

M.A. Regulations of the English Department of NTNU (Literature Section)

Starting from 110 academic year

I . Program Duration: Two years required & two years extended. No more than four years in total.

II . Curriculum and Credits: M.A. students in the Literature Section will select one of two M.A. thesis options: Option A or Option B.

1. Option A

- (1) In addition to thesis, at least 27 credits.
- (2) “English Writing and Research Methods I” and “English Writing and Research Methods II” are required courses in our program, and the credits are included in the 27 credits. Students have to choose one course from: “Research Practices of Literature and Culture Studies (I)” and “Research Practices of Literature and Culture Studies (II).” Students must first complete and pass “English Writing and Research Methods (I)(II)” before they are eligible to take “Research Practices of Literature and Culture Studies (I)” or “Research Practices of Literature and Culture Studies (II).”
- (3) Students have to choose one course from: “Contemporary Literary Theory & Cultural Studies,” and “Readings in British and American Literary History.”
- (4) The credits for foreign languages taken by students are not included in the 27 credits.
- (5) Students who are not English major graduates must take two to four related courses from the undergraduate curriculum. “Readings in British and American Literary History” can be counted as one of these courses.

2. Option B

- (1) In addition to thesis, at least 33 credits.
- (2) English Writing and Research Methods I and English Writing and Research Methods II are required courses in our program, and the credits are included in the 33 credits. Students have to choose one course from: “Research Practices of Literature and Culture Studies (I)” and “Research Practices of Literature and Culture Studies (II).” Students must first complete and pass “English Writing and Research Methods (I)(II)” before they are eligible to take “Research Practices of Literature and Culture Studies (I)” or “Research Practices of Literature and Culture Studies (II).”
- (3) Students have to choose one course from: “Contemporary Literary Theory & Cultural Studies,” and “Readings in British and American Literary History.”

- (4) The credits for foreign languages taken by students are not included in the 33 credits.
- (5) Students who are not English major graduates must take two to four related courses from the undergraduate curriculum. "Readings in British and American Literary History" can be counted as one of these courses.

III. Course Registration:

1. Registration of courses is subject to the regulations listed in Section II.
2. Students may register for new courses in the coming semester before the final exam.
3. The credits for courses in other M.A. sections cannot be included in the required 27/33 graduation credits.
4. In selecting intercollegiate courses (including courses offered by the NTU Triangle Alliance system) and Master's and PhD program courses offered by other departments and graduate institutes in the university, students are allowed to take no more than three courses in total, with a maximum of nine credits. Credits earned from both types of courses must be reviewed and approved by the Curriculum Committee before they can be counted toward credits required for graduation.

IV. Credit waiver and transference:

1. The application period is from two weeks before every semester to the first week of every semester.
2. Students who meet any of the following criteria may apply for a credit waiver or transfer: (1) Have taken and passed Master's or PhD program courses during Bachelor years with a grade of no less than B minus or 70, the credits of which have not been counted toward the student's minimum graduation requirements for Bachelor's degree. (2) Have dropped out from graduate programs at other universities or have previously studied at our university prior to their readmission into our university.
3. Calculation of credits waived or transferred: Those who meet the first criterion can waive two courses at most with a maximum of six credits waived or transferred; those who meet both criteria are allowed to waive no more than three courses with a maximum of nine credits waived or transferred. In special cases, approval from the Curriculum Committee is required for credits to be counted toward the student's graduation credit count.

4. In applying for a credit waiver or transfer, the number of courses to be waived or transferred, including intercollegiate courses or courses offered by other graduate institutes in the university, cannot be more than three in total.
5. Credits earned from courses taken within seven years prior to enrollment are considered valid for the application for a credit waiver or transfer.
6. Courses defined as “required courses” by the department cannot be waived.

V. Guest Lectures

Students are required to attend at least two to three guest lectures per semester held by the Literature program and hand in their notes every semester. Students must attend more than ten guest lectures before their proposal hearing of thesis.

