Department of Industrial Design, National Cheng Kung University **Regulation of Thesis Advisor Replacement for Postgraduate Students**

Article 1 To ensure the student’s academic freedom and maintain a good teacher-student relationship, the Department of Industrial Design set this regulation based on “Regulation of Thesis Replacement for Postgraduate Students” of National Cheng Kung University.

Article 2 If a good teacher-student relationship cannot be maintained and a replacement of new advisor is needed, the student shall request for a thesis advisor replacement from the Head of Department. The student shall fill out the “Thesis Advisor Replacement Application Form” and the form shall be signed by the student, original thesis advisor and new thesis advisor as an agreement. The application will be effected after its agreement in the Student Academic Development Committee or related meetings held by the Head of Department. The new thesis advisor shall be in the same group of which the student is enrolled in. Under special circumstances like, (1) The original thesis advisor does not agree with the replacement; or (2) The student cannot find a new thesis advisor, the Head of Department or other appropriate teachers can be the new thesis advisor after the agreement of Department Affairs Meeting. Teachers whose quota of that academic year is not fulfilled or who has the least number of students will take precedence.

Article 3 Master students who apply for the thesis advisor replacement shall complete the first year of their study; Ph.D. students shall complete the first two years of their study. For master students, the replacement shall only be applied once during the period of study.

Article 4 Students shall get the permission from the original thesis advisor if they would like to present ideas, concepts or research results obtained under the guidance of the original thesis advisor in the final thesis after the replacement. The new thesis proposal assessment shall be held at least half a year for master students, and a year after the replacement of thesis advisor for Ph.D. students, and shall be assessed by Student Academic Development Committee of the department.

Article 5 The content of this regulation is to be announced after the approval of Department Affairs Meeting. The same procedure will be followed when revisions are made to the above.

Department of Industrial Design, National Cheng Kung University

**Thesis Advisor Replacement Application Form**

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| **Student Profile** |
| Program: □ Master □ Ph.D. | Date of enrollment (yyyy/mm/dd):  |
| Student name: | Date of application (yyyy/mm/dd): |
| Student ID number: | Signature: |
| **Reasons for application** |  |
| **Current thesis proposal status:**□ has not passed the thesis proposal assessment□ has passed the thesis proposal assessment (please indicate the thesis topic and  provide the certificate of approval) Thesis Topic: **Current research result presentation status:**□ has not been presented□ has been presented in conferences or published in journals listed below (please  indicate the presented thesis and hand in the complete printed version): 1.  2.  3.  |
| **※The original thesis advisor please fill out the followings:** |
| Name: | Position: | Signature: **(I sign as an agreement on the replacement of thesis advisor.)** (please indicate the date) |
| **※The new thesis advisor please fill out the followings:** |
| Name:  | Position: | Signature: **(I sign as an agreement on being the new thesis advisor.)** (please indicate the date) |
| **※The Head of Department please fill out the followings:** |
| Comments: | Signature:(please indicate the date) |

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree that any research results obtained under the guidance of the original thesis advisor shall not be presented, published or transferred in any form without the permission of the original thesis advisor, otherwise the legal responsibility shall be borne.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Student ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_