亞洲大學

經營管理學系

ASIA UNIVERSITY

DEPARTMENT OF BUSINESS ADMINISTRATION

博士班研究生手冊

DOCTORAL STUDENT

HANDBOOK

入學時間：民國 110 年 09 月

Enrollment Time: September, 2021

Revised: Sep. 4, 2021

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Asia University, Department of Business Administration

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姓名 (Student's Name)		學號 (Student ID)		二吋近照 (Photo)
入學年度 (Enrollment Year)	年　　月 (Year)　(Month)	畢業學校 (Last School Attended)		
指導教授 (Advisor's Name)				
論文題目 (Dissertation Title)				
聯絡電話 (Phone Number)		E-mail		

亞洲大學經營管理學系

110 學年度博士班入學新生課程規劃表

畢業總學分：36 學分

110.4.29 校課程委員會通過

類別	科 目 名 稱		科目代號	英文名稱	修課年級	修課學期	學分數	每週上課時數		備註
								講授	實習(驗)	
必修15學分	管理理論研討			Seminar on Management Theory	一	上	3	3		
	產業策略與發展研討			Seminar on Industrial Strategy and Development	一	上	3	3		
	高等數量方法			Advanced Quantitative Methods	一	下	3	3		
	博士論文			Ph.D. Dissertation	二至四	上或下	6	0		
專業選修21學分	經營管理組	供應鏈管理專題		Special Topics on Supply Chain Management	一	上	3	3		
		統計方法與資料分析		Statistics and Data Analysis	一	上	3	3		
		科技與服務創新專題		Special Topics on Technology and Services Innovation	一	上	3	3		
		區塊鏈應用與創新創業管理		Block Chain Application and Management of Innovation and Entrepreneurship	一	下	3	3		
		創新與創業管理專題		Special Topics on Management of Innovation and Entrepreneurship	一	下	3	3		
		國際企業策略理論		International Business Strategy Theory	二	上	3	3		
		策略性人力資源管理專題		Special Topics on Strategic Human Resource Management	二	上	3	3		
		休憩理論建構與實證		Theory Construction and Empirical Research for Leisure and Recreation	二	上	3	3		
		公司理財專題		Special Topics on Corporate Finance	二	上	3	3		
		顧客關係管理與電子商務專題		Special Topics on Customer Relationship Management and Electronic Commerce	二	下	3	3		
		產業競爭策略專題		Special Topics on Competitive Strategy	二	下	3	3		
		高等計量經濟學		Advanced Econometrics	二	下	3	3		
		投資管理專題		Special Topics on Investment Management	二	下	3	3		

		管理經濟	Managerial Economics	二	下	3	3		
經營管理組		大數據行銷專題	Special Topics on Marketing of Big Data	一	下	3	3		
		健康產業管理技術專題	Special Topics on Health Industry Management	二	上	3	3		
		智慧科技技術專題	Special Topics on Smart Technology	二	下	3	3		
		健康產業服務行銷專題	Special Topics on Service Marketing of Health Industry	二	下	3	3		
休閒遊憩組		永續觀光	Sustainable Tourism	二	上	3	3		
		行銷管理	Marketing Management	二	上	3	3		
		休憩發展趨勢	Leisure and Recreati Industry Development Trend	二	下	3	3		
		休閒產業分析	Competitive Analysis of Leisure Industry	二	下	3	3		
財務金融組		金融科技與區塊鏈	Financial Technology and Block Chain	二	上	3	3		
		金融創新	Financial Innovation	二	上	3	3		
		財金風險管理	Financial Risk Management	二	下	3	3		
		投資分析與科技應用	Investment Analysis and Technology Application	二	下	3	3		
財經法律組		法律風險研究	Legal Risk Seminar	二	上	3	3		
		科技法律規範	Regulating Technologies	二	上	3	3		
		台灣美國司法制度比較研究	Comparative Research on Taiwan and U.S. Judicial systems	二	下	3	3		
		智慧財產商品化	IP Commercialization	二	下	3	3		
會計資訊組		大數據分析	Big Data Analysis	一	上	3	3		
		高等管理會計	Advanced Management Accounting	一	上	3	3		
		現代會計議題	Contemporary Accounting Issues	一	下	3	3		
		進階電腦稽核	Advanced Computer Audit	一	下	3	3		

註：

1. 博士班最低畢業學分為 36 學分(含論文)：(一)必修 15 學分(含畢業論文 6 學分)(二)專業選修 21 學分。
2. 學生需透過「臺灣學術倫理教育資源中心」線上平台修習指定課程 6 小時，並於課程總測驗成績達及格標準，始得申請學位考試。

亞洲大學

110 學年度經營管理學系博士班全英語課程規劃表

Academic Map for Students Beginning in Academic Year 2021-2022

Approved by the Department Curriculum Committee on 29/4/2021

課程名稱:經營管理學系博士班

Ph. D. Program in Department of Business Administration

類　　別 Category	科目名稱 Course Title	英文名稱 English Course Title	修課年級 Year of the Program	修課學期 Semester	學分數 Credits	每週上課時數 Hours per week		備　　註 Remarks
						講授 Lecture	實驗 Experiment	
(18) Required Credits, as Determined by the Dept.	管理理論研討	Seminar on Management Theory	1st	1st	3	3		
	產業策略與發展研討	Seminar on Industrial Strategy and Development	1st	1st	3	3		碩博合上
	高等數量方法	Advanced Quantitative Methods	1st	2nd	3	3		
	研究方法	Research Methodology	1st	1st or 2nd	3	3		碩博合上
	博士論文	Ph.D. Dissertation	2nd-4th	2nd	6	6		
(18) Elective Credits, as Determined by the Dept.	統計方法與資料分析	Statistics and Data Analysis	1st	1st	3	3		碩博合上
	供應鏈管理專題	Special Topics on Supply Chain Management	1st	2nd	3	3		
	科技與創新管理	Technology and Innovation of Management	1st	2nd	3	3		碩博合上
	創新與創業管理專題	Special Topics on Management of Innovation and Entrepreneurship	1st	2nd	3	3		
	國際企業策略理論	International Business Strategy Theory	2nd	1st	3	3		碩博合上
	策略性人力資源管理專題	Special Topics on Strategic Human Resource Management	2nd	1st	3	3		
	永續管理	Sustainable Management	1st	2nd	3	3		碩博合上
	綠色供應鏈管理	Green Supply Chain Management	1st	2nd	3	3		碩博合上
	跨文化管理	Cross-Cultural Management	2nd	1st	3	3		碩博合上

