

亞洲大學經營管理學系博士班研究生修業要點

Asia University, Department of Business Administration

Specifications for Doctoral Program

- 106.10.18 經營管理學系 106 學年度第 1 學期第 4 次系務會議通過
Revised Oct. 18 on the 4th Department Academic Affairs Council of the 1st semester of academic year 2017-2018
- 105.08.09 經營管理學系 105 學年度第 1 學期第 1 次系務會議通過
Revised Aug. 9 on the 1st Department Academic Affairs Council of the 1st semester of academic year 2016-2017
- 100.01.24 管理學院 99 學年度第 1 學期第 2 次院務會議通過
Revised Jan. 24 on the 2nd College Academic Affairs Council of the 1st semester of academic year 2010-2011
- 100.01.17 經營管理學系 99 學年度第 1 學期校務評鑑準備工作會議暨期末檢討會議通過
Revised Jan. 17 on the Final Term Preparation and Review Council for University Evaluation, of the 1st semester of academic year 2010-2011
- 99.10.25 經營管理學系 99 學年度第 1 學期第 3 次系務會議通過
Revised Oct. 25 on the 3rd Department Academic Affairs Council of the 1st semester of academic year 2010-2011
- 97.11.19 經營管理學系 97 學年度第 1 學期第 3 次系務會議通過
Revised Nov. 19 on the 3rd Department Academic Affairs Council of the 1st semester of academic year 2008-2009
- 97.11.28 管理學院 97 學年度第 1 學期第 1 次院務會議通過
Revised Nov. 28 on the 1st College Academic Affairs Council of the 1st semester of academic year 2008-2009
- 97.12.24 經營管理學系 97 學年度第 1 學期第 4 次系務會議通過
Revised Dec. 24 on the 4th Department Academic Affairs Council of the 1st semester of academic year 2008-2009

一、亞洲大學經營管理學系（以下簡稱本系）為規範博士班研究生修業事項，依據本校學位授予作業規章以及相關規定，特訂定本修業要點。

I. To provide students and faculty with some general guidelines and policies regarding the Ph.D. program, the following specifications are specially established by the Department of Business Administration at Asia University upon the relevant degrees awarding policies and procedures set up by the University.

二、入學資格：

II. Enrollment Qualifications—Applicants for the doctoral program must meet specific requirements in order to be considered for acceptance:

1. 凡於國內經教育部立案之大學或獨立學院碩士班畢業(含應屆畢業)，取得碩士學位；或於符合教育部採認規定之國外大學或獨立學院碩士班畢業(含應屆畢業)，取得碩士學位；或具有同等學歷者；經本校博士班研究生入學考試通過，得進入本系博士班修讀博士學位。

Prospective students who possess a master's (graduating students of the year included), equivalent or higher from governmentally accredited public or private universities/colleges in Taiwan or other international institutions recognized by the Taiwan Ministry of Education, and successfully pass the entrance examination, will get admission into the Ph.D. program.

2. 符合教育部訂定之「外國學生來華留學辦法」修讀博士學位者，得進入本系博士班修讀博士學位。

International applicants to the doctoral program, who fit the “*Regulations Concerning Foreign Students Who Pursue Their Studies in the Republic of China*” set up by the Taiwan Ministry of Education, are accepted into the Ph.D. program.

3. 新生因重病或接獲兵役單位征集令不能按時入學者，經檢具有關證明於註冊前申述理由，向本校申請保留入學資格者，得延後進入本系博士班修讀博士學位。
New doctoral students who cannot enroll in the program on schedule due to serious illness or reception of call-up notice for military service, may apply for (before their registration for the program) enrollment eligibility maintenance and a postponement of admission by presenting related evidentiary documents.

三、修業期限為二至七年。

III. Timeline: Starting from the initial date of enrollment, students have two to seven years in which to complete all requirements for the Ph.D. degree.

四、修課規定：

IV. Coursework Requirements:

1. 最低畢業學分數為三十六學分（含論文六學分）。

The Ph.D. program requires a minimum of 36 graduate credits, including 6 credits for dissertation.

2. 必須依循本校選課作業程序辦理每學期選課事宜，每學期選修學分上下限，依本校研究所選課準則辦理。

Students should follow the school administration procedures for dropping and adding courses during registration period, based upon the limits to the number of graduate credits taken per semester regulated by the Graduate School.

