

# 國立成功大學創意產業設計研究所

## 碩士班論文計畫書作業要點

99年01月12日所務會議通過  
99年03月10日所務會議修訂  
101年06月19日所務會議修訂  
111年11月22日所務會議修訂  
111年12月27日所務會議修訂

第一條、為使碩士研究生具備學術研究之能力，特訂定本作業要點。

第二條、碩士研究生於入學後至學位考試前，除特殊情形外，以申請兩次為限。

第三條、提案時程：

- 一、提案申請不得與學位考試申請同一學期，且相距四個月以上。
- 二、提案時間原則上為每學期開學後第十六週。以每學期所辦公告時間為主。
- 三、應於提案前一週將提案電子檔或書面檔案交給審查委員。

第四條、檢附資料與相關表格：

- 一、學位論文計畫書口試申請書
- 二、平裝版論文計畫書 (依照公告準備份數)

第五條、提案格式與內容：

- 一、頁數不得少於10頁(不含封面目錄、參考文獻及附錄等)
- 二、應至少包含論文題目、中英文摘要、前言、文獻探討及研究方法等。
- 三、以英文書寫。
- 四、應另行準備電子簡報檔。

第六條、審查委員組成：

論文計畫書考試由本所統一分組審查。每一組審查委員應由所內至少兩名教師組成。提案生應以抽籤方式決定審查組別。

第七條、提案成績：

- 一、成績分為「通過」、「修改後通過」、「修改後再審」、「不通過」四項。  
「修改後再審」、「不通過」宜具體說明決定該結果之原因，以及具體建議修改之方向。  
(1) 「**通過**」者，請繳交電子檔與相關資料至所辦。

- (2) 「修改後通過」者，應於前次成績公告後兩週內逕自提交修改後書面資料與電子檔給所屬全部指導教授複審至「通過」後，始得告知所辦。
- (3) 「修改後再審」者，應於前次成績公告後一個月內**再審**，由原審查委員複審至「通過」後，始得告知所辦。如複審成績為「修改後通過」，應比照前項辦理。
- (4) 「不通過」者，應於日後再次申請。

二、成績分為「通過」、「修改後通過」、「修改後再審」、「不通過」成績認定，同樣結果須超過 1/2 以上委員同意始得認定，否則採次級結果。(例如：4 位委員審查，2 位「通過」、2 位「修改後通過」，則應認定為「修改後通過」)

第八條、學位論文題目若與提案差異過大時應重新提案。學位論文與提案題目之相關性，應於申請學位考試後提交「教學與課程委員會」認定。遇有爭議時，得提交所務會議討論議決。

第九條、本要點經所務會議通過後公告實施，修正時亦同。

**National Cheng Kung University**  
**Institute of Creative Industries Design**  
**Policies on Master's Thesis Proposal**

Passed by the Board on January 12, 2010  
Amended by the Board on March 10, 2010  
Amended by the Board on June 19, 2012  
Amended by the Board on November 22, 2022

- Article 1 To ensure the quality and capacity of master's students in conducting academic research, the following operational guidelines have been formulated.
- Article 2 Except in special circumstances, master's students during duration of study have two chances to apply for and pass their thesis proposal. Thesis proposal must be passed before applying for degree defense examination.
- Article 3 Proposal Timeframe:
- 3.1 Thesis proposal application and degree defense examination application must take place at least four months apart and in different semesters.
  - 3.2 Master's thesis proposals typically take place during Week 16 of each semester, but the actual date will be announced by the ICID office.
  - 3.3 Digital and bound paperback copies of one's thesis proposal should be submitted one week before the date of the proposal for review by the examination committee.
- Article 4 Proposal Application Documents:
- 4.1 Thesis Proposal Application Form
  - 4.2 Bound paperback copies of the proposal booklet (Prepare the required number of copies according to the announcement.)
- Article 5 Proposal Format and Content:
- 5.1 Thesis proposals must have at least 10-pages of content (not including cover pages, references, and tables or appendices).
  - 5.2 Thesis proposals must include a thesis title, an abstract in both Chinese and English, an introduction, literature review, and research methodology, etc.
  - 5.3 Thesis proposals must be written in English.
  - 5.4 Furthermore, a digital presentation file (i.e. PowerPoint) should be prepared for the proposal presentation.
- Article 6 Proposal Examination Committee:
- Thesis proposals are arranged by the ICID Office and the reviewing examination committees are composed of ICID instructors. Each review committee must include at

least two ICID instructors. Students will be given their proposal committee group and order by the outcome of drawing lots.

Article 7 Proposal Outcome:

7.1 Thesis proposals will result in one of the four possible decisions: “Approval”, “Approval after adjustment”, “Reassessment after revision”, or “Disapproval”. Students who receive “Reassessment after revision” and “Disapproval” can ask to receive explicit reasoning of the decision and suggestions for further revision from the assessment committee members.

- (1) **Approval:** Please submit a digital copy of your passed thesis proposal to the ICID office.
- (2) **Approval after adjustment:** Submit a “*Master’s Proposal Response Form*” and digital copy of the adjusted proposal within two weeks to your examination committee members.
- (3) **Reassessment after revision:** Within the following month, the student may revise their proposal to be reassessed by the same committee members. After that, those given “approval” should follow the above 7.1.1 and submit a digital copy of the passed thesis proposal to the ICID office. Those given “approval after adjustment” should follow the process written above in 7.1.2.
- (4) **Disapproval:** Students must re-apply for a thesis proposal examination in a following semester.

7.2 The final decision of the thesis proposal is the result agreed upon by more than half of the present committee members. When the agreement is less than or equal to half, the lower, second option is chosen. (For example, a four-member committee with equal votes between “approval” and “approval after adjustment” will result in “approval after adjustment”.)

Article 8 A final thesis with a title significantly different from the title used during thesis proposal will need to redo their thesis proposal. After applying for final degree examination, the Curriculum Committee (教學與課程委員會) will compare the thesis title submitted for final degree examination with the title used during thesis proposal. Any disputes that arise will be resolved at an ICID board meeting.

Article 9 This bylaw is implemented after approval by the ICID Board. Any revisions and amendments are reviewed and updated through the same administrative procedure.

**NOTE:** *The English version was translated from the original Chinese text. In the event of any discrepancies, the Chinese version will take precedence.*