

Course Requirement for Doctoral Program of Information Management at Yuan Ze University

Management Track and Information Technology Track

(applicable to students admitted in the academic year of 2024)

Passed by the 6th Academic Affairs Meeting, Academic Year 2023, on May 1, 2024

Chapter 1 Admission Qualifications

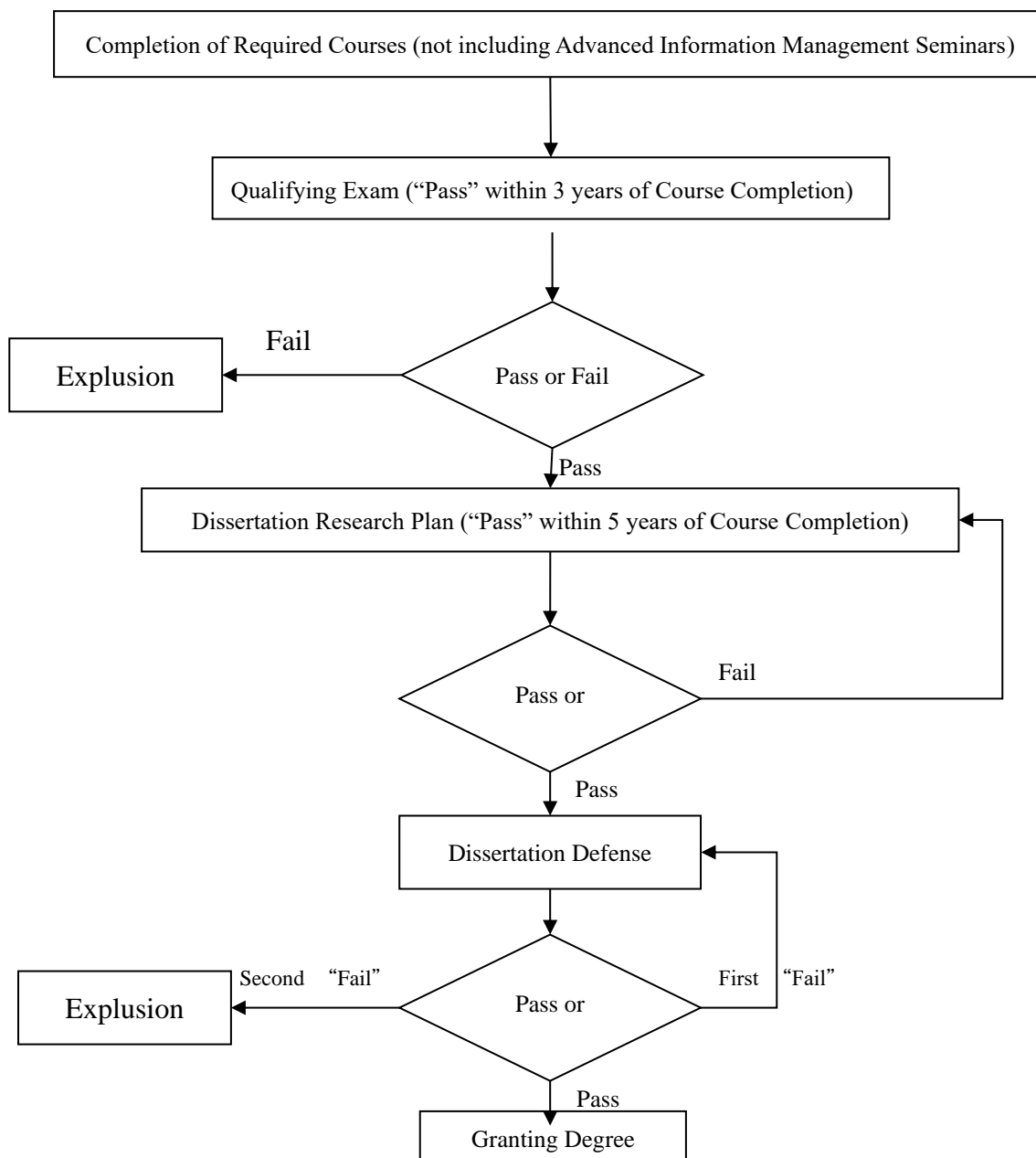
Clause 1 Admission Qualifications

- A. Those who have graduated from universities acknowledged by the Ministry of Education or accredited independent colleges and received Master's degrees (including those who have just graduated this year) are qualified.
- B. Those who have graduated from universities or independent colleges acknowledged by the Ministry of Education and received Master's degrees (including those who have just graduated this year) are qualified.
- C. Those who have equivalent educational backgrounds and have met the "Equivalent Competence Criteria for Registering Admission Tests" for doctoral programs are qualified.