VI. Comprehensive Examination:

The comprehensive examination is a prerequisite for graduation. The regulations concerned are as follows:

A. Regulations for Comprehensive Examination

1. Students may propose the reading list for examination when they finish two semester courses, then after the reading list is approved by their advisor they can apply for the comprehensive examination. Students should submit the reading list and the 500-1000 word rationale in English for application. The reading list should include at least ten books (each book can be substituted with four published journal articles or book chapters), the contents of which can be either literary studies or cultural studies (for instance, studies on specific genres, specific literary periods, major authors, or theories) or a specific research topic. Students are required to fully discuss the contents of the booklist with their advisors or **lecturers of ENM courses “Research Practices of Literature and Cultural Studies I/ II**. If non-English research materials are to be included in the booklist, students must first get approval from their advisors **or the lecturers of above courses**. Non-English research materials should not exceed one-fifth of the total number of materials included in the booklist.
2. The reading list and rationale should be reviewed and passed by the **lecturers of ENM courses “Research Practices of Literature and Cultural Studies I/ II**.
3. Students may apply for a proposal hearing of their thesis after they fulfill all the required credits and complete their reading list and rationale.

VII. Thesis & Oral Defense

1. In accordance with the regulations “National Taiwan Normal University Implementation Rules for Research Ethics and Practice Teaching” students are required to complete the Academic Research Ethics Education Online Courses and passed the corresponding examination before writing the thesis. Please refer to the following website to take this online course:
<http://ethics.nctu.edu.tw>. This course is a 0 credit, mandatory course. Each student that has taken this course must obtain at least a passing grade for the course’s test. Students need to download and submit the certificate of completion before applying for thesis defense. The students who have not completed this course are not allowed to apply for thesis defense.
2. Students need to follow the following process:
 - (a) Invite a professor, associate professor, or assistant professor as thesis advisor.
 - (b) Fill in the application form for outline evaluation one month before the end of each semester, and hand in the proposal within the first week of the beginning of the new semester.
 - (c) The thesis proposal should be approved by the advisor through a proposal hearing. With the advisor’s consent (the consent form is available from the department assistant), students can continue thesis writing and apply for thesis defense.
3. The thesis must be written in English.
 - (1) For students who have selected Option A, the M.A. thesis should be at least 60 pages long (excluding appendices), typewritten in Times New Roman, 12-point font, double-spaced, and with 2.54 cm margins on all sides (top, bottom, left, and right).
 - (2) For students who have selected Option B, the M.A. thesis should be at least 30 pages long (excluding appendices), typewritten in Times New Roman, 12-point font, double-spaced, and with 2.54 cm margins on all sides (top, bottom, left, and right).
4. Students who apply for the Graduate Degree Examination must submit “one report on thesis originality from the online plagiarism system” and “one affidavit for applying for their Graduate Degree Examination.” You can reference the library’s “Turnitin Thesis Originality Check System” for the report from the online plagiarism system. Website:
<http://www.lib.ntnu.edu.tw/eresource/turnitin.jsp>
5. Ten days before the oral defense, the date and place for the oral defense should be posted and the thesis draft should be displayed at the department’s library.

6. The oral defense should be held in public and conducted in English. After approval, the consent page with the committee members' signatures and the score transcript of the comprehensive test should be submitted to the department office. Students must revise their thesis according to the committee members' recommendations, and the thesis should be approved by the advisor again after revision. With the advisor's final consent, students can obtain the committee members' signatures and begin the final procedures for graduation.
7. Deadlines for the thesis defense are the end January or the end of June.
8. Please refer to the Regulations for the Tests for Master Degree for additional related matters.

M.A. Regulations of the English Department of NTNU (Linguistics Section)

Starting from 110 academic year

I . Program Duration: Two years required & two years extended. No more than four years in total.

II . Curriculum and Credits: M.A. students in the Linguistics Section will select one of two M.A. thesis options: Option A or Option B.

1. Option A

- (1) In addition to thesis, at least 33 credits.
- (2) Required courses: Phonology, Syntax, and Research Methods and Academic Writing.
- (3) Students must take at least three courses in fields related to the thesis topic; whether the courses are related or not is decided by the thesis advisor. If there is any problem, it should be brought to the course committee in our program to discuss.
- (4) Before taking ENC courses, students must take related courses in ENM.
- (5) Students who are not English major graduates must take two to three related courses from the undergraduate curriculum, and must complete these undergraduate makeup courses during the first year. Students who fail to complete these courses by the end of the first year cannot take any graduate courses until they have completed these courses in the second year.

