國立中山大學管理學院 人力資源管理研究所 National Sun Yat-sen University College of Management Institute of Human Resource Management

--博士班規則--

Rules and Regulations for the Doctor of Philosophy (Ph.D.) Program

107 學年度起入學生適用

Starting from 2018/2019 Register Students

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國立中山大學管理學院人力資源管理研究所博士班規則

Rules and Regulations for Ph.D. Program in Institute of Human Resource Management, College of Management, National Sun Yat-sen University

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國立中山大學管理學院人力資源管理研究所博士班規則

Rules and Regulations for Ph.D. Program in Institute of Human Resource Management, College of Management, National Sun Yat-sen University

第一章 入學程序 ChapterI. Admission Procedure

第一條 入學資格

Article1. Admission Requirements

凡獲有教育部認可之國內外大學碩士學位以上者,經入學考試錄取得進入本所博士班。但本所<u>碩士班(含在職專班)</u>修業第一學年成績優異,且具明顯研究潛力,符合部定修讀博士學位標準者,得依規定提出申請,由所長推薦報學校後並經教育部核定,自第二學年起逕行修讀博士學位。

Those who have a Master Degree or above, approved by a domestic or foreign university, accredited by the Ministry of Education, and pass the entrance examination, are eligible for our Ph.D. Program. Nevertheless, students in our institute's master's program, including part-time MBA, who have excellent performance in the first academic year and have evident abilities in conducting research, and comply with the standard of study Ph.D. degree ruled by the Ministry of Education, may apply accordingly to the regulations, and be recommended to school by graduate chair and also approved by Ministry of Education. The qualified students can obtain Ph.D. degree directly from the second academic year.

第二條 入學考試

Article2. Entrance Examination

一、招生入學

- 1. Enrollment and Admission
 - (一)<u>本所博士班分為學術專業組(甲組、乙組)(以下簡稱甲組、乙組)與產</u>學組。
- (1) The PhD program is divided into Ph.D program in Human Resource Management, including full-time students (Group A) and part-time students (Group B) (hereinafter referred to as Group A, Group B) and Ph.D program in Industrial-Academic Collaboration.
- (二)報考資格及有關規定,由本所博士班入學考試委員會明列於招生簡章中。
- (2) The requirements and regulations are listed in the admission brochure by the entrance examination committee for Ph.D. program in our institute.
- 二、逕修讀博士學位
- 2. Obtaining Ph.D. degree directly

由本所博士班入學考試委員會依學校規定程序進行評選作業,評選方式另行公告。

The evaluations are made by the entrance examination committee for Ph.D. program in our institute, following the procedures established by NSYSU. The way of evaluation will be announced separately.

第三條 入學考試委員會

Article3. Entrance Examination Committee

由本所專任教師組成,所長為召集人,擔任審查、筆試及口試等評分事宜。 評分細則另訂之。

The committee is composed of institute's full-time teachers and the graduate chair is the convener. Those will be responsible for the evaluation, scores of written exam and oral defense. Enforcement Rules of scoring will be set.

第四條 錄取名額

Article4. Number of Enrollees

每年博士班研究生錄取名額,依教育部核定者為準,逕修讀博士學位錄取名額,以入學考試招生名額百分之四十為限。

Number of enrollees for Ph.D. program depends on approval of Ministry of Education every year. Number of enrollees for Ph.D. degree are $\underline{40\%}$ of total applicants at most.

第二章 修業規定

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第五條 修業年限

Ariticle5. Academic Duration

依本校博士班修業年限規定,即修業年限二年至七年。

According to the regulation for Ph.D. academic duration in National Sun Yat-sen University, is from 2 to 7 years.

第六條 畢業學分

Article6. Credits for Graduation

博士班最低畢業學分為三十九學分。

Credits for graduation of PhD. Program are 39 at least.

第七條 必修學分

Article7. Compulsory Credits / Mandatory Credits

本所博士班<u>(甲組、乙組與產學組)</u>必修學分為十五學分,須於三年內修畢。 For the Ph.D. program in our institute, 15 compulsory credits are needed, which have to be finished within 3 years.