五、博士學位候選人資格考核：

V. Ph. D. Qualifying Examinations:

1. 學科考試：學科考試每學期舉行一次。

The Field Written Examination: To be held once per semester.

2. 學生須修畢所有課程學分、通過學科考試及完成論文計畫書口試，始得申請博士候選人資格。考試科目及其他相關規定，參見本系「博士班學科考施行細則」。
Students must successfully complete: 1) all coursework; 2) the Two Subjects Field Written Examination; and 3) the Dissertation Proposal Defense (Oral Qualifying Examination), to apply for Ph.D. candidacy. For specific information about the written field examination and other relevant regulations, please see “*Specifications for Administering Ph.D. Written Qualifying Examination*” set up by the Department of Business Administration at Asia University.

3. 博士班須於入學後四年內(休學期間不計)通過學科考試之二科，或得以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受替代之，上述期刊發表之作者序，除指導教授外，該生須為第一作者。未達到此項規定者，即予退學。
Students must successfully complete the Two Subjects Field Written Qualifying Examination within four academic years after admission (students on approved semester leave excluded). Students can have alternative plan to substitute the Two Subjects Field Written Qualifying Examination with ONE article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals. Notice that doctoral students must be the first author of the article excluding their dissertation advisor(s). Students failing to meet this requirement are subject to dismissal from the program.

六、 論文指導：

VI. Student Advising:

1. 博士生應於入學後一年內，選定論文指導教授並提出論文指導教授同意書（附表二）。博士生若僅選定一位指導教授，該指導教授須為本院助理教授（含）以上；若選定二位共同指導，至少一人須為本院教師。
Students should secure their advisor(s) and submit the *Ph.D. Dissertation Advisor Agreement Form* (See Appendix 2) within one year of their admission. Students must select a faculty member in the College of Management who holds an academic position not lower than full-time assistant professor to be an academic advisor. Students may choose to work in terms of co-advisorship; however, one of the advisors shall be a faculty member of the College of Management.

2. 指導教授除因離職得由本系學術委員會審查通過後同意更換指導教授外，因故需更換時，須獲原指導教授與新指導教授雙方之同意，並向本系提出書面申請（附表三），經本系學術委員會審查通過後，方得變更。

Due to faculty resignation, after approval of the BA Department Academic Council, through the Council review process, students can elect to change advisor. If a change in advisor is necessary, students must initially submit, after approval by both of the former advisor(s) and new advisor(s), the *Petition for Change of Doctoral Dissertation Advisor* form (See Appendix 3) to the Department Office for review by the Academic Council. The change be achieved only after the Council's approval has been granted.

七、 博士學位：

VII. Dissertation Committee and Ph.D. Degree Examination

1. 通過學科考試後六個月內應由論文指導教授推薦符合專業及學術倫理的博士學位考試委員資格之教師三至五名組成考核委員會（附表四）。

Within six months after passing the Field Written Examinations, the advisor should organize a Doctoral Dissertation Supervision Committee composed of three to five professionally qualified and academic ethics compliance members to process the workflow of dissertation preparation (See Appendix 4).

2. 考核委員會負責審查論文計畫書、論文研究題目或方向之變更、論文研究進度等事宜。

The Supervision Committee is responsible for reviewing the proposed manuscript and providing feedback in a timely manner; such feedback includes changes to the research topic, and issues related to design, direction, strategy, workflow, etc.

3. 論文研究方向經與考核委員討論過後，得擬具博士論文計畫書，送該生之博士論文考核委員會審查（附表五及六）。論文計畫書口頭答辯通過後，且完成修課及學科考試規定者，經本系學術委員會審核通過後（附表七），即成為博士候選人。

After discussions on the research fields with the Dissertation Committee, students should draw up a doctoral research proposal and submit it to the Dissertation Committee for review (See Appendices 5 & 6). After a successful completion of Qualifying Examinations including Written Field Examination and Dissertation Proposal Defense, and of all coursework requirements, students can submit their application to Ph.D. candidacy (See Appendix 7). Students advance to the status of doctoral candidate only after the Council's approval has been granted.

4. 獲得博士候選人資格後至少須經四個月，方得提出博士學位考試之申請。

Doctoral candidates are allowed to apply for Final Oral Dissertation Defense no fewer than four months after they are admitted to candidacy for the Ph.D.