Chapter 2 Length and Curricular Tracks of Study

Clause 2 Length of Study: According to the regulations of the Ministry of Education, all doctoral programs are with the length of study from two years to seven years.

Clause 3 The curricular track for the doctoral program is shown in the following chart.



Chapter 3 Course Work and Exams

Clause 4 The minimum credit hours required for graduation are 34 hours for doctoral students.

The Ph.D. Program offered by this department is divided into two programs: Information Technology program and Management program. Students must choose one of the programs before first semester starts, and students are required to complete the courses stipulated by each program before their graduation.

A. Information Technology Program

1. Required Courses:

- (1) Advanced Information Management Seminar (I), (II), (III), (IV)
- (2) Students have to choose at least one subjects from the following three:

Advanced Quantitative Methods for Decision Making, Algorithms, Discrete Mathematics

2. Elective Courses

Please refer to the Elective Course List for doctoral students. You are required to select at least half of your elective courses from the IM Department. Selection of elective courses from other departments (or schools) requires consents from your advisor and the head of department. The IM department shall decide on other matters pertaining to course selection and waiver not discussed above.

B. Management Program:

1. Prerequisite Course: Business Research Methodology

2. Required Courses:

- (1) Advanced Information Management Seminar (I), (II), (III), (IV)
- (2) Advanced Study in Information Management
- (3) Advanced Research Methods

3. Elective Courses

Please refer to the Elective Course List for doctoral students. You are required to select at least half of your elective courses from the IM Department. Selection of elective courses from other departments (or schools) requires consents from your advisor and the head of department. The IM department shall decide on other matters pertaining to course selection and waiver not discussed above.

Clause 5 Qualifying Exam

- A. All doctoral students enrolled in this department have to take up the responsibilities and obligations stipulated by the department, complete all required courses (not including Advanced Information Management Seminars and doctoral dissertation) with at least an average of 70 points for every subject before the students can apply for the qualifying exam.
- B. The qualifying exam is a spoken exam. The doctoral students have to pass the qualifying exam and enter the candidacy status before they can apply for the oral exam of the dissertation research plan.
- C. The qualifying exam application period is before April 15 and October 15 each semester. The applications should be submitted to the department and the doctoral students have to complete the qualifying exam within 3 months after the applications are filed.
- D. The oral qualifying exam is set with 70 points (or higher) to be the passing score. If a doctoral student fails the exam, he/she has to resubmit an application within the time frame stipulated. The exam can be repeated only once. If the student fails the exam for the second time, he/she will be expelled.
- E. All doctoral students are required to pass their qualifying exams within 3 years after their completion of course work. If a student does not pass the qualifying exam, he/she will be expelled. However, if there is a special condition, the student can submit his/her case to the departmental meeting. With the approval of the departmental meeting, the student can have a maximum of one-year extension.
- F. For master-in-passing students working on their doctoral degrees, if they cannot pass the qualifying exams within the stipulated time frame, they can apply for going back to their master's programs with the review and approval of the departmental meeting as well as the approval of the university.

- G. The details of the qualifying exam (including both procedures and approach) are handled based on the stipulation of the “Doctoral Qualifying Exam Implementation Details.”
- H. Doctoral students may apply for exemption from the qualifying examination by publishing papers. Doctoral students who have published papers (including those accepted for publication) in international journals or journals listed by TSSCI within three years may apply for exemption from the qualifying examination. However, the main body of the paper must have been completed after entering the PhD program, and the student must be the primary contributor (first author or corresponding author). Furthermore, papers used for the qualifying examination exemption cannot be used to meet the requirements for the PhD dissertation defense.

Chapter 4 Dissertation Instruction

Clause 6 Dissertation Chair

- A. All doctoral students have to finalize their selection of dissertation chairs before the end of their first semester at YZU and they have to notify the department of their choices.
- B. The dissertation chairs of doctoral students have to be full professors, associate professors or assistant professors at the department. If necessary, the dissertation chair can recommend other professors from YZU or other universities. With the approval of the departmental meeting, they can co-chair the students’ dissertation. If graduate students’ advisor retired, the retired professor may be allowed to supervise graduate students only if the students have passed their research plans and are expected to complete their degree examination within a one-year period. If the expecting time of completion of degree examination exceeds more than one year, then the process of changing advisor will be required.
- C. Doctoral students are allowed to change their dissertation chairs before they send their doctoral dissertation research plans for review. However, such a change requires the agreement from both the original chair and the new chair, and the case has to be sent to the departmental head for approval.

