

NCCU Department of English Regulation for Completion of the Doctoral Program (TESOL Division)

Amended and passed by the PhD-TESOL Meeting on Nov. 24, 2003
Passed and filed for reference by the General Faculty Meeting on Feb. 2, 2004
(part of the articles were amended according to the resolution of the 129th University Council Meeting)
Amended and passed by the PhD-Lit. and TESOL Meeting on Sep. 9, 2004
Amended and passed by the PhD-TESOL Meeting on Jan. 7, 2005
(part of the articles were amended according to the resolution of the Consultative Conference on
Graduation Procedure for Leaving NCCU held by the Administration Automation Promoting Section on March 3, 2004)
Amended and passed by the PhD-TESOL Meeting on Sep. 12, 2005
(As amended according to the resolution of the Academic Council Meeting on December 25, 2006, 2
hardcover copies of the dissertation shall be submitted to the Library.)
Amended and passed by the MA/PhD-TESOL Meeting on Nov. 13, 2007
Amended and passed by the MA/PhD-TESOL Meeting on Jun. 18, 2008
Amended and passed by the MA/PhD-TESOL Meeting on Dec. 18, 2008
(Revised Item 3 of Article 3: regulation about applying for the exam on the specialized area courses)
Amended and passed by the General Faculty Meeting on Jan. 15, 2009
Amended and passed by the MA/PhD-TESOL Meeting on Apr. 2, 2009
Amended and passed by the MA/PhD-TESOL Meeting on Aug. 29, 2011
Amended and passed by the MA/PhD-TESOL Meeting on June 5, 2014

I. The duration of the Doctoral Program is two years and may be extended by five years.

II. Courses and credits: at least 36 credits shall be completed, excluding the thesis.

1. Required course: Theories in TESOL (3), Second Foreign Language Acquisition (3)
2. Elective courses: the student shall select mainly from the courses provided by this Doctoral Program. In the case of taking courses at other departments or universities, the student shall communicate the reasons therefore to the advisor or the Chair and then make adjustments as suggested by the teachers, provided that no more than 9 credits shall be earned by this means.
3. Preparatory courses: the students who graduated from other than the Master's Program in English Pedagogy and have never studied the following 2 types of Master's courses shall complete 3 of these courses within two years: (1) courses in Language Acquisition and Language Pedagogy; (2) course in linguistics. The exemption and accreditation of the relevant courses are in the discretion of the Committee.
4. Second foreign language: including French, German, Spanish, or other foreign language accredited by the Department.
The student shall meet one of the following requirements:
 - (1) The student shall study one of the languages listed above for one year (at least 4 credits), and score 70 or above in every semester exam.
 - (2) The student, who had, before admitted to this Doctoral Program, completed a second foreign language course in a local or overseas university (for at least one academic year, earning 4 credits) with the score of 70 or above, may be exempted from taking this course.

The credits for the second foreign language course will not be included in the graduation credits

III. Qualifying exam:

1. The Student who has completed or expect to complete within the current semester all the

credits for graduation may apply to the Departmental Office for the qualifying exam on core courses in March or October and the exam is held once a semester on English Teaching Theories, Second Language Acquisition and Linguistics, with the bibliography therefore provided by the Doctoral Program. Starting Year 2016, the exam will be on TEOL Theory and Practice (75%) and Linguistics (25%).

2. Only after passing the qualifying exam on core courses may the student submit the dissertation title solely in English.
3. The student may, in the first week of every semester, submit the dissertation title and apply for the exam on the specialized area courses. To apply for the exam, the student shall submit (1) the dissertation-related bibliography worked out by consulting with the advisor and examined by the Doctoral Program Examination Committee (2) 1000-word maximum English abstract of the dissertation. The examination of the bibliography will take one month.
4. The Doctoral Program Examination Committee consists of three professors (including associate professors), and the advisor will be the ex-officio member and engaged by the Chair.
5. A doctoral student who fails the same exam thrice (the exam on core courses and that on specialized courses are considered separately in this case) will be terminated from the Doctoral Program. The student who registers for but fails to attend the exam will be deemed to have participated in the exam once.
6. Only after passing the qualifying exam on specialized courses will the student be accepted to the Doctorate candidacy.

IV. Thesis:

1. The student who is qualified for the Doctorate candidacy and meets the requirements in respect of the second foreign language may begin writing the dissertation proposal. Upon approval by the advisor, the student shall submit 4 copies of the dissertation proposal of 30 pages maximum (excluding the page of bibliography), and the contents shall include the purport of the thesis, literature review, research methods, expected achievements, bibliography, etc. Please check the latest version of APA format for your reference.
2. The dissertation proposal will be examined by three professors (including associate professors) invited by the Chair by way of an oral defense. The oral defense for the dissertation proposal, which the student may apply for before the specified deadline, is held three to six weeks after the application procedure is completed and once a semester. The oral defense will be scored "Pass" or "Fail". The student who scores "Fail" may reapply for the oral defense next semester. The dissertation proposal shall be passed no later than in the semester before the dissertation oral defense.
3. The dissertation shall be written according to the Doctoral Dissertation Format adopted by this Doctoral Program, and application for the dissertation oral defense may be done anytime before the specified deadline for a semester, only if the student has passed the Graduation Requirements for Foreign Language Proficiency. For application, the student shall provide five copies of the completed dissertation together with the Master's Degree Exam Application Form (which may be requested from the Departmental Office or downloaded from the website of the Office of Academic Affairs and shall be signed by the advisor after filled in.). The advisor will recommend a list of professors, including four from the NCCU and four from outside the NCCU, and the Chair will pick out 4-8 professors from the list to join the advisor in conducting the oral defense.

4. The dissertation oral defense will be held three to six weeks after the application procedure is completed. The deadline for applying for the thesis oral defense will be announced by the Department Office. After the oral defense, the student shall revise the dissertation according to the opinions of the Oral Defense Committee members and may have the revised dissertation printed only after it has been reviewed and approved by the advisor and the Chair.
5. The student who passes the dissertation oral defense shall check out online the procedure for leaving NCCU and print out the Checklist for Leaving NCCU, whereby (s)he may visit all the entities concerned and the Department Office to go through the stamping formalities for leaving NCCU. Before proceeding with the procedure for leaving NCCU, the student shall complete the Online Archiving of the NCCU Doctoral and Master's Theses and submit two paperbound copies of the dissertation to the Departmental Office and two hardcover copies to the Collecting Section of the Library.

V. Others:

1. Since the Department has implemented Graduation Requirements for Foreign Language Proficiency since 2004, any student who falls short of the required standards shall not apply for the dissertation oral defense.
2. The student admitted to this program from the 2006 academic year onwards shall publish two journals at least in the local or foreign journals or on the academic conferences (including the review mechanism with the condition that the publisher is the only author for the paper) in this discipline within the duration of this Doctoral Program and before the degree examination; otherwise, (s)he shall not graduate. The student must, prior to the degree oral defense, turn in the offprints of the journals, or the Acceptance Letters issued by the chief editors of the journals together with the accepted papers. In the case of academic conference, the student shall provide (a) the letter of acceptance for presentation at the conference, (b) the conference program, (c) the paper in full text.