

Graduate Institute of Business and Management, National Formosa
University

Sep. 2011

Rules & Regulations for master degree

1. These Regulations are adopted from NFU related regulations in Chinese. In the event of any discrepancies between the English translation and the Chinese original regulations, the Chinese original version should prevail.
2. The Master program must be completed between 2 to 4 years for international students.
3. Minimum credits required for this program: 36 credits with 9 required credits (include 6 credits for thesis) and 27 elective credits which may include some pre-approved inter-institution elective credits. Student has to take 3 to 12 credits in each semester.
4. Each student must identify his/her dissertation advisor and obtain the advisor's signature on application form within one year of enrollment.
5. The advisor(s) must hold at least the position with an assistant professor within the College of Management. Students can choose one more advisor as the co-advisor. Student can change advisor(s) only once in the program and must be done 8 months before graduation.
6. Besides taken the minimum 36 credits, the student have to publish one paper in relative academic Journals or conference with peer-review before graduation.
7. Applying for thesis defense:
 - A. Timeline:
 - 1) For graduation in JULY: thesis defense must be completed by JULY 20.
 - 2) For graduation in JANUARY: thesis defense must be completed by JAN 20.
 - B. Determine committee and set the defense date.
 - 1) The defense committee – including your advisor – must consist of 3 to 5 members.
 - 2) At least one of the committee members must be excluding from the Graduate Institute of Business Management (GIBM).
8. After finishing thesis defense, students should revise thesis according to committee's comments and must then submit a copy of the thesis to the Format Checking Center for a final style check. Before the final copy is printed, student must have one certificates signed by their advisor(s), committee members, and the chairman. The book cover style must follow the NFU format. Please refer to a senior's thesis. Students must prepare 5 paperback copies and upload the final version of the thesis as a PDF soft copy to the library.
9. The GIBM Office has approved the rules and regulations listed above; further revisions may be made by the GIBM from time to time. Students are responsible for checking any updates of rules and regulations.