

NATIONAL DONG HWA UNIVERSITY
COLLEGE of The Arts
Academic Guidelines for the Dissertation Review
for International Ph.D. Program in Interdisciplinary Arts

Approved at the Program Affairs Meeting on November 13, 2023
Approved at the College Affairs Meeting on December 14, 2023

- Article 1 These guidelines are issued to regulate matters related to the review process of doctoral dissertation proposals submitted by students in the International Ph.D. Program in Interdisciplinary Arts (the Program), College of Indigenous Studies, National Dong Hwa University (hereinafter referred to as NDHU or “the University”).
- Article 2 Students in the Program must complete and submit a “doctoral dissertation proposal” at least 3 months before the degree examination. A review committee shall conduct a written review of the preceding application. Students must revise their proposal based on committee members’ feedback and submit the revised proposal to their dissertation advisor (the Advisor) for approval before the application for the degree examination.
- Article 3 Review procedures
1. Deadlines: The “doctoral dissertation proposal review application form” (along with the outline of the dissertation) shall be submitted to the Program Office a week before each semester’s course add/drop period. The final version of the doctoral dissertation proposal must be submitted with the Advisor’s signature on the cover page within four weeks of the aforementioned deadline.
 2. Students must receive their Advisor’s approval before submitting their doctoral dissertation proposal, which is not allowed to revise again after submission.
 3. The contents of the dissertation proposal shall include the title of the dissertation, research motivation and objectives, review of the literature, research methodology, research procedures, expected outcomes, and reference bibliography.
 4. The review process: The Program Office shall be in charge of conducting the written review of students’ doctoral dissertation proposals. The Doctoral Dissertation Proposal Review Committee shall consist of three to five members, with the dissertation advisor as *ex officio* member. The remaining two to four members shall be nominated by the Advisor and shall be titled as assistant professor or above.
 5. Review time: All doctoral dissertation proposal reviews shall be completed at least three weeks before the last day of the semester.
 6. Submission: The “doctoral dissertation proposal review application form” shall be attached to the proposal and submitted to the Program Office by the aforementioned deadline.
 7. Results: When the review process is completed, committee members shall fill out the

“professor’s feedback form for doctoral dissertation proposal review”, after which the student may begin writing the dissertation. The regulations regarding the results of the doctoral dissertation proposal review are as follows:

Students shall resubmit the proposal only once in the following semester if one-half of the committee members do not approve the proposal.

8. In principle, the title of the doctoral dissertation proposal shall be in accordance with that of the dissertation. Any changes or adjustments must be approved by the Advisor.
9. If an adjustment to the research project is necessary, the degree of changes in the topic and scope of research must be approved by the Advisor.

Article 4 These guidelines shall become effective following the approval of the Program Affairs. The same procedure shall be carried out when amendments are made.

Note: This document has been translated from the original Taiwanese Mandarin version. In the event of any discrepancy between the two, the Taiwanese Mandarin version shall prevail.