作業管理	Operations Management	2nd	1st	3	3		碩博合上
顧客關係管理與電子商務專題	Special Topics on Customer Relationship Management and Electronic Commerce	2nd	2nd	3	3		
產業競爭策略專題	Special Topics on Competitive Strategy	2nd	2nd	3	3		
高等計量經濟學	Advanced Econometrics	2nd	2nd	3	3		
大數據與資料採礦	Big Data and Data Mining	2nd	2nd	3	3		
管理經濟	Managerial Economics	2nd	2nd	3	3		
大數據行銷專題	Special Topics on Marketing of Big Data	1st	2nd	3	3		
健康產業管理技術專題	Special Topics on Health Industry Management	2nd	1st	3	3		
智慧科技技術專題	Special Topics on Smart Technology	2nd	2nd	3	3		
健康產業服務行銷專題	Special Topics on Service Marketing of Health Industry	2nd	2nd	3	3		

註：

1. 博士班最低畢業學分為 36 學分(含論文)：(一)必修 18 學分(含畢業論文 6 學分)(二)專業選修 18 學分。

Notes : The Ph.D. program requires a minimum of 36 graduate credits, including 15 required and 21 electives course credits as determined by the Department.

2. 學生需透過「臺灣學術倫理教育資源中心」線上平台修習指定課程 6 小時，並於課程總測驗成績達及格標準，始得申請學位考試。

亞洲大學經營管理學系博士班研究生修業要點
Asia University, Department of Business Administration

Specifications for Doctoral Program

一、亞洲大學經營管理學系（以下簡稱本系）為規範博士班研究生修業事項，依據本校學位授予作業規章以及相關規定，特訂定本修業要點。

I. To provide students and faculty with some general guidelines and policies regarding the Ph.D. program, the following specifications are specially established by the Department of Business Administration at Asia University upon the relevant degrees awarding policies and procedures set up by the University.

二、入學資格：

II. Enrollment Qualifications—Applicants for the doctoral program must meet specific requirements in order to be considered for acceptance:

1. 凡於國內經教育部立案之大學或獨立學院碩士班畢業(含應屆畢業)，取得碩士學位；或於符合教育部採認規定之國外大學或獨立學院碩士班畢業(含應屆畢業)，取得碩士學位；或具有同等學歷者；經本校博士班研究生入學考試通過，得進入本系博士班修讀博士學位。

Prospective students who possess a master's (graduating students of the year included), equivalent or higher from governmentally accredited public or private universities/colleges in Taiwan or other international institutions recognized by the Taiwan Ministry of Education, and successfully pass the entrance examination, will get admission into the Ph.D. program.

2. 符合教育部訂定之「外國學生來華留學辦法」修讀博士學位者，得進入本系博士班修讀博士學位。

   International applicants to the doctoral program, who fit the *Regulations Concerning Foreign Students Who Pursue Their Studies in the Republic of China*" set up by the Taiwan Ministry of Education, are accepted into the Ph.D. program.

3. 新生因重病或接獲兵役單位征集令不能按時入學者，經檢具有關證明於註冊前申述理由，向本校申請保留入學資格者，得延後進入本系博士班修讀博士學位。

   New doctoral students who cannot enroll in the program on schedule due to serious illness or reception of call-up notice for military service, may apply for (before their registration for the program) enrollment eligibility maintenance and a postponement of admission by presenting related evidentiary documents.

三、修業期限為二至七年。

III. Timeline: Starting from the initial date of enrollment, students have two to seven years in which to complete all requirements for the Ph.D. degree.

四、修課規定：

IV. Coursework Requirements:

1. 最低畢業學分數為三十六學分（含論文六學分）。

   The Ph.D. program requires a minimum of 36 graduate credits, including 6 credits for dissertation.

2. 必須依循本校選課作業程序辦理每學期選課事宜，每學期選修學分上下限，依本校研究所選課準則辦理。

   Students should follow the school administration procedures for dropping and adding courses during registration period, based upon the limits to the number of graduate credits taken per semester regulated by the Graduate School.

五、博士學位候選人資格考核：

V. Ph. D. Qualifying Examinations:

1. 學科考試：學科考試每學期舉行一次。

   The Field Written Examination: To be held once per semester.

2. 學生須修畢所有課程學分、通過學科考試及完成論文計畫書口試，始得申請博士候選人資格。考試科目及其他相關規定，參見本系「博士班學科考施行細則」。

Students must successfully complete: 1) all coursework; 2) the Two Subjects Field Written Examination; and 3) the Dissertation Proposal Defense (Oral Qualifying Examination), to apply for Ph.D. candidacy. For specific information about the written field examination and other relevant regulations, please see *Specifications for Administering Ph.D. Written Qualifying Examination*" set up by the Department of Business Administration at Asia University.

3. 博士班須於入學後四年內(休學期間不計)通過學科考試之二科，或得以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受替代之，上述期刊發表須有指導教授(含共同指導教授)為共同作者；而作者排序中，該生須為第一作者，或除指導教授 (含共同指導教授) 外，該生須為第一作者。未達到此項規定者，即予退學。

Students must successfully complete the Two Subjects Field Written Qualifying Examination within four academic years after admission (students on approved semester leave excluded). Students can have alternative plan to substitute the Two Subjects Field Written Qualifying Examination with ONE article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals. Notice that doctoral students must be the first author of the article in which their dissertation advisor (and co-advisor) must be co-author(s); or that student must be the first author right after their dissertation advisor or co-advisor is listed as the first author of the article. Students failing to meet this requirement are subject to dismissal from the program.

六、 論文指導：

VI.   Student Advising:

1. 博士生應於入學後二年內，選定論文指導教授並提出論文指導教授同意書（附表二）。博士生若僅選定一位指導教授，該指導教授須為本院助理教授（含）以上；若選定二位共同指導，至少一人須為本院教師。

Students should secure their advisor(s) and submit the *Ph.D. Dissertation Advisor Agreement Form* (See Appendix 2) within two years of their admission. Students must select a faculty member in the College of Management who holds an academic position not lower than full-time assistant professor to be an academic advisor. Students may choose to work in terms of co-advisorship; however, one of the advisors shall be a faculty member of the College of Management.

2. 指導教授除因離職得由本系學術委員會審查通過後同意更換指導教授外，因故需更換時，須獲原指導教授與新指導教授雙方之同意，並向本系提出書面申請（附表三），經本系學術委員會審查通過後，方得變更。

   Due to faculty resignation, after approval of the BA Department Academic Council, through the Council review process, students can elect to change advisor. If a change in advisor is necessary, students must initially submit, after approval by both of the former advisor(s) and new advisor(s), the *Petition for Change of Doctoral Dissertation Advisor* form (See Appendix 3) to the Department Office for review by the Academic Council. The change be achieved only after the Council's approval has been granted.

