

## Regulations Governing Graduate Study at the Institute of Health Behaviors and Community Sciences, National Taiwan University

Passed by the HBCS Preparatory Office Meeting on Feb. 5<sup>th</sup>, 2015.

Passed by the 8<sup>th</sup> Department Meeting of Academic Year 2015 on June 14<sup>th</sup>, 2016.

Passed by the 10<sup>th</sup> Department Meeting of Academic Year 2016 on June 13<sup>th</sup>, 2017.

Passed by the 7<sup>th</sup> Department Meeting of Academic Year 2019 on April 17<sup>th</sup>, 2020.

Passed by the 9<sup>th</sup> Department Meeting of Academic Year 2019 on June 12<sup>th</sup>, 2020.

Promulgated on June 16<sup>th</sup>, 2020.

1. The regulations have been laid out by the Institute of Health Behaviors and Community Sciences, National Taiwan University (hereinafter referred to as the Institute) for students enrolled in our master's programs to follow throughout their graduate studies.
2. A total of 30 credits required for the degree program must be completed in addition to the completion of a thesis. All required and elective courses and the number of credits for each course are listed in the Curriculum Table.
3. Students need to be guided by their mentors or thesis advisors to complete the course selection process.  
Students are allowed to select courses offered by graduate programs of other universities since the 2<sup>nd</sup> semester of their freshman year.
4. Students should choose an advisor among our faculty members (including full-time and jointly hired professors) by the end of May of the 2<sup>nd</sup> semester of the first year before handing in the signed Advisor Approval Form to the Director's Office for the Curriculum Committee to review. If a graduate student wants to choose a different advisor after the Advisor Approval Form is submitted, they should follow *NTU Guidelines Governing Advisor-Advisee Interactions* to undertake the administrative procedure.
5. Upon receiving approval from the advisor, a graduate student can register for the degree exam by submitting their thesis draft and all documents (required by NTU and the Institute) to the Curriculum Committee for review. Once the review is completed and the applicant is considered eligible for the degree exam, the applicant should complete writing the thesis. If the thesis is written in a research paper format, it must contain an appendix comprising a complete literature review, data processing, and description of results. Students can choose to write the appendix in Chinese even if their thesis has been written in English.
6. Students are required to comply with the university's guidelines when conducting a degree exam. The degree exam must be held publicly. Students should inform the Director's Office of all relevant information (the thesis title and the exact time and venue of the exam) at least a week prior to the degree exam. After the master's thesis has been approved by all committee members, the signed Thesis Grading Sheet is sent to the Director's Office for archival purposes, the student can apply for graduation. Students who fail the degree exam within the program completion time ~~limits~~ are allowed to take a degree exam for the second time in the following semester or in the next academic year. Students who fail the degree exam twice will flunk out of the graduate

program.

7. **Our master's students should either meet the university's criteria according to Regulations Governing Implementation of Advanced English Courses for course exemption, or pass the English III online course offered to graduate students.**
8. Students with disabilities can apply for exam accommodations by filling out the Eligibility Form and attaching the medical documents.
9. In the case of leave of absence, students are not allowed to take any courses or exams within the period of absence.
10. The Regulations shall apply to students enrolled since the academic year 2020. Yet students enrolled before 2020 may choose to comply with this set of regulations.
11. Matters not covered by this set of Regulations shall be handled in accordance with relevant provisions of the Ministry of Education and NTU.
12. This set of regulations has been enacted from the date it was issued.

## Course Requirements of NTU Institute of Health Behaviors and Community Sciences

A Minimum of 30 credits (thesis excluded) should be completed for graduation from the graduate program.

✚ Required core courses (20 credits in total)

1. Principles of Epidemiology or any course approved by the Institute (2 credits) \*
2. Applied Biostatistics (A) (3 credits) or Applied Biostatistics (B) (3 credits) \*
3. Social and Behavioral Sciences Research Methods (3 credits)
4. Public Health: Perspective and Prospect (2 credits)
5. Public Health Ethics (1 credit)
6. Seminar in Health Behaviors and Community Sciences I (1 credit)
7. Seminar in Health Behaviors and Community Sciences II (1 credit)
8. Health Behavior: Theory and Practice (2 credit)
9. Health Social Science (2 credits)
10. Community Health Development (3 credits)

Postscript 1\* Students may consult with the Graduate Institute Office of Epidemiology and Preventive Medicine for possibilities of course exemption for *Fundamentals of Epidemiology* and *Applied Biostatistics*. Any students who have been given approval on course exemption by the instructor can apply for waiver of credits, yet they still have to meet the course credit requirements for graduation.