長庚學校財團法人長庚科技大學

Chang Gung University of Science and Technology

健康產業科技研究所

Graduate Institute of Health Industry Technology

115 學年度 碩士班 學生手冊

Student Handbook for Master's Program

Academic Year 2026–2027

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一、教育實施細則 I. Educational Implementation Guidelines

（一）名稱

(1) Name

依教育部核定名為「長庚科技大學健康產業科技研究所」(以下簡稱本所)，英文為

The Institute is officially approved by the Ministry of Education under the name “Graduate Institute of Health Industry Technology, Chang Gung University of Science and Technology” (hereinafter referred to as “the Institute”).

（二）宗旨與目標

(2) Mission and Objectives

本所成立宗旨為「培養學生能整合不同健康專業，兼具保健營養、美容、健康行為與科技及行銷管理等跨領域的理論與實務能力，期許能開發整合各健康專業或產品之潛能」。本所以培育兼具「專業化、實務化、科技化」之健康產業科技專業人才為教學目標。

The mission of the Institute is to cultivate students who are able to integrate different health-related professions and who possess interdisciplinary theoretical and practical competencies in health nutrition, beauty care, health behavior, technology, and marketing management, with the aim of developing the potential for integrating various health professions or products. The Institute’s educational objective is to cultivate health-industry technology professionals with professionalism, practical competence, and technological capability.

（三）組織

(3) Organization

本所設有所長及各項委員會，包括教師評審委員會、課程委員會、招生委員會及論文審查委員會。所長負責統籌與協調本所各項業務，並對外代表本所；各委員會則分工負責教育政策擬定、課程規劃與審查，以及各項教育事務之推動與執行。

The Institute is administered by a Director and various committees, including the Faculty Evaluation Committee, Curriculum Committee, Admissions Committee, and Thesis Review Committee. The Director is

responsible for the overall planning and coordination of the Institute's affairs and represents the Institute externally. Each committee is responsible for educational policy formulation, curriculum planning and review, and the promotion and implementation of educational matters within its designated scope.

（四）條文修定

(4) Amendment of Provisions

條文如有修正須經所務會議通過，並公佈於健康產業科技研究所網站 https://health-industry.cgust.edu.tw/

Any amendment to these provisions shall be approved by the Institute Affairs Meeting and published on the website of the Graduate Institute of Health Industry Technology: https://health-industry.cgust.edu.tw/.

二、新生報到及註冊 II. New Student Registration and Enrollment

註冊時間依每年教務處行事曆辦理，新生入學報到及註冊時間於招生資訊網公告，不另寄發書面通知。

Registration shall follow the annual academic calendar announced by the Office of Academic Affairs. Dates for new student enrollment and registration shall be announced on the University Admissions website; no separate written notice will be issued.

三、指導教授 III. Thesis Advisor

（一）指導教授需具專任助理教授（含）以上之資格，並經所務會議審核通過者。

(1) A thesis advisor shall hold the rank of full-time Assistant Professor or above, and shall be approved through review by the Institute Affairs Meeting.

（二）指導教授之職責：

(2) Responsibilities of the Thesis Advisor:

1. 負責其指導研究生之選課、閱讀、研究實驗與論文撰寫等全程學業輔導。

1. To provide full academic guidance to the advised graduate student in course selection, reading, research experiments, and thesis writing.

2. 負責其指導研究生在學期間之生活輔導。

2. To guide the student's campus life during the period of study.

3. 出席與其指導研究生有關之評審會議。

3. To attend review meetings related to the advised graduate student.

4. 推薦其指導研究生各類考試委員。

4. To recommend committee members for various examinations concerning the advised graduate student.

5. 指導教授與研究生因故提出終止指導關係時，應以書面（附件一）向所報備，所應通知研究生依規定申請更換指導教授等事宜。

5. If the advisor and the graduate student propose termination of the advising relationship for any reason, a written report (Appendix I) shall be submitted to the Institute, and the Institute shall notify the student to apply for a change of advisor in accordance with the relevant regulations.