5. 博士候選人之博士論文與研究水準已達本系「博士學位評審細則」所訂之標準，並經考核委員會認可推薦及本系學術委員會審核通過後，擇期舉行學位考試。

Once doctoral candidates' dissertation and research level have satisfactorily met the departmental scholarly criteria determined by the "Examination for Doctoral Degrees Policy," by way of the Dissertation Committee's recommendations and after review process and approval of the BA Department Academic Council, the candidates and their advisor can schedule a Dissertation Defense meeting to take place.

6. 博士候選人申請博士學位考試應準備博士學位候選人資格考核合格證明書（附表九）、指導教授推薦函（附表十）、歷年成績單、學科考試通過成績單（或以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS、或其他具審查制度期刊有一篇論文發表或接受）、學術論文發表清冊（附表十一）、博士學位考試委員名冊（附表十二）及博士學位考試申請表（附表九），送本系學術委員會審查。

To apply for Ph.D. Dissertation Defense, the following documents including the *Advancement to Candidacy Certificate of Approval* (See Appendix 9), *Advisor Recommendation Form* (See Appendix 10), academic transcript, approval letter for successful completion of Ph. D. Written Qualifying Examination or an article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI, SCOPUS, or other peer-reviewed journals (choose either one), *Publication List* (See Appendix 11), *Announcement of Doctoral Dissertation Defense Committee Membership* (See Appendix 12), and *Application for Dissertation Defense* form (See Appendix 9) must be submitted to the BA Department Academic Council for review.

7. 博士學位考試委員五至九人，由本系就校內外學者專家中對博士生所提論文有專門研究，並具備下列資格之一者，校外委員須佔三分之一（含）以上（附表九）：

The Ph.D. Degree Examination Committee normally consists of five to nine members. They are scholars/experts specialized in the research fields of the doctoral examinee and shall have one of the hiring qualifications described as follows. To notice, at least one-third of the Committee membership shall be from outside the institution (See Appendix 9):

(1) 曾任教授者。

He/She has served as full-time Professor.

(2) 擔任中央研究院院士或曾任中央研究院研究員者。

He/She is currently an academician of Academia Sinica or used to be a researcher of this institution.

(3) 曾任副教授或擔任中央研究院副研究員，在學術上著有成就。

He/She has served as Associate Professor or adjunct researcher of Academia Sinica, and has academic achievement.

(4) 獲有博士學位，在學術上著有成就者。

He/She has earned a Ph.D. degree, and has academic achievement.

(5) 屬於稀少性或特殊性研究領域，在學術或專業上著有成就者。

He/She is a scarce area expert or specialized in specific research fields, and has academic or professional achievement.

前項第(3)款至第(5)款之提聘資格認定，由本系學術委員會為之。

The hiring qualifications from item (3) to (5) are identified by the BA Department Academic Council.

(6) 博士班研究生之配偶或三等親內之血親、姻親，不得擔任其博士學位考試委員。

Doctoral candidates' spouse, third-class relatives and in-laws are not allowed to be the member(s) of Dissertation Defense Committee.

8. 學位論文(含摘要)以中文或英文撰寫為原則，並須符合「亞洲大學學位論文格式規範」。學位考試通過後一個月內應依國家圖書館規定將論文摘要電子檔上網建檔，並繳交論文五冊(三冊本校圖書館、二冊本系辦陳列)。

A Ph.D. dissertation containing an abstract must be written in Chinese or in English and follow "Asia University Dissertation Format." Doctoral candidates should construct an e-file for the dissertation abstract and upload it on the website of National Central Library within one month of a successful completion of Dissertation Defense. Likewise, they shall turn in three copies to Asia University Library and two copies to the BA Department Office.

9. 學位考試不通過，得於次學期或次學年申請重考，重考以一次為限。

If the Ph.D. Dissertation Defense is not completed successfully at the first examination, the examination can be repeated only once. A second examination

must be held only in a subsequent semester or next academic year. The second examination will be considered final. Students failing the second examination are subject to dismissal from the program.

八、其他規定：

VIII. Others:

1. 本系博士生在規定修業年限內未能通過博士學位考試或未能完成應修課程，應予退學。

If students fail the Ph.D. Dissertation Defense or cannot complete all of their coursework requirements within the time limit, they are subject to dismissal from the program.

