

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

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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, graduate institute or degree 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), 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 upon approval by the chairperson of the department and after registration with 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 both the previous thesis advisor(s) and the new thesis advisor(s).

After approval by the chairperson of the department and registration with 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.

- 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. Graduate students who have objections may apply to the department in accordance with the provisions of Article 7 to convene a coordination meeting.
- Article 5 If a student has selected co-advisor(s), Article 3 to Article 4 of the above guidelines apply to all of the thesis advisors, including the select co-advisor(s) of that student.
- Article 6 The chairperson of the department should provide necessary support to students who are unable to find thesis advisors.
- Article 7 Graduate students may apply for a departmental coordinating meeting by presenting relevant documents under one of the following circumstances:
- i. The original supervising professor does not agree with the graduate student's request to change the supervising professor.
 - ii. The graduate student disagrees with the supervising professor's notification of termination of the supervisory relationship.
 - iii. After having changed the supervising professor, the graduate student wishes to continue to use the research results produced by the graduate student under the supervision of the former supervising professor, but the former supervising professor has not given his/her consent.
 - iv. The graduate student has completed the minimum number of years of study and is qualified to take a degree examination in his/her department, but is unable to obtain the consent of his/her supervising professor to take the degree examination.
 - v. The graduate student has passed the degree examination, and while they believe the thesis content has been revised in accordance with the committee members' feedback, they are still unable to obtain the signature of the supervising professor

and the committee members.

- vi. In the event of an academic dispute or conflict between the graduate student and the supervising professor.
- vii. The graduate student has been unable to contact his/her supervising professor for two months.

After the application to hold a coordination meeting in the department is accepted, the department chairman serves as the convener and invites the graduate student, the supervising professor, and at least four faculty members in related fields to a coordination meeting. A student representative of the department may also be invited to attend. If the supervising professor is also the department chairman, the Dean of the respective college will appoint a faculty member from the department to serve in that capacity.

The department shall make a decision on the outcome of the coordination meeting within one month from the date of acceptance of the application for the coordination meeting, and shall notify the graduate student and the supervising professor in writing, with a copy to the Faculty.

Article 8

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.If the graduate student does not accept the decisions or coordination results determined by the department in accordance with the provisions of the preceding article, they may, within ten days from the date of receiving written notification, file a complaint in accordance with the procedures established by the university's Student Appeals Review Committee.

Article 9

If graduate students change their supervising professor without adhering to the regulations in these guidelines, their degree examination will not be recognized.

Article 10

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.