七、 博士學位：

VII. Dissertation Committee and Ph.D. Degree Examination

1. 論文計畫書口頭答辯通過後（附表四、附表五），且完成修課及學科考試規定者，經本系學術委員會審核通過後（附表六），即成為博士候選人，其中博士候選人資格取得時間，得以上述條件最後完成者為依據（修課學分取得係以當學期最後一日計算之，而論文計畫書口頭答辯係以口試通過日期計算之）。

   Once he or she has passed the oral defense of his or her dissertation proposal (Appendices 4 and 5) and has completed all coursework and subject examination requirements, a doctoral student advances to a doctoral candidate after the above conditions being reviewed and approved by the Department Academic Council (Appendix 6). The time the doctoral student acquired qualifications is determined based on his or her final completion of the above conditions (the credit acquisition for coursework is counted based on the last day of the semester, and the approval of the dissertation proposal is counted based on the date of passing the oral exam of the dissertation proposal).

2. 獲得博士候選人資格後至少須經四個月，方得提出博士學位考試之申請。

   Doctoral candidates are allowed to apply for Final Oral Dissertation Defense no fewer than four months after they are admitted to candidacy for the Ph.D.

3. 博士候選人之博士論文與研究水準已達本系「博士學位評審細則」所訂之標準，並經考核委員會認可推荐及本系學術委員會審核通過後，擇期舉行學位考試。

   Once doctoral candidates' dissertation and research level have satisfactorily met the departmental scholarly criteria determined by the "*Examination for Doctoral Degrees Policy*," by way of the Dissertation Committee's recommendations and after review process and approval of the BA Department Academic Council, the candidates and their advisor can schedule a Dissertation Defense meeting to take place.

4. 博士候選人申請博士學位考試應準備博士學位候選人資格考核合格證明書（附表七）、指導教授推薦函（附表九）、歷年成績單、學科考試通過成績單(或以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受)、學術論文發表清冊（附表十）、博士學位考試委員名冊（附表十一）及博士學位考試申請表（附表八），送本系學術委員會審查。

To apply for Ph.D. Dissertation Defense, the following documents including the *Advancement to Candidacy Certificate of Approval* (See Appendix 7), *Advisor Recommendation Form* (See Appendix 9), academic transcript, approval letter for successful completion of Ph. D. Written Qualifying Examination or an article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals (choose either one), *Publication List* (See Appendix 10), *Announcement of Doctoral Dissertation Defense Committee Membership* (See Appendix 11), and *Application for Dissertation Defense Form* (See Appendix 8) must be submitted to the BA Department Academic Council for review.

5. 博士學位考試委員五至九人，由本系就校內外學者專家中對博士生所提論文有專門研究，並具備下列資格之一者，校外委員須佔三分之一（含）以上（附表九）：

The Ph.D. Degree Examination Committee normally consists of five to nine members. They are scholars/experts specialized in the research fields of the doctoral examinee and shall have one of the hiring qualifications described as follows. To notice, at least one-third of the Committee membership shall be from outside the institution (See Appendix 9):

(1) 曾任教授者。
    He/She has served as full-time Professor.

(2) 擔任中央研究院院士或曾任中央研究院研究員者。
    He/She is currently an academician of Academia Sinica or used to be a researcher of this institution.

(3) 曾任副教授或擔任中央研究院副研究員，在學術上著有成就。
    He/She has served as Associate Professor or adjunct researcher of Academia Sinica, and has academic achievement.

(4) 獲有博士學位，在學術上著有成就者。
    He/She has earned a Ph.D. degree, and has academic achievement.

(5) 屬於稀少性或特殊性研究領域，在學術或專業上著有成就者。
    He/She is a scarce area expert or specialized in specific research fields, and has academic or professional achievement.

前項第(3)款至第(5)款之提聘資格認定，由本系學術委員會為之。

The hiring qualifications from item (3) to (5) are identified by the BA Department Academic Council.

(6) 博士班研究生之配偶或三等親內之血親、姻親，不得擔任其博士學位考試委員。

Doctoral candidates' spouse, third-class relatives and in-laws are not allowed to be the member(s) of Dissertation Defense Committee.

6. 學位論文（含摘要）以中文或英文撰寫為原則，並須符合「亞洲大學學位論文格式規範」。學位考試通過後一個月內應依國家圖書館規定將論文摘要電子檔上網建檔，並繳交論文五冊(三冊本校圖書館、二冊本系辦陳列)。

A Ph.D. dissertation containing an abstract must be written in Chinese or in English and follow "*Asia University Dissertation Format*." Doctoral candidates should construct an e-file for the dissertation abstract and upload it on the website of National Central Library within one month of a successful completion of Dissertation Defense. Likewise, they shall turn in three copies to Asia University Library and two copies to the BA Department Office.

7. 學位考試不通過，得於次學期或次學年申請重考，重考以一次為限。

If the Ph.D. Dissertation Defense is not completed successfully at the first examination, the examination can be repeated only once. A second examination must be held only in a subsequent semester or next academic year. The second examination will be considered final. Students failing the second examination are subject to dismissal from the program.

八、 其他規定：
VIII. Others:

1. 本系博士生在規定修業年限內未能通過博士學位考試或未能完成應修課程，應予退學。

If students fail the Ph.D. Dissertation Defense or cannot complete all of their coursework requirements within the time limit, they are subject to dismissal from the program.

2. 本校對已授予之博士學位，如發現論文有抄襲或舞弊情事，經調查屬實者，撤銷其學位，追繳其已發之學位證書。

Rescission of awarded degrees will occur only in cases where academic dishonesty such as cheating, plagiarism, fabrication, copyright violation, or other violations of the Academic Integrity Policy, is discovered. If the above-mentioned academic misconducts are proved through investigations, degrees will be rescinded and diplomas must be returned to the institution.

3. 博士論文計畫書口試、與博士論文口試之舉辦地點皆須在本校辦理。
Both Ph. D. dissertation proposal and final dissertation oral defenses must take place on campus of Asia University.

九、 修定及實施：

IX. Revision and Implementation:

1. 其他未盡之事宜，悉依學校規定。
For other issues that are not stated as above, students shall refer to the current policies and procedures set up by the University.