2. 本校對已授予之博士學位，如發現論文有抄襲或舞弊情事，經調查屬實者，撤銷其學位，追繳其已發之學位證書。

Rescission of awarded degrees will occur only in cases where academic dishonesty such as cheating, plagiarism, fabrication, copyright violation, or other violations of the Academic Integrity Policy, is discovered. If the above-mentioned academic misconducts are proved through investigations, degrees will be rescinded and diplomas must be returned to the institution.

九、修定及實施：

IX. Revision and Implementation:

1. 其他未盡之事宜，悉依學校規定。

For other issues that are not stated as above, students shall refer to the current policies and procedures set up by the University.

2. 本修業要點經系務會議、院務會議通過，報教務處核備後實施，修正時亦同。

The above-mentioned specifications have been passed by the Department and College Academic Councils, respectively, and are reported to the Academic Affairs Office for implementation. In case of revision, the procedures remain the same.

亞洲大學經營管理學系

Asia University, Department of Business Administration

博士班學科考試施行細則

Specifications for Administering

Ph.D. Written Qualifying Examination

- 105.08.09 經營管理學系 105 學年度第 1 學期第 1 次系務會議通過
Revised Aug. 9 on the 1st Department Academic Affairs Council of the 1st semester of academic year 2016-2017
- 100.01.27 經營管理學系 99 學年度第 1 學期第 11 次系務會議通過
Revised Jan. 27 on the 11th Department Academic Affairs Council of the 1st semester of academic year 2010-2011
- 99.10.25 經營管理學系 99 學年度第 1 學期第 3 次系務會議通過
Revised Oct. 25 on the 3rd Department Academic Affairs Council of the 1st semester of academic year 2010-2011
- 97.11.19 經營管理學系 97 學年度第 1 學期第 3 次系務會議通過
Revised Nov. 19 on the 3rd Department Academic Affairs Council of the 1st semester of academic year 2008-2009
- 97.11.28 管理學院 97 學年度第 1 學期第 1 次院務會議通過
Revised Nov. 28 on the 1st College Academic Affairs Council of the 1st semester of academic year 2008-2009
- 97.12.24 經營管理學系 97 學年度第 1 學期第 4 次系務會議通過
Revised Dec. 24 on the 4th Department Academic Affairs Council of the 1st semester of academic year 2008-2009

- 一、 依據「亞洲大學經營管理學系博士班修業要點」訂定「博士班學科考試施行細則」(以下簡稱本細則)。
- I. The following procedures are established according to the “*Specifications for Doctoral Program*” set up by the Department of Business Administration at Asia University.
- 二、 本系博士班學生修畢學科考指定應修讀科目後，始得提出參加該科目之學科考試。
- II. After successfully completing all required courses, students are allowed to apply for the Written Qualifying Examination.
- 三、 學科考試由系主任協調本院兩名教師擔任命題委員，共同出一份考題，滿分為 100 分，各科考試範圍請命題教師提供參考書目。
- III. Two faculty members of the College of Management are appointed by the BA Department Chair, as Examining Committee members to formulate an examination questions sheet graded on a 100-point scale. A reference list of exam subject areas shall be provided by the Committee.

四、 學科考試每學期舉辦一次，原則上於每年三月與九月舉行，並須於考試前兩個月提出申請(附表一)，考試成績以 70 分（含）以上為及格。

IV. The Written Examination is held once each semester, usually in March and September. Students must apply for it two months prior to the examination date. Students must receive an average of ≥ 70 in the content area to pass.

五、 學科考試指定科目：管理理論研討、產業策略與發展研討、高等數量方法（三選二）。

V. The Written Examination Subjects choose two from the following courses: (1) Seminar on Management Theory; (2) Seminar on Industrial Strategy and Development; and (3) Advanced Quantitative Methods.

六、 第一次學科考試未通過者得申請重考，各科重考以一次為限。

VI. If the first Written Examination is not completed successfully, the examination may be repeated. Each of the subject areas can be retaken once.

七、 博士生未於規定期限內通過資格考試，且未能滿足替代方案之條件者，喪失修讀博士學位之權利。

VII. If students neither succeed in the Ph.D. Written Qualifying Examination, nor meet the requirements of the alternatives mentioned above within four academic years, they are subject to dismissal from the program.

