

Implementation Regulations for Doctoral Candidacy Evaluation of the Department of Environmental Engineering, National Chung Hsing University (101)

Amended and approved by the Department Affairs Meeting on October 25, 2004.

Amended and approved by the Department Affairs Meeting on April 8, 2009.

Amended and approved by the Department Affairs Meeting on October 12, 2011.

Article 1

To enhance the research capabilities of doctoral students and ensure their basic academic foundation, the Department has established these guidelines based on the "NCHU Guidelines for Doctoral Candidacy Evaluation."

Article 2

Before writing their dissertation, doctoral students must apply for the doctoral candidacy evaluation. Only after passing this evaluation and becoming doctoral candidates can they apply for the doctoral dissertation defense.

Article 3

After accepting a doctoral student's application for the doctoral candidacy evaluation, the Department shall organize a "Doctoral Candidacy Evaluation Committee" to oversee the examination. The committee shall consist of at least five members, with the student's advisor being an ex officio member and serving as the committee convener. The committee members shall be recommended by the convener and appointed after approval by the Department Affairs Meeting.

Article 4

Committee members of the Doctoral Candidacy Evaluation Committee should meet the qualifications required by the Degree Conferral Act to serve as Ph.D. Candidate Qualifying Examination Committee members. The principle is that they should be full-time assistant professors or above at the university. However, if approved by the Department Affairs Meeting and the Department Chair, full-time assistant professors or above from outside the university, or part-time assistant professors or above from the university whose research aligns with the doctoral candidate's field, may also serve. The spouse or blood relatives within three degrees of kinship, or in-laws, of a doctoral student cannot serve as their advisor or members of their Ph.D. Candidate Qualifying Examination Committee.

Article 5

A doctoral student may apply to take the doctoral candidacy evaluation one year after admission (excluding any periods of leave of absence), provided they have completed the required courses (which must include Biological Principle in Environmental Engineering, Physical Principle in Environmental Engineering, Chemical Principle in Environmental Engineering, and Numerical Methods in Environmental Engineering) and earned the required credits. The student must also have the approval of their advisor. The candidacy evaluation must be completed within four years of enrollment (excluding periods of leave of absence). The time and location for the candidacy evaluation shall be determined by the committee convener.

Article 6

The doctoral candidacy evaluation consists of written and oral components. The written exam will include two subjects related to the dissertation topic, as designated by the convener. The candidacy evaluation committee members will create the exam questions, which can vary in type and number. Each subject is scored out of 100 points, with a passing score of 70. A student must pass both subjects to pass the written exam. After passing the written exam, the oral exam must be completed in the same semester. The oral exam will be considered passed if at least two-thirds (inclusive) of the committee members assess it as passing (with 70 as the passing score). The results of both the written and oral exams, along with the dissertation proposal, must be submitted to the Department Affairs Meeting for approval and then forwarded to the Office of Academic Affairs for record-keeping.

Article 7

If a doctoral student fails the doctoral candidacy evaluation, they may apply to retake the evaluation once. If they fail again, they will be dismissed from the program.

Article 8

Once a student passes the doctoral candidacy evaluation, they must notify the Office of Academic Affairs to be registered as a doctoral candidate. A doctoral candidate will be awarded the doctoral degree only after fulfilling all graduation requirements, submitting the dissertation, and passing the dissertation defense.

Article 9

These guidelines will be implemented after approval by the Department Affairs Meeting and filing with the Office of Academic Affairs. The same procedure applies when revisions are made.

National Chung Hsing University Department of Environmental Engineering **Doctoral Candidacy Evaluation Review Form**
for Enrollment in Academic Year _____

Graduate Student Name: _____ ☐ Regular Student ☐ Direct Pursuit of Doctoral Degree Student Graduate Student ID Number: _____

Processing Schedule	<input type="checkbox"/> First Semester: August 1 st ~ January 31 st of the following year <input type="checkbox"/> Second Semester: February 1 st ~ July 31 st
Processing Procedure	Attach this form and related documents → Stage I → Department Affairs Meeting → Stage II → Department Affairs Meeting → Complete Candidacy Evaluation (submit to the department and Office of Academic Affairs for record)

