次學期開學日前填具「取消學位考試通知單」，經指導教授及**本碩士班**主任核可後送教務處並完成註冊後即可再提出學位考試之申請。逾期未撤銷者，以一次不及格論。
10. If a student who has already applied for the degree exam is unable to take the exam due to special circumstances and his/her term of study is not expired; he/she shall fill out the Degree Exam Cancellation Application Form and submit it to his/her advisor and the head of **the program** for approval before the beginning of the next semester. The Form will be submitted to the Office of Academic Affairs. The student may apply for the degree exam after semester

registration. If the student fails to cancel the exam within the deadline, he/she will be recognized as having failed the exam.

十一、學生應於學位考試通過後一個月內，繳交附有考試委員簽字同意之論文/技術報告正本四冊及論文電子檔至學程辦公室，辦理畢業相關手續；逾期未繳交，其修業年限已屆滿者，應予退學；未達修業最高年限者，次學期仍應註冊，並於該學期繳交論文最後期限前繳交，屬該學期畢業。至修業年限屆滿時仍未繳交論文者，該學位考試以不及格論，並依規定退學。

11. After passing the degree exam, a student shall submit four original copies of the thesis/technical report with signature of the exam members and its electronic file to the **program** office for handling graduation affairs. For a student whose term of study has expired, late submission leads to expulsion from the University. If a student's term of study has not expired, he/she shall register for the next semester and submit the thesis/technical report by the deadline of the next semester in order to graduate in the next semester. Any student whose term of study has expired and who has not submitted the thesis/technical report will be recognized as failing the degree exam and expelled from the University according to relevant rules.

十二、研究生完成之論文/技術報告，應於辦理畢業離校程序前，配合本校及教育部國家圖書館推廣全國博碩士論文摘要線上建檔。

12. A student shall disclose the abstract of his/her thesis/technical report online for the national promotion, which is conducted by the University and National Central Library of the Ministry of Education, in creating an online thesis and dissertation abstract before completing the graduate procedure.

十三、研究生畢業日期，以繳交論文/技術報告之當學期上課結束日為準。當學期通過學位考試，論文展延至次學期開學前繳交者，仍屬當學期。

13. The date of graduation is the last day of the semester on which the thesis is submitted. If a student passes the degree exam in the current semester and does not submit his/her thesis until the next semester begins, the date of graduation is still the last day of the semester on which the thesis is submitted.

十四、對於已授予之學位，如發現論文/技術報告有抄襲或舞弊之情事，經論查屬實者，應予撤銷，並公告註銷已發之學位證書，並予退學；且有違反法令者，並依相關法令處理。

14. If any plagiarism or fraudulence is found in the thesis/technical report after the Master's degree is granted, the University will revoke the degree upon verifying that such plagiarism or fraudulence is true. The revocation will be publicly disclosed and the student will be expelled from the University. Any violation of law shall be handled according to the corresponding regulations.

玖、學位名稱

9. Degree Title

碩士班研究生修業期滿，完成碩士學位應修課程及相關考核規定，提出論文/技術報告，經碩士學位考試委員會考試通過者，授予文學碩士學位。

A Master's of Arts degree is awarded after a student completes the required courses, meets the evaluation conditions, submits the thesis/technical report and passes the degree exam held by the Master's degree exam committee within the defined term.

拾、附則

10. Supplementary Provisions

一、本辦法未盡事宜，依大學法、學位授予法、文藻外語大學碩士學位考試辦法、文藻外語大學研究所論文計畫考核作業要點、各所聘任研究生指導教授暨口試委員相關作業要點及其他相關規定辦理。

二、本辦法經院務會議及教務會議通過後，公告實施，修正時亦同。

1. For any unstated matters, please refer to the University Act, Degree Conferral Act, Guidelines for Master's Degree Exam, Guidelines for Thesis Proposal Review, guidelines for appointing thesis advisors and oral defense committee members set by various Program offices and other related regulations.
2. The Regulations become effective after being approved at the College Affairs Meeting and Academic Affairs Meeting. Amendments must follow the same procedure.