必修科目如下(每科皆為三學分):

Compulsory courses are listed as below (each course has 3 credits):

一上:高等組織理論與管理、高等研究方法(一)

1st semester: Advanced Organization Theory and Management, Advanced Research Methods (I)

- 一下:高等人力資源管理、高等研究方法(二)
- 2nd semester: Advanced Human Resource Management, Advanced Research Methods (II)
- 二上:專案研究(應繳交報告乙份,並公開發表)
- 3rd semester: Independent Studies (Hand in one report and should be presented publicly in the course)

第八條 選修學分

Article8. Elective Credits

- 一、最低二十四學分。學生得選修碩士班課程及在外所選修本所無法開設之相關 課程,合計最多以十二學分為限(其中碩士班課程以六學分為限),且須經該 課程任課老師及指導教授同意,得作為畢業學分。1
- 1. 24 credits at least. Students may select up to 12 credits for the courses of the master program and the related courses that aren't offered in our institute, but among the total credits, only 6 credits at most for the courses of the master program are allowed. Also, only after they are agreed by the courses' professors and thesis advisor, the credits can be marked as credits for graduation.¹
- 二、乙組與產學組學生於二下時必須選修「產業專案研究」,應繳交產業個案研 究報告乙份,並公開發表。
- 2. The Group B and Ph.D program in Industrial-Academic Collaboration students must take the course "Independent Studies in Industry" in the 4th semester. Students are required to hand in one report for industry case research and should be presented publicly in the course.

第九條 補修學分

Ariticle9. Supplementary Credits

本國學生於碩士班時未修讀過四管(行銷管理、財務管理、資訊管理及生產 與作業管理)者,在學期間須至碩士班補修,且不列入畢業學分。2

Students need to make up four core courses during the study program if the core courses (Marketing Management, Financial Management, Management Information Systems, and Productions and Operations Management) are not taken in Master Program. The credits of four core courses taken during the PhD program cannot be counted as graduation credits.²

國際學生(含外國學生、港澳僑生、陸生)(以下簡稱國際學生)得補修其 中兩管即可。

International students, including foreign students, overseas Chinese students (Hong Kong and Macau included), and mainland China students (hereinafter referred to as international students), need to make up two core courses during the study program.

¹ 須於上課前填寫申請表(表單1)。

² 碩士班期間已修讀過四管者,於入學時應填寫四管抵免申請表(表單2),連同成績單影本,交 付辦公室辦理抵免審查。

第十條 出國進修

Ariticle 10. Study Abroad

- 一、 <u>甲組學生</u>在學期間應出國進修。出國進修時須取得四門課程之修課證明 或二學期之國外進修研究(經該進修機構指導教授核可確認)之證明及研究 成果。³
- 1. <u>The Group A students</u> should study abroad during academic session. While studying abroad, students have to acquire four courses' proof of enrolment or the certification and research result of overseas studying for two semesters (certified by advisor in the overseas institution).³
- 二、 <u>甲組學生</u>在英語系國家取得學士學位(含)以上,且有 SSCI 期刊論文發表者,可不必出國進修。⁴
- 2. <u>The Group A students</u> who acquired a bachelor degree or above, in English speaking counties, and had published paper in SSCI journal, are not required to studying abroad.⁴
- 三、<u>乙組、產學組及國際學生</u>得不必出國進修。<u>惟產學組學生經休學而復學後,</u> 則應出國進修。
- 3. The Group B and Ph.D program in Industrial-Academic Collaboration students, and international students are not required to study abroad. The student of Ph.D. program in Industrial-Academic Collaboration who is reinstated after the suspension should study abroad during academic session.

第十一條 語文資格考試

Article 11. Language Qualification Examination

本所學生於舉行學位論文口試前,應通過英語及第二外國語能力規定。

The students are required to pass English and second foreign language proficiency before oral defense.

- 一、 英語能力
- 1. English proficiency
- (一) <u>甲組與國際學生之英語能力須達托福 ITP550 分⁵或雅思 6 分</u>。<u>乙組與產學組須達托福 ITP500 分⁶或雅思 5 分。惟產學組學生經休學而復學後之語文規定須比照甲組規定。</u>
- (1) The Group A students and international students have to reach TOEFL ITP 550⁵ or IELTS 6 for English proficiency. The Group B and Ph.D program in Industrial-Academic Collaboration students have to reach TOEFL ITP 500⁶ or IELTS 5. The language requirements of students in Industrial-Academic Collaboration who is reinstated after the suspension are subject to the provisions of Group A.

