

Study Regulations for the Doctoral Program in the Department & Institute of Physiology, National Yang Ming Chiao Tung University

Revised on September 30, 2025

I. Name: This Institute, as approved by the Ministry of Education, is "Institute of Physiology, National Yang Ming Chiao Tung University" (hereinafter referred to as "the Institute").

II. Admission Qualifications and Related Regulations:

- (I) See the admission brochure for the current academic year for details.
- (II) Students who have completed one semester or more of study may apply to transfer to another department with the Institute's consent, in accordance with "National Yang Ming Chiao Tung University Regulations for Transfer of Students between Departments/Institutes."

III. New Student Registration and Enrollment:

- (I) New student registration and enrollment shall be handled in accordance with the admission brochure for the current academic year, the university's admission and registration notices, and other relevant regulations.
- (II) After admission, new students should personally complete the enrollment procedures at the university within the specified period. Failure to complete the procedures within the specified period or failure to obtain prior approval will result in the cancellation of admission.
- (III) If any documents submitted by a new student are found to be false, the student will be expelled.
- (IV) Graduate students should, in principle, select a thesis advisor before the end of the first semester after enrollment, including the withdrawal period.

IV. Courses: Refer to the Department & Institute of Physiology Ph.D. Program.

V. Duration of Study and Credits:

- (I) The duration of study for doctoral students is limited to two to seven years.
- (II) Doctoral students must complete at least 18 credits, including credits for required courses as stipulated by this Institute; students pursuing the accelerated doctoral program must complete at least 30 credits.

VI. Examinations and Grades:

- (I) Examinations include regular assessments, midterm exams, and semester exams. Regular assessments are conducted by instructors at any time; midterm exams are conducted by the instructors according to the schedule stipulated in the semester calendar. Semester exams are scheduled by the Institute according to the schedule stipulated in the calendar, with the exam time and location first announced to the Academic Affairs Office, and then conducted according to the announced schedule.
- (II) The student's overall semester grade is calculated by the instructors and entered into the grade entry system within two weeks after the semester exams.
- (III) If a teacher requests a change to an original grade due to error or omission, they should submit relevant supporting documents and a written application for grade change in accordance with the university's "Grade Management Guidelines." The application will be reviewed by the Institute's director and approved by the dean before being corrected by the Academic Affairs Office.
- (IV) For doctoral program graduate examinations, a B- (70 points on a 100-point scale) is considered passing, and an A+ (100 points on a 100-point scale) is considered the maximum score. Conduct grades are graded using a grading system, with a B grade being the passing grade.
- (V) Required courses for which doctoral program graduate students fail must be retaken during their studies. There is no limit to the number of retakes, but the course must be completed before the application for any examinations specified by the Institute.
- (VI) Those unable to attend examinations due to official duties, illness, or major accidents will be handled according to the university's relevant regulations.

VII. Graduate Student Affairs Committee: This committee, comprised of current assistant professors and above from the undergraduate department, manages these affairs and is responsible for assisting in assessing the academic progress of all graduate students and distributing graduate scholarships and grants. The committee should meet at the beginning of each semester to discuss the academic performance of each graduate

student in the previous semester. If any student's academic performance is unsatisfactory, the committee may request the course instructor, the student, and their advisor to provide an oral or written explanation of the reasons. If necessary, the committee may require the student to retake the course or undergo an assessment test.

VIII. Advisors: Each graduate student's advisor must comply with the relevant provisions of the "National Yang Ming Chiao Tung University Guidelines for Interaction Between Thesis Advisors and Graduate Students." The thesis advisor plays an absolutely crucial role in the doctoral program they supervise, bearing responsibility and obligation for the student's course selection, experiments, and other issues. Other committee members play a supporting role, and both parties should consider the best interests of the graduate student. In case of major disputes: Whether between the advisor and the doctoral student, or between the advisor and the doctoral student and the committee, the disputes should be arbitrated by the Graduate Student Affairs Committee or a temporary committee composed of the Institute's director.

IX. Doctoral Degree Candidate Qualification Examination: This examination consists of two parts: a written examination and an oral examination. Both must be completed and passed before the completion of three years of doctoral studies. Failure to pass within the deadline will result in expulsion.

1. Written Examination: Doctoral students who have completed at least one year of study and passed all required courses are eligible to apply for the examination. It is generally held once at the beginning of each academic year, with an additional examination possible at the beginning of the second semester, if necessary, limited to two days. The content covers physiology-related knowledge. The supervisor of the qualifying student will select four physiological systems relevant to the student's dissertation, primarily testing the student's understanding of the issues and organizational skills. Questions will be prepared by professors in relevant fields, and will be invited by professors who have no students taking the exam that year. Each part is scored separately (out of 100). A passing score is 70 or above on the overall average. Students scoring below 70 must retake all parts. Only one retake is allowed. Failure to pass the retake will result in expulsion. Doctoral students who take the written examination have the right to review their exam papers and scores. Any objections to the scoring can be submitted to the Graduate Affairs Committee for arbitration.