（三）選定指導教授

(3) Selection of Thesis Advisor

研究生須繳交指導教授志願表（附件二），經本所會議討論後公佈指導教授指導學生分配後，繳交「研究生論文指導教授同意書」（附件三）至所辦公室備存。

Graduate students shall submit the Advisor Preference Form (Appendix II). After the Institute meeting discusses and announces advisor assignments, students shall submit the "Graduate Student Thesis Advisor Consent Form" (Appendix III) to the Institute Office for record.

四、課程與學分 IV. Courses and Credits

（一）畢業學分數需達廿四學分（不含論文），必選修科目請詳見入學學年度必選修科目表。每學期選課計畫書需送交所辦核備。

(1) Students shall complete twenty-four (24) credits for graduation, excluding thesis credits. Required and elective courses shall follow the required/elective course list applicable to the year of admission. A course plan shall be submitted to the Institute Office for record each semester.

依 115 學年度入學適用課程科目表：畢業學分需達 30 學分，包含必修課程 10 學分（含碩士論文 6 學分），選修課程 20 學分。

According to the Course List Applicable to Students Admitted in Academic Year 2026-2027, students must complete 30 credits to graduate, including 10 required credits (6 of which are for the Master's Thesis) and 20 elective credits.

（二）共同必修科目

(2) Common Required Courses

1. 健康科技與民生產業專題討論（一）、（二）：研讀相關文獻，進行系統性口頭報告並回答問題。

1. Health Technology and Livelihood Industry Seminar (I) and (II): students read relevant literature, deliver systematic oral presentations, and respond to questions.

依 115 學年度入學適用課程科目表，必修科目為：健康科技專題討論（一）、健康科技專題討論（二）、民生產業專題討論（一）、民生產業專題討論（二）及碩士論文。

According to the Academic Year 2026-2027 course list, the required courses are: Health Technology Seminar (I), Health Technology Seminar (II), Livelihood Industry Seminar (I), Livelihood Industry Seminar (II), and Master's Thesis.

2. 碩士論文：六學分，於學位口試通過後核給。

2. Master's Thesis: six (6) credits, granted after the student passes the thesis oral defense.

（三）選修科目

(3) Elective Courses

1. 選修範圍以本所當學年度公告之課程科目表為準。

1. The scope of elective courses shall follow the course list announced by the Institute for the academic year.

2. 各科目學分依教育部核備之必（選）修課程表辦理。

2. Credits of each course shall follow the required/elective course list approved by the Ministry of Education.

3. 加退選依本校規定辦理。

3. Course add/drop procedures shall be handled in accordance with University regulations.

4. 可認列跨所、跨院、跨校選修課程 6 學分。

4. Up to six (6) credits of electives taken from other institutes, colleges, or universities may be recognized toward the degree requirements.

（四）畢業條件

(4) Graduation Requirements

1. 申請學位考試前應完成至少 6 小時學術倫理教育課程研習。

1. Before applying for the degree examination, students shall complete at least six (6) hours of academic ethics education courses.

2. 參加一次國內/外舉辦之論文壁報競賽。

2. Students shall participate in one domestic or international academic poster competition.

（五）修業年限及學分計算相關規定

(5) Regulations on Period of Study and Credit Calculation

1. 一般生修業年限為二至四年。

1. The period of study for regular students shall be two to four years.

2. 學分認可：

2. Credit Recognition:

（1）學科成績以七十分及格。

(1) The passing grade for academic courses is 70.

（2）經課程教師同意，學生得申請學分抵免或免修，並依本校「學生抵免學分辦法」辦理。

(2) With the consent of the course instructor, students may apply for credit transfer or course exemption in accordance with the University's Regulations for Credit Transfer and Waiver.

