Department of Industrial Design, National Cheng Kung University **Regulation of Course and Graduation Requirements for
Master Students**

**Article 1 Selection of Thesis Advisors**

1. Master students shall select a thesis advisor according to the enrollment quota of the group in which they are enrolled.
2. Master students shall submit their Statement of Purpose (with the minimum of 500 words) to professors in charge of the enrollment of the group when registering, and select the thesis advisor within two weeks after the registration. If students fail to make the decision before the deadline, they are conceited at their own risk.
3. The thesis advisor for students who resume their studies will be the original thesis advisor before their suspension from school. If students did not have an original thesis advisor, select from professors in the group whose quota was not fulfilled at the year they suspended the course.
4. Master students who are newly registered and whose thesis advisor resigns at the beginning of the academic year shall select a new thesis advisor from the group in which they are enrolled. The enrollment quota of the next academic year for the new thesis advisor can be deducted due to this extra quota. The above mentioned shall be reported to the Department Affairs Meeting.
5. Master students whose thesis advisor resigns at the beginning of the academic year during their study shall select a new thesis advisor from the group in which they are enrolled, and the original thesis advisor can be the co-advisor. The above mentioned shall be reported to the Department Affairs Meeting.
6. Master students whose thesis advisor retires at the beginning of the academic year during their study shall select a new thesis advisor or co-advisor, and report the result to the Department Affairs Meeting.

**Article 2 Terms of Study and Course Credits**

1. Students in the master’s degree program are required to complete a minimum of 28 credits. The above mentioned credits do not include credits received for thesis.
2. Advanced Industrial Design courses (6 course credits; 3 course credits for each semester. Courses include Group A- Integration Design, Group B- Interface Design, Group C- Concurrent Design, and Group D- Communication Design) are required for master students.
3. For master students who are not graduated from industrial design undergraduate courses are required to complete 6 course credits received from undergraduate courses; students who are not graduated from design related undergraduate courses are required to complete 12 course credits received from undergraduate courses. Master students who have completed design related courses in other colleges or universities whose course name and contents are similar to courses in our program, can submit the transcript of all semesters and application form for course credit waiver upon enrollment of the first academic year. The result of application will be determined by the Administration of Industrial Design program.
4. Students in the master’s degree program are required to complete a minimum of 22 course credits received from professional courses for master or doctoral degree. The above mentioned course credits include a minimum of 9 credits received from courses of the group in which the students are enrolled, and are approved by the thesis advisor.
5. Students in the master’s degree program can complete a maximum of 15 course credits received from professional courses for master or doctoral degree for each semester.
6. The term of study for all master’s degree programs is between 1 to 4 years.

**Article 3 Assessment of Master Thesis Proposal**

1. The assessment of master thesis proposal is held every semester, and shall be completed within 8 weeks from the beginning of the academic semester. Under special circumstances, the assessment can be completed no later than the 11th week from the beginning of the semester.
2. The assessment committee shall consist of at least 3 members, including the thesis advisor and supervisors invited by the thesis advisor.
3. The assessment shall be held publicly. The certificate can only be given by the department upon approval of all members of assessment committee.
4. The content of thesis proposal shall consist of (1) Introduction (including Research Background/ Motivation and Problem Statement; Research Purpose and Restrictions can also be listed in the Introduction chapter); (2) Literature Review (The Basis of Theory shall be included); (3) Research Approach (consists of Research Purpose/ Objective, Research Method, Research Process, and Expected Result); (4) Research Development and Analysis in the Former Phases; (5) Initial Conclusion and Discussion; (6) References; and (7) Appendixes.

**Article 4 Examination for Master Degree**

1. According to National Cheng Kung University Enforcement Rules for Doctoral and Master’s Degree Examinations, the examination for master degree is held every semester, and shall be completed within 16 weeks from the beginning of the academic semester. Under special circumstances, the examination can be completed no later than the 18th week from the beginning of the semester.
2. Master students who would like to attend the oral defense held at the current academic semester shall submit the complete master thesis (written in English), transcript of master degree courses, certificate of approval for thesis proposal, and certificate for thesis presentation in seminars during the study (at least one thesis; it shall be supervised by the thesis advisor and the student shall be listed as the first author) at the 12th week of the semester.
3. The Student Academic Development Committee of the department assesses each student’s qualification by the completion of courses requirements, submission of certificate of approval for thesis proposal and certificate for thesis presentation in seminars, and the integrity of the thesis. Students who fail to meet the standard shall resubmit the thesis within a week, or they will not be qualified to attend the oral defense in the current semester.
4. Please take the Regulation of Format for National Cheng Kung University Master and PhD Thesis and the English thesis template provided by the department as references, and write the thesis in English.

**Article 5 Matters not addressed in this regulation shall be revised after the discussion of Department Affairs Meeting.**