Wenzao Ursuline University of Languages

Guidelines for Master's Degree Exam

Approved at the Executive Committee on April 17, 2007
Ratified by the President on May 8, 2007
Approved by Ministry of Education Letter Tai-Chi (4)-Zhi No. 960076437 on May 21, 2007
Ratified by the President on June 5, 2009
Approved by Ministry of Education Letter Tai-Chi (4)-Zhi No. 0980104035 on June 23, 2009
Approved at the Academic Affairs Committee on July 29, 2013
Ratified by the President on August 30, 2013
Approved by Ministry of Education Letter Tai-Chiao-Chi (4)-Zhi No. 1020158330 on October 29, 2013
Approved at the Academic Affairs Committee on June 6, 2017
Ratified by the President on June 20, 2017
Approved by Ministry of Education Letter Tai-Chiao-Chi (4)-Zhi No. 1060109803 on July 28, 2017
Approved at the Academic Affairs Committee on January 29, 2019
Approved by Ministry of Education Letter Tai-Chiao-Chi (4)-Zhi No. 1080027732 on March 26, 2019
Approved at the Academic Affairs Committee on October 13, 2020
Ratified by the President on November 12, 2020

- Article I The Guidelines are established in accordance with the University Act, Enforcement Rules of the University Act, Degree Conferral Law, Enforcement Rules of Degree Conferral Law, and **Guidelines for Degree Naming, Degree Conferral Requirements and Alternatives to Thesis/Dissertation.**
- Article II Students of master's degree programs who meet the following qualifications may apply to take the Master's degree exam. **The Master's degree will be awarded to those students who pass the exam given by a Master's Examination Committee.**
- 1. Study for a Master's program over one semester.**
 - 2. Obtain required credits, fulfill graduation requirements, and submit a thesis.**
 - 3. Complete the first draft of a thesis or obtain approval to submit any work, proof of achievement, written report, technical report, or professional practice report instead of a thesis.**
 - 4. Pass an online plagiarism check for the first draft, submit the Academic Ethics Statement, and obtain approval from the advisor and conferring department (graduate institute) according to the established review procedure.**
 - 5. Pass the Academic Research Ethics Education Course offered according to the Regulations Governing the Implementation of the Academic Research Ethics Education Course of Wenzao Ursuline University of Languages, and submit the application within the defined period.**
- Article III **The Master's Degree exam is held once a semester at a time specified by the department/graduate school, but the exam shall be held before the end of January for the fall semester and before the end of July for the spring semester.**
- Article IV The Master's Degree exam shall be conducted in accordance with the following procedures:
1. Establishment of the Master's Examination Committee.
 2. Organization of the Master's Degree exam.
- Article V The Master's Examination Committee shall be established in accordance with the following regulations:
1. The examination committee shall comprise three to five members appointed by the President **after approval from the department/graduate institute director and**

college dean in charge has been obtained. At least one third of the committee members must be external parties. The committee shall select one convener.

2. One of the advisors (co-advisors) is an ex officio member, who shall not serve as the convener.
3. Part-time faculty members may be appointed as external members of the examination committee.
4. In order to avoid nepotism, a student's relatives within the fourth degree by consanguinity or within the third degree by affinity (including ex-spouse) shall not serve as committee members. Members shall be re-appointed if necessary.

Article VI Members of the Master's Examination Committee shall specialize in the subject related to the thesis, exhibition/performance or technical report submitted by the graduate student taking the exam, and shall have at least one of the following qualifications:

1. He/she is/was a professor or associate professor.
2. He/she is/was an academician, research fellow or associate research fellow of Academia Sinica.
3. He/she has been conferred a PhD degree and has academic achievements.
4. He/she has expertise in an unusual or special academic subject and has significant academic or professional achievements.

The detailed qualification required under sub-paragraphs 3 and 4 above shall be subject to review and approval by the Department Affairs Meeting. (Criteria for the third and fourth qualifications stated above shall be specified at the Graduate Institute/College/Degree Program Affairs Meeting.)