Clause 7 Overseas Study

Doctoral students are allowed to study overseas for a year during their dissertation writing for the purpose of data collection. If they happen to take related courses at foreign universities, they can submit the content of the related courses to the departmental meetings for recognition.

Clause 8 Oral Exam of Dissertation Research Plan

- A. When doctoral students pass their qualifying exams, they can apply for the oral exam of their dissertation research plan with the approval of their dissertation chair.
- B. The review committee of the dissertation research plan is organized by three to five committee members. Among these committee members, external committee members have to take up at least 1/3 (1/3 included) of the total number of members. The dissertation research plan has to be approved by at least 2/3 (2/3 included) of the entire review committee and his/her oral exam has to meet the minimum of 70 points (70 included) to be considered “pass.”
- C. The doctoral students who have completed their course work have to get their dissertation research plans passed within five year. If their plans are not approved the first time, the doctoral students will have to wait at least 6 months before another submission for approval.

Clause 9 Once a dissertation research plan is approved but the doctoral student would like to change his/her dissertation chair or dissertation topic, he/she has to go through the following procedures.

- A. Change of dissertation chair: The approval of the departmental meeting is required.
- B. Change of dissertation topic: Such a change requires the approval of his/her dissertation chair as well as the original dissertation review committee. However, the dissertation review committee has the right to ask the student to take another oral exam for the dissertation research plan if necessary.

Clause 10 Qualifications for Applying for Doctoral Dissertation Defense

The doctoral candidates who have completed the oral exams for dissertation research plans and have published the following results totaled 6 points (or more) can apply for doctoral dissertation defense once their dissertations are completed. Journals refer to those published with his/her dissertation chair, ranking of journal authors and individual contribution to the journal will depend on the dissertation chair.

- A. International Journal or TSSCI: 6 points
- B. Thematic (approval of his/her dissertation chair): 3 points
- C. Other Chinese Journal (non TSSCI): 3 points

Clause 11 Doctoral Dissertation Defense

- A. The defense committee for doctoral dissertation is organized by five to nine committee members. Among them, the external committee members have to take up at least 1/3 (including 1/3) of the total number of members. The student's dissertation chair cannot head the committee and the qualifications of the committee members have to meet the regulations stipulated by the Ministry of Education.
- B. The oral defense is open to the public and the time, location and dissertation topic will be announced in advance.
- C. The dissertation of doctoral candidates in this department is required to pass the originality comparison in two times. The similarity of the dissertation is evaluated based on the Turnitin System, and the overall similarity index must be $\leq 25\%$, ($>25\%$ is permissible only with the consent of the advisors). The first check should be conducted before the dissertation defense, students have to complete the originality comparison of the dissertation and provide the originality comparison checklist and comparison report to the oral examination committee for reference on the day of the defense. After the oral examination, students should complete the second originality comparison of the dissertation before uploading to the NDLTD. Both the originality comparison checklist and comparison report in two times should be submitted to the department for recordation.
- D. The passing score for this oral defense is 70 points (including 70). The total score is 100 points. The evaluation is limited to one grading and the score is the average of the points given by all present committee members. If more than 1/3 (including 1/3) of the present committee members rule that the student does not pass the defense, the result is "fail" and no average will be calculated. If a student does not pass the defense and his/her study has not exceeded the regulated length of study, the student is allowed to take the defense exam one more time. If the student fails the exam again, he/she will be expelled.
- E. If the student plagiarizes his/her dissertation, once such a charge is verified by the Degree Examination Committee, his/her defense will automatically be disqualified and the student will be expelled immediately.

Clause 12 For those graduate students who shall complete Academic Research Ethics Education Course before the end of their first academic semester, they must follow the regulations of Yuan Ze University Academic Research Ethics Education Course Implementation Highlights. The latest deadline for them shall be their course completions and then their applications towards the degree's oral exam.

Clause 13 Once the doctoral candidates' qualifications are verified by the Ministry of Education, the students will be given the degree of Doctor of Philosophy by Yuan Ze University.

Clause 14 This set of details is ratified by the departmental meeting and sent to the Office of Academic Affairs before implementation. All amendments require the same procedures.