**元智大學工業工程與管理學系 碩士在職專班修業規定**

112.07.10工管系111-15系務會議通過

1. 本系在職專班研究生的入學資格及辦法參照該年度本校碩士在職專班（以下簡稱研究生）入學招生簡章。
2. 本系研究生修業年限以一至四年為限，但必要時得酌予延長二年。
3. 本系修讀課程及學分規定如後：
	1. 本系碩士在職專班最低畢業總學分數為33學分，包含12學分必修課、15學分選修課、及6學分碩士論文。
	2. 必修12學分需於論文提案前修畢。
	3. 選修非本系之課程，需先經指導教授及所長同意，且以9學分為上限。
	4. 欲跨學制修課之研究生，須填寫「元智大學課程跨學制申請表」，跨學制修課之學分數准予納入畢業學分，至多6學分。
4. 研究生須依本校學術研究倫理教育課程實施要點規定，於入學第一學期結束前完成學術研究倫理教育課程，最遲須於申請學位口試前補修完成，未完成本課程，不得申請學位口試。
5. 研究生需於第二學期結束前選定指導教授，並繳交指導教授同意書至系辦公室。論文提案審查委員會由本所二人（含指導教授）專任助理教授級以上教師組成，針對論文提案進行審查口試及專業領域相符性檢核，論文提案與畢業論文口試至少需間隔二個月以上。
6. 畢業論文口試依校方規定期限內完成「研究生學位考試線上申請」，碩士學位考試委員會置委員三至五人；研究生應於學位考試前完成論文原創性比對作業，比對報告標準以不超過20%為原則，並於學位考試當日將「學位論文原創性比對報告書」送交指導教授及學位考試委員參考，進行畢業論文口試及專業領域相符性檢核。

完成學位考試後，研究生需再次將最終定稿的論文進行原創性比對作業，並由指導教授確認後，將「學位論文定稿原創性比對檢核表」、「學位論文原創性比對報告書」及論文送交系辦公室備查。

1. 本修業辦法未盡事宜，悉依本校研究生學位授予作業規章辦理之。
2. 本辦法經系務會議通過，送教務處核備後實施，修正時亦同。

**In-service Master Program Regulations**

**for the Department of Industrial Engineering and Management at Yuan Ze University**

Passed by the 15th the Department of Industrial Engineering and Management Meeting, on July 10, 2023

Article 1: The admission qualifications and procedures for the in-service graduate program in this department shall be in accordance with the admission brochure for the master's in-service program of the university for that academic year.

Article 2: The duration of study for graduate students in this department is limited to one to four years, but it may be extended by two years if necessary.

Article 3: The course requirements and credit regulations for students in this department are as follows:

1. The minimum total credit requirement for graduation in the in-service master's program of this department is 33 credits, including 12 credits of required courses, 15 credits of elective courses, and 6 credits for the master's thesis.
2. The required 12 credits must be completed before the thesis proposal.
3. Taking courses outside of this department requires the approval of the advisor and the department chair, with a maximum limit of 9 credits.
4. Graduate students who wish to take courses across academic programs must fill out the "Yuan Ze University Cross-Academic Program Application Form." The credits earned from cross-academic program courses can be counted towards the graduation credits, up to a maximum of 6 credits.

Article 4 : All graduate students shall complete Academic Research Ethics Education Course before the end of their first academic semester, according to the Yuan Ze University Academic Research Ethics Education Course Implementation Guideline. Students not passing the Academic Research Ethics Education Course cannot apply for their academic degree exam.

Article 5: Graduate students must select a supervisor and submit a letter of consent from the supervisor to the department office before the end of the second semester. The thesis proposal review committee consists of two members (including the supervisor) who are assistant professors or higher in rank within the department. They will conduct a review and oral examination of the thesis proposal, as well as verify its relevance to the field of study. There should be a minimum interval of two months between the thesis proposal and the final thesis defense.

Article 6: The final thesis defense should be completed within the designated timeframe by applying online for the "Graduate Degree Examination" according to the university's regulations. The Master's Degree Examination Committee consists of three to five members. Prior to the degree examination, students are required to complete the originality check for their thesis. The standard for the originality report should not exceed 20%. On the day of the degree examination, students are required to submit the "Thesis Originality Check Report" to the advisor and the examination committee for reference during the thesis defense and to ensure its alignment with the professional field.

After completing the degree examination, students need to conduct another originality check on the final version of the thesis. Once confirmed by the advisor, students should submit the "Thesis Final Version Originality Check Form," "Thesis Originality Check Report," and the thesis itself to the department office for record keeping.

Article 7: For matters not covered in these regulations, they shall be handled in accordance with the operational regulations for awarding graduate degrees of our university.

Article 8: These regulations shall be implemented after being approved by the department council meeting, and any amendments to these regulations shall follow the same procedure.