Article VII The Master's Degree exam shall be carried out in accordance with the following regulations:

1. The application for the Master's Degree exam shall be reviewed by the applicant's graduate school. If the application has complied with the requirements, the thesis containing an abstract, the examination method, the time and the location of the exam and the recommended list of examiners shall be submitted to the Office of Academic Affairs to be reviewed and verified. The exam will take place after receiving ratification from the President and the examinee shall be notified at least one week prior to the exam. The exam shall be conducted in a fair, just and open manner.
2. Examiners on the Examination Committee must preside in person and shall not be replaced by another person. All examiners must be present for the Master's Degree exam.
3. The examination shall take the form of an oral defense, but a written exam may be conducted when necessary. The oral defense may be open to the public, but the audience attending the oral defense shall not engage in any misconduct that may interrupt the oral defense; otherwise, he/she shall be ordered to leave by the attending examiners, or university security will be notified to remove him/her. If the person interrupting the oral defense is a student of the University, he/she will be punished in accordance with relevant regulations.
4. An average grade of at least 70 is required for the student to pass the examination. The highest grade is 100. The grade for the Master's Degree exam is determined by averaging grades from all examiners. The student does not pass the defense if more than half of the examiners give a grade of less than 70. The granted grade shall be the result of the one-off assessment.

5. If the master thesis contains any instances of plagiarism or unethical conduct, upon being evaluated and confirmed by the Examination Committee, the student shall receive a non-passing grade.
6. If a student fails the Master's Degree exam and the permitted period of study has not yet expired, that student may apply to retake the Master's Degree exam after 4 months. Only one re-examination is permitted. If the student fails the re-examination, he/she will receive the grade determined before the re-examination and shall be dismissed from the program. (If a student fails the examination and the permitted period of study has not yet expired, he/she may apply to initiate the review process and retake the examination after four months. The student can only retake the examination once. Seventy is the highest score to be given for the second examination, even when the actual score is higher than 70. If the student fails the examination again, he/she shall be dismissed based on the first score.)
7. In principle, the master thesis shall be written in Chinese and shall include English and Chinese abstracts; if the topic has been proposed in a previous degree, it cannot be proposed again. If the master thesis is written in a foreign language, a Chinese abstract shall be provided.
8. Graduate students from graduate schools related to art or applied technology may use creative works, exhibition/performance and technical reports to replace their master thesis. However, to determine if a graduate school is related to art or applied technology, proposals shall be proposed by each graduate school to be verified and approved by the Academic Affairs Committee.

A student of a professional practice (in-service) Master's degree program may submit a professional practice report instead of a thesis. The criteria for recognizing professional practice shall be proposed by the conferring graduate institute/degree program office and approved at the Academic Affairs Meeting before implementation.

In the event of submitting a work, proof of achievement accompanied by a written report, technical report, or professional practice report instead of a thesis, the regulations governing the scope of alternative qualification, material forms, content, and other related matters pertaining to each field described in the preceding two paragraphs shall be established by the Ministry of Education.

9. A thesis, work, proof of achievement, written report, technical report, or professional practice report that has already been submitted to obtain a degree in Taiwan or abroad may not be submitted as the thesis, work, proof of achievement, written report, technical report, or professional practice report described in Article 7-8. This rule does not apply to the thesis completed under the joint supervision of a university in Taiwan and a foreign university for the purpose of academic collaboration and submitted to earn separate degrees from the two universities.
10. The examination for a foreign student of a dual degree program is administered according to the mutual agreement. If the examination is held by video conferencing, the conferring graduate institute/degree program office shall record the entire examination for storage and future reference.

Article VIII If a graduate student has applied to take the Master's Degree exam, but the exam is not held due to special circumstances and the student's permitted period of study has not yet expired, the student shall submit the "Notice for Cancellation of Master's Degree Examination" before the school start date of the following semester. After obtaining signatures from the supervisor and the dean of the graduate school, the notice shall be

submitted to the Office of Academic Affairs. The student can only apply for another Master's Degree exam after completing the registration procedures. If the student fails to submit the notice in time, a non-passing grade for the Master's Degree exam will be given.

Article IX All conferring graduate institutes shall submit examination results to the Office of Academic Affairs for registration within two weeks after graduate students take examinations.

