

Taiwan Tech Guidelines for the Interaction between Thesis Advisors and Graduate Students

Passed at the 174th Academic Affairs Meeting (26 Dec 2014)

Passed at the 192nd Academic Affairs Meeting (26 Jun 2018)

Passed at the 195th Academic Affairs Meeting (26 Mar 2019)

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- Article 1 The purpose of these guidelines is to regulate the interaction between thesis advisors and their graduate students (hereafter referred to as “student”).
- Article 2 Students should select a thesis advisor in accordance with the regulations of their department or graduate institute or graduate program (hereafter referred to as “the department”). They may also select a scholar or expert to serve as a co-advisor with the consent of the primary advisor. Both the primary and co-advisors must hold the qualifications that are required for serving as members of the Master's or Doctoral Degree Examination Committee in accordance with the Degree Conferral Act. Students must obtain written consent from their advisor within the specified period of time set by their department, and register their advisor by submitting the respective form to the department office. To register co-advisors, relevant supporting documentation regarding their academic and professional qualifications must be attached, along with the signed consent form, must be submitted to the department for review. A graduate student's spouse or a relative by blood or marriage within the third degree of consanguinity may not serve as their thesis advisor or co-advisor.
- Article 3 If a student wants to change the thesis advisor(s), or if the thesis advisor(s) is no longer able to continue their obligations as advisors, the relevant application form needs to be filled out and submitted to the department. The requested change of the thesis advisor will go into effect immediately upon approval by the chairperson of the department. The aforementioned application form, which is to be provided by each department, should include the following points:
- i. A declaration stating that “the research results obtained under

the supervision by the original advisor cannot be used as the main topic of the thesis without the written consent of the original advisor.”

- ii. With the consent of the original advisor, an agreement can be signed as to whether the right to publish the research results belongs to both parties or to only one of them.
- iii. The signature(s) of the new thesis advisor(s) that confirm their willingness to advise the student.

After approval by the chairperson of the department the original copy of the application form should be kept in the department office. A photocopy should be kept by the original thesis advisor and the student, respectively. If the student has more than one advisor, and wants to end the relationship with only one of the advisors, the “signature of the new thesis advisor” is not necessary.

When the original thesis advisor does not agree with the student’s application to change to another thesis advisor, the department should hold a mediation meeting to solve the problem.

Article 4 When thesis advisors wish to end the advisor relationship, they must notify the department in writing. The department must then inform the student to follow the procedures outlined in Article 3 to arrange for another professor to serve as thesis advisor. The student also has the right to ask the department to investigate the reason why the professor has ended the thesis advisor relationship so as to protect the student’s rights.

Article 5 If a student has two or more thesis advisors, Article 3 to Article 4 of the above guidelines apply to all of the thesis advisors of that student.

Article 6 The chairperson of the department should provide necessary help to students who are unable to find thesis advisors.

Article 7 If students change their thesis advisor(s) without following these guidelines, their degree examination will not be recognized.

Article 8 These guidelines will go into effect after passage by a meeting of the Academic Affairs Council. The same will be true of any subsequent amendments.

Disclaimer: The text is a translation of the Chinese version. In case of discrepancy between the Chinese version and the English version, the original Chinese version shall prevail.