

國立成功大學醫學院護理學系教師指導研究生辦法
Department of Nursing, National Cheng Kung University
Regulations for Dissertation Advisors of Graduate Students

104 學年度第 1 次系務會議修正通過 104.09.07
Amended and approved at the 1st meeting of the Department Affairs Council in the 2015-16 academic year on September 7, 2015
提 108 學年度第 8 次系務會議修正 109.05.06
Amended at the 8th meeting of the Department Affairs Council in the 2019-20 academic year on May 6, 2020
108 學年度第 2 次教師發展委員會會議修正通過 109.05.13
Amended and approved at the 2nd meeting of the Faculty Development Committee in the 2019-20 academic year on May 13, 2020
108 學年度第 9 次系務會議修正通過 109.06.01
Amended and approved at the 9th meeting of the Department Affairs Council in the 2019-20 academic year on June 1, 2020
111 學年度第 3 次教師發展委員會會議修正通過 112.04.26
Amended and approved at the 3rd meeting of the Faculty Development Committee in the 2022-23 academic year on April 26, 2023
111 學年度第 9 次系務會議修正通過 112.06.05
Amended and approved at the 9th meeting of the Department Affairs Council in the 2022-23 academic year on June 5, 2023

第一條 依據本校「研究生章程」第七條及「教師授課鐘點原則及超授鐘點費、論文指導費計支要點」第九點，為維持本系教師指導研究生之品質與避免負荷過重，訂定本系教師指導研究生辦法（以下簡稱本辦法）。

Article 1 Regulations for Dissertation Advisors of Graduate Student (Hereinafter referred to as “Regulations”.) are established to maintain the teaching quality and avoid overloading in accordance with article 7 of “NCKU Graduate Student Policies and Rules” and article 9 of “Teaching Hour Principles and Disbursement Methods and Guidelines on Overtime Pay and Thesis Tutoring”.

第二條 擔任指導教師之資格，須符合以下條件：

- (一) 須為本系專任教師、合聘教師或具臨床教職資格者。
- (二) 指導碩士生須具博士學位，並持續執行研究計畫者。
- (三) 指導博士生須具副教授（含）資格以上，且近三年內曾主持研究計劃或有科學期刊論文發表者。

Article 2 Dissertation Advisors shall meet the following requirements:

- (1) A full-time faculty, jointly appointed faculty or clinical faculty of Department of Nursing.
- (2) The advisor of master students must have a doctoral degree and continue to conduct research projects.
- (3) The advisor of doctoral students must hold a position as an Associate Professor or above with experience as a principle investigator who has been grant funded for research or has published in SCI/SSCI/EI-indexed journals in the past three years.

第三條 擔任共同指導教師之資格，須符合以下條件：

- (一) 須為本校專任教師、合聘教師或具臨床教職資格者。
- (二) 指導碩士生須具博士學位。
- (三) 指導博士生須具副教授（含）資格以上。

Article 3 Co-advisors shall meet the following requirements:

- (1) A full-time faculty, jointly appointed faculty or clinical faculty of NCKU.
- (2) The co-advisor of master students must have a doctoral degree.
- (3) The co-advisor of doctoral students must hold a position as an Associate Professor or above.

第四條 每位專任/合聘教師每學年度可指導研究生之新生人數最多 4 位，總指導研究生數累計以不超

過 12 位為原則（含各學制研究所碩、博士生、休學生與合聘他所之學生）。

Article 4 The maximum number of advisees from freshmen for each **full-time / jointly appointed advisor** per academic year is 4, and the total number of advisees for each **full-time / jointly appointed advisor** shall not exceed 12 (including master and doctoral students with various academic systems, suspended students and co-advised students from other department).

第四條之一 每位臨床教師每學年度可指導研究生之新生人數最多 4 位，總指導研究生數累計以不超過 6 位為原則（含各學制研究所碩、博士生、休學生與合聘他所之學生）。

Article 4-1 The maximum number of advisees from freshmen for each **clinical advisor** per academic year is 4, and the total number of advisees for each **clinical advisor** shall not exceed 6 (including master and doctoral students with various academic systems, suspended students and co-advised students from other department).

第四條之二 未符合本原則所訂人數時，須提請本系教師發展委員會審議。

Article 4-2 If the number of advisees does not meet this principle, it must be submitted to the Faculty Development Committee for deliberation.

第五條 新進教師及具博士學位之講師初次指導研究生時，須與本系其他具指導經驗之教師共同指導；曾於他校獨立指導研究生經驗之新進教師，則不在此限。

Article 5 A new faculty and a lecturer with doctoral degree need to co-advise students with other advisor who has experience in our department for their first student advisement. However, those who have had experience of independent student advisement in other school are not subject to the *limits*.