Article X **If a graduate student passes the degree examination, four original copies of the thesis, written report, technical report, or professional practice report approved by the committee members with signatures (three copies for the library and one copy for the conferring department/graduate institute) shall be submitted before the first day of the following semester. The library will submit the documents, videos, audio files, CDs, or materials in any other form with electronic documents to the National Central Library for storage. If required materials are not submitted timely and the permitted period of study expires, the student shall be dismissed. A student whose permitted period of study does not expire can register for the following semester. Required materials shall be submitted by the deadline of that semester, in which the student will then be allowed to graduate. When the permitted period of study expires and the student fails to submit required materials, it is deemed that the student has failed the degree examination and shall be dismissed accordingly.**

Article XI The date of graduation for a graduate student is the last teaching day of the semester in which the student submits the thesis. **If the student does not take any other courses in the semester during which the student takes the degree examination, the degree may be conferred after the student passes the examination and completes the leaving procedure.** A student is allowed to graduate in the semester in which he/she passes the examination even when the thesis/dissertation is submitted before the first day of the following semester.

Article XII Wenzao Ursuline University of Languages shall revoke a degree under any of the following circumstances, issue a public announcement of degree revocation, request the degree holder to return the diploma, notify other relevant junior colleges, universities and institutions of the revocation, and handle the matter according to applicable regulations in the event of violation:

1. The student's admission eligibility or course of study involved dishonesty or fraud.
2. The thesis, work, proof of achievement, written report, technical report, or professional practice report contains fabricated, altered or plagiarized material, was written by someone else, or involves any other form of fraud.

Article XIII Any matters not stipulated herein shall be conducted in accordance with relevant laws and regulations, and the relevant academic regulations of the University.

Article XIV The Guidelines become effective after they are approved by the Academic Affairs Committee, ratified by the President and filed with the Ministry of Education for record. Revisions must follow the same procedures.

Wenzao Ursuline University of Languages

Application for graduate students to invite advisors

Date: yyyy mm dd

Graduate Institute		Program	<input type="checkbox"/> Master's program ____year <input type="checkbox"/> Master's on-job program ____year	
Name		Student ID No.		
Proposed thesis topic or research direction				
Advisor	Name	Title <small>(leave empty for school teacher or part-time teacher</small>	School and department <small>(leave empty for school</small>	Advisor's signature
Chairperson's signature				

Explanation:

1. Before the end of second semester of the first year, graduate students must apply to select an advisor; in general, advisors for graduate students shall be above the rank of full-time assistant professors; at the most, each advisor shall advise four graduate students at a time and, when necessary, the dean can invite advisors who are professors above the rank of assistant professor from outside the school.
2. In order to prevent conflicts of interest among thesis advisors, degree examination committee members and graduate students, advisors or academic examination committee members shall reclude themselves if there is any current or former spousal, ex-spousal, with four degrees of kinship, or three degrees of marital relationship with the graduate students.
3. After filling out this form, please submit it to the person in charge.

Wenzao Ursuline University of Languages

Thesis Proposal Hearing Application

Date: yyyy mm dd

Graduate Institute		Program	<input type="checkbox"/> Master's program ____ year <input type="checkbox"/> Master's on-job program ____ year
Name		Student ID No.	
Number of credits earned	Number of credits		
Review by graduate institute	<input type="checkbox"/> student has met minimum credit requirements <input type="checkbox"/> student has not met minimum credit requirements Signature by staff at graduate institute:		
Thesis title	Chinese : English :		
Hearing date	yyyy mm dd (day of the week) beginning at ____ 00:00		
Equipment needed			
Discussant professor	Name : Affiliated unit : Title :		
Discussant professor	Name : Affiliated unit : Title :		
Advisor	(signature)	Dean	(signature)

Explanations :

1. Applicants should complete the form, seek approval from their advisors and submit it to the office of the pertinent graduate institute with 4 copies of the thesis proposal.
2. **Graduate students may only apply to hold thesis proposal hearings after completing 15 credits.**
3. The thesis proposal hearing committee consists of three members. The advisor or co-advisors are ex officio members. The remaining two members must be faculty holding the positions of assistant professor or above. One of those members must be external. The members of the committee are nominated by the advisor. The list must be reviewed by the dean of the graduate institute before the committee members are invited.
4. Deadlines for submitting thesis proposal hearing applications: January 10 for the Fall semester, July 10 for the Spring semester.
5. Dates for thesis proposal hearings: from August 1st to January 31 for the Fall semester, from February 1st to July 31 for the Spring semester.
6. The proposal hearing is conducted in oral format. It can proceed only when all members are present. The passing score is 70 and the maximum score is 100. The final score is the average of all scores. If more than one half of the committee members give failing scores, then the student is considered to have failed. Students who do not pass may submit applications for another hearing a month later. Once the application is approved by the dean of the graduate institute, students may proceed with setting up the venue, preparing refreshments and borrowing equipment.