2. Option B

- (1) In addition to thesis, at least 39 credits.
- (2) Required courses: Phonology, Syntax, and Research Methods and Academic Writing.
- (3) Students must take at least three courses in fields related to the thesis topic; whether the courses are related or not is decided by the thesis advisor. If there is any problem, it should be brought to the course committee in our program to discuss.
- (4) Before taking ENC courses, students must take related courses in ENM.
- (5) Students who are not English major graduates must take two to three related courses from the undergraduate curriculum, and must complete these undergraduate makeup courses during the first year. Students who fail to complete these courses by the end of the first year cannot take any graduate courses until they have completed these courses in the second year.

III. Course Registration:

1. Registration of courses is subject to the regulations listed in Section II.
2. Students may register for new courses in the coming semester before the final exam.
3. The credits for courses in other M.A. sections cannot be included in the required 32 graduation credits.
4. An application for a cross-school, cross-department, and cross-track course to be counted toward the required credits can be filed if the following criteria are satisfied:
 - (1) related courses have not been offered in the two years prior to the application day
 - (2) before March 15th in the academic year prior to the application day, the applicant has fully communicated with the class advisor and the convener and is confirmed that related courses are not to be offered in the Department in the coming year
 - (3) The application should be submitted to the course committee for approval two weeks before the beginning of a new semester. A detailed syllabus, which includes objectives and the schedule, should also be attached.
 - (4) Students are allowed to take no more than three courses in total, with a maximum of nine credits.

IV. Credit waiver and transference:

1. The application period is from two weeks before every semester to the first week of every semester.
2. Students who meet any of the following criteria may apply for a credit waiver or transfer: (1) Have taken and passed PhD program courses during Master years with a grade of no less than B minus or 70, the credits of which have not been counted toward the student's minimum graduation requirements for Master's degree. (2) Have dropped out from graduate programs at other universities or have previously studied at our university prior to their readmission into our university.
3. Calculation of credits waived or transferred: Those who meet the first criterion can waive two courses at most with a maximum of six credits waived or transferred; for those who meet the second criterion, the total number of credits waived may not exceed two thirds of the total number of credits required for graduation approved by the Linguistics Section. In special cases, approval from the Curriculum Committee is required for credits to be counted toward the student's graduation credit count.
4. Credits earned from courses taken within ten years prior to enrollment are

considered valid for the application for a credit waiver or transfer.

V. Guest Lectures

Students are required to attend at least two to three guest lectures per semester held by the Linguistics track and hand in their notes every semester. Students must attend more than ten guest lectures before their proposal hearing of thesis.

VI. Paper Presentation

For students who have selected Option A, presenting a research paper is a prerequisite for graduation. The regulations concerned are as follows:

1. Students must present or publish at least one research paper in related domestic or international academic conferences or academic journals. The research paper shall be written in English. If the research paper is presented at an academic conference, the student must be the **first** author of the paper; if the research paper is published in an academic journal, the student must be the **first** author **or** the **corresponding** author of the paper. **The same research paper (either presented at an academic conference or published in an academic journal) stipulated in this regulation can only be used for this qualification review once.**
2. Any academic conferences/journals must be peer reviewed. Any accepted/published paper will be acknowledged only through the course committee's re-evaluation, which includes the subject matter and the significance of the conference/journal.
3. Students must hand in the following information for reference: 1. (a) conference letter of acceptance, (b) conference program, (c) abstract and full text of the paper, (d) a copy of the round-trip boarding pass or a copy of the entry and exit record page of the passport (please provide this information if the paper was presented abroad); or 2. (a) a copy of the paper to be published, or (b) journal letter of acceptance and journal hard copy.