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^{3 (1)}出國進修前,學生應填寫出國進修申請表。

⁽²⁾出國當學期,依學校規定無法在校內選課,若出國進修之學分回國擬作為博士之畢業學分, 出國時須正式選讀該校博士班管理類課程,出國前須加填國外校際選課申請表,回國後,持 國外正式成績單向本校教務處辦理抵免。

⁽³⁾出國進修之當學期是否辦理休學,由學生自行考量決定。

⁴ 報名入學考試時非以英語系國家學歷報考時,須另繳交英語系國家學士學位以上之學歷證明。

⁵ 托福 iBT79-80,入學當時往前推算二年內有效。

⁶ 托福 iBT61。

- (二) 惟在<u>英語系國家大學(含以上)或以全英文授課之學程或大學(含以上)⁷</u>課程攻讀四年以上者,經所務會議審查通過後,可免考。
- (2) The students who have studied in universities in English-speaking countries or programs taught in English for more than four years⁷, after passing the evaluation conducted by institute council, can be excluded from this requirement.

二、 第二外國語

- 2. The second foreign language
- (一)<u>本國學生、港澳僑生及陸生之</u>第二外國語為日、法、德、西語中任選一種,可以修課3學分或提出同等語言學習證明(54小時)或外文能力測驗機關之等級為及格標準。⁸
- (1) The second foreign language for national students, overseas Chinese students (Hong Kong and Macau included), and mainland China students can be chosen from: Japanese, French, German, and Spanish. This can be replaced by taking 3 credits course or equivalent language learning certificate (54 hours) or the level tested by language ability institution as qualified standard.⁸
 - (二)<u>外國學生之第二外國語為</u>通過華語文能力測驗(TOCFL)基礎級(A2)或 新漢語水平考試(New HSK)2級。
- (2) <u>The foreign students</u> should pass English and reach Chinese proficiency, TOCFL score level 2 (A2) or New HSK score level 2.

第十二條 期刊論文發表

Article12. Publication of Journal Paper

學位考試舉行前,須符合下列期刊發表條件之一。

Before holding degree examination, students need to accomplish one last requirement for the publication of the journal paper.

一、 TSSCI 二篇。

Two papers on TSSCI.

二、 SSCI (或 SCI $\frac{9}$) 一篇及國內外具審查制度期刊一篇。

One paper on SSCI (or SCI⁹) and one paper on domestic and international journal, which has censorship.

上述期刊論文,應以本所具名並有指導教授掛名或認可。同篇論文,多人掛名時,本所博士生至多認可二人為限。

There should be the institute's name and thesis advisor's name on the journal paper listing above. If the thesis advisor is not the co-author of this paper, the Ph.D. students need to seek approval from their advisor. When the journal paper is assigned by multiple authors, it can only be recognized up to maximum of two Ph.D. students from the institute.

⁷(1) 須繳交如成績單影本等足以證明在英語系國家大學(含以上)或全英文授課之學程或大學(含以上)攻讀四年以上之文件。

⁽²⁾ 全英文授課之學程或大學者,尚須繳交足以證明為全英文授課之相關文件。

⁸ 第二外國語修課證明無期限限制,修課成績及格者即視為及格;選日文者通過日本交流協會主辦之日本語文能力測驗第四級,選法文者通過 DELF 語文能力測驗第一級 A1 及格或 TCF 測驗第二級即視為及格。

⁹ SCI Impact factor 1.0 (含)以上一篇,Impact factor 1.0 以下兩篇。

第三章 博士候選人資格考試 Chantarill Qualifying Evamination for Ph.D. Condi

Chapter III. Qualifying Examination for Ph.D. Candidate

第十三條 學科資格考試

Article13. Qualifying Examination

- 一、 修畢規定必修學分¹⁰後,得申請參加學科資格考試。
- 1. After finishing compulsory credits¹⁰, students are allowed to apply for qualifying examination.
- 二、學科資格考試科目為「組織與人力資源管理」及「高等研究方法」兩科。 (考試範圍含高等組織理論與管理、高等人力資源管理、高等研究方法(一) 及(二))。
- 2. The qualifying examination includes: "Organization and Human Resource Management" and "Advanced Research Methods". (The content of the examination covers Advanced Organization Theory and Management, <u>Advanced Human Resource Management</u>, and Advanced Research Methods (I) & (II).
- 三、 由所長籌組學科資格考試委員會,並得邀請校外國立大學相關教授參與 出題。
- 3. The qualifying examination committee is prepared and formed by graduate chair, and invites professors from other national universities to make out questions jointly.
- 四、一年考二次,於每學期期末時舉行,日期另行公告。
- 4. The qualifying examination is held twice a year, at the end of each semester, date will be announced separately.

