

法規名稱	營養學系碩士班修業辦法 Regulations for Master's Program in the Department of Nutrition	最新修正日期	111/06/09
制定單位	健康管理學院營養學系 Department of Nutrition	頁碼 / 總頁數	第1頁/共9頁

## 中山醫學大學營養學系碩士班修業辦法

- 第一條 本修業辦法依據「中山醫學大學學則」第七十二條規定訂定之。
- 第二條 **學位授予**  
本系碩士班符合畢業資格者，依學位授予法規定授予以理學碩士學位。
- 第三條 **修業年限**  
一、碩士班：1~4 年。  
二、五年一貫制學生：如無法完成論文，得延長至多 2 年。
- 第四條 **學籍**  
一、本系學生經核准得同時在本校或國內外大學修讀學位。本系學生申請雙重學籍應向原就讀系所提出，須經系主任、院長、教務長及校長核可。未經核准經查出者以退學處分。  
二、學生休、退學依「中山醫學大學學生休學辦法」及「中山醫學大學學則」辦理。
- 第五條 **學分及課程**  
一、碩士班：畢業學分需達 30 學分(含論文)。(必修學分數：12 學分、選修學分數：12 學分、碩士論文學分數：6 學分)  
二、以同等學歷（如五專、二專、三專、或高考身分）考入本系者，得由指導教授決定需補修之大學相關課程，共 4 學分。前述之補修課程學分，其成績必須達 70 分以上才算及格，不及格者須再重修。其修得之學分及成績，只予備查，但不列入畢業學分內計算之。  
三、選課上限：每學期選課上限為 15 學分。  
四、曾修完由本系所開之推廣教育學分班（入學前 5 年內），其學分本系承認之，但以 12 學分為上限。  
五、本系所開之必、選修課程，學生須依規定修課。成績以 70 分為通過標準。  
六、本系研究生每學期參加「營養科學特論」，若缺席超過三次（含）以上時，給予不及格成績，必須重修。  
七、進入五年一貫學程學生，大四時得修習碩士班必修及選修課程，其及格學分得合併計入碩士班畢業學分，成績須達碩士及格分數 70 分。  
八、申請大學部越部選修課程者，所修得學分數不得列入畢業學分。  
九、本系碩士班無法安排任何臨床實習事宜。  
十、須完成「學術研究倫理教育課程」(可透過網路教學平台自行觀看且通過線上測驗達及格標準)，未完成本課程或未通過測驗者不得申請學位考試。
- 第六條 **大學部學生修讀碩士班課程抵免碩士班課程注意事項**  
一、本校大學部學生在學期間經系主任及授課教師同意可修讀碩士班課程，其成績需達 70 分以上為及格，及格學分得計入大學部畢業學分之內。

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二、若該生三年內考入本系碩士班，該碩士班科目學分如不計入大學部規定應修畢最少學分，得於碩士班抵免該科目及學分。

第 七 條  
第 八 條

請假規則依「中山醫學大學學生請假規則」辦理。

#### 選定指導教授規則

一、本系研究生，一律以本系規定之教師擔任其論文指導教授為原則，指導教授包括教授、副教授及助理教授。

二、專任教師指導碩士班研究生人數以兩年三名為限，共同指導仍以一名額計算。

三、研究生之共同指導教授，得商請校外之學術單位，學有專長者擔任之，但需經過指導教授與系主任同意認可。

四、選擇論文指導教授同意單，須於考入本系當學年度第一學期開學後一個月內填妥，送本系辦公室，由系主任簽章認可。

五、欲更換指導教授時，須經原指導教授與新指導教授簽章同意並填妥更換指導教授同意單，送至本系辦公室，由系主任簽章認可。指導碩士班研究生人數則不受第八條第二款之限定。

第 九 條

#### 研究生申請學位論文考試

一、口試前須發表一篇以口頭或壁報形式於國內或國際相關研討會之論文。

二、本系研究生在指導教授指導下，撰寫畢業論文一篇，並接受論文口試且及格(70分以上)，方得畢業。

三、碩士學位考試委員會置委員三至五人，其中校外委員至少一人，校內委員至少二人。(本系預算係以三位口試委員編列為主)