2. 本修業要點經系務會議、院務會議通過，報教務處核備後實施，修正時亦同。
The above-mentioned specifications have been passed by the Department and College Academic Councils, respectively, and are reported to the Academic Affairs Office for implementation. In case of revision, the procedures remain the same.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士班學科考試施行細則
Specifications for Administering
Ph.D. Written Qualifying Examination

一、 依據「亞洲大學經營管理學系博士班修業要點」訂定「博士班學科考試施行細則」（以下簡稱本細則）。

I. The following procedures are established according to the "*Specifications for Doctoral Program*" set up by the Department of Business Administration at Asia University.

二、 本系博士班學生修畢學科考指定應修讀科目後，始得提出參加該科目之學科考試。

II. After successfully completing all required courses, students are allowed to apply for the Written Qualifying Examination.

三、 學科考試由系主任協調本院兩名教師擔任命題委員，共同出一份考題，滿分為 100 分，各科考試範圍請命題教師提供參考書目。

III. Two faculty members of the College of Management are appointed by the BA Department Chair, as Examining Committee members to formulate an examination questions sheet graded on a 100-point scale. A reference list of exam subject areas shall be provided by the Committee.

四、 學科考試每學期舉辦一次，原則上於每年三月與九月舉行，並須於考試前兩個月提出申請(附表一)，考試成績以 70 分（含）以上為及格。

IV. The Written Examination is held once each semester, usually in March and September. Students must apply for it two months prior to the examination date. Students must receive an average of $\geqq 70$ in the content area to pass.

五、 學科考試指定科目：管理理論研討、產業策略與發展研討、高等數量方法（三選二）。

V. The Written Examination Subjects choose two from the following courses: (1) Seminar on Management Theory; (2) Seminar on Industrial Strategy and Development; and (3) Advanced Quantitative Methods.

六、 第一次學科考試未通過者得申請重考，各科重考以一次為限。

VI. If the first Written Examination is not completed successfully, the examination may be repeated. Each of the subject areas can be retaken once.

七、 博士生未於規定期限內通過資格考試，且未能滿足替代方案之條件者，喪失修讀博士學位之權利。

VII. If students neither succeed in the Ph.D. Written Qualifying Examination, nor meet the requirements of the alternatives mentioned above within four academic years, they are subject to dismissal from the program.

八、 本施行細則經系務會議通過，報院務會議核備後實施，修正時亦同。

VIII. The above-mentioned specifications have been passed by the Department and College Academic Affairs Councils, respectively, and are reported to the Academic Affairs Office for implementation. In case of revision, the procedures remain the same.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士學位評審細則
Doctoral Degree Requirements

一、依據「亞洲大學經營管理學系博士班修業要點」訂定「博士學位評審細則」（以下簡稱本細則）。

I. The following specifications are established according to the "*Specifications for Doctoral Program*" set up by the Department of Business Administration at Asia University.

二、博士論文之內容須針對管理相關領域之某一課題具備深入且創新之探討，同時需涵蓋此課題前人研究之結果評析、創新理論或方法之推導或實證、有具體貢獻及可衍生之研究方向等。

II. The content of the doctoral dissertation must demonstrate a thorough and innovative exploration on a subject matter that is related to management fields. The dissertation should embody accurate analyses and critiques on the findings of previous studies, a mastery of the appropriate research techniques to deduce or verify innovative theories or to reevaluate existing knowledge, and a significant contribution of new information to a current issue or to inspire further researches, etc., presented in a scholarly style.

三、博士生若修業四年內畢業，須以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS 期刊有一篇論文發表或接受；修業超過四年得以本系名義在具審查制度期刊至少發表一篇替代之。上述期刊發表須有指導教授(含共同指導教授)為共同作者；而作者排序中，該生須為第一作者，或除指導教授 (含共同指導教授) 外，該生須為第一作者。

III. A doctoral student must have <u>ONE article</u> published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI or SCOPUS journals on behalf of the Department of Business Administration of Asia University, in order to graduate within four years. Students who have undertaken the Ph.D. program study for a period exceeding four years can replace it with at least one article published or accepted for publication in peer-reviewed journals on behalf of the BA Department. As for the authorship in the above mentioned journal articles, <u>students must appear as the first author</u> on the article in which their dissertation advisor (and co-advisor) must appear as co-author(s); or that students must be the first author right after their dissertation advisor or co-advisor is listed as the first author of the article.

四、除前項期刊外，博士生皆須在國際研討會至少有三篇論文發表或接受，其中此國際研討會需有獨立英文發表的會議議程。若本系博士生兩人以上有合著論文發表或接受者，一篇僅以一人計算。

IV. In addition to meeting the above mentioned requirements for journal publications, each doctoral student must have at least three papers presented in or accepted by international conferences before they are eligible to present dissertation research work in the Final Oral Defense Session. Students are required to attach the international conference program agenda or proceedings in which their presentation session is stated. In cases of joint authorship, where more than one authors have the article presented or accepted, the article will be counted as a single-authored work.

五、博士候選人資格(如附件六及附件七)與博士學位畢業資格(如附件八至附件十一)或其他特殊情形，皆須通過本系學術委員會審查核定。本系學術委員會訂於每月第三個禮拜召開。

V. Doctoral candidate qualifications (cf. Appendices 6 and 7) and doctoral degree qualifications (cf. Appendices 8-11) or other special circumstances must be reviewed and approved by the Department Academic Council. The meeting of the Department Academic Council is scheduled to be held on the third week of every month.

六、本施行細則經系務會議通過，報院務會議核備後實施，修正時亦同。

VI. The above-mentioned specifications have been passed by the Department Academic Affairs Councils, and are reported to the College Academic Affairs Councils. They are implemented after being reported. In case of revision, the procedures remain the same.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士班學科考試申請表
Application to Take Written Qualifying Examination

學生姓名： (Student's Name)	學號： (Student ID)	
選考科目： (Exam Subject)		
指導教授： (Advisor Signature)		簽章
系主任： (Department Chair Signature)		簽章
申請日期： (Application Date)	年 (Year)	月 (Month)	日 (Day)

注意事項（Notes）：

一、學科考試每學期舉辦一次，原則上於每年三月與九月舉行，並須於考試前兩個月提出申請，考試成績以 70 分（含）以上為及格。

The Field Written Examination is given once each semester, usually in March and September. Students must apply for it two months prior to the examination date. Students must receive an average of $\geqq 70$ in the content area to pass.

二、學科考試指定科目：管理理論研討、產業策略與發展研討、高等數量方法（三選二）。修課通過後，始得提出選考申請。

The Written Examination Subjects choose two from the following courses: (1) Seminar on Management Theory; (2) Seminar on Industrial Strategy and Development; and (3) Advanced Quantitative Methods.

