

**Ph.D Program in Advanced Manufacturing Systems,
National Chung Cheng University
Directions for the PhD Qualifying Examination**

Approved at meeting of the Curriculum Committee of the Advanced Institute of Manufacturing with High-Tech Innovations on November 9, 2018

I. Application process and deadlines:

1. The application start date for the first-semester PhD qualifying examination is August 1; that for the second-semester PhD qualifying examination is February 1. The applicant may take the examination 1 week after the application is approved by the AIM-HI program office.
2. The application deadline for the first-semester PhD qualifying examination is January 31; that for the second-semester PhD qualifying examination is July 31.

II. Self-prepared application form **(the application must be typed, and the applicant may adjust the preset format to fit the required information)**

The following data must be submitted to AIM-HI program office for preliminary review, and the application process must be completed within 1 week before the oral examination:

1. Yearly transcript (requested from the division of academic affairs).
2. Course selection result notification form (when applying for the oral examination, the applicant must submit a copy of this notification form if he or she is currently enrolling in a required course that has not been recorded in the transcript).
3. Dissertation proposal.
4. A list of oral examination committee members (Appendix 1): The list must receive a signature from the advisor. After the AIM-HI program office is notified of the oral examination time, the examination timetable (downloaded from the program website) and dissertation proposal are sent to each oral examination committee member. The oral examination committee must comprise 5–9 members. According to the regulations of the program, at least one member must be a representative from the industrial sector. Allowances for the oral examination and travel expenses may be applied when the oral examination committee consists of at most 7 members.

III. The following 5 documents must be submitted to the AIM-HI program office prior to the oral examination:

1. PhD qualifying review form (Appendix 2).
2. PhD qualifying certificate (Appendix 3).
3. Oral examination cost reimbursement list (Appendix 4); each oral examination committee member receives a remuneration of NT\$1,500.
4. Travel expense reimbursement list (Appendix 5); for oral examination committee members who are not a faculty member of CCU and ride on High Speed Rail to attend the examination, the train ticket must be provided to receive reimbursement. Those who drive or ride on other types of trains are reimbursed according to the fare of Tze-Chiang Limited Express.

IV. After the applicant passes the oral examination, the PhD qualifying review form must be submitted to the AIM-HI program office within 1 week after the examination to expedite the issuing of the PhD candidate certificate.

Committee Member for Qualifying Examination

_____ Academic year _____ semester

Student ID Number : _____

Name : _____

Name	Institute Name	Title	level of education (school & degree)	Email

Application Date : _____

Advisor's signature : _____

AIM-HI Faculty's signature : _____

AIM-HI Director's signature : _____

PhD Qualifying Review Form

____ Academic year ____ semester

Name : _____

Title of dissertation :

Result of Review :

Pass

Not pass

Signature of committee member : _____

Date : _____

PhD Qualifying Certificate

Name		
Title of dissertation		
Qualifying Examination Date		
Result of Review	<input type="checkbox"/> Pass <input type="checkbox"/> Not pass	
Signatures of committee member	Title	Signature
	Chairman	
	Advisor	
	Co-advisor	
	Committee member	
	Committee member	
	Committee member	
	Committee member	
	Committee member	

Oral Examination Cost Reimbursement List

Name : _____

Examination Date : _____

Committee member				
Name	ID No.	Institute	Fee	Email

Travel Expense Reimbursement List

Name : _____

Examination Date : _____

Committee member				
Name	Institute	Traveling from/to	Vehicle	Fee
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	
		From : To :	<input type="checkbox"/> By THSR (高鐵) <input type="checkbox"/> By TRA (台鐵) <input type="checkbox"/> Driving	

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