

# Doctor of Global Health Student Handbook 2022

National Taiwan University I  
College of Public Health I  
17 Xu-Zhou Road, Taipei, Taiwan

Update 26 July 2022

This student handbook is intended to guide new students joining the College of Public Health on the Doctor of Global Health (DGH) Program



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# 1. Introduction

This PhD in Global Health (DGH) Guidebook should be used as a supplement to the “[Guide for International Degree Students](#)”, available from the Office of International Affairs. In case of any discrepancy in dates shown between the two documents, the MGH guide will prevail for this course.

The student handbook is a resource for both current and incoming students to support their academic affairs at the College of Public Health.

## Objective

The MGH Objective is to provide training in a global health context to prepare students and healthcare professionals to play leading roles in global health by *Empowering the next generation of global health leaders*.

## Important things to know

This handbook contains key information regarding your time at NTU. You should read this guidebook as soon as possible. It will guide and support you on how to respond or get support should an issue arise.

## College of Public Health, National Taiwan University



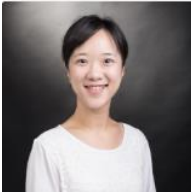
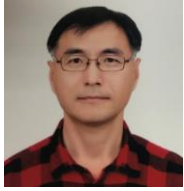


In 1993, the College of Public Health was born from the College of Medicine as the eighth college of National Taiwan University (NTU) to upgrade the standards and quality of public health education in Taiwan. Detailed information on the College and its department are available at the following link.

<http://ntucoph.ntu.edu.tw/en/about>

The college of Public Health consists of Disciplines and Divisions to which each Institute belongs. The MGH, MPH and PhD in Global Health plan to become cross cutting:

| College of Public Health  |   |            |  |                                      |                             |  |   |
|---------------------------|---|------------|--|--------------------------------------|-----------------------------|--|---|
|                           |   | PhD        |  | Masters                              |                             | Undergraduate                                      |   |
| Disciplines and Divisions | Epidemiology, Biostatistics and Preventive Medicine                       | Institutes | Epidemiology and Preventive Medicine         | Biostatistics                        | Department Of Public Health | Biostatistics                                      |   |
|                           | Environmental and Occupational Health                                     |            | Environmental Health                         | Epidemiology and Preventive Medicine |                             | Epidemiology and Preventive Medicine               |   |
|                           | Health Policy and Management and Health Behaviours and Community Sciences |            | Occupational Medicine and Industrial Hygiene | Environmental Health Sciences        |                             | Master of Global Health<br>Master of Public Health | Occupational Medicine   |
|                           |   |            | Health Policy and Management                 | Health Service Administration        |                             |  | Health Policy and Management : Health Behaviours and Community Sciences |
|                           |   |            | Food Safety and Health                       | Social Behavior Sciences             |                             |  |   |
|                           |   |            | Health Behaviors and Community Science       |                                      |                             |  |   |

KEY ACADEMIC STAFF MEMBERS OF MGH

|                     |                     |   |                       |                             |   |
|---------------------|---------------------|---|-----------------------|-----------------------------|---|
| Shou-Hsia Cheng     | Dean                |    | Ya-Wen Cheng          | Vice Dean                   |    |
| Chuhsing Kate Hsiao | Vice Dean           |    | Yaw-Huei Hwang        | Vice Dean                   |    |
| Hsien-Ho Lin        | Director            |    | Wen Chen Lee          | Associate Director          |    |
| Chin-Kuo Chang      | Associate Director  |   | Raymond Nien-Chen Kuo | Associate Director          |   |
| Chang Chuan Chan    | Professor           |  | Shu-Sen Chang         | Professor                   |  |
| Po-Han Lee          | Assistant Professor |  | Andrei Akhmetzh anov  | Assistant Professor         |  |
| Chen-I Kuan         | Assistant Professor |  | JhuCin (Rita) Jhang   | Project Assistant Professor |  |

For a comprehensive list of faculty members: <http://ntucoph.ntu.edu.tw/en/about/faculty>

## 2. Course Information

|  | Compulsory Courses   | Credits | Semester | Intensive |
|--|--|---------|----------|-----------|
| 1  | Introduction to Global Health Science                                      | 4       |          |           |
| 2  | Principles of Biostatistics  | 2       |          |           |
| 3  | Principles of Epidemiology   | 2       |          |           |
| 4  | Social and Behavioral Foundations of Health Care                           | 2       |          |           |
| 5  | Principle and Application in Health Research Methods                       | 2       |          |           |
| *The 5 courses above can be credited if they were completed during master's degree |  |         |          |           |
| 6  | Applied Quantitative Methods in Global Health                              | 2       |          |           |
| 7  | Applied Qualitative Methods in Global Health                               | 2       |          |           |
| *Revise the 6 <sup>th</sup> and 7 <sup>th</sup> courses to choose one of the two.  |  |         |          |           |
| 8  | Global Health Doctoral Seminar   | 2       |          |           |
| 9  | Ph.D. Dissertation   | 0       |          |           |
|  | Electives Courses  |         |          |           |
| <b>Communicable Disease and Non-Communicable Diseases</b>                          |  |         |          |           |
| 1  | Mathematical Modelling and Analysis of Infectious Diseases                 | 2       |          |           |
| 2  | Measuring Burden of Disease: Methods and Application                       | 2       |          |           |
| 3  | COVID-19 Pandemic: Science, Response and Future Prospects                  | 2       |          |           |
| 4  | Practical Guide for Analysis of Infectious Diseases Outbreaks              | 1       |          |           |
| <b>Health and Social Behavior</b>  |  |         |          |           |
| 1  | Cultural Competence in Global Health: Perspectives and Practices           | 2       |          |           |
| 2  | Multicultural Issues in Health Care  | 2       |          |           |
| 3  | Plan Health Promotion Intervention Programs                                | 2       |          |           |
| 4  | Global Mental Health and Suicide Prevention and Practices in the Community | 2       |          |           |
| 5  | Globalization and Social Determinants of Health                            | 2       |          |           |
| 6  | Health Communication and Health Promotion                                  | 2       |          |           |
| 7  | Global Mental Health and Suicide Prevention and Practices in the Community | 1       |          |           |
| 8  | Health Communication and Public Health Advocacy                            | 2       |          |           |
| <b>Health Policy and Health Services Research (including HRH)</b>                  |  |         |          |           |
| 1  | Evidence-Based Global Health Policies                                      | 2       |          |           |
| 2  | Community-Based Participatory Research in Public Health                    | 2       |          |           |
| 3  | Human Resources for Health: Key Component of Universal Health Coverage     | 1       |          |           |
| 4  | Health Technology: Value Assessment and Access                             | 2       |          |           |
| 5  | Global Health Law and Ethics   | 2       |          |           |
| 6  | Principles of Health Economics   | 2       |          |           |
| <b>Environmental and Occupational Health</b>                                       |  |         |          |           |
| 1  | Essentials and Practices of Exposure Assessment                            | 2       |          |           |
| 2  | Sustainable Health and Environment   | 2       |          |           |

|               |  |   |  |  |
|---------------|--|---|--|--|
| 3             | Exposure and Dose Metrics for Environmental and Occupational Epidemiology    | 2 |  |  |
| 4             | International Environmental and Occupational Health                          | 2 |  |  |
| 5             | Environmental and Occupational Health  | 3 |  |  |
| 6             | Global Environmental Health Science  | 2 |  |  |
| 7             | Contemporary Issues in Global Health   | 3 |  |  |
| <b>Others</b> |  |   |  |  |
| 1             | Structural Equation Modeling   | 2 |  |  |
| 2             | Applied Stochastic Process (I)   | 2 |  |  |
| 3             | Applied Stochastic Process (II)  | 2 |  |  |
| 4             | Evidence-Based Public Health Nutrition                                       | 1 |  |  |
| 5             | Introduction to Data Processing in Global Health Practice                    | 1 |  |  |
| 6             | Expert Tools and Strategies for Academic Publishing                          | 1 |  |  |
| 7             | Causal Inference   | 3 |  |  |
| 8             | Global Nutrition : Improving Nutrition through Multisectoral Approaches (I)  | 2 |  |  |
| 9             | Global Nutrition : Improving Nutrition through Multisectoral Approaches (II) | 2 |  |  |
| 10            | Design and Analysis of Public Health Research and Practice                   | 2 |  |  |
| 11            | The Historical and Cultural Context of Health Behavior                       | 2 |  |  |
| 12            | Internship and Practicum in Global Health                                    | 2 |  |  |
| 13            | Global Nutrition – Issues and Practices                                      | 2 |  |  |
| 14            | Global Health Project Planning and Implementation                            | 2 |  |  |
| 15            | English Academic Writing and Oral Presentation                               | 1 |  |  |
| 16            | Critical Thinking in Academic Writing and Oral Presentation                  | 2 |  |  |

## 1.1. Credits and Semesters

The Master of Global Health is a 24+ Credit program with a duration of 2 years. The program taught in English, has an international teaching faculty. The term starts on the 1<sup>st</sup> August with 2 x 22 week summer semester: 2 x 17 week winter semester, total 4 semesters.

|                 | Compulsory courses (16 credits)                      | Credits |
|-----------------|--|---------|
| Fall Semester   | Introduction to Global Health Science                | 4       |
|                 | Principles of Biostatistics(fall)                    | 2       |
|                 | Principles of Epidemiology(fall)                     | 2       |
|                 | Social and Behavioural Foundations of Health         | 2       |
| Spring Semester | Social and Behavioral Foundations of Health Care     | 2       |
|                 | Principle and Application in Health Research Methods | 2       |
|                 | Applied Quantitative Methods in Global Health        | 2       |
|                 | Applied Qualitative Methods in Global Health         | 2       |

|  |                                |   |
|--|--------------------------------|---|
|  | Global Health Doctoral Seminar | 2 |
|  | Ph.D. Dissertation             | 0 |

MGH Student must meet the following conditions to graduate

- Students must pass compulsory courses
- Complete a minimum of 24 credits on the CEPH accredited courses.
- Complete a master's thesis which is approved by the thesis committee

Tuition fees for the Master of Global Health for 2022-2023 are set at USD10, 000 per annum. Should you wish to take additional course years these are payable on a pro rata basis.