八、 本施行細則經系務會議通過，報院務會議核備後實施，修正時亦同。

VIII. The above-mentioned specifications have been passed by the Department and College Academic Affairs Councils, respectively, and are reported to the Academic Affairs Office for implementation. In case of revision, the procedures remain the same.

亞洲大學經營管理學系

Asia University, Department of Business Administration

博士學位評審細則 Doctoral Degree Requirements

	105.08.09 經營管理學系 105 學年度第 1 學期第 1 次系務會議通過
Revised Aug. 9 on the 1 st Department Academic Affairs Council of the 1 st semester of academic year 2016-2017	103.11.25 經營管理學系 103 學年度第 1 學期第 6 次系務會議通過
Revised Nov. 25 on the 6 th Department Academic Affairs Council of the 1 st semester of academic year 2014-2015	100.10.05 經營管理學系 100 學年度第 1 學期第 4 次系務會議通過
Revised Oct. 5 on the 4 th Department Academic Affairs Council of the 1 st semester of academic year 2011-2012	99.10.25 經營管理學系 99 學年度第 1 學期第 3 次系務會議通過
Revised Oct. 25 on the 3 rd Department Academic Affairs Council of the 1 st semester of academic year 2010-2011	97.11.19 經營管理學系 97 學年度第 1 學期第 3 次系務會議通過
Revised Nov. 19 on the 3 rd Department Academic Affairs Council of the 1 st semester of academic year 2008-2009	97.11.28 管理學院 97 學年度第 1 學期第 1 次院務會議通過
Revised Nov. 28 on the 1 st College Academic Affairs Council of the 1 st semester of academic year 2008-2009	97.12.24 經營管理學系 97 學年度第 1 學期第 4 次系務會議通過
Revised Dec. 24 on the 4 th Department Academic Affairs Council of the 1 st semester of academic year 2008-2009	

- 一、依據「亞洲大學經營管理學系博士班修業要點」訂定「博士學位評審細則」(以下簡稱本細則)。
- I. The following specifications are established according to the “*Specifications for Doctoral Program*” set up by the Department of Business Administration at Asia University.
- 二、博士論文之內容須針對管理相關領域之某一課題具備深入且創新之探討，同時需涵蓋此課題前人研究之結果評析、創新理論或方法之推導或實證、有具體貢獻及可衍生之研究方向等。
- II. The content of the doctoral dissertation must demonstrate a thorough and innovative exploration on a subject matter that is related to management fields. The dissertation should embody accurate analyses and critiques on the findings of previous studies, a mastery of the appropriate research techniques to deduce or verify innovative theories or to reevaluate existing knowledge, and a significant contribution of new information to a current issue or to inspire further researches, etc., presented in a scholarly style.

三、博士生若修業四年內畢業，須以本系名義，在 SSCI、SCI、EI、TSSCI、CSSCI、SCOPUS 期刊有一篇論文發表或接受；修業超過四年得以本系名義在具審查制度期刊至少發表一篇替代之。上述期刊發表之作者序，除指導教授外，博士生須為第一作者。

III. Each doctoral student must have one article published or accepted for publication in SSCI, SCI, EI, TSSCI, CSSCI or SCOPUS journals on behalf of the Department of Business Administration of Asia University, in order to graduate within four years. Students who have undertaken the Ph.D. program study for a period exceeding four years can replace it with at least one article published or accepted for publication in peer-reviewed journals on behalf of the BA Department. As for the authorship in the above mentioned journal articles, except for dissertation advisor, the student must appear as the first author on the paper.

四、除前項期刊外，博士生皆須在國際研討會至少有三篇論文發表或接受。若本系博士生兩人以上有合著論文發表或接受者，一篇僅以一人計算。

IV. In addition to meeting the above mentioned requirements for journal publications, each doctoral student must have at least three papers presented in or accepted by international conferences before they are eligible to present dissertation research work in the Final Oral Defense Session. In cases of joint authorship, where more than one authors have the article presented or accepted, the article will be counted as a single-authored work.

五、本施行細則經系務會議通過，報院務會議核備後實施，修正時亦同。

V. The above-mentioned specifications have been passed by the Department Academic Affairs Councils, and are reported to the College Academic Affairs Councils. They are implemented after being reported. In case of revision, the procedures remain the same.