

Regulations for the Admission and Study of the Master Program of the College of Life Science, National Tsin Hua University

Q1: How many ways for Master student enroll into the Master program of the College of Life Science?

1. Entrance examination: written examination only without oral examination.
2. Admission by recommendation: Stage 1–personal information review. Stage 2 – oral examination.
3. Direct application: Only for international students with admission based on the pertinent regulations of the Office of Global Affairs.

Q2: When the enrolled PhD student must select a Master thesis advisor?

A Master student must select a thesis advisor within a month of enrollment.

Q3: How long for the period of Master study?

One year to a maximum of four years.

Q4: How many credits for Master graduation?

A student needs to complete 24 credits (not including the thesis) with no less than 18 of these from the courses offered by the College of Life Science, NTHU.

Q5: What are the regulations for credits transfer from previous taken courses?

1. Up to two thirds of the required credits (i.e. 16credits) (with a minimum score of 70 (B-)) for graduation are exempted for courses at the Master level (or equivalent) taken previously in the College of Life Science, NTHU. The director of the institute must approve the credit transfer. However, as per the regulation, “no less than 18 credits from the courses offered by the College of Life Science” and only 6 credits acquired from outside the Life Science College are transferable.
2. Up to two thirds of the required credits are transferable for Joint Dual degree Master program

Q6: What are the required courses for Master students?

The mandatory requirements to be completed by the Master students include:

1. Two seminar (journal club) courses (one per semester).
2. Four colloquium courses (one per semester)
3. Writing the Thesis
4. Master students who have never taken Biochemistry course before or haven't

choose biochemistry subject during entrance examination, are required to take undergraduate Biochemistry course for one semester or take Introduction of Biology and Biochemistry course (with a minimum score of 60).

Q7. Time frame for the Master degree examination?

1. Time limitation for the Master degree examination: Jan 31st for autumn semester and July 31st for spring semester.
2. Time limitation to submit the final Master Thesis: The start date of the spring semester for autumn semester and Aug 31st for spring semester.

Q8. How to apply the final Master degree examination? and its detail process?

Step1: Before the oral examination

1. The Master candidates must fill in the application forms for the final Master degree examination through the Academic Information System at least two weeks prior to the scheduled examination date.
2. The Master candidates have to book the office for the final Master degree examination. In addition, the following documents have to be printed and submitted to the Institute office:
 1. Advisor's recommendation letter for the Master Degree Examination (signature from advisor required)
 2. Verification letter from the Oral Examination Committee
 3. Three copies of the blank transcripts for the Oral Examination
 4. Certificates for appointment of Oral Examination Examiner (it is strongly recommended that certificates be delivered to the examiners along with the thesis draft)

Step 2: On the day of the oral examination

1. The university will pay the investigation fees of the three Ph.D. degree examiners (NT\$1000each). The mode of commute of the examiners to reach the College of Life Science, NTHU, has to be known in advance. If the examiners prefer taking the high-speed train, the ticket price should be checked in advance and the Institute Office should be notified to prepare the travel fee. The high-speed train ticket receipts are required for reimbursement and the return tickets can be sent back to the Institute Office through a pre-paid envelope for reimbursement.

2. The original copy of the transcripts for the Oral Examination as well as photocopy of Advisor's recommendation letter and Verification letter have to hand in back to the Institute office.

Step 3 After the oral examination

1. The revised final version of Master thesis has to upload to the NTHU library and prints the letter of authorization out for binding together with the Master thesis.
2. One volume of the final hard copy of the Master thesis has to hand in to the Institute Office. The hard copy thesis along with the oral examination transcript is required for taking the Master degree examination effect.

Step 4 Procedure for graduation

1. Fill in the application for the graduation through the Academic Information System.
2. Fill in the related information and questionnaire in order.
3. Make sure returning all books belong to the NTHU library and graduation cap and gown.
4. Endorse the graduation leaving school form by the Institute Office.
5. Hand in one final hard copy of the Master thesis to the Life Science Library
6. Hand in one final hard copy of the Master thesis to the NTHU Library (Student ID and thesis evaluation form required).
7. Submit all of the required documents to the Division of Registration and then you can receive your diploma in three working days.

PS: Please refer to "Clearance Procedures for Graduation in the College of Life Science, NTHU" for detailed information.