Following formal review CPH may allow credit transfers from other CEPH accredited Schools or Programs of Public Health. These are assessed on an individual basis.

Electives from other programs in English or Mandarin may be used towards your total credits following approval by your supervisor. Only CEPH accredited electives will count toward your MGH degree (Learning Chinese is not countable toward the MGH but does count towards your total GPA).

Classes are planned Monday to Friday when options are limited there may be classes at the weekends. Please also note that the public holiday break periods will vary considerably to your home country.

## 1.2. Electives 2022

|  | Electives Courses (minimum credit: 10)                                     | Credits |  |  |
|--|--|---------|--|--|
| Communicable Disease and Non-Communicable Diseases |  |         |  |  |
| 1  | Mathematical Modelling and Analysis of Infectious Diseases                 | 2       |  |  |
| 2  | Measuring Burden of Disease: Methods and Application                       | 2       |  |  |
| 3  | COVID-19 Pandemic: Science, Response and Future Prospects                  | 2       |  |  |
| 4  | Practical Guide for Analysis of Infectious Diseases Outbreaks              | 1       |  |  |
| Health and Social Behavior                         |  |         |  |  |
| 1  | Cultural Competence in Global Health: Perspectives and Practices           | 2       |  |  |
| 2  | Multicultural Issues in Health Care  | 2       |  |  |
| 3  | Plan Health Promotion Intervention Programs                                | 2       |  |  |
| 4  | Global Mental Health and Suicide Prevention and Practices in the Community | 2       |  |  |
| 5  | Globalization and Social Determinants of Health                            | 2       |  |  |
| 6  | Health Communication and Health Promotion                                  | 2       |  |  |



|   |   |   |  |  |
|---|---|---|--|--|
| 7   | Global Mental Health and Suicide Prevention and Practices in the Community<br><b>This course is switched to online course (1 credit) and it's only for 110-1 semester due to the pandemic impact.</b> | 1 |  |  |
| <b>Health Policy and Health Services Research (including HRH)</b> |   |   |  |  |
| 1   | Evidence-Based Global Health Policies   | 2 |  |  |
| 2   | Community-Based Participatory Research in Public Health   | 2 |  |  |
| 3   | Human Resources for Health: Key Component of Universal Health Coverage  | 1 |  |  |
| 4   | Health Technology: Value Assessment and Access  | 2 |  |  |
| 5   | Global Health Law and Ethics  | 2 |  |  |
| 6   | Principles of Health Economics  | 2 |  |  |
| <b>Environmental and Occupational Health</b>                      |   |   |  |  |
| 1   | Essentials and Practices of Exposure Assessment   | 2 |  |  |
| 2   | Sustainable Health and Environment  | 2 |  |  |
| 3   | Exposure and Dose Metrics for Environmental and Occupational Epidemiology   | 2 |  |  |
| 4   | International Environmental and Occupational Health   | 2 |  |  |
| 5   | Environmental and Occupational Health   | 3 |  |  |
| 6   | Global Environmental Health Science   | 2 |  |  |
| 7   | Contemporary Issues in Global Health  | 3 |  |  |
| <b>Others</b>   |   |   |  |  |
| 1   | Structural Equation Modeling  | 2 |  |  |
| 2   | Applied Stochastic Process (I)  | 2 |  |  |
| 3   | Applied Stochastic Process (II)   | 2 |  |  |
| 4   | Evidence-Based Public Health Nutrition  | 1 |  |  |
| 5   | Introduction to Data Processing in Global Health Practice   | 1 |  |  |
| 6   | Expert Tools and Strategies for Academic Publishing   | 1 |  |  |
| 7   | Causal Inference  | 3 |  |  |
| 8   | Global Nutrition : Improving Nutrition through Multisectoral Approaches (I)   | 2 |  |  |
| 9   | Global Nutrition : Improving Nutrition through Multisectoral Approaches (II)  | 2 |  |  |
| 10  | Design and Analysis of Public Health Research and Practice  | 2 |  |  |
| 11  | The Historical and Cultural Context of Health Behavior  | 2 |  |  |
| 12  | Internship and Practicum in Global Health   | 2 |  |  |

Elective Courses will be available on a yearly basis depending on availability. Students should plan when selecting electives and review all current courses offered. Please be aware of any prerequisites course requirements that before selecting your electives

Chinese language course does not count toward your MGH but will influence your final GPA score.

The college also runs many courses in Mandarin should you wish to take additional elective. This may not count towards your MGH degree so please check before selecting.

Advisors; assignment of student advisor will be guided by the student's interests and the availability of a suitable advisor. You may request a change in advisor at the start of the term; considerations will be given dependent on circumstances and availability.

This is a Master of Science (MS) program in Global Health. Graduates will receive a Master of Science Degree.

MGH core requirements are developed in accordance with the guidelines established by CEPH and the MGH Steering Committee.

### 1.3. Practicum (Optional)

As part of the MGH program, the college offers the possibility of undertaking a practicum experience in a diverse range of locations allowing student to accumulate out of classroom experience. The practicum provides opportunity to develop and apply some of the new skills learned in the classroom to real life situations. Practicums also allow student to take advantage of opportunities to connect with professionals and communities and establish longer-term collaborations

Practicums can be developed either by students or CPH, will need to be self-funded (please account for Travel, Food, Accommodation) Please begin planning any practicum activities at the start of your studies

A Learning Agreement is required before undertaking a Practicum

### 1.4. Thesis (Compulsory)

The thesis bases can be on the practicum report or independent to the practicum. Thesis topics should be discussed, and approval given by your academic advisor. The regulations and requires for thesis details can be found through the library website via this link <http://www.lib.ntu.edu.tw/en/node/1788>

## 1.5. Global Health Degree Competencies

The DGH program are modelled on the [ASPPH Teach & Research standards](#)

The 4 Doctoral Core Competencies in Global Health

1. Exemplify proficient skills to contribute to public health scholarship and engage community partners and stakeholders to conduct own research and form collaborations based on high ethical standards
2. Scrutinize and apply qualitative and quantitative methods to provide evidence-based solutions to global health problems considering cultural safety and diversity
3. Design, implement, and evaluate theory-informed and evidence-based research programs in an academia or practice setting
4. Recognize and analytically evaluate socioeconomic, environmental, behavioral, and biological determinants of population health

GH program competencies.

1. Review the scientific literature and demonstrate disciplinary knowledge.
2. Formulate hypotheses or research questions and design a study to address them.
3. Collect, analyze, and interpret empirical data.
4. Prepare technical reports and give oral presentations.
5. Demonstrate professional and ethical behaviors in their field of study.

## 2. Counselling Services

The Student Counselling Center provides a multi-directional approach to the well-being of students. It offers different kinds of services, including individual counselling, group counselling and workshops, mental health surveys, and psychological assessments.

Location: 1st floor, The Hall of Joy & Hope,  
Main Campus (M46 on the NTU map)  
Tel: 02 3366 2181; 02 3366 2182  
Email: [ntuscc1@ntu.edu.tw](mailto:ntuscc1@ntu.edu.tw)  
Web: <http://scc.osa.ntu.edu.tw/>  
<https://host.cc.ntu.edu.tw/Counsel/notice.aspx>

## 1. APPENDIX

### Useful Links

Office of International Affairs \*

<https://oia.ntu.edu.tw/>

NTU Academic Calendar

<https://www.aca.ntu.edu.tw/eaca/calendar.asp>

NTU International Student Facebook Page

<https://www.facebook.com/groups/NTUintstudent>

MGH Curriculum Mapping (please note that this will be updated as approvals are received)

[http://coursemap.aca.ntu.edu.tw/course\\_map\\_all/class.php?code=853M](http://coursemap.aca.ntu.edu.tw/course_map_all/class.php?code=853M)

### Abbreviations

NTU = National Taiwan University

CPH = College of Public Health

|      |   |  |
|------|---|--|
| MGH  | = | Master of Global Health                |
| OIA  | = | Office of International Affairs        |
| OAA  | = | Office of Academic Affairs             |
| CEPH | = | Council on Education for Public Health |
| GPA  | = | Grade Point Average                    |
| ARC  | = | Alien Residency Card                   |

## Emergency Numbers

110 POLICE DEPARTMENT

119 FIRE DEPARTMENT AND AMBULANCE SERVICES

112 EMERGENCY IN REMOTE AREAS

NTU Emergency Numbers

3366-9595 (Health Center)

3366-9110 (Security Unit)

3366-9119 (Student Safety Division)

3366-2003 (NTU Environmental Protection Center)

3366-2007 (Office of International Affairs)

For international phones please use +886 (2) then dial the above

## 2. APPENDIX College of Public Health Memberships

The college of Public Health at NTU are members of the following organisations and institutes.

The Master of Global Health program is accredited by the Council on Education for Public Health (CEPH) and is a member of the Association of Schools and Programs of Public Health (ASPPH). Further information can be found on the CEPH website <https://ceph.org> and <https://aspvh.org>.



