

NATIONAL TAIWAN UNIVERSITY
Standards of Conduct between Thesis/Dissertation Advisors
and Graduate Students

Article1 National Taiwan University (hereinafter referred to as NTU or “the University”) has formulated the following standards of conduct between thesis/dissertation advisors and graduate students.

Article2 Graduate students shall select a thesis/dissertation advisor (hereinafter, advisor) and submit a written thesis/dissertation advisor agreement form to register their choice of advisor with the office of their department, graduate institute, or degree program (hereinafter, “academic division”) within the time frame stipulated. Spouses or relatives (by blood or marriage) within the third degree of kinship to a master’s or doctoral student may not serve as the student’s thesis/dissertation advisor.

Article3 If a graduate student cannot find an advisor, or terminates the supervisory relationship with an advisor in accordance with the provisions of Article 5, or if an advisor can no longer continue to advise a graduate student due to factors such as illness, resignation or death of the supervisor, the head of the department should actively help counsel the graduate student and provide necessary assistance before the graduate student finds a new advisor.

Article4 Graduate students who plan to change advisors, assuming consent has been granted by their current advisors, shall submit the following documents in writing to their academic division to be checked and filed for reference (applications for a change of advisor deemed to be in compliance with the regulations of the department, institute, or degree program shall become effective within ten days after submission):

1. A written statement from the graduate student stating that the student shall not incorporate the results of any research projects conducted under the instruction of their original advisor into their own thesis/dissertation without their original advisor’s written consent.
2. A written agreement signed by both parties stating that the results of the original research project(s) may be co-published by both parties or that the results of the original research project(s) may only be published by one of the parties with the original advisor’s consent.
3. A completed thesis/dissertation advisor agreement form from the graduate student’s new advisor.

Three original copies of the above-mentioned documents are required for student’s academic division to check and file for reference. One copy shall be kept by the graduate student’s original advisor; one copy shall be filed at the office of the student’s original academic division; and one copy shall be kept by the student. In cases where a graduate student has two advisors and only wishes to terminate the student-advisor relationship with one advisor, the provisions of Paragraph 1, Subparagraph 3 do not apply.

Article5 If the advisor proposes to terminate the supervisory relationship for some reason, the advisor and student should sign the agreement that "both parties can jointly publish the original

research project results" or "one of them has the right to publish the original research project results" agreement, and hand it over to the academic division to file for reference; the mentoring relationship shall be terminated ten days after the date of filing for reference.

Article 6 Graduate students who have changed advisors shall submit one copy of their thesis/dissertation to their original advisor, who shall sign for it in person, ten days prior to the student's thesis/dissertation defense. If the original advisor has any reason to dispute the written statement, they shall file an appeal with the responsible department, institute, or degree program five days prior to the student's thesis/dissertation defense. Once an appeal has been filed by the original advisor, the student's thesis/dissertation defense shall be suspended until a decision has been reached by the responsible department, institute, or degree program in a meeting held within one month of the appeal filing. The decision of the meeting should be notified in writing to the student and the original advisor. The student's affiliated college should be notified as well.

Article 7 A graduate student may file a request with his or her academic division to hold a mediation meeting, provided that one of the following circumstances applies:

1. The graduate student has filed a request to change his or her advisor, but the advisor has not granted his or her consent.
2. The graduate student has received a notification from his or her advisor stating the latter's wish to terminate their student-advisor relationship, but the graduate student objects to the proposed termination.
3. After changing the supervisor, the student intends to continue to use the research results produced during the supervision period of the original advisor, but has not obtained the consent of the original advisor.
4. The graduate student has reached the minimum program length and has been qualified for a thesis/dissertation defense by the criteria set by his or her academic division but is unable to receive his or her advisor's consent to proceed with the thesis/dissertation defense.
5. The graduate student has passed the thesis/dissertation defense and has come to the conclusion that he or she has revised his or her thesis/dissertation based on the suggestions and opinions of the members of the degree examination committee, but has failed to secure the final approval of his or her thesis/dissertation from the advisor and the members of the examination committee.
6. The student cannot get in touch with the advisor for two months.

After receiving the student's request for mediation, the head of the responsible academic division shall convene a mediation meeting to be attended by the advisor, at least four faculty members in relevant disciplines, and the graduate student. In addition, one student representative from the academic division or graduate student association could be invited to attend the meeting as well. In the event that the head of the student's academic division is his or her advisor, then the dean of the College shall appoint another full-time faculty member as the convener of the mediation meeting.

The academic division shall communicate the results of the mediation to the advisor and the

student in writing within one month of receiving the student's request for mediation. The student's affiliated college should be notified as well.

Article8 If the graduate student believes that the results of the College-level mediation per Article 6 and Article 7 are in violation of his or her rights, he or she may file an appeal with the NTU Student Grievance Committee, pursuant to the NTU Guidelines for Student Grievances, within ten days after receiving official notification of the results of the College-level mediation from their College.

Article9 In the event that a graduate student changes advisor at their own discretion without following these standards, the grade they receive for their thesis/dissertation defense shall not be recognized.

Article10 These standards shall take effect upon approval of the Academic Affairs Meeting.