Stage I: Organization of the Candidacy Evaluation Committee

Tick when done (V)	Review Items (to be completed by the student)	Approval Criteria
	Until the application review date, the total years of study: ____years	Enrollment Duration: 2–4 years (excluding up to 2 years of leave of absence)
	Until the application review date, total completed credits for coursework: ____ credits	Minimum required coursework credits, excluding thesis: General Students: 24 credits Students directly pursuing a PhD from a Master's program: 30 credits (up to 12 credits from a Master's program may be counted)
	Score of Required Courses: - Physical Principle in Environmental Engineering: ____ / Academic Year: ____ - Chemical Principle in Environmental Engineering: ____ / Academic Year: ____ - Biological Principle in Environmental Engineering: ____ / Academic Year: ____ - Numerical Methods in Environmental Engineering: ____ / Academic Year: ____	Please Attach: One original copy of the transcript.
	Doctoral Candidacy Evaluation Committee Member List	Please Attach: ◎ Application Form for Doctoral Candidacy Evaluation ◎ Notification of Passing the Doctoral Candidacy Evaluation ◎ List of Committee Members for the Doctoral Examination (Environmental Engineering Department) ◎ Candidacy Evaluation Application and Results Notification Form (Environmental Engineering Department)
	Doctoral Student	Thesis Advisor
	Department Chair	
Approval Date of Department Affairs Meeting: Year: ____ Month: ____ Day: ____.		

Stage II: Conducting the Doctoral Candidacy Evaluation

Tick when done (V)	Review Items (to be completed by the student)	Approval Criteria
	(1) Academic Results: - First Examination Subject: _____ - Second Examination Subject: _____ <input type="checkbox"/> Pass <input type="checkbox"/> Fail Date : _____ Year: ____ Month: ____ Day: ____	<p>The Doctoral Candidacy Evaluation consists of a written examination and an oral examination. For the written examination, the convener (dissertation advisor) will designate two subjects related to the candidate's thesis topic. The Candidacy Evaluation Committee members will formulate the exam questions without restrictions on the number or format of questions. Each subject is graded on a scale of 100 points, with a passing score set at 70. Candidates must pass both subjects to pass the written examination.</p> <p>Please attach a copy of the Department of Environmental Engineering Doctoral Candidacy Evaluation Application and Grade Notification Form.</p>
	(2) Oral Results: <input type="checkbox"/> Pass <input type="checkbox"/> Fail Date : _____ Year: ____ Month: ____ Day: ____	<p>After passing the written examination, the oral examination must be completed within the same semester. To pass the oral examination, at least two-thirds (inclusive) of the committee members must give a passing grade (a passing score is 70 points).</p> <p>Please attach the following documents:</p> <ul style="list-style-type: none"> ⊙ Notification of Passing the Doctoral Candidacy Evaluation ⊙ Confirmation of External Committee Members' Reimbursement List ⊙ Environmental Engineering Department Candidacy Evaluation Application and Results Notification Form (including Oral Examination Score Sheet)
	Please Attach: One copy of the research proposal and presentation evaluation documents.	After the written and oral examination results are confirmed with the committee members' signatures, the results and the dissertation proposal outline must be submitted to the Department Affairs Meeting for approval and then forwarded to the Office of Academic Affairs for record-keeping.
Signature of Department Chair:		
	Approval Date of Department Affairs Meeting: Year: ____ Month: ____ Day: ____	

國立中興大學 博士生通過博士候選人資格考核通知書

Notification for PhD Students Passing Doctoral Candidacy Evaluation

學年度第__學期 Academic year ____, Fall / Spring Semester

學號 Student ID		年級 Grade		姓名 Name	
學系（所、學位學程） Department (Institution)				指導教授 Advisor	

- 一、上開博士生經本委員會依據本校『博士學位候選人資格考核實施要點』之本系博士候選人資格考核相關規定，考核通過，同意其為博士學位候選人。

After the evaluation of the committee based on the " NCHU Guidelines for Doctoral Candidacy Evaluation, " the above PhD student meets the requirements of the relevant regulations of the evaluation for the doctoral candidate and is recognized as the doctoral candidate.