**Delta Omega**  
Honorary Society in Public Health  
Chapter Delta Chi



ASIA-PACIFIC ACADEMIC CONSORTIUM FOR  
**PUBLIC HEALTH**

**ASPPH** ASSOCIATION OF  
SCHOOLS & PROGRAMS  
OF PUBLIC HEALTH



**APRU** The Voice of  
Knowledge &  
Innovation

**M8 Alliance**

Academic Health Centers, Universities and National Academies

### 3. APPENDIX Policies and Procedures:

## National Taiwan University College of Public Health

### MS and Ph.D. in Global Health Program Regulations

Applicable to students admitted starting from the 2022-23 Academic Year

2020.09.11 Revised during the 2nd Curriculum Meeting of the 2020-21 academic year

2021.04.20 Revised during the 11<sup>th</sup> Curriculum Meeting of the 2020-21 academic year

2022.04.22 Revised during the 8<sup>th</sup> Curriculum Meeting of the 2021-22 academic year

#### Chapter 1 General Principles

Article 1 These regulations are to assist Master's and Doctoral students to complete their studies.

#### Chapter 2 Periods of Study

Article 2

1. Master's students: 1-4 years
2. Doctoral students: 2-7 years

#### Chapter 3 Course Credits Requirement for Graduation

Article 3

1. In addition to the master's thesis, students must earn at least 30 credits, including 18 credits from compulsory courses and 12 from elective courses.
2. In addition to the doctoral dissertation, students must earn at least 26 credits, including 16 credit from compulsory courses and 10 from elective courses.
3. The compulsory and elective courses and credits are specified in the curriculum map.

#### Chapter 4 Regulations of Qualifying Exam Towards Doctoral Candidacy

Article 4 Students enrolled in the Ph.D. program should take the qualifying exam as soon as possible since admission. The qualifying exam should take place based on the *National Taiwan University (NTU) College of Public Health (CPH) Implementation Rules of Qualifying Exam Towards Doctoral Candidacy for Ph.D. in Global Health Program*.

#### Chapter 5 Thesis/Dissertation Advisor

Article 5 Master's students should select a thesis advisor by the end of the first semester. Doctoral students should select a dissertation advisor by the start of the second academic year of their studies. Everyone must submit the "Thesis/Dissertation Advisor Agreement Form".

Article 6 Students should select 1 full-time lecturer ranked with assistant professorship and above based at the NTU CPH (excluding adjunct lecturers) to be their (primary) thesis/dissertation advisor.

## **Chapter 6 Degree Qualifying Examination**

Article 7 Degree Qualifying Exams take place according to *NTU Rules of Qualifying Examination for Master's and Ph.D. Degrees at Graduate Institutes*.

1. Master's Program: Approved by the thesis advisor(s), students may request for final thesis defense. The request application should include the first draft of the thesis and all relevant application documents. The thesis defense can be arranged only when the application is reviewed and accepted by the Global Health Program (hereinafter GHP) Curriculum Committee.
2. Doctoral Program:
  - 1) Doctoral students must first pass the qualifying exam towards doctoral candidacy.
  - 2) Doctoral candidates can only request for degree qualifying exam six months later after they defend their dissertation proposals.
  - 3) Approved by the thesis advisor(s), doctoral candidates may request for final dissertation defense. The request application should include the first draft of the thesis and all relevant application documents. The dissertation defense can be arranged only when the application is reviewed and accepted by the GHP Curriculum Committee.
  - 4) For graduation, doctoral students should have at least one manuscript accepted or published by an academic journal or magazine recognized by the GHP.
    - a. The manuscript must be original research related to public health (theory, verification, innovation), and the student must be the first author.
    - b. Recognized journals: SSCI or SCI listed journals.



- c. Any journal or magazine that is not listed above can be recognized only when the GHP reviews and approves it.

**Article 8** The defense for thesis/dissertation proposals or degree qualifying exams must take place in public. The title, time, and location of the oral exam should be announced a week before the defense date by the GHP office. Those who fail to pass the degree qualifying exam may retake the exam in the next semester or next academic year, if their maximum period of study is not yet expired. The exam can only be retaken once. Those who fail again shall be ordered to withdraw from the program.

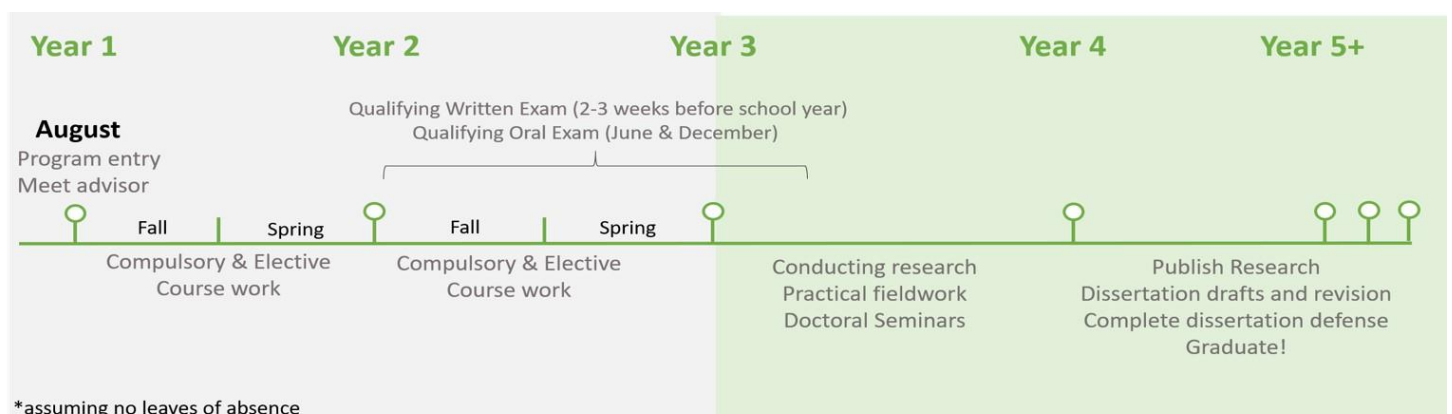
## Chapter 7 Supplementary Provisions

**Article 9** Students who want to change their thesis/dissertation advisor(s) should follow the *NTU Thesis Advisor and Student Agreement Guidelines*.

**Article 10** Students who are unable to continue their study due to special circumstances should be referred to GHP meetings for discussion.

**Article 11** Any matters not covered in these regulations should be handled in accordance with related rules of the Ministry of Education, NTU, and the GHP.

**Article 12** These regulations, adopted by the GHP Curriculum Committee, should be reported to the CPH Curriculum Committee and NTU Office of Academic Affairs (OAA) for recordation, and enter into force on the day when they are announced by the NTU OAA.



**National Taiwan University College of Public Health Global  
Health Program MS & PhD Graduate Degree  
Thesis/Dissertation Advisor Agreement**

\_\_\_\_\_ **Student Name Student ID**

\_\_\_\_\_ **Thesis/Dissertation Advisor Name**

The faculty member listed has agreed to serve as my thesis/dissertation advisor. By signing below, I indicate my understanding that the faculty member is making a significant commitment to me. I will honor that commitment professionally and in accordance with the *Thesis Advisor and Student Agreement Guidelines*. I understand that I must communicate regularly with my advisor to ensure adherence to the agreed-upon completion timeline.

\_\_\_\_\_ **STUDENT SIGNATURE DATE**

By signing below, I indicate that I have agreed to serve as the thesis/dissertation advisor for the student listed. The student and I will work together to establish clear expectations and deadlines for the research project and thesis.

\_\_\_\_\_ **ADVISOR SIGNATURE DATE**

By signing below, I indicate my awareness that the faculty member and the student listed have agreed to work on a project in accordance with the *Thesis Advisor and Student Agreement Guidelines*.

\_\_\_\_\_ **SIGNATURE OF DIRECTOR DATE**

# National Taiwan University College of Public Health, Global Health Program

## Declaration and Agreement--Replacement of Advisors for Graduate Students in Master and Doctoral Programs

### 一、The Declaration

In accordance with the NTU guidelines for the interactions between the advisors and graduate students, Student  Name  (student ID: \_\_\_\_\_), hereby declare and file for change of thesis advisor from Professor XXXXX to YYYYYY. Furthermore, the aforementioned student cannot continue to use the research plan contributed by the original advisor, or publish research findings resulting from said advisor's guidance without written consent of both the original and current thesis advisor.

**Student's Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_  
(Year)    (Month)    (Day)

**The Original Advisor's Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_  
Year          Month          Day

Note: The graduate student who has switched the advisor should send a draft manuscript of the thesis to the original advisor for approval ten days before the thesis defense. In the event of a dispute, the original advisor should file a complaint with the GHP no fewer than five days before the thesis defense. After the complaint is filed, the previously scheduled thesis defense will be suspended; a decision will be made by the faculty members during GHP's program meeting within one (1) month. If said graduate student fails to change thesis advisor in accordance with above-mentioned regulations, the degree examination results will not be recognized.

## 二、 The Agreement

Professor \_\_\_\_\_(Party A) and the graduate student \_\_\_\_\_(Party B) hereby agree that Party A shall, during the period of serving as the thesis advisor of Party B, agree that the content and/or findings of the research projects can be published, and this agreement will take effect immediately after both parties sign.

- Both Parties can jointly publish the results of the original research project.
- The right to publish the results of the original research project belongs to \_\_\_\_\_.

**Both Parties' signatures :**

**Party A :** \_\_\_\_\_  
**(the original advisor)**

(Date: Year Month Day)

**Party B :** \_\_\_\_\_  
**(the graduate student)**

(Date: Year Month Day)

Signature: \_\_\_\_\_ , Director of Global Health Program

Note: This Declaration and Agreement need to be made in triplicate. One copy will be kept in GHP office, the other will be sent to the original advisor, and one will be kept by the graduate student.