第十四條 學科資格考試成績評定

Article14. Evaluation of Subject Qualifying Examination

學科資格考試各科成績均以七十分為及格,一百分為滿分,重考以一次為限,重考不及格者依規定報請學校勒令退學。

A minimum accumulative average grade of 70 is required, out of 100 point scale. According to regulations, students can retake the examination for only once, those failed on reexamination will be reported to school and students will be expelled.

第十五條 博士學位候選人

Article15. Ph.D. Candidate

學生修畢最低畢業學分並通過學科資格考試之後,取得博士候選人資格。¹¹ Students who finish the minimum credits for graduation and pass the qualifying examination will obtain qualification for Ph.D. candidate.¹¹

¹⁰ 此處所指修畢必修學分為15學分(含當學期修課),惟當學期該課程完成時,須再繳交歷年成績單乙份,若修課成績未達及格者,該次學科考試成績無效。

¹¹ 符合博士候選人資格且選定論文題目後,請填寫「博士候選人資格考核通知書」(表單3),並經指導教授簽名後,交業務承辦人辦理。相關程序完成後,影本將交原申請人作為博士候選人證明。

博士候選人資格考核須於入學後五年內(不含休學)取得,未於上述年限完 成者,報請學校勒令退學。

The qualification for Ph.D. Candidate has to be passed within 5 years after the student enters the school (Suspension is excluded). Those who fail to fulfill this requirement will be reported to school and expelled.

第四章 <u>指導教授</u> ChapterIV. Thesis Advisor

第十六條 論文指導教授(以下簡稱指導教授)

Article16. Thesis Advisor (Abbreviate as advisor below)

學生於<u>第一次參加學科考試前,必須繳交指導教授確認表¹²</u>,洽請本所專任教師一人,經所長同意後,擔任該生之主要指導教授。論文指導教授最多不得超過三人,其中校外教授最多一人。

Students have to fill out the terms and conditions form <u>before you will take the qualifying examination</u>.¹² It is required to consult with one of our institute's full-time teacher; with his/her consent and the approval of graduate chair to assign the teacher as main advisor of the student. The maximum number of thesis advisors is three. It is allowed to have one out-school advisor at most.

第十七條 停止指導

Article<u>17</u>. Termination of Supervising

有下列情形之一者,指導教授得於徵求所長之同意後停止論文指導:

Advisors can terminate their supervision for the following circumstances:

- 一、學生不遵照指導教授之指示選課或寫作論文者;
- 1. Students do not follow their advisor's instructions (take courses or write thesis).
- 二、學生無正當理由持續相當時間怠於與指導教授聯繫者。
- 2. Students who have no proper reason, but lack of contact with advisor for a long period of time.

第十八條 論文題目或指導教授之變更

Article18. Change of Thesis Topic or Advisor

一、 論文題目之變更

1. Change of Thesis Topic

經<u>指導教授</u>同意後,學生得申請變更論文題目。<u>惟論文、審定書及學位考試</u>申請系統之論文題目必須一致。

Students can apply for changing thesis topic after agreed by advisor. The same dissertation topic must be used in the thesis, verification letter from the oral examination committee and degree examination application systems.

¹² 應填寫指導教授確認表(表單4)。

二、指導教授之變更

2. Change of Advisor

有下列情形之一者,經指導教授及所長同意後,學生得申請變更指導教授。 Students can apply for changing advisor, after agreed by advisor and graduate

Students can apply for changing advisor, after agreed by advisor and graduate chair, for the following circumstances.

- (一) 指導教授出國、休假、進修或其他事故不能在修業年限內完成論文指導者。
- (1) Advisor is abroad, on vacation, advancing studies or other incidents that cannot help students to finish supervising thesis in academic duration.
- (二) 其他正當理由確須變更指導教授者。
- (2) Other suitable reasons that have to change advisor.

