

# **Kainan University (KNU) Master's Degree Regulations for the School of Tourism and Transportation**

Revised and Passed at the Academic Affairs Meeting on 21 September 2021

Article 1: The School of Tourism and Transportation (hereinafter referred to as the school) at the Kainan University (KNU) sets the following program regulations for master's students in compliance with the KNU Regulations for Master's and Doctoral Degrees Conferment and relevant guidelines.

Article 2: The duration of study for master's degree students at this school shall be governed by the regulations stipulated in Article 83 of the academic regulations of KNU.

Article 3: Master's students must submit the Thesis Advisor Application before the end of the first academic year for the review and approval of the school academic affairs committee (hereinafter referred to as "the committee"). Those who do not apply for a thesis advisor may, at the discretion of the committee, be assigned an appropriate thesis advisor in accordance with their anticipated research direction.

Article 4: For master's students at this school, each advisor is generally limited to supervising up to six students. However, if there are specializations or field-specific needs, the committee may grant approval to relax the student-advisor ratio. The advisor must be a full-time or adjunct professor, associate professor, or assistant professor at KNU. In the event of a need to change the advisor, the student must obtain consent from both the original advisor and the prospective advisor, and this change must be approved by the committee.

Article 5: Master's students may submit the application for credit exemption after admission. Credit exemption must be approved by the committee. The relevant regulations for credit exemption shall be processed in accordance with KNU Credit Exemption Policy.

Article 6: Master's students must obtain the consent of the advisor to submit an application for thesis proposal review to the school. Only after the proposal is reviewed and approved can they proceed with their thesis research and writing.

Article 7: Students apply the master's degree thesis examination; it shall be handled in accordance with the following regulations:

1. Application deadlines: they shall be in accordance with the university's official schedule.

2. Eligibility for Application:

(1) Those who have completed at least one academic year study, or the credit requirements of the master's Program or the bachelor/master continuing program at KNU and have completed at least one semester study.

(2) Those who have successfully passed courses equivalent to two-thirds of the required credits for graduation.

(3) Those who have completed the application with their advisor, or have changed advisors, at least six months prior to applying for the thesis defense.

(4) Those who have successfully passed the review of the thesis proposal at least three months before the thesis defense.

(5) Those who have already completed the draft of the thesis and adhere to the KNU's thesis format regulations.

3. Required Application Documents: Announcement on the school's official website.

For master's students engaged in professional practice, their thesis may be substituted with a professional practice report. The criteria for such substitution, required submission materials, and the content and format of the report, shall be subject to review and approval by the class affair meetings, and school affair meetings, and must be implemented following approval by the Academic Affairs Meeting of KNU. Subsequent matters related to degree examinations shall be conducted in accordance with the relevant provisions of the KNU's doctoral and master's degree Examination Regulations.

Article 8: The thesis defense should be made orally according to the following rules:

1. The committee for oral defense shall consist of three to five members, including one advisor and at least one-third of the members from external university. These members shall be appointed by the Dean and the oral defense committee shall mutually elect one person as the chairperson. However, the advisor can not serve as the chairperson.
2. The committee members should possess specialized research expertise in the field of study of the candidate and fulfill at least one of the following requirements.
  - (1) Current or former professors, associate professors, or assistant professors.
  - (2) Academicians of the Academia Sinica, current or former researchers, associate researchers, or assistant researchers at the Academia Sinica.
  - (3) A doctoral degree with significant academic achievements.
  - (4) Specialized in rare, specialized disciplines or professional practices, with significant academic or professional achievements.
3. All members of the oral defense committee must attend the oral defense in person; proxies are not permitted. An oral defense for the master's degree should only take place when attended by at least three committee members.
4. The passing grade and full marks of the oral defense are 70 and 100, respectively. There should be one single evaluation based on the average of the scores given by the members present. The candidate is deemed failed when plagiarism or cheating is discovered in the thesis and subsequently verified to be true by the oral defense committee.
5. Candidates who fail the oral defense may apply to retake the oral defense once in the following semester or the following academic year. Candidates who fail a second time will be dismissed from the program.
6. Before the oral defense, the draft of the thesis should undergo a plagiarism check, and the results of the plagiarism check should be provided for reference to the committee and advisor. After the oral defense, the final draft of the thesis should undergo a plagiarism check, and the results of the plagiarism check should be submitted for confirmation to advisor and the school. Furthermore, the "Final Version of Thesis Confirmation Form" should be completed and submitted to the school for record-keeping.
7. Candidates are required to complete the "Application for Embargo of Thesis/Dissertation", which should be signed by advisor and then submitted to the School for record-keeping.

Article 9: Graduate students must complete the required number of credits within the stipulated period of study, fulfill the relevant graduation criteria, and pass the thesis examination to be eligible for the conferment of a master's degree according to the prescribed regulations. Those who fail to meet the aforementioned requirements shall be subject to expulsion. The school shall conduct a review of the student's thesis only after it has been successfully uploaded to the Taiwan Electronic Theses and Dissertations System. Subsequently, the school may proceed with the evaluation for graduation and issuance of the diploma.

Article 10: In the event that plagiarism or cheating is discovered in the thesis (professional practical report) and subsequently verified to be true, KNU will publicly announce and revoke the degree conferred and request the student to return the certificate issued.

Article 11: The composition of master's theses (or professional practical reports) should adhere to the prescribed format and, as a general rule, be written in either Chinese or English.

Article 12: Matters not mentioned herein shall be governed by relevant KNU regulations.

Article 13: These regulations have been approved by the school academic affairs committee, Academic Affairs Committee and ratified by the President. Revisions must follow the same procedures.