

# Degree Conferral and Graduate Degree Exam Regulations, Graduate Institute of Art History, National Taiwan Normal University

Passed at the General Affairs Committee, June 13, 2011

Revisions passed at the General Affairs Committee, January 6, 2012

Revisions passed at the General Affairs Committee, September 19, 2014

Revisions passed at the General Affairs Committee, April 10, 2015

Revisions passed at the General Affairs Committee, May 18, 2016

Revisions passed at the General Meeting, March 30, 2020

Revisions passed at the NTNU Academic Affairs Meeting, 22 April 2020

Revisions passed at the NTNU Academic Affairs Meeting, 13 June 2022

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| Article 1 | These Regulations are established in accordance with the <i>University Act, Enforcement Rules of the University Act, Degree Conferral Law</i> .  |
| Article 2 | The graduate degree conferral awarded by the GIAH is Master of Arts (M.A.).  |
| Article 3 | GIAH students can request authorization to schedule the master's degree thesis defense when he/she has passed the thesis proposal examination and has finished the thesis draft within the master program duration.  |
| Article 4 | The MA degree thesis defense<br>Application date: Before the end of May or the end of November. Defense date: The defense should be completed before the end of each semester (January 31 <sup>st</sup> for the fall semester, July 31 <sup>st</sup> for the spring semester). The detailed schedule is in accordance with the completion of the degree examination as indicated on the University's academic calendar.  |
| Article 5 | Those requesting a thesis defense must submit the following documents:<br>(1) The application form for the Master's Degree Thesis Defense.<br>(2) A copy of each year's grade sheets.<br>(3) The certificate of the Thesis Proposal Examination.<br>(4) The thesis draft and its abstract.<br>The thesis draft and thesis abstract should be written in Chinese. A thesis written in English can be accepted, if the advisor considers it to be necessary. If the thesis advisor is one of the GIAH foreign faculty members of the WAH Program, a thesis written in English is required. An abstract written in Chinese is required, if the thesis is written in |

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|           | <p>English. An applicant's other degree thesis cannot be submitted to the GIAH office as master's degree thesis.</p> <p>(5) One report on thesis originality from the online plagiarism system.</p> <p>(6) One affidavit for applying for the Graduate Degree Examination.</p> <p>The documents mentioned above should be reviewed and approved by the GIAH director. Afterwards, the GIAH student who will defend the thesis should submit her/his thesis and abstract to the GIAH office. The date of the thesis defense will be announced by the GIAH office.</p>  |
| Article 6 | <p>A committee composed of 3 to 5 members will be convoked for the thesis defense. At least one-third of the committee members should be non-NTNU members, including jointly appointed and adjunct faculty. If the advisor is a jointly appointed or adjunct faculty member, she/he would be regarded as one of the GIAH faculty members, instead of a non-NTNU faculty member.</p> <p>Members of the Thesis Defense Examination Committee for a master's student should meet at least one of the following qualifications:</p> <p>a) She/he should be presently or previously a professor, associate professor, or assistant professor.</p> <p>b) She/he should be a research fellow of Academia Sinica, or presently or previously a researcher, associate researcher, or assistant researcher of Academia Sinica.</p> <p>c) She/he should hold a PhD degree and should have outstanding academic achievements.</p> <p>d) She/he should have been researching in a rare, specific, or practical field and should provide evidence of outstanding academic or professional achievements.</p> |
| Article 7 | <p>The master's degree thesis defense is an oral examination. A score of B-(or 70 out of 100) is considered passing. Only one grade can be given by the committee members. The final score is an average of the scores of all attending committee members. If an Examination Committee member fails to assign a grade during the examination, the grade given shall be a failing grade of X.</p> <p>If fraud or plagiarism has been found in the student's thesis and reported by the Examination Committee, the grade given shall be a failing grade of X. Furthermore, the student's case shall be handled in accordance with the <i>Guidelines for Handling Violations of Academic Ethics and Research Integrity in PhD and Master's Theses</i>.</p>   |
| Article 8 | <p>If a student fails the degree examination, but has not yet enrolled at the University for</p>  |