# National Taiwan University College of Public Health Implementation

## Rules of Qualifying Exam towards Doctoral Candidacy for Ph.D. in

### Global Health Program

Applicable to students admitted starting from the 2020-2021 academic year

#### Chapter 1 General Principles

##### Article 1

National Taiwan University College of Public Health Ph.D. in Global Health Program (hereinafter referred to as 'GHP'), is to implement the following measures of the qualifying exam towards doctoral candidacy, in order to promote the doctoral students' research ability in obtaining and applying the knowledge necessary for completing their studies.

#### Chapter 2 Ph.D. Candidacy

##### Article 2

Students should complete the qualifying exam within the time limit as specified in Chapter Four. The subjects and request application regarding the qualifying exam are provided as follows; those who do not pass the written qualifying exam within the time limit shall be ordered to withdraw from the GHP. Those who do not pass the written exam can apply only once for retaking the exam of per subject. If the students still fail the reexam, they shall withdraw from the GHP according to the university regulations. In instances of pregnancy, childbirth, or taking care of children under the age of three, an extension can be granted upon approval.

##### Article 3

To qualify as a doctoral candidate, the following conditions must be met:

1. Earning the credits of all compulsory courses;
2. Passing the written qualifying exam;
3. Passing the oral defense for doctoral dissertation proposal.

#### Chapter 3 Qualifying Examination

##### Article 4

The passing score for qualifying exams is B- (70% and above).

##### Article 5

Result Announcement: The results of the Ph.D. qualifying exams are announced by the GHP director to the students before the next semester begins, providing the students with adequate

time to register for courses (compulsory and/or elective) by the deadline of course selection based on the exam results.

## **Chapter 4 Exam Regulations**

### **Article 6**

#### **1.Exam methods: Written exam and oral defense**

##### **1) Written exam:**

**Subject A: Global Health Science**

The subject covers general knowledge of global health science acquired through the compulsory core courses.

**Subject B: Research Methods in Global Health**

The subject covers the fundamental and advanced research methods in global health acquired through the compulsory core courses.

a. Compulsory questions on fundamental knowledge of global health research methods, 50%

b. Choose one from the two fields: quantitative or qualitative research methods in global health, 50%.

- ##### **2) Oral defense:** According to the student's expertise, a committee consisting of three teachers is formed to grade the research proposal. The proposal should be approved by the dissertation advisor before submission to the GHP office. Students can refer to the research template provided by the Ministry of Science and Technology.

#### **2.Eligibility for examination**

- ##### **1) Written exam:** Compulsory courses must be completed (except dissertation). Those who have not completed the courses can request for taking the qualifying exam only with the permission from the GHP director.

- ##### **2) Oral defense:** The students can request for oral defense only when they have passed the written exam.

#### **3.Application Deadline:**

- ##### **1) Written exam:** The application should be completed 4 weeks before the next semester begins (subject to the GHP's timetable). Please make the request for exam to the GHP office for eligibility check and relevant arrangement.

- ##### **2) Oral defense:** The proposal for qualifying exam must be submitted to the GHP office before the end of April or at the beginning of November. Those who cannot make it by the deadline may attend oral defense at the next round.

#### 4. Examination Time

- 1) Written exam: the 1<sup>st</sup> or 2<sup>nd</sup> week after the beginning of the semester or, in exceptional circumstances, on other dates approved by the GHP Curriculum Committee.
- 2) Oral exam: June or December

5. Deadline for exam completion: The qualifying exam in both written and oral forms must be accomplished by the end of the third academic year since the admission of doctoral students (excluding the period of time for formal suspension).

6. Oral defense committee: The committee members are determined by the dissertation advisor.

#### Article 7

These regulations, adopted by the GHP Curriculum Committee, should be reported to the CPH Curriculum Committee and NTU Office of Academic Affairs (OAA) for recordation, and enter into force on the day when they are announced by the NTU OAA.

**National Taiwan University Global Health Program**  
**Application Form for Qualifying Exam towards Doctoral Candidacy for Ph.D. (Written Exam)**

\_\_\_\_\_ Semester of Year \_\_\_\_\_

Date of application \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (YYYY/MM/DD)

|                       |  |
|-----------------------|--|
| Student ID No.:       |  |
| Name:                 |  |
| Exam Date             | Year      Month      Date  |
| Attachments required: | <u>One copy of the transcript or academic record</u><br>(The credits taken by an applicant should be checked by the GHP office.) |

| Exam Subjects |  |
|---------------|--|
|               | Subject A: Global Health Science             |
|               | Subject B: Research Methods in Global Health |
|               | Subject A & B                                |

Signature of Advisor: \_\_\_\_\_

Examined by: \_\_\_\_\_

Signature of the Director of Program: \_\_\_\_\_

※ Please complete and hand in this application form with signatures to the GHP office before the deadline.



**National Taiwan University Global Health Program**  
**Application Form for Qualifying Exam towards Doctoral Candidacy for Ph.D. (Oral Exam)**

\_\_\_\_\_ Semester of Year \_\_\_\_\_

Date of application \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_(YYYY/MM/DD)

|                       |   |
|-----------------------|---|
| Student ID No.:       |   |
| Name:                 |   |
| Exam Date             | Year      Month      Date   |
| Attachments required: | <u>The transcript of written examination and the doctoral dissertation proposal.</u><br>Note: The topic of the proposal presentation does not have to be the same as that of the final doctoral dissertation. Regarding the format of the proposal, students can refer to the research template provided by the Ministry of Science and Technology. |

Signature of Advisor:

\_\_\_\_\_

Examined by:

\_\_\_\_\_

Signature of the  
Director of Program:

\_\_\_\_\_

※Please complete and hand in this application form with signatures to the GHP office before the deadline.

# National Taiwan University Global Health Program Graduate Student Incentives: Operating Procedures and Regulations

2019.11.6 Passed in 108 Academic Year 4th Program Meeting

**Article 1:** The purpose of these procedures and regulations is to standardize the process for which students in the National Taiwan University Global Health Program (hereafter abbreviated as GHP) apply and receive graduate student incentives. These procedures and regulations have been established following *National Taiwan University's procedures for implementing graduate student incentives*.

**Article 2:** Students meeting the following requirements are eligible to apply for the graduate student incentives.

1. Full-time graduate students who are enrolled during the current semester
2. Full-time students who wish to participate in the Global Health Program instruction or service, should apply for the employment type part-time stipend.

**Article 3:** Students meeting one of the following conditions are **not** eligible to apply for graduate student incentives.

1. Graduate students who have been sanctioned, at the level of Minor Demerit or above during the studying period (a year is defined as starting from the first month immediately following the formal sanction) are not eligible to apply.
2. Citizen of the People's Republic of China

**Article 4:** The Global Health Program graduate student incentives are divided into two categories: Scholarships and Grants and employment type part-time assistantship stipend. Students are allowed to receive both types of incentives concurrently.

## 1. Scholarships and Grants:

- a. Given to encourage excellence and provide financial reward and partial grants for students involved in individual research in the following ways:
  - i. Attending and presenting at an international academic conference.
  - ii. Students' journal article submission
  - iii. Outstanding presentation at an international conference (poster or oral)
  - iv. Outstanding performance award.
  - v. Others
- b. Funding for international conferences can be in Taiwan or outside of Taiwan.
  - i. Students must fill out application form
  - ii. Students can only apply for funding once for each paper. The cap of subsidy per year is NT\$40,000 for each applicant.
  - iii. Maximum funding:
    1. Europe, America, Africa: NT\$40,000
    2. Oceania (Australia, New Zealand, etc.): NT\$30,000
    3. Asia: NT\$20,000
    4. Domestic: NT\$5,000
  - iv. Can apply

- v. Funding will be ranked and evaluated based on the sum of points. See [Table 1](#).
  - vi. Students must submit a report and photos following the completion of the conference.
- c. Journal article submission
- i. The applicant should be the first and/or corresponding author.
  - ii. The journal article should be with GHP as the affiliation in the publication.
  - iii. The article should be related to the research fields of Global Health and aim at academic journals indexed in **SCI/SSCI/TSSCI**.
  - iv. Funding allocation is subject to faculty's discretion, all decisions are final
  - v. Maximum Funding: NT\$20,000 per academic year (including everything such as print, review, edit, proofreading etc.)
  - vi. Please send your application with application form and manuscript in print.
- d. Fieldwork or internships
- i. Students must fill out application form
  - ii. Students can only receive funding once a year
  - iii. Funding allocation is subject to faculty's discretion, all decisions are final
  - iv. Maximum Funding:
    1. Europe, America, Africa: NT\$40,000
    2. Oceania (Australia, New Zealand, etc.): NT\$30,000
    3. Asia: NT\$20,000
    4. Domestic: NT\$5,000
  - v. Two application cycles: June and November
  - vi. Students must submit a written report and photos following the completion of the fieldwork or internship.
- d. Funding allocation for financial reward, attending international conferences, and Fieldwork or internships should be subject to GHP faculty's discretion.

2. **Employment type part-time assistantship stipend:** Stipend is given to students participating in service for the GHP including being a teaching assistant, an administrative assistant, or other related tasks.

- a. Students in the academic program teaching assistantship roles are expected to help the course instructor with matters related to teaching including: setting up and maintaining the course's online CEIBA platform, pre-class preparation, in-class assistance, and other academic/teaching tasks as assigned by the course instructor. Performance in this role is evaluated by the course instructor.
- b. Students helping the GHP office with administrative tasks are expected to not only help with administrative tasks, but also help with other related events and activities. Administrative assistants are expected to show up at work according to their work schedule and complete all assigned tasks. If the student is unavailable to show up at work on a particular day, administrative assistants must apply for time off in advance. Students in this role are evaluated by the GHP academic program director or the GHP office administrative staff.

- c. Students receiving employment type part-time assistantship stipend must establish a formal employment contract with the GHP specifying: work location, work schedule, number of hours to be worked, job tasks, salary, work evaluation criteria, contract length of time, and other related rights and responsibilities.