四、碩士學位考試委員，應對修讀碩士學位學生之研究領域有專門研究，並具有下列資格之一：

(一)現任或曾任教授、副教授、助理教授。

(二)中央研究院院士、現任或曾任中央研究院研究員、副研究員、助研究員。

(三)獲有博士學位，且在學術上著有成就。

(四)研究領域屬稀少性、特殊性學科或屬專業實務，且在學術或專業上著有成就。

前項第三款、第四款資格之認定基準由系務會議定之。

五、研究生之畢業論文應依論文格式規定撰寫並裝訂完成，口試後論文應依口試委員建議，確實修訂經指導教授審閱簽名後，口試通過後一個月內送論文電子檔光碟片一份存檔於本系。

六、已授予之論文學位發現有抄襲或舞弊情事，經調查屬實者，撤銷其學位及追繳已發之學位證書。

七、學位論文應符合系(所)專業領域，若系(所)主管或指導教授對學生學位論文所屬領域有疑義時，應提送「學生學位論文之專業符合檢核委員會」審

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議。

**第十條 口試及申請**

- 一、申請口試者於考前七日提出。
- 二、口試期間：每年六月一日至七月三十一日或一月一日至三十一日。(不含國定例假日)
- 三、畢業典禮當天及前後三天不得安排口試。
- 四、口試於規定時間內舉行，務必詳填口試確定日期、時間及口試論文題目(請考生先行與所有口試委員確定時間、日期)，將申請表格送交系辦公室後不得再作修正，以利聘書寄發、教室安排、評分表及評分結果表之製作。

**第十一條 碩士班研究生兼職規定**

- 一、研究生在學期間，領有教育部設置之獎、助學金者，嚴禁校外兼職。
- 二、研究生在學期間，未領有教育部設置之獎、助學金者，經就讀系主任之同意，得兼任與其研究性質相關之校內外職務，系主任及指導教授並得視其研究成績，酌情核減每學期修習學分數或延長修業年限。
- 三、研究生新生報到或註冊時，應據實填報有無兼職情形，如係公私機構在職人員應繳驗離職證明書或經就讀系主任認可之研究性質相關服務機構入學同意書。
- 四、研究生在學期間，如有兼職或離職等變動情形，應隨時向就讀系辦公室報備。
- 五、研究生如有違反本要點各項規定而兼任職務，或有虛偽不實之填報者，應嚴予處分，其領有教育部獎、助學金者，應追回繳庫。

**第十二條** 本辦法如有未盡事宜，均依照本校學則及相關規定辦理。

**第十三條** 本修業辦法經系務、院務會議通過，並經教務會議通過後公布實施，修正時亦同。

※相關附件： 無

※修正記錄：

100年08月24日	100學年度第1學期第1次系務會議通過
100年08月31日	100學年度第1學期第1次院務會議通過
100年10月17日	100學年度第1學期第2次教務會議通過
101年06月26日	100學年度第2學期第4次系務會議修正通過
101年08月22日	101學年度第1學期第1次院務會議通過
101年09月19日	101學年度第1學期第1次系務會議修正通過
101年11月21日	101學年度第1學期第3次系務會議修正通過
102年01月03日	101學年度第1學期第2次院務會議通過
102年01月21日	101學年度第1學期第3次教務會議修正通過
102年10月03日	102學年度第1學期第2次系務會議修正通過
102年10月08日	102學年度第1學期第2次院務會議通過

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102 年 11 月 06 日 102 學年度第 1 學期第 2 次教務會議通過  
103 年 06 月 20 日 102 學年度第 2 學期第 4 次系務會議修正通過  
103 年 07 月 17 日 102 學年度第 2 學期第 3 次院務會議修正通過  
103 年 07 月 29 日 102 學年度第 2 學期第 3 次教務會議通過  
104 年 03 月 06 日 103 學年度第 2 學期第 1 次系務會議修正通過  
104 年 03 月 12 日 103 學年度第 2 學期第 1 次院務會議通過  
104 年 03 月 31 日 103 學年度第 2 學期第 1 次教務會議修正通過  
105 年 04 月 14 日 104 學年度第 2 學期第 1 次系務會議修正通過  
105 年 05 月 04 日 104 學年度第 2 學期第 2 次院務會議通過  
105 年 06 月 01 日 104 學年度第 2 學期第 3 次教務會議通過  
111 年 02 月 21 日 110 學年度第 2 學期第 1 次系務會議通過  
111 年 05 月 20 日 110 學年度第 2 學期第 2 次院務會議通過  
111 年 06 月 09 日 110 學年度第 2 學期第 2 次教務會議通過