三、博士班須於入學後四年內(休學期間不計)通過學科考試之二科，或得以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受替代之，上述期刊發表須有指導教授(含共同指導教授)為共同作者；而作者排序中，該生須為第一作者，或除指導教授 (含共同指導教授) 外，該生須為第一作者。

Students must successfully complete the Two Subjects Field Written Qualifying Examination within four academic years after admission (students on approved semester leave excluded). Students can have alternative plan to substitute the Two Subjects Field Written Qualifying Examination with ONE article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals. Notice that doctoral students must appear as the first author on the article in which their dissertation advisor (and co-advisor) must appear as co-author(s); or that students must appear as the first author except for their dissertation advisor or co-advisor. Students failing to meet this requirement are subject to dismissal from the program.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士論文指導教授同意書
Ph. D. Dissertation Advisor Agreement Form

研究生姓名 (Student's Name)		填表日期 (Date：Year/Month/Day)	
指導教授 (Advisor) （須為助理教授（含）以上） (who must hold an academic position not lower than Assistant Professors)		共同指導教授 (Co-Advisor) （須為助理教授（含）以上，若無，請不必填寫）(who must hold an academic position not lower than Assistant Professors. If none, please leave the column blank.)	
姓　名： (Name) 校、系、所： (University, Department, Graduate School) 級　職： (Position)		姓　名： (Name) 校、系、所： (University, Department, Graduate School) 級　職： (Position)	

教授同意指導聲明

(Ph.D. Dissertation Advising Agreement)

本人同意擔任上述研究生之博士論文指導教授。

(I agree to be the official advisor for the doctoral student mentioned above.)

指導教授簽名：＿＿＿＿＿＿＿＿＿＿＿＿

(Advisor Signature)

年	月	日
(Year)	(Month)	(Day)

系主任簽章 (Department Chair Signature)	

注意事項：
Notes:

一、本表一式三份交本系學術委員會審查通過後，一份存系上，一份交指導教授，一份學生自存。

Three copies of this form must be completed and submitted to the BA Department Academic Council. After being reviewed and approved by the Council, students must submit one copy of this form to the BA Department Office, one copy to their major advisor, and keep the last one copy for their records.

二、博士生應於入學後二年內，選定論文指導教授並提出論文指導教授同意書（附表二）。博士生若僅選定一位指導教授，該指導教授須為本院助理教授（含）以上；若選定二位共同指導，至少一人須為本院教師。

Students should secure their advisor(s) and submit the *Ph.D. Dissertation Advisor Agreement Form* (See Appendix 2) within two years of their admission. Students must select a faculty member in the College of Management who holds an academic position not lower than full-time assistant professor to be an academic advisor. Students may choose to work in terms of co-advisorship; however, one of the advisors shall be a faculty member of the College of Management.

三、變更指導教授者，除填寫本申請單外，另需填寫指導教授更換申請表並送交本系學術委員會審查。

In case of change of advisor, students must complete this form in addition to the *Petition for Change of Doctoral Dissertation Advisor* form, approved and signed by their former and new advisors, and submit the completed forms to the BA Department Academic Council for review.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士班變更指導教授申請表
Petition for Change of Doctoral Dissertation Advisor

學生姓名 (Student's Name)				
學　　號 (Student ID)				
申請理由 (Reason(s) for Changing Advisor)				
原指導教授 簽　　章 (Signature of Former Advisor)		年　月　日 (Date: Year/Month/Day)	新指導教授 簽　　章 (Signature of New Advisor)	年　月　日 (Date: Year/Month/Day)
原論文題目 (Original Dissertation Title)				
新論文題目 (New Dissertation Title)				
學術委員會 審查意見 (Review Comments of the Department Academic Council)			（簽章）　年　月　日 (Signature & Date: Year/Month/Day)	

注意事項：

Notes:

一、 指導教授除因離職得由本系學術委員會審查通過後同意更換指導教授外，因故需更換時，須獲原指導教授與新指導教授雙方之同意，並向本系提出書面申請，經學術委員會審查通過後，方得變更。

Due to faculty resignation, after approval of the BA Department Academic Council, through the Council review process, students can elect to change advisor. If a change in advisor is necessary, students must initially submit this form, after approval by both of the former advisor(s) and new advisor(s), to the Department Office for review by the Academic Council. The change be achieved only after the Council's approval has been granted.

二、論文題目經更換後，原論文計畫書、計畫書考試等申請皆作廢，須重新申請。

Change of dissertation topic will invalidate any previous dissertation proposal and applications for the Proposal Defense and Qualifying Examinations. All application procedures for a new dissertation topic must be re-conducted.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士論文計畫書口試申請暨委員名冊
Application to Doctoral Dissertation Proposal Defense

日 期：　　　年　　　月　　　日
(Date)　　(Year)　(Month)　(Day)

學生姓名： (Student's Name)	學號： (Student ID)

計畫書題目　(Dissertation Proposal Title)　：

指導教授： (Advisor Signature)	（簽名）

考核委員：
(Doctoral Dissertation Supervision Committee Membership)

姓名 (Member's Name)	最高學歷 (Highest Education Degree)	級職 (Position/Job Title)	服務單位 (Affiliation)

論文計畫書答辯時間：　　　年　　　月　　　日　　　時　　　分
(Time for Dissertation Proposal Defense) (Year)　(Month)　(Day)　(Hour)　(Minute)

論文計畫書答辯地點：
(Location for Dissertation Proposal Defense)

注意事項:請將此表於計畫書口頭答辯前一週繳回系辦，俾便系辦進行作業。
　　　　Notes:Please submit this form to the BA Department Office one week prior to the date of
　　　　Dissertation Proposal Defense for the Department internal process operation.