**Article 5:** Student's applying for graduate student incentives should submit the following documents:

1. Application documents
2. Acceptance of terms and conditions form
3. Photocopy of Alien Resident Certificate (ARC)
4. Photocopy of National Taiwan University (NTU) Student Identification Card
5. Photocopy of the cover of their post office bank account passbook
6. Students applying for the employment type part-time assistantship subsidy should also submit a valid work permit.

**Article 6:** The procedures for incentive application and applicant evaluation are as follows:

1. Scholarship and Grant: Every semester the GHP will announce the application deadline. Prospective applicants should prepare their application materials and submit relevant documents to the GHP office before the deadline. Late applications will not be considered. Completed applications will be evaluated by GHP faculty during related meetings.
2. Employment type part-time stipend: Teaching Assistantship (hereafter referred to as TA) or administrative tasks. Position openings will be announced publicly by the program office. Upon submission, applications will be evaluated by the hiring staff and suitable candidates will be selected following the procedures and rules described in this document. The contents of work contract will be arranged based on the specifics of the work to be performed.
3. Full amount of the award will vary based on college-wide allocation of funds and the individual reward will be given based on work performance. The award amount will be publicly announced after it has been determined.

**Article 7:** Graduate students receiving employment type part-time stipend are to be supervised and evaluated by the GHP director or another professor affiliated with the GHP. Students should be evaluated at least once a semester. All students receiving unsatisfactory performance evaluations will be notified in writing by the GHP and will be allowed to improve performance. Students who fail to make the required performance improvements will have their stipend revoked.

**Article 8:** In the event that students have concerns about matters related to their stipend and duties, they should inform the GHP committee in writing. Upon receipt, appropriate faculty members and associated parties will be informed, and appropriate actions will be pursued.

**Article 9:** If a student receiving scholarship/grant breaks any of the regulations outlined in this document, the award will be revoked, and the former recipient is to return the full amount to GHP.

**Article 10:** Issues not addressed in this document should be addressed following *“National Taiwan University’s procedures for implementing graduate student Incentives.”*

**Article 11:** Abovementioned rules will be ratified by the GHP committee and filed with the Student Assistance Division of the NTU Office of Academic Affairs, at which time said rules will become effective starting from the day on which the public announcement is made.

Table 1:

| Type   | Details                               | Points |
|--|---------------------------------------|--------|
| 1. General   | PhD                                   | 4      |
|  | MS                                    | 3      |
|  | Part-time office workers              | 1      |
| 2. International conference held in Taiwan (must be before the deadline)   | PhD                                   | 2      |
|  | MS                                    | 1      |
|  | Oral presentation at the conference   | 2      |
|  | Poster presentation at the conference | 1      |
| 3. International conference held outside of Taiwan (must be before the deadline)   | PhD                                   | 2      |
|  | MS                                    | 1      |
|  | Oral presentation at the conference   | 2      |
|  | Poster presentation at the conference | 1      |
|  | Within Asia                           | 1      |
|  | Outside of Asia                       | 3      |
| 4. Presented publication (must be before the deadline, was accepted by a journal or published within your application period, can only apply once) | PhD                                   | 1      |
|  | MS                                    | 2      |
|  | Good (15%)                            | 10     |
|  | Excellent (15-40%)                    | 6      |
|  | TSSCI (above 40%)                     | 3      |
|  | Others                                | 1      |
| 5. Received awards at the conference   | PhD + MS                              | ?      |

**Global Health Program  
Application Form for Fieldwork and Internship**

|  |   |   |   |
|--|---|---|---|
| Name   | Chinese:<br>English:<br>ID/ARC # :      | Year of Study   |   |
| Phone<br>Number &<br>Email   | cellphone<br><br>email address          | Student ID  |   |
|  |   | Have you passed the qualifying exam? (PhD only)                                   | <input type="checkbox"/> yes ( ____the date yyyy/mm/dd )<br>(PhD only)<br><input type="checkbox"/> no <input type="checkbox"/> have not taken |
| Applying for funding for: <input type="checkbox"/> Domestic Internship/Fieldwork <input type="checkbox"/> International Internship/Fieldwork |   |   |   |
| Duration   | From ____ yyyy/mm/dd to ____ yyyy/mm/dd | ____ City/ country  |   |
| Have you applied for other sources of funding?   |   | <input type="checkbox"/> yes name of organization:<br><input type="checkbox"/> no |   |
| Description or summary of work to be done:   |   |   |   |
|  |   |   |   |
| Learning goals and expected outcomes and its relevance to public health:   |   |   |   |
|  |   |   |   |
| Expected benefits for the organization:  |   |   |   |
|  |   |   |   |
| Please attach the documents listed on the right and submit to the program for approval   |   | 1. Proposed Budget/broken-down costs<br>2. Transcript                             |   |
| signature of applicant :<br><br>date : _____yyyy/mm/dd<br><br>signature of advisor :<br><br>date : _____yyyy/mm/dd                           |   |   |   |

|   |
|---|
| <b>Review Results</b><br>(To be used by the Global Health Program Office Only)              |
| Approved Subsidy Amount :<br><br><br>Signature of reviewer: _____<br>date : _____yyyy/mm/dd |

Signature of reviewer: \_\_\_\_\_  
date : \_\_\_\_\_yyyy/mm/dd

Signature of reviewer: \_\_\_\_\_  
date : \_\_\_\_\_yyyy/mm/dd

Comments:

Signature of program director :

date : \_\_\_\_\_yyyy/mm/dd



**Global Health Program**  
**Application Form for Attending International Conferences**

|  |   |                   |         |
|--|---|-------------------|---------|
| Applicant  | Chinese Name :  |                   |         |
|  | English Name :  |                   |         |
| Student ID   |   |                   |         |
| Title  |   |                   |         |
| Contact Information  | (H):  | Mobile:           | E-mail: |
| Conference Date  | From / / to / /   |                   |         |
| Conference Location<br>(Country, State, City)  |   |                   |         |
| Conference Name  | Chinese :   |                   |         |
|  | English :   |                   |         |
| Organizing Group   | Chinese :   |                   |         |
|  | English :   |                   |         |
| Thesis Title   | Chinese :   |                   |         |
|  | English :   |                   |         |
| Authors  | Chinese :   |                   |         |
|  | English :   |                   |         |
| Field of Research  |   |                   |         |
| Type of Presentation   | <input type="checkbox"/> Oral presentation <input type="checkbox"/> Poster <input type="checkbox"/> Others  |                   |         |
| Are you receiving similar grants from other departments for the same event?  | <input type="checkbox"/> YES , Funding Support Unit :<br><input type="checkbox"/> YES , Under review<br><input type="checkbox"/> NO   |                   |         |
| Please submit <b><u>one copy</u></b> of each required document <b><u>one month before</u></b> the conference to the GHP Office | 1. Application form<br>2. Budget List<br>3. Acceptance document (to prove that you are the presenter or the first author)<br>4. Abstract of the paper to be presented and full text of the paper (restricted to unpublished and unrepresented papers).<br>5. Conference agenda and other related documents helpful for the review<br>6. PDF files of the above-mentioned documents. |                   |         |
| Proposed Budget  | <b>Airfare:</b><br><b>Lodging:</b><br><b>Registration:</b><br><b>PCR Test:</b><br><b>Quarantine Hotel:</b>  |                   |         |
| Applicant's signature  |   | Date (yyyy/mm/dd) | / /     |
| Advisor's signature  |   | Date (yyyy/mm/dd) | / /     |
| Note   | After returning Taiwan, please submit e-ticket, invoice, round-trip boarding pass, report, and other receipts to GHP office to process the reimbursement procedures within one month.   |                   |         |
| Submit Date  |   |                   |         |

Review Results  
(To be used by the Global Health Program Office Only)

Approved Subsidy Amount :

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_ yyyy/mm/dd

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_ yyyy/mm/dd

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_ yyyy/mm/dd

Comments:

Signature of program director :

Date : \_\_\_\_\_ yyyy/mm/dd

## Global Health Program Application Form for Journal Article Submission

|  |   |
|--|---|
| Applicant  | Chinese Name:   |
|  | English Name:   |
| Contact Information  | Phone Number :<br>Email :   |
| Thesis Title   |   |
| Author   | <input type="checkbox"/> The affiliation is NTU Global Health Program<br><input type="checkbox"/> First Author <input type="checkbox"/> Corresponding Author  |
| Journal Category   | Journal Category : <input type="checkbox"/> SCI <input type="checkbox"/> SSCI <input type="checkbox"/> TSSCI<br>Journal Name :<br>JCR Field :<br>5-yr Impact Factor :<br>The Ranking of Journal in its Research Field<br>( / = %) : |
| Proposed Budget  |   |
| Attach   | Please submit your application with manuscript, journal information, and relevant receipts.   |
| Applicant's signature :<br><br>Date:   Year   Month   Day              |   |
| Advisor's signature :<br><br>Date:   Year   Month   Day                |   |
| Review Result<br>(To be used by the Global Health Program Office Only) |   |

Approved Subsidy Amount :

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_yyyy/mm/dd

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_yyyy/mm/dd

Signature of reviewer: \_\_\_\_\_

Date : \_\_\_\_\_yyyy/mm/dd

Comments:

Signature of program director :

Date : \_\_\_\_\_yyyy/mm/dd

## **Dissertation Defense Guidelines and Process**

(In accordance with the provisions of NTU's Academic Affairs Constitution)

In accordance with NTU regulations, the dissertation defense deadlines are January 31 for the fall semester and July 31 for the spring semester. In the event that the oral defense cannot be performed, please withdraw the defense and reapply to defend your dissertation in the next semester.