Wenzao Ursuline University of Languages
Master's Thesis Defense Application Form

Semester	Semester Academic year	Graduate Institute		Program	<input type="checkbox"/> Master's program ____year <input type="checkbox"/> Master's on-job program ____year
Name		Advisor		Date of exam	(YYYY/MM/DD)
Student ID No.		Tel.(Cell phone)		Place of exam	
Thesis title	Chinese:				
	English:				
Review of student's graduation qualifications					
<input type="checkbox"/> Thesis title and content meet the department's/graduate school's educational goals, core competencies, course content and course field, academic or professional practice. <input type="checkbox"/> Completed semesters of study: _____ semesters <input type="checkbox"/> Student has completed _____ credits required by the graduate.(excluding thesis) <input type="checkbox"/> Student has not completed _____ credits required by the graduate. _____ required number of credits (excluding thesis) that should be passed this semester to graduate; _____ elective number of credits that should be passed this semester to graduate. <input type="checkbox"/> The student has passed the proposal hearing, or get permission to replace the thesis in other ways. <input type="checkbox"/> Student's study requirements meet other requirements and regulations, can apply for master's thesis defense(Individual department/graduate school may specify additional conditions) <input type="checkbox"/> Passed the academic ethics education course (since 2017 Academic Year) <input type="checkbox"/> Academic Ethics Statement ◎Applying for degree examination : <input type="checkbox"/> Apply for the first time <input type="checkbox"/> Once applied, and then changed the test date <input type="checkbox"/> Once applied and then withdrawn the exam					

※The above is filled in by the applicant.

Department review :			
<input type="checkbox"/> Agree to take the master's thesis defense <input type="checkbox"/> Disagree			
Advisor	<input type="checkbox"/> This student's thesis corresponds to the professional field Signature of Advisor _____	Department Chair	
Dean		Assistant of Department	

Wenzao Ursuline University of Languages

Master's Thesis Defense Committee Members

Graduate Institute: _____ semester of the _____
academic year

Student	Class	Student ID No.	Name	Date and location of examination	Thesis title
Committee members	Name	Internal/External/Advisor		Title	Affiliated institution/unit
Student	Class	Student No.	Name	Date and location of examination	Thesis title
Committee members	Name	Internal/External/Advisor		Title	Affiliated institution/unit

Explanations :

1. Thesis defense applications should be reviewed by the appropriate graduate institute and forwarded to the Office of Academic Affairs with the thesis, abstract, format of the defense, time, location and list of internal and external committee members attached. Once reviewed for errors by the Office, the form is sent to the University President for approval and then processed.
2. The defense committee consists of 3 members with the advisor as an ex officio member. One third of the members must be external. The committee members are nominated by the advisor. They are invited after approval by the dean of the graduate institute.
3. Members of the defense committee may not be interested parties or be related to the student currently or formerly by blood or marriage including being a spouse, former spouse, a blood relative within the third degree of kinship, or a collateral relative within the second degree of kinship. Nominees who are related to the students in any of the ways stated above should recuse themselves. If necessary, the nomination process should be carried out a second time.
4. For other pertinent information, see the Wenzao Ursuline University of Languages Master's Thesis Defense Regulations.

Advisor:

Staff of Graduate Institute:

Dean of Graduate Institute:

Dean of College:

Dean of Academic Affairs:

President:

Academic Ethics Statement

Name: _____

☐ Master's program ☐ In-service master's program

Under the supervision of my advisor during the thesis composition, I am well-informed of the definitions and prohibition of plagiarism in academic writing. I declare that the citations in my thesis and the charts or graphs I adopted from others' works have no plagiarism or violations of academic ethics. If any violation of academic ethics in my thesis is confirmed true, I should take legal liability for this and completely agree with the punishment of withdrawal of the Master/Doctor degree granted by Degree Conferral Act Article 17.