亞洲大學經營管理學系
Asia University, Department of Business Administration

論文計畫書審查表
Ph.D. Dissertation Proposal Evaluation Form

學生姓名 (Student's Name)		學　號 (Student ID)	
計畫書題目　(Dissertation Proposal Title) 中文： (in Chinese) 英文： (in English)			
本論文題目與學系專業領域相符 (The topic of this dissertation is relevant to the discipline fields of the Department)	□是 Yes　　　　　□否 　　　　　　No		
審查方式 (examination mode)	□ 實體口試 (onsite examination meeting)　　□ 視訊口試 (online examination meeting)		
委員審查意見： (Comments from the Committee) 			

□　通過 (Pass)　　　　　　　　　□　修正後再審(Resubmit after Revision)

審查委員：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ 簽章

(Committee Member Signature)

日　期：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

(Date)

附表六　　　　　　　　　　　　　　　　　　　　　　　　　　　　**Appendix 6**

亞洲大學經營管理學系
Asia University, Department of Business Administration
博士學位候選人資格審查申請表
Admission to Doctoral Candidacy Form

日期：　　　年　　　月　　　日
(Date)　　(Year)　(Month)　(Day)

學生姓名 (Student's Name)		學　號 (Student ID)		入學年月 (Enrollment)	年　　　月 (Year)　(Month)

論文名稱 (Dissertation Title)	中文： (in Chinese) 英文： (in English)
繳驗資料 (Submission Checklist)	☐ 歷年成績單：已修_____學分 　　(Academic Transcript: ____ Credits Taken) ☐ 論文計畫書審查表 　　(*Ph.D. Dissertation Proposal Evaluation Form*) ☐ 檢附學科考試通過成績單，或以本系名義，在SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受。 　　(Approval letter for successful completion of Ph. D. Written Qualifying Examination, or an article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals) 　　　　　　　　指導教授簽章：_____ 　　　　　　　　(Advisor Signature)

學術委員會 (Academic Council)	總審核 (Overall Review)	
	☐ 通過 　(Pass)	☐ 不通過 　(No Pass) 意見： (Comments)
	學術委員簽章： (Academic Council Member Signature)	

系主任簽章：_____　　日期：_____
(Department Chair Signature)　　　　　　　　　　　(Date)

附表七

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士班學位候選人資格考核合格證明書
Advancement to Candidacy Certificate of Approval

學生 _____ （學號： _____ ），

(Student's name)   (Student ID)

已於 _____ 年 _____ 月 _____ 日通過本所博士學位候選人資格考核，

特此證明。

(has met Doctoral Program Requirements necessary for Advancement to Candidacy, which is certified by:)

學術委員會考核委員：

(Signature of Department Academic Council Members)

_____

_____

_____

_____

_____

指導教授： _____

(Signature of Committee Chair/Major Advisor)

系主任： _____

(Signature of Department Chair)

中　　華　　民　　國　　年　　月　　日

(Republic of China)　　　　(Year)　　(Month)　　(Day)

亞洲大學經營管理學系
Asia University, Department of Business Administration
博士學位考試申請表
Application for Dissertation Defense

日期：　　　年　　　月　　　日
(Date)　(Year)　(Month)　(Day)

學生姓名 (Student's Name)		學　號 (Student ID)		入學年月 (Enrollment)	年　　月 (Year)　(Month)
口試日期 (Date)		口試地點 (Location)			

論 文 名 稱 (Dissertation Title)	中文(in Chinese)： 英文(in English)：

繳驗資料 (Submission Checklist)	☐ 指導教授推薦函 　　(*Advisor Recommendation Form*) ☐ 博士學位候選人資格考核合格證明書 　　(*Advancement to Candidacy Certificate of Approval*) ☐ 學術論文發表清冊（需檢附SSCI、SCI、 EI、TSSCI、CSSCI、SCOPUS 　　國際期刊及研討會發表接受函(含發表論文手稿)或刊登本） 　　(*Publication List*: Acceptance letters (including manuscript) or publication 　　copies in SSCI, SCI, EI, TSSCI, CSSCI or SCOPUS journals and international 　　conferences) ☐ 博士學位考試委員名冊 　　(*Announcement of Doctoral Dissertation Defense Committee Membership*) ☐ 檢附Turnitin學術論文原創性比對系統比對結果（不含參考文獻 　　20%以下，含參考文獻25%以下始可通過） 　　(Turnitin Originality Report: A maximum of 20% text matching including 　　references, or of 25% text matching excluding references is acceptable) 　　　　　　　　指導教授簽章：＿＿＿＿＿＿＿＿＿＿＿＿＿＿ 　　　　　　　　(Advisor Signature)

學術委員會 (Academic Council)	總審核　(Overall Review)
	☐ 准予申請　　☐ 不准予申請 　　(Approved)　　　(Non-approved) 　　　　　　　　　　意見： 　　　　　　　　　　(Comments)
	學術委員簽章： (Academic Council Member Signature)

系主任簽章：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿　日期：＿＿＿＿＿＿＿＿＿＿＿
(Department Chair Signature)　　　　　　　　　　(Date)

亞洲大學經營管理學系
Asia University, Department of Business Administration

指導教授推薦書
Advisor Recommendation Form

日 期：　　年　　月　　日
(Date)　　　(Year)　(Month)　(Day)

學生姓名：　　　　　　　　　學號：
(Student's Name)　　　　　　　(Student ID)

本系博士班研究生＿＿＿＿＿＿＿，所撰寫之博士論文（初稿），經考

核委員會審查通過，同意提出博士學位考試。

The doctoral candidate, ＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿，
is submitting his/her application for the Doctoral Dissertation Defense. His/Her
doctoral dissertation (first draft) has been reviewed and approved by the Doctoral
Dissertation Committee. I hereby approve his/her application for the Doctoral
Dissertation Defense.

指導教授：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿（簽名）

(Advisor Signature)

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士生論文發表清冊
Publication List

		日期:	年	月	日
		(Date)	(Year)	(Month)	(Day)

學生姓名：	學號：
(Student's Name)	(Student ID)

一、發表 SCI、SSCI、EI、TSSCI、CSSCI or SCOPUS 期刊論文清冊
　　(Articles published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI or SCOPUS journals.)

二、發表國際研討會論文清冊
　　(Articles presented or accepted in international conferences)

注意事項：請檢附 SSCI、SCI、EI、TSSCI、CSSCI, CSSCI or SCOPUS 期刊發表接受函(含發表論文手稿)或刊登本、國際研討會發表接受函(含發表論文手稿)或刊登本
Note: Please enclose acceptance letters (including manuscript) or publication copies in SSCI, SCI, EI, TSSCI, CSSCI or SCOPUS journals or international conferences.