Please visit the NTU website at <https://gra103.aca.ntu.edu.tw/degree/> to complete the application and to download the dissertation defense application, the graduation transcript review form (to be submitted with a copy of your transcript), the list of defense examiners, and other documents; these documents must be submitted to the Global Health Program Office by the deadline set by GHP in order to complete the application process.

## The Important Timeline of Dissertation Oral Defense for the Fall semester

The following important milestones and dates/deadlines for completing your final semester at CPH.

- 1) Please make sure you are registered for the 0-credit "Thesis" class
- 2) Please ensure that you have completed the compulsory classes and attained (or in the process of attaining) enough elective course credits for graduation

If you are on schedule to graduate this semester, you must file for the Master's Degree Exam by **11/20**, and complete your oral defense by **1/31** of 2022. You can find all the relevant documents listed below in the attached files:

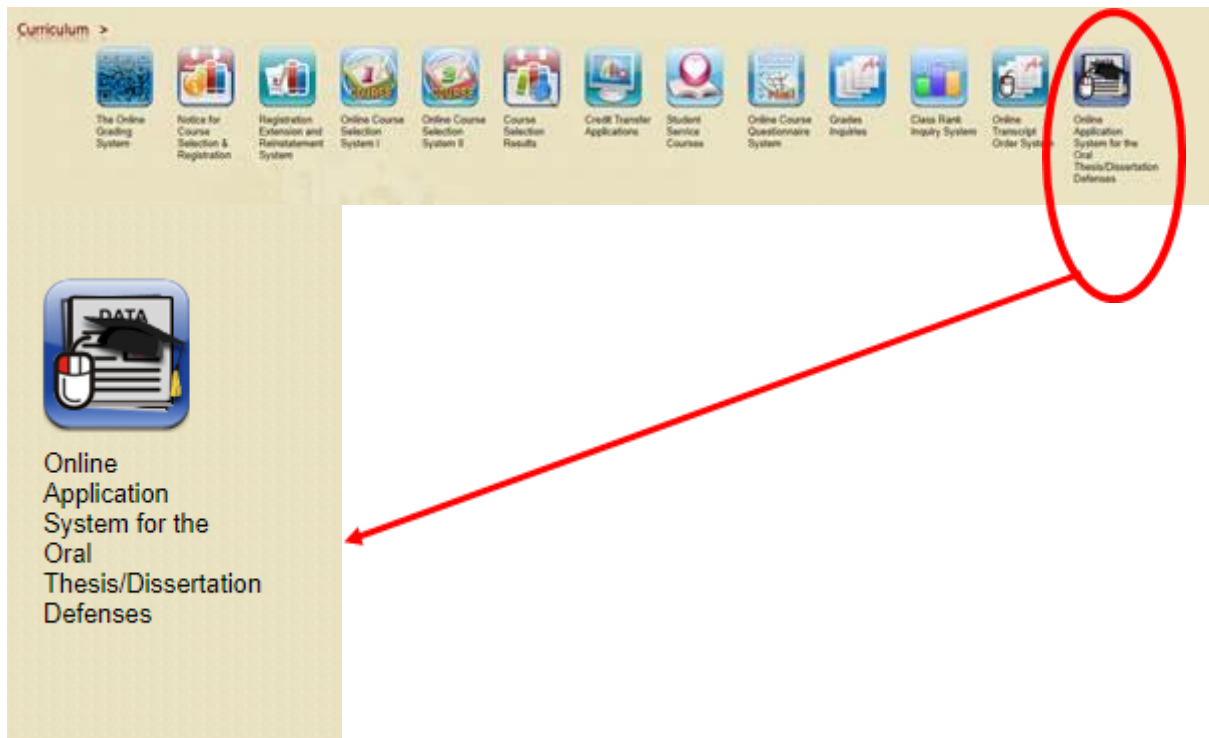
| Dates/Deadlines                                | Required Documents and Important Reminders  |
|--|---|
| <b>Before 11/20</b>                            | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>1) Degree Exam Application Form</li> <li>2) Printed online application form for Oral Thesis Defense from myNTU (please see attached photo)</li> <li>3) Graduates Records Verification</li> <li>4) Transcript</li> <li>5) Core competencies evaluation form</li> <li>6) Master's thesis draft</li> </ol>                                       |
| <b>2-3 weeks</b> prior to the thesis oral exam | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>1. Committee member list for oral defense</li> <li>2. Remittance Information of outside-NTU committee members</li> <li>3. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members</li> </ol>   |
| <b>1 week</b> prior to the thesis oral exam    | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>1. Oral exam announcement poster</li> <li>2. Certificate of appointment to committee members</li> <li>3. Advisor, Thesis Examination and Transportation Fee Playlist of Oral Defense Committee Members will also be returned to you</li> </ol>  |
| <b>2 days</b> Prior to the thesis oral exam    | Please make sure the following documents are ready: <ol style="list-style-type: none"> <li>1. Master's/Ph.D. Degree Examination Report</li> <li>2. Verification Letter from the Oral Examination Committee for Master's Students</li> <li>3. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members</li> </ol>  |
| <b>After thesis oral exam</b>                  | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>1. Master's/Ph.D. Degree Examination Report <b>signed original copy</b></li> <li>2. Verification Letter from the Oral Examination Committee for Master's Students <b>signed original copy</b></li> <li>3. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members <b>signed original copy</b></li> </ol> |

|             |  |
|-------------|--|
| Before 2/11 | <ol style="list-style-type: none"> <li>1. If you are to graduate this semester, you must submit the final electronic version of your master's thesis by <b>Feb 7, 2022</b>.</li> <li>2. The <b>2</b> hardcover copies must be submitted to the medical library at the College of Medicine (No.1, Sec.1, Ren Ai Rd., Taipei, 10051 Taiwan) by <b>Feb. 11, 2022</b>. Here is a <a href="#">map</a> of the NTU Hospital and College of Medicine. Please refer to the "<a href="#">Guide for Submitting Electronic Theses and Dissertations</a>" and the library's <a href="#">website</a> for more details on the process.</li> </ol> |
|-------------|--|

Please don't hesitate to reach out to the GHP office if you have further questions or require assistance navigating the submission system.

Best of luck!

Tom



## The Important Timeline of Dissertation Oral Defense for the Spring semester

The following important milestones and dates/deadlines for completing your final semester at CPH.

- 1) Please make sure you are registered for the 0-credit "Thesis" class
- 2) Please ensure that you have completed the compulsory classes and attained (or in the process of attaining) enough elective course credits for graduation

If you are on schedule to graduate this semester, you must file for the Master's Degree Exam by **4/20**, and complete your oral defense by **7/30**. You can find all the relevant documents listed below in the attached files:

| Dates/Deadlines                                | Required Documents and Important Reminders  |
|--|---|
| <b>Before 4/20</b>                             | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>7) Degree Exam Application Form</li> <li>8) Printed online application form for Oral Thesis Defense from myNTU (please see attached photo)</li> <li>9) Graduates Records Verification</li> <li>10) Transcript</li> <li>11) Core competencies evaluation form</li> <li>12) Master's thesis draft</li> </ol>                                    |
| <b>2-3 weeks</b> prior to the thesis oral exam | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>4. Committee member list for oral defense</li> <li>5. Remittance Information of outside-NTU committee members</li> <li>6. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members</li> </ol>   |
| <b>1 week</b> prior to the thesis oral exam    | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>4. Oral exam announcement poster</li> <li>5. Certificate of appointment to committee members</li> <li>6. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members will also be returned to you</li> </ol>   |
| <b>2 days</b> Prior to the thesis oral exam    | Please make sure the following documents are ready: <ol style="list-style-type: none"> <li>4. Master's/Ph.D. Degree Examination Report</li> <li>5. Verification Letter from the Oral Examination Committee for Master's Students</li> <li>6. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members</li> </ol>  |
| <b>After thesis oral exam</b>                  | Please submit the following documents to the GHP office: <ol style="list-style-type: none"> <li>4. Master's/Ph.D. Degree Examination Report <b>signed original copy</b></li> <li>5. Verification Letter from the Oral Examination Committee for Master's Students <b>signed original copy</b></li> <li>6. Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members <b>signed original copy</b></li> </ol> |