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## **Regulations for Master's Program in the Department of Nutrition, Chung Shan Medical University**

- Article 1** These regulations are established in accordance with Article 72 of the "Academic Regulations of Chung Shan Medical University."
- Article 2** Degree Conferment Students who meet the graduation requirements of the Master's program shall be conferred a Master of Science degree in accordance with the regulations of the Degree Conferment Act.
- Article 3** **Duration of Study**
- (1) Master's Program: 1-4 years.
  - (2) Five-Year Integrated Program Students: If unable to complete the thesis, an extension of up to 2 years may be granted.
- Article 4** **Academic Status**
- (1) Students in the Department may be approved to concurrently pursue degrees at this university or other domestic or foreign universities. Students applying for dual enrollment should submit their request to the original department and obtain approval from the department chair, dean, academic affairs director, and university president. Unauthorized dual enrollment will result in disciplinary action.
  - (2) Leave of absence or withdrawal from studies by students shall be handled in accordance with the "Regulations on Leave of Absence for Students of Chung Shan Medical University" and the "Academic Regulations of Chung Shan Medical University."
- Article 5** **Credits and Courses**
- (1) Master's Program: A total of 30 credits (including the thesis) are required for graduation. (Required credits: 12, elective credits: 12, thesis credits: 6)
  - (2) Students admitted with equivalent qualifications (such as junior college, technical college, or vocational high school) may be required to take additional undergraduate courses determined by the advisor, totaling 4 credits. The grades for these additional courses must be 70 or above to be considered passing. The credits and grades obtained in these courses will only be recorded for reference and will not be included in the calculation of graduation credits.
  - (3) The course registration limit is 15 credits per semester.
  - (4) Students who have completed credit courses offered by the Department of Nutrition through continuing education programs (within the past 5 years before enrollment) may have the credits recognized by the department, with a

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maximum limit of 12 credits.

- (5) Students must comply with the regulations for required and elective courses offered by the Department. The passing grade is 70.
- (6) Master's students in the department must participate in the "Nutritional Science Seminar" every semester. If absent for more than three times, a failing grade will be given, and the course must be retaken.
- (7) Students in the five-year integrated program may take required and elective courses of the Master's program in their fourth year. The credits earned will be counted towards the Master's program graduation requirements, and the grades must reach the minimum passing score of 70.
- (8) The credits obtained from courses taken as cross-registration in the undergraduate program will not be counted towards the graduation credits.
- (9) Clinical internships are not arranged for students in the Master's program of the Department.
- (10) Completion of the "Academic Research Ethics Education Course" (can be completed through self-study via an online learning platform and pass the online assessment) is required. Failure to complete this course or pass the assessment will result in ineligibility for the degree examination.

**Article 6 Exemption of Master's Program Courses for Undergraduate Students**

- (1) Undergraduate students at this university, with the consent of the department chair and course instructors, may take courses offered in the Master's program. The grades must reach a minimum of 70 to be considered passing, and the credits earned can be counted towards the undergraduate graduation requirements.
- (2) If the student is admitted to the Master's program within three years, the credits and courses of the Master's program that are not required for the undergraduate program can be exempted.

**Article 7** Rules for Leave of Absence shall be handled in accordance with the "Leave of Absence Regulations for Students of Chung Shan Medical University."

**Article 8 Rules for Selecting Thesis Advisors**

- (1) Master's students in the department shall be assigned a thesis advisor from the faculty of the department, including professors, associate professors, and assistant professors.
- (2) The maximum number of Master's students that a full-time faculty member can advise is three within a two-year period, and co-advising is counted as one quota.
- (3) With the approval of the thesis advisor and department chair, the department

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may invite experts from academic institutions outside the university who possess expertise in the relevant field to serve as co-advisors for graduate students.