亞洲大學經營管理學系
Asia University, Department of Business Administration

博士學位考試委員名冊
Announcement of Doctoral Dissertation Defense Committee Membership

班　級 (Class)		姓　名 (Student's Name)		學　號 (Student ID)	
論　文　題　目 (Dissertation Title)					
考　試　委　員　姓　名 (Name of Dissertation Defense Committee Members)	職　稱 (Job/Position Title)	證　書　號　碼 (Position Certificate Number)	最　高　學　歷 (Highest Education Degree)	服　務　單　位 (Affiliation)	聯　絡　方　式 (Contact Information)

亞洲大學　　學年度第　　學期 經營管理學系博士班研究生學位考試評分表

Asia University, Department of Business Administration

Doctoral Dissertation Defense Evaluation Form

Academic year＿＿＿＿＿, ＿＿＿＿＿ semester

日期：
(Date)

系　所　別 (Department, Graduate School)		姓名 (Name)		學　號 (Student ID)	
論 文 題 目 (Dissertation Title)					

項　目 (Items)	評　　　　　　　　　　語 (Comments)	得　分 (Scores)	備註 (Remarks)	一、學位考試成績評分以七十分為及格，一百分為滿分。考試成績以出席委員評定分數平均決定之。
研究方法 (Research Methods)		（20%）		The Doctoral Dissertation Defense is graded on a 100-point scale. Doctoral candidates must receive an average of ≥ 70 in the content area to pass. The final score is an average score determined by adding the total scores given by the Committee members attended the Defense meeting and dividing the sum by the total number of Committee members present.
資料來源 (Citations, References)		（20%）		
文字與結構 (Wording and Structures)		（20%）		
心得創見或發明 (Originality or Creativity, or Novel Inventions)		（40%）		

| 評語
(Other Comments) | | 總成績
(Total Score)

（100%） | | 二、學位考試成績評定，博士班須有三分之一以上委員評定為不及格者，以不及格論。評定以一次為限．
Doctoral candidates whose final oral examination is graded "No Pass" by more than one-third Committee members fail their Ph.D. Dissertation Defense. The evaluation is given only once.)

三、學位考試成績評定不及格，而其修業年限尚未屆滿者，得於次學期或次學年申請重考，重考以一次為限；重考成績仍不及格者，應令退學。
Doctoral candidates who fail their first Dissertation Defense, while they have not yet reached their timeline to complete their doctoral degree, they may apply for retaking the examination. It can be retaken only once. If students still fail their second Dissertation Defense, they are subject to dismissal from the Ph.D. program. |
| | 考試委員：
(Committee Member Signature) | 簽章 | | |

亞洲大學　年度第　學期 經營管理學系博士班研究生學位考試評分總表

Asia University, Department of Business Administration
Report on Final Oral Examination
Academic year_____, _____ semester

日期：
(Date)

系　所　別 (Department, Graduate School)		姓名 (Name)			學　號 (Student ID)	
論　文　題　目 (Dissertation Title)						
考　試　日　期 (Date of Final Oral Examination)	年 (Year)　　月 (Month)　　日 (Day)　　時 (Hour)　　分 (Minute)			考　試　地　點 (Location of Final Oral Examination)	本校　　　　　　　　教室 (Asia University, Room_____)	
總平均成績 (Total Average Score)	（取整數）			評　　　　語 (Comments)	☐ 通過 (Pass) ☐ 修正後通過 (Pass after Revisions) ☐ 不通過 (No Pass)	
指　導　教　授 （簽章） (Advisor Signature)						
召　集　人 （簽章） (Convener Signature)						
考　試　委　員 （簽章） (Committee Member Signature)						

亞洲大學
Asia University
經營管理學系
Department of Business Administration
博士論文考試委員會審定書
Dissertation Defense Committee Approval Page

本校經營管理學系 _____ 君所提論文

The student (put name on the above blank), who enrolls in the Ph.D. program at the Department of Business Administration of Asia University,

_____

has proposed his/her dissertation titled: (put dissertation title on the above blank)

合於博士資格水準，業經本委員會評審認可。
The dissertation is approved by the Doctoral Dissertation Committee.

考試委員：
(Signature of Committee Members)

                               _____

                               _____

                               _____

                               _____

                               _____

指導教授：   _____
(Signature of Committee Chair/Major Advisor)

系主任：   _____
(Signature of Department Chair)

中   華   民   國   年   月   日
(Republic of China)   (Year)   (Month)   (Day)

亞 洲 大 學

經 營 管 理 學 系

博 士 論 文 考 試 委 員 會 審 定 書

本 校 經 營 管 理 學 系 ＿＿＿＿＿君 所 提 論 文

＿＿＿＿＿＿＿＿＿＿＿＿＿＿合 於 博 士 資 格 水 準，業 經 本 委 員 會 評 審 認 可。

考 試 委 員：

＿＿＿＿＿＿＿＿＿＿＿＿

＿＿＿＿＿＿＿＿＿＿＿＿

＿＿＿＿＿＿＿＿＿＿＿＿

＿＿＿＿＿＿＿＿＿＿＿＿

＿＿＿＿＿＿＿＿＿＿＿＿

指 導 教 授：＿＿＿＿＿＿＿＿＿＿＿

系 主 任：＿＿＿＿＿＿＿＿＿＿＿

中 華 民 國　　　年　　　月　　　日

亞洲大學
Asia University

經營管理學系
Department of Business Administration

博士生年度學業進度報告書
Annual Progress Report for Ph.D. Students

請注意：博士生請於每年九月十五日前將本報告書繳交至系辦。
(NB--to be submitted to the BA Department Office by every September 15th)

學生姓名 (Student's Name)		學 號 (Student ID)	
指導教授 (Advisor's Name)		學 級 (Year of Admission)	

1. 過去一學年修畢的科目：
   (List all coursework completed in the past academic year)

科目名稱及課號 (Course Name & Number)	年級、學期 (Year, Term)	學分數 (Credit Hours)	類別 (Divisions)

2. 過去一學年發表的期刊及研討會論文：
   (List any publications and conference presentations by the student during the past academic year)

3. 過去一學年參加的論文研討會、講座或工作坊：
(List any research colloquiums, lectures, and/or workshops attended during the past academic year)

4. 過去一學年獲得的獎項或榮譽、提供的社會服務、專業貢獻等：
(List any awards and/or honors received, and/or social and professional services offered by the student during the past academic year)

5. 過去一學年論文研究計畫之準備情形：
(List the status of dissertation research project preparation by the student during the past academic year)

章節、內容 (Chapters Titles, Working Contents)	完成 (Completed)	尚未完成 (Not Completed)

6. 學科考通過與否 (Two Subjects Field Written Examination Passed)：
   ☐ 是，日期：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ (Yes, List date passed: ＿)
   ☐ 否，預計完成時間：＿＿＿＿＿＿＿＿＿＿＿＿＿ (No, List expected date of completion: ＿)

7. 論文計畫書通過與否 (Dissertation Proposal Approved)：
   ☐ 是，日期：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ (Yes, List date approved: ＿)
   ☐ 否，預計通過時間：＿＿＿＿＿＿＿＿＿＿＿＿＿＿ (No, anticipated date of approval: ＿)

8. 博士候選人資格取得與否 (Admission to Ph.D. Candidacy)：
   ☐ 是，日期：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿ (Yes, List date admitted: ＿)
   ☐ 否，預計取得時間：＿＿＿＿＿＿＿＿＿＿＿＿＿ (No, anticipated date of admission: ＿)

9. 預計論文答辯時間 (Anticipated Dissertation Defense Date)：＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

10. 過去一學年與指導教授見面(諮詢、討論)的次數，頻率大約：＿＿＿＿＿＿＿＿＿＿＿＿＿
    (如：一學期兩三次、一個月一次等)
    (How many times have you seen your Advisor during the past academic year? For example, 2-3 times each semester, once a month, etc.) ?

