

**Department of Industrial Engineering and
Engineering Management (IEEM)**

National Tsing Hua University

**Academic Requirements for
International PhD Students
Fall, 2016**

The IEEM Ph.D. degree program is conferred upon demonstration of high achievement in independent research and profession in industrial engineering and engineering management. Students have to meet department and university requirements of Ph.D. program at most 7 years to acquire the doctor's degree. They must complete at least ~~29~~30 course credits(including 4 credits of thesis) and meet the qualifying requirements, publish at least 2 SCI/SSCI papers, and submit an approved dissertation proposal at least 3 months before formally applying for the final oral examination, which is a defense of the dissertation.

For more detailed information on the academic requirements of IEEM's Ph.D. program, please refer to the following instructions.

Academic Advisor

Students of Ph.D. program must find an academic advisor from the IEEM full-time faculty before the second semester of their registration and hand over Certificate of Advisor and Research form to the IEEM office. The form can be downloaded from the website <http://www.ie.nthu.edu.tw/ezfiles/267/1267/img/1199/149716064.pdf>. If students want to have their advisors from the IEEM part-time faculty or other departments, they have to submit application and obtain the approval of the IEEM Chairman.

Students may request a change of advisor. The process of changing advisor requires the approval of the original advisor, the new advisor, and the Chairman of the IEEM department.

Course credits Requirement of the Course Credits

Students in the Ph.D. program are required to complete at least 26 credits which can be divided into 14 credits of mandatory courses and a minimum of 12 credits of elective courses.

For mandatory courses, the list is as follows:

IEEM 5105 Statistics Methods (3)	
IEEM 5108 Linear Programming (3)	
IEEM 5366 Manufacturing Systems and Automation (3)	} Choose 3 out of 4
IEEM 5237 Human Information Processing (3)	
IEEM 5380 Production and Operations Management (3)	
IEEM7101 Special Topics of Ph.D. program (1credit*2 <u>semesters</u>)	

For elective courses, students can choose courses which courses numbers begin with 5 or above. And in order to meet credit requirements of elective courses, students must choose at least 4 courses. For passing the courses, students have to gain a minimum score of B-.

Please take notice that students have to take and pass the courses IEEM 5105, IEEM 5108, IEEM 5366, IEEM 5237, and IEEM 5380 in 3 years after enrolling in IEEM Ph.D. program. These courses can be chose mostly twice, which means students have two opportunities to pass the course. If one fails to gain a minimum score of B- in 3 years, he/she will be suspended from the school.

Suggestion: Students should discuss their course selection with academic advisor. In general, students are advised to take four courses in the first year and two courses in the second year.

Survey of Fundamental Courses Background

Ph.D. Students must submit a form of Survey of Fundamental Background to the IEEM office which they should provide when applying to the IEEM Ph.D. program. Students who fail to submit this form when apply the program should hand in this form to the IEEM office after entering the school. The IEEM office will examine the submitted forms and inform the students if they should provide additional documents or have to take some additional courses in order to satisfy the requirements of fundamental course for IEEM Ph.D. students. Students complete survey of fundamental courses background in 3 years after enrolling in IEEM Ph.D. program.

Complete the First Foreign Language Appraisal Form

Ph.D. Students must submit the First Foreign Language Appraisal Form to the IEEM office which can be downloaded from <http://www.ie.nthu.edu.tw/ezfiles/267/1267/img/1199/453712034.pdf>.

Qualification of the doctoral candidacy

Ph.D. students who satisfy the following requirements can apply for qualification of the doctoral candidacy:

- Complete the form of survey of fundamental courses background.
- Take and pass the course IEEM 5105, IEEM 5108, IEEM 5366, IEEM 5237, and IEEM 5380 in 3 years (students can choose 3 courses from IEEM 5108/IEEM 5366/IEEM 5237/IEEM 5380 to take).
- Complete the first foreign language appraisal form.

Students who want to apply qualification of doctoral candidacy can contact with IEEM office.

Dissertation proposal

Concentrating on dissertation proposal usually begins in the second or third year of Ph. D. program when students are supposed to meet the Ph.D. qualifying requirements which are the

prerequisites of presenting dissertation proposal. Once Ph.D. candidates have already confirmed their dissertation proposals with their advisors, they need to arrange an proposal oral defense and submit the *Dissertation Proposal Oral Defense Announcement* form to the IEEM office which can be downloaded from <http://www.ie.nthu.edu.tw/ezfiles/267/1267/img/1199/110838084.pdf>.

The oral defense usually takes the form of 20-30 minutes of presentation by students, followed by 30-60 minutes of questioning by the dissertation supervisory committee which is comprised of at least four members from the faculty or other institutes.

Final Dissertation Defense

After Ph.D. candidates pass the proposal oral defense, they still need to fulfill the following requirements to apply for their final dissertation defense:

1. At least three months after the date of passing the proposal oral defense.
2. Publish at least 2 SCI/SSCI journal papers.
3. Submit the *Dissertation Oral Inspection Form* which can also be downloaded from <http://www.ie.nthu.edu.tw/ezfiles/267/1267/img/1199/111765435.pdf>
4. Written reply to the questions of the Proposal.

Requirement 2 can be conducted without any time limitation and students can prepare for these two requirements from their first year in the Ph.D. program. Requirement 3 is asked to be completed and submitted to the IEEM office 1 month before Ph.D. candidates formally submit their final dissertation oral examination.

Candidates who complete all the requirements above should sign in the NTHU's Academic Information System (<https://www.ccxp.nthu.edu.tw/ccxp/INQUIRE/index.php?lang=english>) to submit final dissertation oral examination and visit the IEEM office on the date of examination to get some necessary documents. The oral examination committee consists of five members including the advisor and notice that all the members need to possess a doctoral degree.

Checklist for Submitting Final Dissertation Examination

- Meet the qualifying requirements of Ph.D. candidacy
- Complete course credits requirements
- Pass the dissertation proposal oral defense for at least three months
- Publish 2 SCI/SSCI journal papers
- Reply to the questions of the Proposal.

After passing the oral examination, then the candidates can prepare for graduation process.