第五章 學位論文

Chapter V. Academic Dissertation

第十九條 學位論文計畫審查13

Article19. Evaluation of Thesis Proposal 13

博士候選人選定題目後,在指導教授之指導下,進行博士論文計畫之寫作。該論文計畫完成後,由本所成立論文計畫審查委員會負責審查,委員會由指導教授推薦校內外教授、副教授或助理教授五至九人,經所長同意後組成,其中校外委員須佔三分之一(含)以上。論文計畫經審查委員三分之二(含)以上同意為通過。該項論文計畫審查應以公開發表行之。

After Ph.D. candidate choose a topic, the student can start writing the Ph.D. thesis proposal, under the supervision of the advisor. Finishing the thesis proposal, the thesis proposal committee, formed by our institute, will be responsible for evaluation. The committee members are recommended by the advisor and consist of five to nine inside or outside school professors, associate professors, and assistant professors. Taking in consideration that the graduate chair has to give his/her consent, and at least 1/3 of the members of the committee have to be outside-school professors. If 2/3 of the thesis proposal committee members agree with the topic, it is a pass. The thesis proposal evaluation should be published.

第二十條 學位考試申請及舉行

Article 20. Applying and Holding a Degree Examination

- 一、<u>學生取得博士候選人資格,並通過博士論文計畫審查後,始得申請學位考試,</u> 並依照學校行事曆規定時間內申請。
- 1. Students who obtain qualification for Ph.D. candidate, and pass thesis proposal evaluation, can apply for the degree examination accordingly to school calendar.
- 二、自 104 學年度起入學之博士班學生,須通過本校學術研究倫理教育研習課程 相關規定。未通過者,不得申請學位考試。

¹³ 應填寫論文計畫審查申請表 (表單 5)。

- 2. Ph.D. students who registered after 2015 have to finish the courses held by Center of Taiwan Academic Research Ethics and pass the tests accordingly. Those who fail to pass the tests cannot apply for the degree examination.
- 三、學位考試申請通過後,尚須符合期刊發表、出國進修及語文能力規定後,始 得舉行學位考試。¹⁴
- 3. The degree examination can be held after obtaining the following requirements: Application of degree examination is passed, fulfills the qualification of publication in journal, studying abroad, and accomplish the language abilities accordingly to the regulations. ¹⁴

第二十一條 學位考試委員會

Article21. Degree Examination Committee

博士學位考試委員會,應依下列規定辦理:

Doctoral degree examination committee should act consequently with the following regulations:

- 一、由所長遴聘校內外教授、副教授或助理教授五至九人組成,其中校外委員至 少須三分之一。委員會之召集人由所長指定,但指導教授不得擔任召集人。
- 1. Committee members are selected by graduate chair and consist of five to nine inside or outside school professors, associate professors, and assistant professors. At least 1/3 members of the committee should be outside-school professors. The convener of committee is assigned by graduate chair. The advisor is not allowed to be the convener.
- 二、校內外委員應具備對所提學位論文有專門研究,且具博士學位或<u>助理教授以</u> 上資格者。
- 2. Inside or outside school, the committee members must have specialized research toward the academic dissertation and have the qualification of Ph.D. degree or assistant professor or above.
- 三、學位考試委員資格由所長核定後發予聘書。
- 3. The qualification of degree examination committee members is ratified by graduate chair. The certificate of appointment will be conferred after ratifying.
- 四、本校兼任教師視為校外委員。
- 4. Adjunct teacher is regarded as outside-school committee members.

第二十二條 學位考試成績評定

Article22. Evaluation of Degree Examination

學位考試成績評定,應符合下列規定:

Evaluation of degree examination should follow the regulations below:

¹⁴ 學位論文口試前,必須繳交已發表之期刊論文抽印本或影本、第一與第二外國語能力證明及出國進修證明。

- 一、<u>學生申請學位考試核准後,經本所審查符合規定後</u>,擇期辦理有關學位考試 事宜。考試方式,以口試行之。
- 1. When student's application of degree examination is ratified, after passing evaluation based on regulations in our institute, student can choose a date to complete all the procedures related to degree examination. The examination will be oral defense.
- 二、學位考試成績,以 <u>B-等第</u>為及格,以出席委員無記名投票之平均分數決定之,投票以一次為限。學位考試逾三分之一(含)委員評定不及格者,以不及格論。
- 2. For the evaluation of degree examination, a minimum cumulative average grade of B- is required. The evaluation is decided by average scores of attended committee members' secret ballot, only ballot for once. If more than 1/3 members of the committee score below B- for the degree examination, it is considered as failed.
- 三、考試委員缺席時,不得以他人代理。學位考試至少須委員五人出席,其中校 外委員至少須三分之一,否則不得舉行考試;已考試者,其考試成績不予採 認。
- 3. Absented committee members cannot be replaced by others. At least five of the committee members have to attend the degree examination, and 1/3 of them should be outside-school, otherwise, the examination cannot be held. Those who already finished the examination in the condition mentioned above, the grade will not be admitted.
- 四、學位考試成績不及格,而修業年限尚未屆滿者,得於次學期或次學年重考, 重考以一次為限,重考成績仍不及格者,應令退學。
- 4. Those who failed on degree examination but academic duration haven't expired yet, can retake the examination, one time, next semester or next academic year. Students, who fail on reexamination, will be expelled.

第二十三條 學位考試日程

Article23. Schedule of Degree Examination

學位考試日程依下列規定辦理:

Schedule of degree examination should be accordingly to the following regulations:

- 一、學位考試每學期舉行一次,唯須在規定修業年限內舉行。
- 1. Degree examination is held on each semester; it is only possible to be held during academic year.
- 二、已申請學位考試之學生,若因故無法於該學期內完成學位考試,應於學校行事曆規定學期結束日之前,報請學校撤銷該學期學位考試之申請。逾期未撤銷,亦未舉行考試者,以一次不及格論。
- 2. Students who already applied for degree examination, but cannot finish it during the semester for any reasons, should report it to school, in order to cancel the application before the end of semester on school calendar. Those who don't cancel it on time and neither hold the examination, it will be considered as failed for one time.

- 三、學位考試舉行後,學生應繳交附有考試委員簽字同意之<u>論文審定書</u>,<u>學位考 試成績</u>送交本所轉校方登錄,惟至遲上學期應於一月三十一日前,下學期應 於七月三十一日前送達,逾期以一次不及格論。
- 3. After holding degree examination, students should hand in the verification letter with signatures of committee members, the degree grade of examination will pass on to school to record via our institute. During the fall semester the thesis should be hand in before January 31st, and during spring semester before July 31st. Delays will be considered as failed for one time.

第六章 學位

Chapter VI. Academic Degree

第二十四條 畢業

Article24. Graduation

學生合於下列各項規定者,准予畢業。

Students, who follow the regulations accordingly to the list below, will be granted to graduate:

- 一、在規定年限內修滿規定科目與學分;
- 1. Finish all courses and credits according to regulations during academic year.
- 二、通過本規則規定之各項考試;
- 2. Pass every examination established in this regulation.
- 三、操行成績各學期均及格。
- 3. Conduct grade is passed in each semester.

畢業成績,包括歷年修習各項科目之平均成績與學位考試成績。

Graduation grade consists of each subject's average score, in all semester, and the grade of degree examination.

第二十五條 學位授予

Article25. Degree Conferral

合於前條規定之學生,由本校發給學位證書,授予管理學博士學位。依本規則第一條逕修讀博士學位之候選人,如其論文考試未達博士學位標準而合於碩士學位規定,得經博士學位考試委員會通過,改授予管理學碩士學位。

Students, whose performance is accordingly with the former regulation, will be awarded with diploma and confer Ph.D. in management by NSYSU.

On basis of article 1, those candidates who obtain Ph.D. directly, if their thesis examination cannot reach the regulations for Ph.D. but meet the requirements of the Master degree, will be conferred with the Master degree in management instead; after agreeing by Ph.D. degree examination committee.

第七章 附則

Chapter VII. Addition Articles

第二十六條 修改

Article 26. Amendment

本規則如有未盡事宜,依教育部及本校有關法令辦理,並因前項法令之變更 而當然修改。本規則得因本所教學研究及學術發展之需,經所務會議決議後加以 修改。

Other things that aren't regulated on the regulation above please follow the rules of NSYSU and Ministry of Education. This regulation will revise as the formers' change of rules and laws. This regulation can be revised for the need of teaching, research and academic development after institute council.

第二十七條 施行

Article27. Enforcement

本規則經本所所務會議、院務會議通過,簽請校長核定後施行,修訂時亦同。

The Rules and Regulations were approved by the HRM and College of Management meetings and sanctioned by the University President prior to implementation. Modifications shall follow the same procedure.