

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Electrical and Communications Engineering Regulations of Master's Degree Research Student Recruitment and Master's Degree Research Student Selecting and Changing Supervisors

Approved by the 3rd Academic Review Committee Meeting on November 21, 2012.

Amended and approved by the 4th Academic Review Committee Meeting on December 18, 2012.

Amended and approved by the 5th Joint Department/Faculty General Meeting on January 5, 2013.

- I. This set of regulations for recruitments of master's degree research students and selection and changes of supervisors of master's degree research students is specifically issued by National Sun Yat-sen University Institute of Electrical and Communications Engineering (hereinafter refers as "the Institute") for ensuring fundamental research capabilities of faculty members and rights of students for selecting supervisors.
- II. Distributions of the Institute faculty members in supervising master's degree research students shall be determined by full-time faculty members of each group by majority rule based on the principle of equity. Determined distributions shall be submitted to the Institute for reviews.
- III. New master's degree students shall actively search for supervisors and submit confirmation slips signed by the supervisors to office of the Institute within 5 months after entry to master's degree courses to officially establish supervising relationships between faculty members and students. For students who do not submit supervisor confirmation slips, conveners of each group will host coordination meetings. A coordination meeting is effective when two-thirds or more of full-time faculty members of a group are present. Supervisor assignments shall be implemented after being approved by half or more of attending meeting members.
- IV. The Institute shall verify that there are no violations to distribution methods before officially receiving the supervisor confirmation slips submitted by students. The Institute shall stamp and note down effective dates of supervising relationships on the slips (the dates shall be no earlier than the official starting day of the semester that a student is registered for). Students may request for copies of the slips to keep.
- V. A general student may only apply for degree examination 18 months after the effective date when the Institute receives the first supervisor confirmation slip from the student. A student of five-year undergraduate and master's degree program may apply for degree examination 7 months after the effective date of the confirmation slip.
- VI. Five months after supervising relationships is effective, students may re-select supervisors from faculty members of the same group in accordance with individual needs, and re-submit supervisor confirmation slips.
- VII. Once a variation of supervisors is made, a master's degree student may not continue to use research options of the original supervisor for his/her graduating thesis and thesis topic. Degree examinations may only be applied after X months of effective variations. X is determined as follows:

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$$\left(\begin{array}{l} \text{No. of months or registered} \\ \text{study of the student at the} \\ \text{time of supervisor variation} \end{array} \right) + 2 \times X \text{ months} \geq 45 \text{ months, where } X \text{ is } 6 \\ \text{or a greater integer.}$$

- VIII. A faculty member may supervise a total of one student of each master's degree class year who meets the criteria described in Article VI or Article III (and whom a lecturer, who has taken full amount of supervised students, has agreed to supervise) of this set of regulations. If agreed by all full-time faculty members of a group, the total number of students may be more than one. For a student who meets the criteria described in Article III of this set of regulations and who is allowed to select a supervisor of all faculty members of the Institute, he/she will not be accounted for the total amount of supervised students of the selected supervisor, and the selected supervisor is exempt from the limitation of supervising a total of one student.
- IX. Total amounts of supervised master's degree students for each faculty member in each school year may be transferred among faculty members under agreements of transferring lecturers.
- X. A master's degree student with early entry, or a master's degree student who re-enters the course after a period of suspension, is accounted for total amount of supervised student of the school year that the student enters the master's degree course under regular circumstances.
- XI. In cases of supervisors being on sick leaves, resign or are terminated due to certain reasons, their supervising students will be co-supervised by other faculty members.
- XII. Since the EM Wave Group of the Department of Electrical Engineering and the EM Wave Group of the Institute of Communications Engineering co-recruit students, all students of the EM Wave Groups are accounted as students of the Department of Electrical Engineering EM Wave Group in reference to this set of regulations.
- XIII. In cases of this set of regulations being inadequate or controversial circumstances, the academic review committee will present recommendation cases and submit to joint department general meetings for conclusions to be made and implemented.
- XIV. This set of regulations shall be implemented following discussions of the Academic Review Committee and approvals of joint department general meetings. The same procedure shall be carried out when amendments are to be made.