I verify that my thesis/dissertation has been checked for plagiarism by software, such as SYMSKAN of Airiti Library or iThenticate Plagiarism Checking Software provided by the library of Wenzao Ursuline University of Languages, and the results of Plagiarism Checking is attached to this Statement after being reviewed by my advisor who confirmed that no violations of academic ethics are found in my thesis/dissertation before the oral defense.

Plagiarism Checking Results	
<p>Thesis title: _____</p> <p>Overall Similarity(%): _____ %</p> <p>※The maximum overall similarity percentage is specified by the academic departments/graduate institutes based on their academic specialization or verifications by the advisor.</p> <p>Plagiarism Checking Time: _____ (YYYY/MM/DD)</p>	
<p>Self-checklist for Plagiarism</p> <p>The thesis/dissertation is not written by “fraudulent means” or someone else, and no “mix” of words from others is used (not paraphrasing the thesis/dissertation from multiple sources). Also, sources are all properly cited, and anything which I directly quoted is put in quotation marks. The plagiarism check results show no violations of academic ethics.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>Declarant: _____</p> <p style="text-align: center;">(Signature)</p> </div> <div style="width: 45%;"> <p>Date : _____(YYYY /MM/DD)</p> </div> </div> <p style="margin-top: 20px;">Tel. _____ :</p> <p style="margin-top: 20px;">Address : _____</p> <p style="margin-top: 20px;">_____</p> <p style="margin-top: 20px;">_____</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>Signature of Advisor : _____</p> <p style="text-align: center;">(Signature)</p> </div> <div style="width: 45%;"> <p>Date : _____(YYYY /MM/DD)</p> </div> </div>	

Graduate Student Thesis Forming

<https://d001.wzu.edu.tw/category/136768>



For more information and forms, please check the following link or scan the QR Code:

<https://d001.wzu.edu.tw/category/136768>



(Download)

文藻外語大學校園平面圖

Wenzao Ursuline University of Languages Campus Plan



建築物 BUILDING	主要場所 MAIN LOCATION	建築物 BUILDING	主要場所 MAIN LOCATION	建築物 BUILDING	主要場所 MAIN LOCATION
1 行政大樓 Administration Building	國際會議廳 International Conference Room	10 露德樓 Lourdes Hall	英文系 畢訓中心 English Department: Senior English Center	16 自強樓 Ziqiang Hall	英文系 西文系 漢語口語教學室 French Department: Spanish Department: Putunghua Oral Center
2 文匯 Wen-Yuan	文匯演講廳 Wen-Yuan Lecture Hall	11 求真樓 Qiuzhen Hall	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	17 公同廳 Gongtong Hall	英文系 西文系 漢語口語教學室 French Department: Spanish Department: Putunghua Oral Center
3 圖書館大廳 Library	文匯演講廳 Wen-Yuan Lecture Hall	12 至善樓 Zhishan Hall	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	18 莊敬樓 Zhuangjing Hall	學生活動中心 Extracurricular Activities Center
4 正氣樓 Zhengqi Hall	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	13 聚賢館 Scholar's Residence	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	19 學生活動中心 Extracurricular Activities Center	學生活動中心 Extracurricular Activities Center
5 明園 Mingyuan	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	14 育美體育館 Yumei Gym	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	A 民族校門 School Gate at Minzu Road	民族校門 School Gate at Minzu Road
6 文淵樓 Wen-Ruey Hall	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	15 化雨堂 Auditorium	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department	B 鼎中校門 School Gate at Dingzhong Road	鼎中校門 School Gate at Dingzhong Road
7 千禧樓 Millennium Hall	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department			C 民族路牌樓 The Archway of Minzu Gate	民族路牌樓 The Archway of Minzu Gate
8 修院 Convent	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department				
9 聖安琪靈修中心 St. Angela Spiritual Center	歐美語文系 英文系 歐洲語文系 European American Language Department: English Department: European Language Department				