

National Cheng Kung University Department of Environmental Engineering Guidelines for Advising Graduate Students

Approved at the 131st Department Affairs Meeting on December 14, 1996

Amended at the 159th Department Affairs Meeting on April 3, 1999

Amended at the 168th Department Affairs Meeting on January 12, 2000

Amended at the 234th Department Affairs Meeting on September 7, 2005

Amended at the 317th Department Affairs Meeting on January 9, 2013

Amended at the 324th Department Affairs Meeting on October 2, 2013

Amended at the 333rd Department Affairs Meeting on August 6, 2014

Amended at the 379th Department Affairs Meeting on May 1, 2019

1. Each faculty member may advise no more than three new master's students (domestic students) and no more than one doctoral student per year. Implementation of this rule shall be based on the annual survey of graduate students' willingness to be advised. Consent forms for advising master's or doctoral students must be issued to each faculty member and signed by both the advisor and the student. The completed forms must be submitted within 30 days after student registration for record-keeping purposes. If a student has not confirmed an advisor within 30 days of registration, the matter shall be resolved by the Academic Committee. Alternatively, the Department Chair may temporarily serve as the student's advisor.
2. After the implementation of Article 1, if there remain unassigned graduate students, priority shall first be given to faculty members who advise fewer than three graduate students in that year. If there are remaining students, priority shall then be given to faculty members whose number of graduate advisees was below quota in the previous year. If there are remaining students thereafter, assignment shall be made based on the cumulative advising points of each faculty member (two points per doctoral student and one point per master's student), with priority given to those with the lowest points.
3. Each faculty member may advise between two and ten graduate students in total. (The number of domestic students shall not exceed ten.)
4. If a faculty member intends to exceed the annual limit for advising doctoral or master's students, the matter shall be decided by the Department Affairs Meeting.
5. These Guidelines shall be implemented upon approval by the Department Affairs Meeting, and the same procedure shall apply to any amendments.