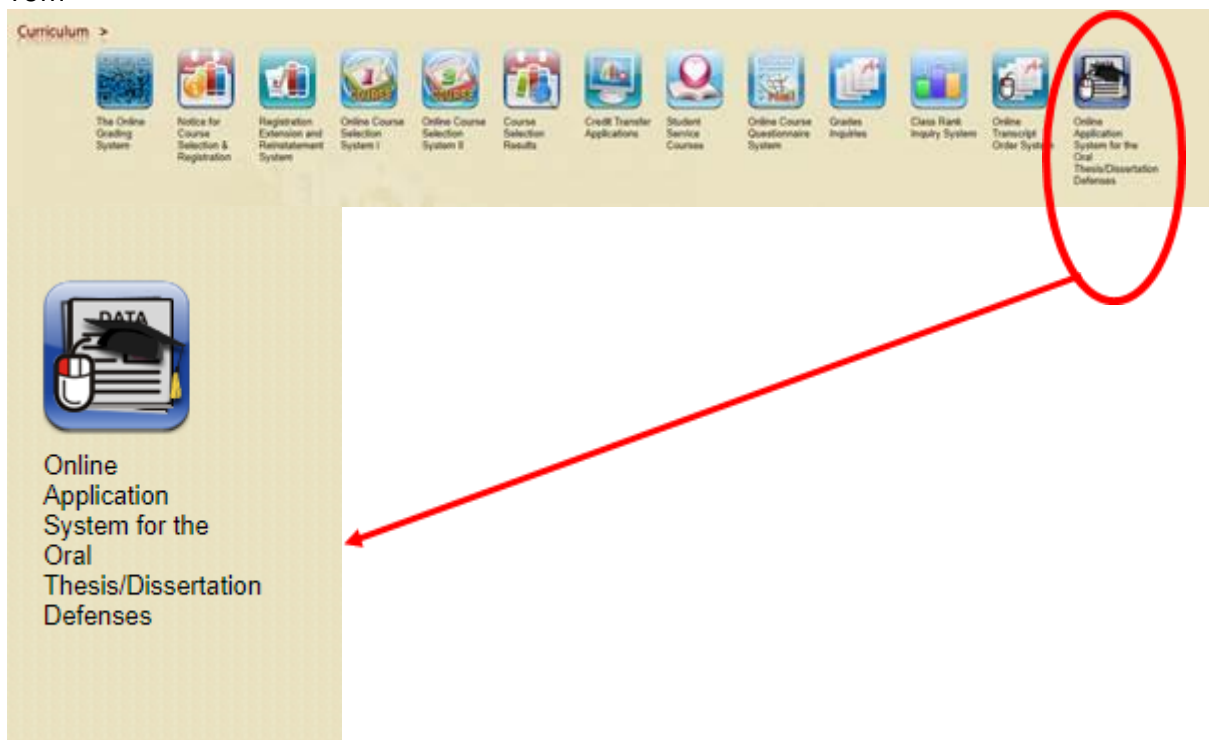


|            |  |
|------------|--|
| After 7/30 | <ol style="list-style-type: none"> <li>3. If you are to graduate this semester, you must submit the final electronic version of your master's thesis by <b>August 11, 2022</b>.</li> <li>4. The <b>2</b> hardcover copies must be submitted to the medical library at the College of Medicine (No.1, Sec.1, Ren Ai Rd., Taipei, 10051 Taiwan) by <b>August 13, 2022</b>. Here is a <a href="#">map</a> of the NTU Hospital and College of Medicine. Please refer to the "<a href="#">Guide for Submitting Electronic Theses and Dissertations</a>" and the library's <a href="#">website</a> for more details on the process.</li> </ol> |
|------------|--|

Please don't hesitate to reach out to the GHP office if you have further questions or require assistance navigating the submission system.

Best of luck!

Tom



臺大全球衛生學位學程 碩 / 博士 研究生學位考試申請單 (學程用)

National Taiwan University College of Public Global Health Program  
Application Form for a Master's/Doctoral Degree Examination

申請日期： 年 月 日 (Application Date: \_\_\_year\_\_month\_\_day)  
申請學期： 學年第 學期 (Application Semester: \_\_academic year\_\_Semester)

|   |  |                     |  |
|---|--|---------------------|--|
| 申請人姓名<br>Name   | 學<br>號<br>Student ID   | 入學年月<br>Enroll Date | 年(year)<br>月(month)  |
| 領域<br>(Disciplines)                                   | <input type="checkbox"/> 流病生統 (Epidemiology, Biostatistics)<br><input type="checkbox"/> 健管行社 (Health Policy and Management, Health Behaviors and Community Sciences)<br><input type="checkbox"/> 環職食安 (Environmental and Occupational Health Sciences, Food Safety and Health)   | 身 份 別<br>(Program)  | <input type="checkbox"/> 碩士<br>(Master's Program)<br><input type="checkbox"/> 博士<br>(Doctoral Program) |
| 論文題目<br>Thesis/Dissertation Title                     |  |                     |  |
| 指導教授<br>Thesis/Dissertation Advisor                   |  |                     |  |
| 考試時間<br>Examination Date                              | 年 月 日 時 分 至 時 分<br>( year month day hour minutes to hour minutes)  |                     |  |
| 考試地點<br>Examination Location                          |  |                     |  |
| 申請資格<br>Requirements                                  | <input type="checkbox"/> 畢業學分已修滿，共計__學分<br>(Earn_____required credits in total for graduation)<br><input type="checkbox"/> 資格考完成 (博士生)<br>(Passed qualifying exam) (PhD only)<br><input type="checkbox"/> 論文計畫口試完成 (博士生)<br>(Proposal is completed) (PhD only)   |                     |  |
| 繳交清單<br>Checking list of required documents<br>(所辦填列) | <p>※請於<b>申請考試期限內申請填寫完成並繳交至學程辦公室</b>：<br/>(*Please submit the application form and the following documents to GHP office before the application period)</p> <input type="checkbox"/> 學位考試申請表乙份 (Printed Application Form for Oral Thesis/Dissertation Defense)<br>(請自行至學校系統申請：碩博士學位考試申請系統<br><a href="https://web2.cc.ntu.edu.tw/p/s/login2/p1.php">https://web2.cc.ntu.edu.tw/p/s/login2/p1.php</a> )<br>(Please visit the “Online Application System for the Oral Thesis/Dissertation Defenses” on myNTU to get the application form) <input type="checkbox"/> 畢業生成績審核表 (請自行確認已滿修畢學分) (Graduate Records Verification) (make sure all required credits for graduation are completed)<br><input type="checkbox"/> 歷年成績單一份 |                     | 日期<br>(Date)   |

|  |   |                      |
|--|---|----------------------|
|  | <p>Transcript</p> <p><input type="checkbox"/> 核心能力考核表<br/>(Core competencies evaluation form)</p> <p><input type="checkbox"/> 論文初稿電子檔(寄至 <a href="mailto:ntumgh@ntu.edu.tw">ntumgh@ntu.edu.tw</a>)<br/>(send the digital draft of Thesis/Dissertation to <a href="mailto:ntumgh@ntu.edu.tw">ntumgh@ntu.edu.tw</a>)</p>  |                      |
|  | <p>※請於 <b>口試時間前 2~3 週</b> 填寫完成並繳交至學程辦公室：<br/>(*Please submit the application form and the following documents to GHP office 2-3 weeks before oral presentation)</p> <p><input type="checkbox"/> 學位考試委員名冊 (Degree Examination Committee Members list)</p> <p><input type="checkbox"/> 學位考試審查費清冊(可參考學位考試審查/交通費致贈標準填寫)<br/>(the Review Fee Reimbursement List of Degree Examination)</p> <p><input type="checkbox"/> 校外委員的匯款資料<br/>(the Remittance Information of External Members)</p> <p><input type="checkbox"/> 博士班畢業投稿原則(博士生)<br/>(Ph.D. Student Requirements for Publishing in Academic Journals, PhD students only)</p> | <p>日期<br/>(Date)</p> |
|  | <p>※請於 <b>口試時間前 1 週</b> 自行至所辦領取下列資料：<br/>(*Please come to GHP office to get the following document one week before oral examination)</p> <p><input type="checkbox"/> 費用支領清冊領取 (Fee Reimbursement List)</p>  | <p>日期<br/>(Date)</p> |
|  | <p>※請於 <b>口試後</b> 將下列資料繳交至所辦：<br/>(*Please submit the following documents to GHP office after oral examination,)</p> <p><input type="checkbox"/> 學位考試試卷(需審查委員簽名)<br/>Master's/Ph.D. Degree Examination Report <b>signed original copy</b></p> <p><input type="checkbox"/> 口試委員審定表(需審查委員簽名)<br/>Verification Letter from the Oral Examination Committee for Master's Students <b>signed original copy</b></p> <p><input type="checkbox"/> 費用支領清冊(需審查委員簽名)<br/>Advisor, Thesis Examination and Transportation Fee Paylist of Oral Defense Committee Members <b>signed original copy</b></p>                                   | <p>日期<br/>(Date)</p> |
|  | <p>※請於 <b>離校程序時</b> 將下列資料繳交至學程辦公室：<br/>(Please submit the following documents to GHP office as you process the graduation procedures,)</p> <p><input type="checkbox"/> 論文*1(平裝) One Copy of Thesis/Dissertation (paperback version)</p> <p><input type="checkbox"/> 離校放行 (Leave School Permit )</p>   | <p>日期<br/>(Date)</p> |

備註  
Notes

1. 依據本校『研究所博士暨碩士學位考試規則』及本學程『碩士班修業規定』辦理。

Based on National Taiwan University "Regulations of MS./Ph.D. Degree Examination," and GHP's "National Taiwan University College of Public Health MS and Ph.D. in Global Health Program Regulations."

2. 申請學位考試時應符合學位考試之資格。

Applicants of degree examination should meet the relevant requirements.

3. 碩士論文口試委員三至五人，博士論文口試委員五至九人，指導教授為當然委員，但不得擔任召集人，建議口試委員中至少二位為學程內專任、合聘或專案教師，至少半數以上為校內專任教師。

The number of oral examination committee members for Master's degrees should be 3-5. The number of oral examination committee members for Ph.D. degrees should be 5-9. The advisor is an ex-officio committee member but cannot be the governor of the committee. There should be at least 2 committee members who are full-time professors, jointly-hired teachers of other institutes, or project professors from the Global Health Program. At least half of the committee members should be NTU full-time professors.

4. 學位論文考試之申請時間，第一學期至 11 月 20 日止、第二學期至 4 月 20 日止。**(此為預估時程，以每學期之學校及學程公告為主，請同學自行注意公告通知)**

The application periods:

1<sup>st</sup> Semester: the 1<sup>st</sup> school day to 20<sup>th</sup> Nov.

2<sup>nd</sup> Semester: the 1<sup>st</sup> school day to 20<sup>th</sup> April

**(Please note that the latest announced dates shall prevail and the office will have to leave 10 days for administrative procedures)**

5. 研究生申請學位考試後，因故無法完成者，應於學位考試截止日前，經指導教授同意後，填具書面撤銷之申請，逾期未撤銷者以不及格論。

According to relevant NTU thesis/dissertation defense application regulations, if one cannot complete the thesis/dissertation defense before the date (First semester: January 31<sup>st</sup>; Second semester: July 31<sup>st</sup>), one must apply for withdrawal using this form before the end of the semester. A student who fails to meet this requirement will receive a failing grade.