VII. Thesis & Oral Defense

1. In accordance with the regulations "National Taiwan Normal University Implementation Rules for Research Ethics and Practice Teaching" students are required to complete the Academic Research Ethics Education Online Courses and passed the corresponding examination before writing the thesis. Please refer to the following website to take this online course:
<http://ethics.nctu.edu.tw>. This course is a 0 credit, mandatory course. Each

student that has taken this course must obtain at least a passing grade for the course's test. Students need to download and submit the certificate of completion before applying for thesis defense. The students who have not completed this course are not allowed to apply for thesis defense.

2. Before applying for the thesis oral exam, students need to pass the High-Intermediate level of GEPT (General English Proficiency Test) or international standardized tests of the same level. Native speakers of English are not restricted by this rule. The international standardized tests of the same level accepted by the Department of English are as follows: TOEFL IBT over 92 (included) (grades must meet the criteria of each section: listening 21; reading 22; speaking 23; writing over 21 (included)), IELTS Academic module over 6.5 (included), TOEIC listening & reading comprehension over 850 (included) and speaking & writing over 310 (included) (grades must meet the criteria of each section: listening 400; reading 385; speaking 160; writing over 150 (included)), Cambridge English Language Assessment over level 3 (included), FCE over Grade B (included) or other language proficiency tests of the same level, B2, as CEF.
3. Students need to follow the following process:
 - (a) Invite a professor, associate professor, or assistant professor as thesis advisor.
 - (b) Apply for outline evaluation by the end of April or November each year, submitting "past years' transcripts," "advisor's consent form," and "application form for outline evaluation." At the time of application, students should select "M.A. thesis Option A" or "M.A. thesis Option B."
 - (c) The thesis outline should be submitted during the first week of the following semester. Only after the thesis proposal has been approved by the advisor through a proposal hearing can the student continue thesis writing and apply for thesis defense.
4. The thesis must be written in English.
 - (1) For students who have selected Option A, the M.A. thesis should be at least 80 pages long (excluding appendices), typewritten in Times New Roman, 12-point font, double-spaced, and with 2.54 cm margins on all sides (top, bottom, left, and right).
 - (2) For students who have selected Option B, the M.A. thesis should be at least 45 pages long (excluding appendices), typewritten in Times New Roman, 12-point font, double-spaced, and with 2.54 cm margins on all sides (top, bottom, left, and right).
5. Students who apply for the Graduate Degree Examination must submit "one

report on thesis originality from the online plagiarism system” and “one affidavit for applying for their Graduate Degree Examination.” You can reference the library’s “Turnitin Thesis Originality Check System” for the report from the online plagiarism system. Website:

<http://www.lib.ntnu.edu.tw/eresource/turnitin.jsp>

6. Ten days before the oral defense, the date of the oral defense should be posted and the thesis draft should be displayed at the department’s library.
7. The oral defense should be held in public and conducted in English. After approval, the student should hand in the consent page with the committee members’ signatures and the score transcript of the comprehensive test to the department office. Students must revise their thesis according to the committee members’ recommendations, and the thesis should be approved by the advisor again after revision. With the advisor’s final consent, students can begin the final procedures for graduation.
8. Deadlines for the thesis defense are the end of January or the end of June.
9. Please refer to the Regulations for the Tests for Master Degree for additional related matters.

M.A. Regulations of the English Department of NTNU (TESOL Section)

Starting from 110 academic year

I . Program Duration: Two years required & two years extended. No more than four years in total.

II . Curriculum and Credits

- (1) In addition to thesis, at least 33 credits.
- (2) Academic Writing is a required course in our program. Students have to choose at least three courses from Foreign Language Acquisition, Studies in English Language Teaching, Language Testing and Evaluation, and Pedagogical Grammar in TESL/TEFL.
- (3) Students have to choose at least six courses from the TESOL program.
- (4) Students have to choose at least one course from the two types of research methods: quantitative (e.g., statistics) and qualitative courses (e.g., qualitative method).
- (5) Credits of courses offered by other departments (graduate institutes) must be approved by the Curriculum Committee before being counted as credits required for graduation.
- (6) Students who are not English major graduates must take two to three related courses from the undergraduate curriculum.

