

中國醫藥大學研究生修業規定

Regulations on the Study of Graduate Students of China Medical University

- 一、 本校為統一規範研究生之學習與研究等相關事務，以利研究生遵循辦理，特訂定「研究生修業規定」(以下簡稱本規定)。

This *Regulation on the Study of Graduate Students* (hereinafter referred to as the “Regulation”) is formulated by this University to standardize the matters related to the study and research of graduate students and facilitate graduate students to follow it.

- 二、 課程修習 Course study

研究生修業期間除修習各系所規定應修課程外，尚須完成下列校定課程之研修：

- (一)「實驗室安全」-碩博士班校級必修 0 學分，惟護理學系碩士班、醫務管理學系碩士班及中醫學系碩博士班醫經醫史組不受此限；公共衛生學系碩博士班須符合畢業學分認定表內各領域之相關規定。
- (二)「研究倫理」-碩博士班校級必修 0 學分。
- (三)「現代生物醫學講座」-博士班校級必修 4 學分。
- (四)「分子醫學」-碩博士班院級全英課程 4 學分，必修。公共衛生學院得以「流行病學」代之、人文與科技學院得以相關課程代之。

Besides taking the required courses as stipulated by each department in the study period, graduate students shall complete the training of the following courses as stipulated by the school:

- (1) “Laboratory safety” – A school-level required course in the Master’s Program and Doctoral Program with 0 credits; however, the Graduate Institute of Nursing, Master’s Program in the Department of Health Services Administration, and Division of Medical Classics & Medical History in the Master’s Program and Doctoral Program in the School of Chinese Medicine shall not be subject to this limitation; the Master’s Program and Doctoral Program in Department of Public Health shall meet the relevant stipulations of various fields in the Recognition List of Graduation Credits.
- (2) “Research Ethics” - A school-level required course in the Master’s Program and Doctoral Program with 0 credits
- (3) “Lecture on Modern Biomedicine” - A school-level required course in the Doctoral Program with 4 credits.
- (4) “Molecular medicine” - A college-level required course taught in English in the Master’s Program and Doctoral Program with 4 credits. The College of Public Health may offer “Epidemiology”, and the College of Humanities and Sciences may offer relevant courses instead.

三、 基本能力 Basic competence

(一)英文能力

須達到「中國醫藥大學學生英文能力鑑定實施辦法」規定之校外英文檢測鑑定標準或完成校內規定之配套措施。

(二)教學助理訓練：

碩士生須完成至少 1 學期、博士生須完成至少 2 學期之教學助理訓練。惟具全職工作或已具教學經驗者，得提出相關證明至研究生事務處辦理抵免；經審核通過者，予以免修。境外生得免修。

第一目所稱「全職工作」係以投保薪資計算，「教學經驗」泛指曾擔任教職、教學助理、課輔老師或學伴...等，具相關證明者。

I. English proficiency

Shall meet the External English Test & Appraisal Standard stipulated in the *Measures for the Implementation of English Proficiency Appraisal of Students in China Medical University*, or complete the supplementary measures as prescribed by the University.

II. Teaching assistant training:

Master level students have to complete at least 1 semester of teaching assistant training, and doctoral students at least 2 semesters. Those who have a full-time job or teaching experience can submit relevant supporting documents to the Office of Graduate Student Affairs for **waiver or exemption**. After being reviewed and approved, such training can be exempted. For students from abroad, such training can be exempted.

“Full-time job” referred to in Subparagraph 1 is calculated based on insurance salary, and “teaching experience” refers to having served as a teacher, teaching assistant, tutor, school buddy, etc., with relevant supporting documents.

四、 畢業離校 Graduation and leaving school

(一)畢業離校手續：

1. 研究生完成學位考試及各項修業規定，成績及格，並經各單位於「畢業資格審查系統」審查確定後，得辦理離校手續。
2. 碩士生(含碩士在職專班)自第 3 年起、博士生自第 4 年起，依學校規定繳費期限完成註冊繳費者，得於完成畢業條件及離校手續一週後，領取畢業證書；惟其已註冊繳交之學雜費，不予退費。
3. 離校手續須於完成畢業條件之當學期辦理完成，第一學期至 1 月 31 日止、第二學期至 8 月 31 日止；未能如期完成者，須先辦理下一學期註冊後，始得離校。

(二)領取畢業證書：

研究生完成離校手續後，本人須持學生證（或身分證）及印章領取畢業證書。代領畢業證書者，須持代領人身分證及印章、受領人之學生證及印章。

I. Implementing the procedures of graduation and leaving school

1. After having completed degree examinations and various study requirements, obtained passing grades and received confirmation in the “Graduation Qualification

Review System” through the review of various units, graduate students shall implement the procedures of graduation and leaving school.

2. Master level students (including those in the in-service Master’s Program) starting from the third year, and doctoral students starting from the fourth year, if having completed the registration and paid the tuition and fees according to the regulations of the school, can collect the diplomas one week after having completed the graduation conditions and procedures of leaving school. Tuition and fees paid for the registration will not be refunded.
3. The procedures of leaving school shall be completed in the semester when the graduation conditions are completed, until January 31st in the first (fall) semester and until August 31st in the second (spring) semester; if the student fails to complete the conditions according to the specified time limits, s/he has to register for the next semester in order to leave school.

II. Collecting diplomas:

After completing the procedures of leaving school, graduate students shall present their student identity cards (or ID cards) and seals to collect diplomas in person. If a diploma is collected by someone on behalf of the recipient, this person shall present his/her ID card and seal as well as the student's identity card and seal of the recipient.

五、 本規定未盡事宜，悉依本校相關規定辦理。

Matters not specified in this Regulation shall be handled in accordance with relevant stipulations of this University.

六、 本規定經研究生教育委員會議審議通過，陳請校長發布施行，修正時亦同。

This Regulation shall become effective on the date of promulgation after being passed by the Graduate Student Education Committee Meeting and reported to the President for promulgation; the same applies to the amendments.