- (4) A form indicating the agreement of the thesis advisor must be completed within one month after the start of the first semester of the academic year in which the student enters the department and submitted to the department office for approval by the department chair.
- (5) In the case of changing the thesis advisor, the agreement of both the original advisor and the new advisor must be obtained. A form indicating the agreement of the new thesis advisor must be completed and submitted to the department office for approval by the department chair. The limitation on the number of Master's students advised does not apply in this case.

#### Article 9 **Application for Master's Degree Thesis Examination**

- (1) Prior to the oral defense, students must publish a paper in the form of an oral presentation or poster at a domestic or international academic conference.
- (2) Master's students in the department must write and submit a graduation thesis under the guidance of their thesis advisor and pass the thesis defense with a score of 70 or above in order to graduate.
- (3) The Master's degree examination committee shall consist of three to five members, including at least one external committee member and at least two internal committee members. (The department's budget is mainly allocated for a three-member examination committee).
- (4) The Master's degree examination committee members should have expertise in the research field of the Master's degree student and meet one of the following qualifications:
  - Currently or formerly serving as a professor, associate professor, or assistant professor.
  - Academicians of the Academia Sinica, currently or formerly serving as research fellows, associate research fellows, or assistant research fellows at the Academia Sinica.
  - Holders of a doctoral degree with notable academic achievements.
  - Research fields that are rare, specialized disciplines, or belong to professional practice, with notable academic or professional achievements.
  - The criteria for determining qualifications in the preceding paragraph shall be determined by the department's affairs meeting.
- (5) The graduate thesis must be written and bound according to the prescribed format. After the defense, the thesis should be revised based on the

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suggestions of the examination committee and reviewed and signed by the thesis advisor. Within one month after the oral defense, an electronic copy of the thesis should be submitted to the department for archiving.

- (6) If plagiarism or academic dishonesty is discovered in a thesis for which a degree has been conferred, and an investigation confirms the allegations, the degree will be revoked, and the degree certificate already issued must be returned.
- (7) The master's thesis should be in line with the professional field of the department. If there are doubts about the field of the student's thesis, the "Professional Compliance Review Committee for Student Theses" shall be convened for deliberation, with the approval of the department head or thesis advisor.

#### Article 10 **Oral Examination and Application**

- (1) Applicants for oral examinations must submit their applications seven days before the examination.
- (2) The oral examination period is from June 1st to July 31st or from January 1st to January 31st each year (excluding national holidays).
- (3) Oral examinations cannot be scheduled on the day of the graduation ceremony and three days before or after it.
- (4) The oral examinations must be conducted within the designated time. It is necessary to fill in the application form with the confirmed date, time, and the topic of the oral examination thesis (applicants should confirm the time and date with all the oral examination committee members in advance). After submitting the application form to the department office, no further modifications can be made to facilitate the issuance of appointment letters, classroom arrangements, and the preparation of scoring sheets and score result forms.

#### Article 11 **Regulations on Part-time Jobs for Master's Program Research Students**

- (1) Students who receive scholarships or financial aid established by the Ministry of Education are strictly prohibited from taking part-time jobs outside the university.
- (2) During their enrollment, students who do not receive scholarships or financial aid established by the Ministry of Education may, with the approval of the department chairperson, take on part-time positions related to their research nature within or outside the university. The department chairperson and the advisor may adjust the number of credits taken per semester or extend the duration of the program based on the student's



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research performance.

- (3) When new students register or enroll, they should truthfully report whether they have part-time jobs. If they are currently employed by public or private institutions, they must submit a certificate of resignation or an admission agreement from a research-related service organization recognized by the department chairperson.
- (4) During their enrollment, students should report any changes in part-time employment or resignation to the department office.
- (5) Students who violate the regulations regarding part-time jobs or provide false information shall be strictly disciplined. Those who receive scholarships or financial aid from the Ministry of Education shall have their grants reclaimed.

Article 12 Any matters not covered in these regulations shall be handled in accordance with the university's statutes and relevant provisions.

Article 13 These regulations on the curriculum have been approved by the department and faculty meetings and shall be publicly announced and implemented upon approval by the academic affairs meeting. Amendments shall follow the same procedure.