11. 過去一學年中，是否曾獲得在學業上適時的指導與幫助 (如：來自授課教師、指導教授、論文考核委員會、系上、同儕等等)？是否有遭遇到較大的學習困難？若有，請描述。
(Did you get the support you felt you needed from your course instructors, guidance/ dissertation committee, your committee chair, the BA Department, or your peers? Are there any issues or difficulties hindering your process in the program? If yes, please describe.)

_____

_____

_____

學生簽名：_____　日期：_____
(Student's Signature)　　　　　　　　　　　　　　　　　　　(Date)

****

總審核
(OVERALL EVALUATION)

	整體表現優 (Excellent)	整體表現佳 (Satisfactory)	整體表現需要一些改善 (Need some improvement)	整體表現需加強改善 (Need much improvement)	無依據可評 (No Basis to Evaluate)
修課 (Coursework)					
研究進度 (Research Progress)					

委員審查意見：
(Comments from the Supervision Committee)

委員簽章：
(Supervision Committee Member Signature)

日期：_____
(Date)

亞洲大學　　學年度第　　學期　　**Appendix 16**

研究生學位考試申請表

研究生姓名			學號	
系(所)別/ 學位學程			班別	☐碩士班 ☐碩士在職專班 ☐博士班

口試日期/時間	年　月　日　午　時　分至　時　分	口試地點	本校　　大樓　　室

論文題目	（中） （英）

學位考試委員		姓名	職稱	服務單位	詳細地址及電話	證書字號
	（指導教授）					

系所審核/簽核

☐本系(所)規定修畢學分_____學分，申請人本學期尚有必修_____學分；選修_____學分。
☐申請人符合本系(所)有關博、碩士及碩專班研究生修業規定
☐附表一碩士學位論文研究計畫書審查申請表暨結果(請檢附影本；博士班免檢附)
☐歷年成績單一份
☐論文初稿(經指導教授簽名之論文原創性比對報告)
☐系所比對報告標準：_____%(請檢附相關會議資料)
☐學術倫理課程6小時證明書
☐其他_____(如各系有其他審查資料請自行增列)

申請人簽章	指導教授	系所審核	系主任簽章
年　月　日	☐論文原創性比對結果_____%		

教務處簽核	註冊與課務組承辦人審核	註冊與課務組組長	教務長
	☐歷年成績單一份 ☐論文初稿(原創性比對系統檢測結果截圖畫面) ☐學術倫理課程6小時證明書		

備註	需繳至教務處資料:本表單、附表一、歷年成績單、論文初稿(無須膠裝)、原創性比對系統檢測結果截圖畫面及學術倫理課程6小時證明書。

亞洲大學　　學年度第　　學期

Asia University,　　school year,　　semester

研究生學位考試申請表

Application Form of Graduate Degree Examination

研究生姓名 Student Name		學號 Student ID	
系(所)別/ 學位學程 Application Date		班別 Degree	☐碩士班 Master Program ☐碩士在職專班 In-service master program ☐博士班 Ph.D. Program

口試日期/時間 Oral Test	年　月　日　午　時　分至　時　分 Date/ Time of Day		口試地點 Oral Test Location	本校　大樓　室 Building/ Classroom

論文題目 Thesis/Dissertation Title	（中）(CH) （英）(EN)

	姓名 Name	職稱 Career Titles	服務單位 Service Unit	詳細地址及電話 Address and phone number	證書字號 Certificate Number
學位考試委員	（指導教授）				
系所審核/簽核					

□本系(所)規定修畢學分＿＿＿＿學分，申請人本學期尚有必修＿＿＿＿學分；選修＿＿＿＿學分。
The department (institution) requires credits to exchange＿＿ credits, and have applicants still have compulsory credits for this semester and elective credits

□申請人符合本系(所)有關博、碩士及碩專班研究生修業規定
The applicant meets the requirements of this Department / Institute for the regulations of post-graduate studies of Ph.D., Master or In-service master degree.

□附表一碩士學位論文研究計畫書審查申請表暨結果(請檢附影本；博士班免檢附)
Attach table 1 application form and results of the review of master's thesis research plan (please attach a copy; the doctoral program is exempt from inspection)

□歷年成績單一份 A copy of school transcripts of past years;

□論文初稿(經指導教授簽名之論文原創性比對報告)
First draft of paper (original report signed by advisor)

□系所比對報告標準：＿＿＿＿%(請檢附相關會議資料)
The department comparison report check:＿＿＿＿% (Please enclose relevant meeting materials)

□學術倫理課程 6 小時證明書
Certificate of 6 hours of academic research ethics courses

□其他＿＿＿＿＿＿＿＿(如各系有其他審查資料請自行增列)
If other review materials will be required, please list them by the Department's self)

申請人簽章 Applicant signature	指導教授 Advisor	系所審核 Department signature	系主任簽章 Department Chairperson signature
年　　月　　日 YY / MM / DD	□論文原創性比對結果＿＿＿＿% The results of the Turnitin originality check system		

	註冊與課務組承辦人審核 Staff Review of Registration and Curriculum Section	註冊與課務組組長 Section Chief of Registration and Curriculum Section	教務長 President for Academic Affairs
教務處簽核	□歷年成績單一份 A copy of transcripts of past years □論文初稿(原創性比對系統檢測結果截圖畫面) First draft of the thesis/dissertation (including screenshots of detection results of the Turnitin originality check system) □學術倫理課程 6 小時證明書 Certificate of 6 hours of academic research ethics courses		
備註 Remark	需繳至教務處資料:本表單、附表一、歷年成績單、論文初稿(無須膠裝)、原創性比對系統檢測結果截圖畫面及學術倫理課程 6 小時證明書。 Materials to be submitted to the Academic Affairs Office: this form, must attach; table 1, past transcripts, first the draft of the paper (no glue binding), screenshots of the original system results and Certificate of 6 hours of academic research ethics courses.		