2. Oral Examination: Doctoral students are eligible to take the oral examination only after passing the written examination and completing the required credit hours. Before applying for the oral examination, each doctoral student must establish their

dissertation advisory committee, consisting of three to seven members. The qualifications of the doctoral degree qualification assessment committee members are governed by Article 5 of the university's "Implementation Guidelines for the Qualification Assessment of Doctoral Degree Candidates." The oral examination will primarily focus on an outline of a research plan. Doctoral students will present a background and prospective report on their proposed or ongoing dissertation research, with particular emphasis on the discussion of problems and methods. Before this part of the oral examination, the student should simultaneously prepare a written research outline for their dissertation and submit it to each committee member. The outline should include a literature review, the research problem, materials and methods, preliminary or expected results, and a literature index, and should be typed in both Chinese and English. The qualification assessment will be graded as "pass" or "fail." Those who fail will be allowed one retake. Those who fail the retake will be expelled from the program.

3. Doctoral candidates who pass both written and oral examinations are eligible to apply for doctoral degree candidacy through the Institute's director to the Academic Affairs Office.
4. Doctoral candidates must submit a research progress report at least once a year, along with the English and Chinese titles, abstracts, and committee recommendations, signed by the supervising professor, to the Institute for review.

X. Degree Examination:

(1) To apply for the doctoral degree examination, candidates must submit relevant documents (such as an application form, academic transcripts, a recommendation letter from the supervising professor, a dissertation abstract, and a qualification certificate) as required by the university, within the period specified in the Institute's announcement and no later than seven days before the examination date. In addition to the aforementioned university-required documents, doctoral candidates must also provide the Institute's doctoral graduation qualification review documents for review. The degree examination can only be held after all the aforementioned review items have been approved.

(2) Other Examination Requirements:

1. Doctoral candidates applying for the degree examination must have an original research article accepted for publication in a journal listed in the Science Index (SCI). The candidate must be the sole author (single first author), and the article must be published under the Institute's name. The supervising professor must

be the corresponding author and meet at least one of the following conditions:

- a. One paper with an Impact Factor (IF) > 5.0, or one paper with an IF ranking within the top 20% of its field and an IF > 2.0. Another paper must be a completed manuscript approved by the supervising professor and the degree examination committee (if publication is temporarily impossible due to a foreign patent application, the patent application information and the completed manuscript must be attached for evaluation by a committee of three to five professors from the Institute).
 - b. At least two papers with an Impact Factor (IF) > 1.5 or an IF ranking within the top 50% of its field. The impact factor (IF) and academic ranking of the original research articles mentioned above will be determined based on merit from the date of submission to the deadline for submitting degree examination applications.
2. Before the thesis examination, a thesis originality comparison report should be completed and submitted to the examination committee for reference; after the thesis examination, the supervising professor should sign and confirm the degree examination results.
 3. The student's revised final draft of the thesis should include a thesis originality comparison report and be confirmed by the supervising professor.

(III) Degree Examination Committee:

1. The degree examination committee shall consist of five to nine members. External members must comprise at least one-third. One member shall serve as the convener; the supervising professor may not serve as the convener.
2. The qualifications of doctoral degree examination committee members shall be handled in accordance with the relevant provisions of "National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees".
3. Once approved, doctoral degree examination committee members may not be changed arbitrarily.

(IV) Drafting the First Draft: The first draft must be written according to the prescribed format. After review and approval by the supervising professor, the required number of copies (one per student's degree examination committee member) must be printed and submitted to each examination committee member at least 2 weeks before the

degree examination.

(V) Degree Examination:

1. The degree examination includes the thesis examination and thesis review.
2. The thesis examination for doctoral degree candidates must be conducted in accordance with the relevant regulations of "National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees." The oral examination must be conducted publicly, and the time, location, and thesis topic must be announced in advance.
3. The examination score is calculated as the average of the scores given by all attending examination committee members. If at least one-third of the committee members give a failing grade, the candidate fails.
4. The thesis examination score is B- (70 points on a 100-point scale) as passing and A+ (100 points on a 100-point scale) as the maximum score.
5. Candidates who fail the thesis examination may apply for a re-examination if their study period has not yet expired. Students applying for a retake must complete the application form within the stipulated period as announced by the Institute within the course of study. The application must be approved by the supervising professor, the Institute's director, the provost, and the university president before a retake is permitted. Only one retake is allowed; those who fail again will be expelled.
6. After passing the degree examination, relevant documents must be submitted within the stipulated period according to "National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees."

XI. Graduation and Departure Procedures:

- (I) After passing the thesis examination, any revisions suggested by the examination committee must be completed according to the suggestions, or the reasons for the inability to revise must be explained. The final draft can only be completed after review and approval by the supervising professor, and the thesis approval form must be signed by all examination committee members.
- (II) The thesis format should comply with the relevant regulations of the Graduate Thesis Format Specifications announced by the Division of the Registrar. If the thesis involves confidential matters, patents, or is legally prohibited from being provided, and the applicant wishes to apply for non-disclosure or delayed publication, the relevant

regulations of the university regarding delayed publication of theses shall apply.

(III) Applicants must complete the relevant procedures in accordance with Article 15 of "National Yang Ming Chiao Tung University Regulations for Conferral of Graduate Degrees" and must also provide a complete electronic copy of their dissertation (a PDF file without a password) for the Institute's filing and record-keeping.

(IV) Only after completing the foregoing instructions can applicants complete the graduation procedures according to the university's regulations, receive their degree certificate, and be awarded the "Doctor of Philosophy" degree.

XII. Any matters not covered herein shall be handled in accordance with other relevant regulations of the university.

XIII. These regulations have been reviewed and approved by the curriculum committees at all levels, and amendments will follow the same process.