

## Regulations and Procedures of the GMBA Program at NYCU

2021.3.23 revised by the program committee of the Spring semester of the academic year 2021  
2021.4.6 Revised by the program committee of the spring semester of the academic year 2021  
2022.3.30 revised by the program committee of the spring semester of the academic year 2022  
2023.3.30 revised by the program committee of the spring semester of the academic year 2023  
2023.10. 24 revised by the program committee of the fall semester of the academic year 2023  
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1. These regulations are provided in accordance with the “NYCU Regulations for Graduate Students Conferment”.
2. Full-time students of the GMBA Program **MUST** finish their studies in one and a half to four years.
3. For the students admitted in the GMBA program, a total of 47 credits, including 15 credits for fundamental courses, 15 credits for core courses, 15 credits for electives, and 2 credits for the thesis are required for graduation. Students can take up to 6 credits from other colleges at NYCU or other schools.
4. GMBA Required Courses are listed in the GMBA Curriculum.
5. Students after completing the curriculum, meeting all the requirements of the GMBA program and conforming to the “Degree Authorization Act” and the “NYCU Regulations for Graduate Student Degrees Conferment” will be offered an MBA degree (Master of Business Administration).
6. Once a student has been matriculated in the GMBA program, the student may be allowed for credit/course transfer. These transfer credits, which are subject to review for approved, can become credit waivers for partial courses in the GMBA program. Please be aware of the following limitations below:
  - a. The total credit waivers **CANNOT** exceed 9 credit hours. The transfer credit **MUST BE** defined as graduate-level and earned with a B or better grade. (at least 70 out of 100 points)
  - b. The name and the number of credit hours of each and every transferring course should be the same as the equivalent course in the GMBA program. Moreover, the student needs to provide the official transcript or the certificate for the credit waiver.
  - c. Those students, who have taken some graduate courses of NYCU during their undergraduate study, can apply for course credit waivers if those credits did not count into the undergraduate degree requirement.
  - d. Those students who have credit waivers are required to study full time at NCTU for at least one year, and to comply with all related graduate rules.
  - e. Credits earned while studying abroad cannot be used to waive GMBA required courses. Students who have studied exchange abroad as part of the GMBA program can waive a maximum of three elective credits. These transfer credits must have at least a grade of A- (at least 80 out of 100 points) or better. The credits mentioned above count towards the six credits from other colleges at NYCU or other schools. Dual-degree program students can waive a total of nine elective credits and are not restricted to the six credit limit of courses that are outside NYCU-COM.
7. Every student must find an advisor at least seven months before graduation, and hand in the application form. One of the advisors must be in the College of Management at NYCU; otherwise, the application needs to be approved by the director. If a graduate student intends to change his/her thesis advisor during his/her studies, he/she should apply in writing to the Program 4 months before graduation and such change of advisor will

become effective after notifying the former thesis advisor; also, the consent of the former thesis advisor is not required. When a graduate student applies for the replacement of a thesis advisor in accordance with the Guidelines, the graduate student may not have the original ideas or concepts provided by the former thesis advisor and the research results obtained under the guidance of the former thesis advisor used for the dissertation without the consent of the former thesis advisor. If an advisor wants to terminate the mentorship relationship, he or she should submit an application form to the GMBA program, and the program committee will notify the students after review and approval. If there are uncovered matters or disputes, students should follow the "NYCU Guidelines for the Interaction between Thesis Advisor and Graduate Students".

8. A master thesis (including the abstract) should be written in English and meet the formatting requirements for master theses or doctoral dissertations of the university. The degree examination is required to be conducted in English. After a student passes the degree examination, he/she should upload the electronic file of his/her thesis and its abstract to a certain archive (following the regulations of NYCU Electronic Theses and Dissertations System) and submit two printed copies of the thesis. Students should submit his/her printed copies by the last working day before classes begin in the following semester. A student who fails to submit the printed copies by the due date and does not reach the limit on the period of study should enroll him/herself in the university in the following semester. A student who fails to submit his/her "NYCU Thesis Defense Grading Sheet" in the semester when he/she reaches the limit on the period of study or fails to submit the printed copies of the thesis by the last working day before classes begin in the next semester will be dismissed.
9. After passing the degree examination, a student should submit his/her "NYCU Thesis Defense Grading Sheet" to the Registration Division in the semester when he/she takes the examination. The due date in the Fall Semester is January 31<sup>st</sup>, and the due date in the Spring Semester is July 31<sup>st</sup>. When a student fails the degree examination, if he/she does not reach the limit on the period of study, he/she may take the examination again in the next semester or the next academic year. A student is limited to retake the examination once. If the student still fails the examination which is retaken, then the student will be dismissed.
10. Students are required to fulfill an internship in a multi-national company and provide the GMBA office with relevant documentation before graduation. Students who complete an internship must submit a certificate of internship participation. The period of internship should be at least 4 weeks. For a request of special consideration, students should seek approval from the director of GMBA.
11. To be qualified for the application of scholarship, the student must be a full-time student. Full-time students must take at least three courses (9 credit hour) each semester for the first year, and at least two courses (6 credit hour) in addition to the thesis work each semester for the second year.
12. Outstanding students, who meet all the graduation requirements in the second or third semester of study, can apply for early graduation. The student can be granted his/her degree after the application being reviewed by "the Committee of the GMBA program" and approved by the Office of Academic Affairs.
13. For international students, it is required to acquire the TOCFL Level-2 certificate, or to pass at least 10 credits of Chinese language courses offered by Chinese language institutes affiliated with colleges or universities in Taiwan or abroad.
14. These regulations and revisions thereof must be drawn up by the Steering Committee of GMBA Program and implemented after being examined by the College of Management and University Curriculum Committee.