第六條 原專任/合聘/臨床教師於指導研究生期間退休或離職，得以兼任教師之方式繼續指導或與本系其他教師共同指導至研究生畢業為止。惟須遵循以下原則：

(一) 若研究生已確認研究主題或正在進行計畫撰寫或已完成論文研究計畫口試者，得繼續擔任該研究生「指導教授」，惟須委任一位系上專任教師擔任「共同指導教授」，以協助校內相關行政程序。

(二) 若研究生尚未決定論文題目者，經協調後得變更「指導教授」。

Article 6 The **full-time faculty, jointly appointed faculty or clinical faculty who is retired or resigned from NCKU** can continue to be responsible for student advisement as the adjunct faculty or co-advise student with other advisor until student graduate. However, the following principles must be followed:

- (1) If the student has confirmed the research theme, is writing a project, or has completed the oral examination of the thesis research plan, the faculty can continue to serve as the advisor of the student, but a full-time faculty in the department of Nursing must be appointed as the co-advisor, to assist with related administrative procedures on campus.
- (2) If the student has not decided on the topic of the thesis yet, the advisor can be changed after coordination.

第七條 教師於留職停薪（如：借調、育嬰留停、出國進修等）或留職留薪（如：出國進修等）期間，以指導原收授研究生為主，且總指導研究生數累計以 8 人為原則，如未達此人數上限時，則可收授新生，但每年以 1 名為限。

Article 7 Advisor who is in the period of leave without pay (such as temporary transfer, parental leave or

study overseas) or leave with pay (such as study overseas) is responsible for student advisement with the original students as the highest priority, and the total number of advisees is limited to 8. Advisors can have new advisees if the number of advisees less than 8, but only 1 new advisee per year.

第八條 本系教師與研究生指導關係之成立，乃依據教師與研究生之專長與個人興趣所達成的協商，雙方均須履行所約定之指導關係義務，惟雙方亦具終止指導關係之權益。

Article 8 The establishment of the advisement relationship between advisors and graduate students of our department is based on the negotiation of the expertise and personal interests between advisors and graduate students. Both parties must fulfill the obligations of the advisement relationship, and also have the right to terminate the advisement relationship.

第九條 本辦法經系務會議通過後實施。

Article 9 These Regulations shall be approved by the meeting of the Department Affairs Council.

國立成功大學醫學院護理學系碩士班

指導教授確認表

108 學年度第 9 次系務會議修正通過 109.06.01

學生_____與教師_____經討論後，雙方同意成立論文指導關係。

學 生 簽 名：_____日期：_____

主要指導教授簽名：_____日期：_____

共同指導教授簽名：_____
(依指導教授規定)_____日期：_____

系 所 主 管 簽 章：_____日期：_____

~本表請於 8 月底前繳交至系辦公室~

國立成功大學醫學院護理學系碩士班

研究生申請更換指導教授原則

101 學年度第 5 次系務會議通過 102.01.07

第一條、國立成功大學醫學院護理學系（以下稱本學系），為保障研究生學習研究自由及維持師生良好關係，特依據「國立成功大學研究生申請更換指導教授原則」第五條訂定本原則。

第二條、研究生申請指導教授，應依據本校研究生章程規定，指導教授須為本校教師，其資格及選任應依本學系規定並經系主任同意。

第三條、研究生於就讀期間，如有更換指導教授之必要，且具有下列情形之一者，研究生或原論文指導教授始得提出申請，經原指導教授、新指導教授及系主任同意始得為之。

（一）原指導教授離職進修或講學時。

（二）學生更換研究領域，原指導教授已不適合指導時。

但有下列情形之一者，得由系主任召開系學術委員會或相關會議議決，由適當教授或系主任擔任指導教授，或採其他妥適之方式處理：

（一）研究生無法覓得新指導教授時。

（二）學生與原指導教授因故無法維持指導關係時。

第四條、研究生依本原則申請更換指導教授時，在原指導教授提供原始構想或概念及受指導下所獲得之研究成果，須經原指導教授同意，始得作為學位論文。

第五條、更換指導教授提出之一方，需填寫「更換指導教授表」，經主任簽准同意後，書面副知原指導教授及研究生。確認新的論文指導教授後，請依「論文指導教授的選擇」辦理。

第六條、本原則經系務會議通過，送教務處核備後實施，修正時亦同。

國立成功大學醫學院護理學系碩士班

更換指導教授表

更換指導教授原因：

申請學生簽名 _____

原指導教授簽名 _____

系主任簽名 _____

申請日期 中華民國_____年_____月_____日