6. 口試後之論文繳交等相關程序，請在每學期學校公告繳交截止期限內完成，請同學自行注意公告通知。逾期者視同次學期畢業，已屆修業年限者，以不及格論，並依規定退學。

After the oral examination, the relevant procedures such as the submission of thesis should be completed within the deadline according to the school's announcement each semester. Those who are overdue shall be deemed to graduate in the next semester, and those who have expired academic years will be considered as failing and will be dropped out in accordance with regulations.

7. 其它注意流程請自行參考本學程『學位考試注意事項』辦理。

Please refer to the " National Taiwan University College of Public Health MS and Ph.D. in Global Health Program Regulations " for other procedures

| 主任簽章<br>Director's Signature | 指導教授簽章<br>Advisor's Signature | 申請人簽章<br>Applicant's Signature |
|------------------------------|-------------------------------|--------------------------------|
|                              |                               |                                |

# National Taiwan University Graduate's Records Verification

**(Note: Minimum study year for application is two semesters for master students and four semesters for Ph.D. students)**

Code: 8853 Institute: Global Health Program Discipline:

School Year:      Semester:    Student ID:          Name:

(A) All Credit Earned (Please take note)

(B) Verification

| School Year          | Semester        | Earned Credits (A) | Credits Not Required for Graduation (B) | Graduation Required Credits (C=A-B) |
|----------------------|-----------------|--------------------|---|-------------------------------------|
| Transfer             | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 1 <sup>st</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 2 <sup>nd</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 3 <sup>rd</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 4 <sup>th</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 5 <sup>th</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 6 <sup>th</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| 7 <sup>th</sup> Year | 1 <sup>st</sup> |                    |   |                                     |
|                      | 2 <sup>nd</sup> |                    |   |                                     |
| Total Credits        |                 |                    |   |                                     |

|  |  |         |
|--|--|---------|
| Minimum Required Credits for Graduation<br>(Dissertation/Thesis is excluded) :<br>_____ Credits<br>( <input type="checkbox"/> Include <input type="checkbox"/> Exclude Undergraduate Credits ) |  |         |
| Beside Dissertation/Thesis, the minimum required credits is needed for application   | Required Course  | Credits |
|  |  |         |
|  |  |         |
|  |  |         |
|  |  |         |
| Selective Course   |  |         |
| Qualifying Examination   | <input type="checkbox"/> Already passed the qualifying exam<br><input type="checkbox"/> Will take qualifying exam this semester<br><input type="checkbox"/> No qualifying exam for Master program  |         |
| NOTE   | 1. Graduation will be based on this simplified verification process. So please, carefully complete this form.<br>2. When the student applies for the oral defense examination, the administrative staff has to fill this sheet according to "Transcripts of All Semesters" and then deliver it with other application documents to the corresponding Academic Affairs Office (ex: Branch office at College of Medicine). |         |

Verification Date : YYYY/MM/DD

Reviewer's Signature : \_\_\_\_\_

Director's Signature : \_\_\_\_\_

Academic Affairs Reviewer's Signature : \_\_\_\_\_

Sheet No. : A404000-2-042A-04

臺灣大學全球衛生學程  
 博士學位考試核心能力考核表  
 National Taiwan University Global Health Program  
 Core Competencies Checklist for Doctoral Degree Examination

學號 Student ID:            姓名 Name:

院訂共同核心能力 CPH Competencies :

| 核心能力項目 Competencies   | 學生表現評估<br>Student Evaluation                                |
|---|---|
| 1. Review the scientific literature and demonstrate disciplinary knowledge.       | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 2. Formulate hypotheses or research questions and design a study to address them. | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 3. Collect, analyze, and interpret empirical data.                                | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 4. Prepare technical reports and give oral presentations.                         | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 5. Demonstrate professional and ethical behaviors in their field of study.        | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |

學程訂領域核心能力 GHP Competencies :

| 核心能力項目 Competencies  | 學生表現評估<br>Student Evaluation                                |
|--|---|
| 1. Exemplify proficient skills to contribute to public health scholarship and engage community partners and stakeholders to conduct own research and form collaborations based on high ethical standards | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 2. Scrutinize and apply qualitative and quantitative methods to provide evidence-based solutions to global health problems considering cultural safety and diversity                                     | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 3. Design, implement, and evaluate theory-informed and evidence-based research programs in an academia or practice setting   | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |
| 4. Recognize and analytically evaluate socioeconomic, environmental, behavioral, and biological determinants of population health  | <input type="checkbox"/> Pass <input type="checkbox"/> Fail |

指導教授簽章 Advisor's Signature:

## Oral Defense Committee Member List of the Global Health Program

Page Number: \_\_\_/\_\_\_

| <b>MS Candidate</b>   | <b>Committee Member List</b> |      |             |      |
|---|------------------------------|------|-------------|------|
|   | Outside NTU<br>(Y/N)         | Name | Affiliation | Note |
| <b>Student ID :</b><br><br><br><br><br><br><br><br><b>Name :</b><br><br><br><br><br><br><br><br><b>Prescheduled Date:</b> |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |
|   |                              |      |             |      |

**Note :**

1. For the administrative staff, please send the Certificate of Appointments to each committee member and forward this sheet to the corresponding branch office of Academic Affairs. Or forward the sheet with the advisor fee reimbursements at the latest.
2. When filling this sheet, please remember to mark the thesis advisor in Note column with “Advisor” or “\*”.
3. The number of committee members of Ph.D. oral defense is 5~9. The number of committee members of MS oral defense is 3~5. The proportion of outside-NTU committee members is not limited. However, due to the difference of the advisor fee/transportation fee, please do note the committee member is outside NTU or not.

**PS:** The part-time NTU faculty is recognized as outside-NTU members, unless he/she is the thesis advisor.

Director's Signature : \_\_\_\_\_ \_Y\_M\_D



To Cashier Division

**NTU Accounting System-Application Form for Bank Account of External Examiner**

---

Receiver of Money Transfer:

ID No. of Receiver:

Job Position and Title:

Phone No.:

Postal Zip Code:

Registered Home Address:

Work Assignment: **Oral Defense Examiner**

Bank Name (be sure to write the branch office):

Bank Code No.:

Bank Account No. (only personal accounts allowed):

Only receiver of the money transfer need fill out the above information.

---

Application Date:

*I hereby offer the receiver's bank account information, and confirm the its content.*

Applicant:

Department: **Department of Mechanical Engineering**

Phone No.:

Signature or Stamp:

國立臺灣大學研究所博、碩士學位考試試卷(口試紀錄表)  
National Taiwan University Master's/Ph.D. Degree Examination Report

\_\_\_\_\_學年度(Academic Year)第\_\_\_\_\_學期(Semester)

考試日期(Date)：\_\_\_\_\_年(year)\_\_\_\_\_月(month)\_\_\_\_\_日(day)

系所組別 (Graduate Institute)：

考試地點

(Location)：

學號(Student ID No.)：\_\_\_\_\_

記錄(Record)：

姓名(Student's Name)：

學位考試成績 (Grade)：  A+ ;  A ;  A- ;  B+ ;  B ;   
B- ;

C+ ;  C ;  C- ;  F ;  X ;

(請勾選成績，塗改請核章。成績評量定義詳見下列說明，研究生及格標準為B-。)

Please choose a grade for the student, grade explanations are defined at the bottom. If students receive a grade lower than B-, students have failed the exam)

論文題目(Thesis/Dissertation Title)：

※本委員會確認學位論文是否符合專業領域

(The title and content of the thesis/dissertation fit the attributes and professional fields of GHP)

是(YES) 否(NO)

考試委員簽章(Committee Member's Signature)：

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |

※成績評量定義：Definition of Grades

A+

90-100

所有目標皆達成且超越期望 (All goals achieved beyond expectation)

|           |                     |   |
|-----------|---------------------|---|
| <b>A</b>  | <b>85-89</b>        | 所有目標皆達成 (All goals achieved)                                    |
| <b>A-</b> | <b>80-84</b>        | 所有目標皆達成，但需一些精進 (All goals achieved, but need some polish)       |
| <b>B+</b> | <b>77-79</b>        | 達成部分目標，且品質佳 (Some goals well achieved)                          |
| <b>B</b>  | <b>73-76</b>        | 達成部分目標，但品質普通 (Some goals adequately achieved)                   |
| <b>B-</b> | <b>70-72</b>        | 達成部分目標，但有些缺失 (Some goals achieved with minor flaws)             |
| <b>C+</b> | <b>67-69</b>        | 達成最低目標 (Minimum goals achieved)                                 |
| <b>C</b>  | <b>63-66</b>        | 達成最低目標，但有些缺失 (Minimum goals achieved with minor flaws)          |
| <b>C-</b> | <b>60-62</b>        | 達成最低目標但有重大缺失 (Minimum goals achieved with major flaws)          |
| <b>F</b>  | <b>59 and below</b> | 未達成最低目標 (Minimum goals not achieved)                            |
| <b>X</b>  | <b>0</b>            | 因故不核予成績 (Not graded due to unexcused absences or other reasons) |

# 國立臺灣大學碩士學位論文 口試委員會審定書

National Taiwan University  
Verification Letter from the Oral Examination Committee for Master's Students

論文中文題目

(Thesis Chinese Title)

論文英文題目

(Thesis English Title)

本論文係 君（學號 ）在國立臺灣大學全球衛生碩士學位學程完成之碩士學位論文，於民國 年 月 日承下列考試委員審查通過及口試及格，特此證明。

This Thesis is written by fill in your name here (fill in your Student's ID No. here) studying in the graduate program in the Global Health Program. The author of this thesis is qualified for a master's degree through the verification of the committee.

\_\_\_\_\_ (指導教授簽名 **Advisor Signature**)

口試委員 **Committee Members:**