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|            | <p>the maximum time allotted to her/him, she/he may retest the following semester or academic year. Only one retest is permitted. A grade of B- (or 70 out of 100) will be given for all retests. If the student fails a second time, she/he shall be forced to withdraw from the University.</p>  |
| Article 9  | <p>Graduate students applying for a degree examination should do so before the last day allowed for the completion of the degree examination as indicated on the University's academic calendar.</p> <p>For students, who have already applied for a degree examination and are unable to attend the degree examination in the respective semester, they shall apply for revocation of the degree examination for the semester. Failing to do so and not holding a degree examination shall be considered as a failing the degree examination for the first time. If a student has enrolled for the maximum time allotted at the University and is unable to extend her/his time at the University and to complete a degree examination in the time remaining, she/he shall be obliged to withdraw from the University.</p>  |
| Article 10 | <p>The amount of the committee member's fee and their transport subvention is in accordance with the NTNU regulations relative to the master degree's thesis defense. Each GIAH student can apply for the subvention (fee and transport included). In case she/he takes the second defense, she/he has to pay for the committee members at her/his own expense (fee and transport included).</p>   |
| Article 11 | <p>The deadline for thesis submission and the completion of school leaving procedures is the end of February for the fall semester and August 31 for the spring semester.</p> <p>Instances in which these deadlines have missed shall be handled as following:</p> <ol style="list-style-type: none"> <li>1. Students who have not enrolled in the University for the maximum time allotted shall register for the following semester and in that semester submit their thesis and complete school leaving procedures ahead of the semester deadline to graduate.</li> <li>2. Students who have already enrolled in the University for the maximum time allotted and have yet to submit their thesis and complete school leaving procedures within the specified deadlines shall be considered as having failed to meet the requirements for graduation and shall be obliged to withdraw from the University.</li> </ol> |
| Article 12 | <p>Graduation requirements:</p> <p>Each GIAH student should complete at least 30 credits for graduation, including required and elective subjects stipulated by the Institute, and equip herself/himself with a second foreign language. Please refer to the below attachment for detailed course</p>  |

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|            | requirements.   |
| Article 13 | Any information about thesis defense should be separately and secretly sent to each committee member. The student who defends her/his own thesis is forbidden to be engaged in any administrative affairs concerned.  |
| Article 14 | NTNU will cancel the master's and/or PhD degree that has been conferred to a student and announce the cancellation of the conferred diploma certificate in any of the following situations; furthermore, if the student has been found to contravene other laws, her/his case will be handled in accordance with the relevant regulations:<br>1. Making false statements or engaging in fraudulent behavior with regard to academic qualifications or academic experience.<br>2. Any instances of fabrication, falsification, plagiarism, ghost writing, or other fraudulent behavior in a thesis, work, certificate of achievement, written report, technical report, or professional practice report. |
| Article 15 | Matters not provided herein shall be subject to the NTNU Regulations and other applicable rules and regulations.  |
| Article 16 | A Master's Degree Thesis Defense cannot be recorded with any audio or video recording devices without the agreement of the examination committee.   |
| Article 17 | These regulations went into effect after being passed by the GIAH General Meeting, College Meeting and after being submitted to the NTNU Academic Affairs Meeting. Any future revisions must follow the same procedure.   |

**Course Requirement Guidelines, Graduate Institute of Art History,  
NTNU**

| Eastern Art History Program  | Western Art History Program   |
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| A minimum of 30 credits are required for graduation from the Eastern Art History master's program at the Graduate Institute of Art History (GIAH).   | A minimum of 30 credits are required for graduation from the Western Art History master's program at the Graduate Institute of Art History (GIAH).  |
| GIAH Common required courses (6 credits):<br>1. Course required for all GIAH programs: <i>Art Historiography</i><br>2. Course required for the EAH program: <i>Techniques and Materials of Eastern Art</i> .   | GIAH Common required courses (6 credits):<br>1. Course required for all GIAH programs: <i>Art Historiography</i><br>2. Course required for the WAH program: <i>Techniques and Materials of Western Art</i> .  |
| EAH program courses (24 credits):<br>1. Core Courses—Methodology and Art Theory: Minimum requirement of 2 courses (6 credits).<br>2. Specialized Courses: Minimum requirement of 5 courses (15 credits).<br>EAH Specialized Courses are subdivided into three fields:<br>2.1 Painting and Visual Culture;<br>2.2 Art Crafts and Architecture;<br>2.3 Taiwanese Art and Art Exchanges.<br>3. Inter-program Elective Courses (3 credits):<br>With course required for both GIAH programs ( <i>Art Historiography</i> ) combined to inter-program elective courses. (total 6 credits) | WAH program courses (24 credits):<br>1. Core Courses—Methodology and Art Theory: Minimum requirement of 3 courses (9 credits).<br><i>Iconography, Introduction to the History of Architecture and Introduction to the History of Painting</i> .<br>2. Specialized Courses: Minimum requirement of 4 courses (12 credits).<br>WAH Specialized courses are subdivided into three fields:<br>2.1 Art from the 15 <sup>th</sup> to 18 <sup>th</sup> Century. (Minimum requirement of 1 course, 3 credits).<br>2.2 Art from the 19 <sup>th</sup> to 21 <sup>st</sup> Century. (Minimum requirement of 1 course, 3 credits)<br>2.3 Taiwanese Art. (Minimum requirement of 1 course, 3 credits). |