III. Course Registration:

1. Registration of courses is subject to the regulations listed in Section II.
2. Students may register for new courses in the coming semester before the final exam.

IV. Credit waiver and transference:

1. The application period is from two weeks before every semester to the first week of every semester.
2. Students who meet any of the following criteria may apply for a credit waiver or transfer: (1) Have taken and passed PhD program courses during Master years with a grade of no less than B minus or 70, the credits of which have not been counted toward the student's minimum graduation requirements for Master's degree. (2) Have dropped out from graduate programs at other universities or have previously studied at our university prior to their readmission into our university.
3. Calculation of credits waived or transferred: Those who meet the first criterion can waive two courses at most with a maximum of six credits waived or

transferred; for those who meet the second criterion, the total number of credits waived may not exceed two thirds of the total number of credits required for graduation approved by the Linguistics Section. In special cases, approval from the Curriculum Committee is required for credits to be counted toward the student's graduation credit count.

4. Credits earned from courses taken within ten years prior to enrollment are considered valid for the application for a credit waiver or transfer.

V. Guest Lectures

Students are required to attend at least two to three guest lectures per semester held by the TESOL program and hand in their notes every semester. Students must attend more than ten guest lectures before their proposal hearing of thesis.

VI. Paper Presentation

Presenting a research paper is a prerequisite for graduation. The regulations concerned are as follows:

1. Students must present or publish at least one research paper in related domestic or international academic conferences or in academic journals. The research paper shall be written in English and must not be co-authored.
2. Papers must be presented at academic conferences approved by the TESOL Section and listed on the list of acceptable conferences (list of acceptable conferences separately attached). If a paper is to be presented at an academic conference which is not on the list of acceptable conferences, the academic conference must be evaluated and approved by the course committee before the paper can be submitted to the conference. Any accepted paper will be acknowledged only through the course committee's re-evaluation. Students must hand in the following information for reference: (1) conference letter of acceptance, (2) conference program, and (3) abstract of the paper.
3. Any academic journals must be peer reviewed. Any published paper will be acknowledged only through the course committee's re-evaluation, which includes the subject matter and the significance of the journal. Students must hand in the following information for reference: (1) a copy of the paper to be published, or (2) journal letter of acceptance and journal hard copy.

VII. Thesis & Oral Defense

1. In accordance with the regulations "National Taiwan Normal University Implementation Rules for Research Ethics and Practice Teaching" students are required to complete the Academic Research Ethics Education Online Courses and passed the corresponding examination before writing the thesis. Please

refer to the following website to take this online course:

<http://ethics.nctu.edu.tw>. This course is a 0 credit, mandatory course. Each student that has taken this course must obtain at least a passing grade for the course's test. Students need to download and submit the certificate of completion before applying for thesis defense. The students who have not completed this course are not allowed to apply for thesis defense.

2. Students need to follow the following process:
 - (a) Invite a professor, associate professor, or assistant professor as thesis advisor.
 - (b) Fill in the application form for outline evaluation one month before the end of each semester.
 - (c) The thesis proposal should be approved by the advisor through a proposal hearing. With the advisor's consent (the consent form is available from the department assistant), students can continue thesis writing and apply for thesis defense.
3. The thesis must be written in English.
4. Students who apply for the Graduate Degree Examination must submit "one report on thesis originality from the online plagiarism system" and "one affidavit for applying for their Graduate Degree Examination." You can reference the library's "Turnitin Thesis Originality Check System" for the report from the online plagiarism system. Website:
<http://www.lib.ntnu.edu.tw/eresource/turnitin.jsp>
5. Ten days before the oral defense, the date of the oral defense should be posted and the thesis draft should be displayed at the department's library.
6. The oral defense should be held in public and conducted in English. After approval, the student should hand in the consent page with the committee members' signatures and the score transcript of the comprehensive test to the department office. Students must revise their thesis according to the committee members' recommendations, and the thesis should be approved by the advisor again after revision. With the advisor's final consent, students can begin the final procedures for graduation.
7. Deadlines for the thesis defense are the end January or the end of June.
8. Please refer to the Regulations for the Tests for Master Degree for additional related matters.