考核日期__年__月__日 Date for PhD Students Passing Doctoral Candidacy Evaluation (YYYY/MM/ DD)

考核地點： Venue for Doctoral Candidacy Evaluation

二、考核委員名單 Committee Members:

委員名額五至九人，其資格必須符合本校博士學位考試細則之規定。(考試委員資格請擇一勾選)

The Evaluation Committee consists of 5 to 9 members, and their qualifications must meet the NCHU Implementation Guidelines for Doctoral Degree Examination requirements. (Please select one to mark the qualifications of the Committee member(s))

姓名 Name		符合考試委員資格 Evaluation Committee Member Qualifications (後2項須檢附會議紀錄) (Last Two Items Require "Meeting Minutes" Documentation)	委員簽名 Signature
服務單位 Service Unit		<input type="checkbox"/> 符合學位授予法 Complies with the Degree Conferral Act <input type="checkbox"/> 博士學位且學術成就 Doctoral degree and significant academic accomplishments <input type="checkbox"/> 稀少或特殊性 Unusual or highly specialized academic area	
最高學歷 Education	<input type="checkbox"/> 博士 PhD <input type="checkbox"/> 其他 Others		
職稱 Position	<input type="checkbox"/> 教授 Professor <input type="checkbox"/> 副教授 Associate Professor <input type="checkbox"/> 助理教授 Assistant Professor <input type="checkbox"/> 院士 Academician <input type="checkbox"/> 研究員 Research Fellow <input type="checkbox"/> 副研究員 Associate Research Fellow <input type="checkbox"/> 助研究員 Assistant Research Fellow <input type="checkbox"/> 其他 others		

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指導教授簽章 Signature of Advisor	系所主管簽章 Signature of Chairman of Department	註冊組收件紀錄 Division of Registration

Academic Year: _____, Semester: _____

1. Basic Information of Doctoral Student: Student ID: _____ Name: _____

2. Examination Committee Member List:

Internal and External Committee Members	Name	Service Unit and Position	Educational Background	Complies with the provisions of Article 12 of the Degree Conferral Act.	Note
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	

Advisor's Signature: _____ Date: _____ Year _____ Month _____ Day

2. Examination Committee Member List (Continued):

Internal and External Committee Members	Name	Service Unit and Position	Educational Background	Complies with the provisions of Article 12 of the Degree Conferral Act.	Note
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	
<input type="checkbox"/> On-campus <input type="checkbox"/> Off-campus				<input type="checkbox"/> 1. Served as a professor. <input type="checkbox"/> 2. The individual has served as an academician or a researcher at the Academia Sinica. <input type="checkbox"/> 3. Served as an associate professor or individual who has served as an associate researcher at the Academia Sinica, with notable academic achievements. <input type="checkbox"/> 4. The individual with a doctoral degree and notable academic achievements. <input type="checkbox"/> 5. The individual in rare or specialized disciplines with notable academic or professional achievements (attach supporting documents).	
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Advisor's Signature: _____ Date: ____ Year ____ Month ____ Day

Doctoral Candidacy Evaluation Application and Grade Notification Form

Name	Student ID Number	Advisor	Note

The student has completed the required courses and credits for the doctoral program in this department. Please approve their participation in the doctoral candidacy evaluation.

Applicant (Signature): _____ Contact Number: _____ Date: ____ Year / ____ Month / ____ Day
Respectfully Submitted

According to the "Implementation Regulations for Doctoral Candidacy Evaluation" of this department, the candidacy evaluation results for the doctoral student:

(Student ID: _____) are hereby submitted.

(1) Written Examination: Date: ____ Year / ____ Month / ____ Day

Written Examination Subjects	Examination Committee Members	Grades	Examination Teacher's Signature
Subject 1			
Subject 2			

(2) Oral Examination: Examination Date: ____ Year / ____ Month / ____ Day Meeting Location: _____

Oral Examination Results	Candidacy Evaluation Committee Members' Signatures

Respectfully Submitted

Advisor (Signature): _____ Department Chair (Signature): _____

Date Approved by Department Meeting: ____ Year / ____ Month / ____ Day

Prepared by the Department of Environmental Engineering, September 2013

National Chung Hsing University Department of Environmental Engineering
Oral Examination Score Sheet of the Doctoral Candidacy Evaluation

Academic Year: _____ Fall / Spring Semester : _____

Applicant Information		Score
Name		
Student ID Number		
Examination Location		
Examination Date	Year/Month/Day	

1. The oral examination is considered passed if **two-thirds (inclusive) or more committee members** rate the candidate as passing (70 points or above is considered passing).
 2. This score sheet is supporting documentation and should be submitted to the department for record-keeping after the examination.
-

National Chung Hsing University Department of Environmental Engineering
Oral Examination Score Sheet of the Doctoral Candidacy Evaluation

Academic Year: _____ Fall / Spring Semester : _____

Applicant Information		Score
Name		
Student ID Number		
Examination Location		
Examination Date	Year/Month/Day	

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