| Eastern Art History Program   | Western Art History Program  |
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| <p>4. Students can select courses outside of our institute or in other universities; up to 6 credits can be counted as required credits for graduation (except for core courses). Students should consult tutors or advisors before taking courses outside the GIAH.</p> <p>Students writing theses on Taiwanese art topics must take 1 additional course on Taiwanese art.</p>   | <p>Students writing theses on Taiwanese art topics must take 1 additional course on Taiwanese art.</p> <p>3. Inter-program elective courses: Minimum requirement of one course of the EAH Program. (3 credits)</p> <p>4. Students can select courses outside of our institute or in other universities; up to 6 credits could be counted as the required credits for graduation (except for core courses). Students should consult tutors or advisors before taking courses outside the GIAH.</p>  |
| <p>Appointed Second Foreign Language: Japanese is the appointed second foreign language for all students of the EAH program. Students must equip themselves with basic Japanese-language skills before applying to take the Master's Degree Thesis Defense or before going through school leaving procedures. They must satisfy one of the following criteria:</p> <ol style="list-style-type: none"> <li>1. Students should receive formal training in the Japanese language for two years at the equivalent of undergraduate level at a domestic or overseas university as recognized by the ROC Ministry of Education or at a language center recognized by the ROC government, with scores over 70 (of a maximum score of 100) each semester.</li> <li>2. Students shall pass the N4 examination of the newly revised Japanese Language Proficiency Test</li> </ol> | <p>Appointed Second Foreign Language: Students of the WAH program must select a second Western European language (either German, French, Italian or Spanish). Students must equip themselves with basic skills in a second foreign language before applying to take the Master's Degree Thesis Defense or before going through school leaving procedures. They must satisfy one of the following criteria:</p> <ol style="list-style-type: none"> <li>1. Students should receive formal training in the second foreign language for two years at the equivalent of undergraduate level at a domestic or overseas university as recognized by the ROC Ministry of Education or at a language center recognized by the ROC government, with scores over 70 (of a maximum score of 100) each semester.</li> <li>2. Students should attend the language tests and be qualified at B1 level of the Common European Framework of Reference (CEFR).</li> <li>3. Students who graduated from departments of German, French, Italian or Spanish languages can apply for exemption. Students who studied master</li> </ol> |

| Eastern Art History Program   | Western Art History Program   |
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| <p>(implemented in 2010) conducted by the Union of Interchange Education, Japan (AIEJ) or the Japan Foundation.</p> <p>3. Students shall pass the Language Proficiency Test conducted by the GIAH.</p> <p>4. Students who have completed a degree using Japanese language may apply for exemption.</p> <p>5. In cases where students choose other Eastern languages as their second foreign language due to the requirements, they must obtain their adviser’s letter of consent and evidence of having achieved the equivalent of two-year formal training in the second foreign language.</p> | <p>degrees in German-, French-, Italian- or Spanish-speaking countries can apply for exemption.</p> <p>4. In cases where students choose another Western language as their second foreign language due to the requirements, they must obtain their adviser’s letter of consent and evidence of having achieved the equivalent of two-year formal training in the second foreign language.</p>                                   |
| <p>All students admitted into the Master’s Degree program from the 2016/17 Academic Year must earn all credits required to graduate and complete the course of Taiwan Academic Research Ethics Education, and pass the evaluation before writing their theses. This was undertaken in accordance with the Regulations “National Taiwan Normal University Implementation Rules for Academic Ethics and Integrity Education.”</p>   | <p>All students admitted into the Master’s Degree program from the 2016/17 Academic Year must earn all credits required to graduate and complete the course of Taiwan Academic Research Ethics Education, and pass the evaluation before writing their theses. This was undertaken in accordance with the Regulations “National Taiwan Normal University Implementation Rules for Academic Ethics and Integrity Education.”</p> |