五、論文審核機制及品保 V. Thesis Review and Quality Assurance

（一）研究生須於學位考試前六個月，完成論文審核委員會對其論文主題與研究方向之專業符合性檢核。

(1) Graduate students shall, six months before the degree examination, complete the professional relevance review conducted by the Thesis Review Committee on the thesis topic and research direction.

（二）第一學期須於十一月三十日前、第二學期於四月三十日前，透過「碩士學位考試管理系統」填報申請，並檢附「臺灣學術研究倫理教育」修課證明。

(2) In the first semester, the application shall be filed by November 30; in the second semester, by April 30, through the “Master’s Degree Examination Management System,” together with proof of completion of the “Taiwan Academic Research Ethics Education” course.

（三）經論文審核委員會審查通過後，方得提報論文研究計畫。

(3) Only after passing the review of the Thesis Review Committee may the student submit the thesis proposal.

（四）相關規定依本所公佈之「研究生學位論文審核機制及品保實施要點」辦理。

(4) Relevant matters shall be handled in accordance with the Institute’s Implementation Guidelines for Graduate Thesis Review and Quality Assurance.

六、論文研究計畫提報 VI. Thesis Proposal Submission

（一）研究生須於論文審核委員會審查通過後，方可於「碩士學位考試管理系統」申請提報論文研究計畫。提報時程為：第一學期十二月三十一日前、第二學期五月三十一日前。申請核准後應於三個月內完成提報。

(1) Only after passing the review of the Thesis Review Committee may the graduate student apply to submit the thesis proposal through the “Master’s Degree Examination Management System.” Submission deadlines are December 31 for the first semester and May 31 for the second semester. The proposal shall be completed within three months after the application is approved.

（二）論文指導委員會：每位研究生須設置專屬論文指導委員會，由國內大專院校或研究機構具助理教授／助理研究員(含)以上資格者組成，原則上為三至五人，含校外委員。委員於指導期

間得以更換。

(2) Thesis Advisory Committee: each graduate student shall establish an individual thesis advisory committee composed of three to five members, including external members, who are qualified as Assistant Professors / Assistant Researchers or above at domestic colleges, universities, or research institutions. Committee members may be changed during the advisory period.

（三）提報評定成績達七十分（含）以上為通過。

(3) A proposal evaluation score of 70 or above shall be deemed a pass.

（四）遇特殊情況需延後，須提出延期申請，經指導教授及論文審查委員會同意後，方可辦理延期。

(4) If postponement is required due to special circumstances, the student shall submit an application for extension. The extension may be processed only after approval by the thesis advisor and the Thesis Review Committee.

七、學位考試申請條件及資格審核 VII. Degree Examination Application and Qualification Review

（一）須修畢廿四學分課程（不含論文）並通過論文研究計畫提報。

(1) The student shall complete twenty-four (24) course credits (excluding thesis credits) and pass the thesis proposal submission review.

依 115 學年度入學適用課程科目表，學分數為 30 學分（含碩士論文 6 學分）。

According to the Academic Year 2026-2027 course list, the total credit requirement is 30 credits, including the 6-credit Master's Thesis.

（二）申請期限與方式：

(2) Application Period and Method:

第一學期：自完成註冊起至十二月三十一日止；

First semester: from completion of registration to December 31;

第二學期：自完成註冊起至五月三十一日止。

Second semester: from completion of registration to May 31.

申請須經「碩士學位考試管理系統」提出。

Applications shall be submitted through the “Master’s Degree Examination Management System.”

（三）學位考試應於申請該學期結束日前完成：第一學期為一月三十一日，第二學期為七月三十一日。

(3) The degree examination shall be completed before the end of the semester in which the application is made: January 31 for the first semester and July 31 for the second semester.

八、碩士學位考試 VIII. Master’s Degree Examination

（一）考試相關規定依教務處公告之「研究所碩士學位考試規則」及當學期研究生學位考試資訊辦理。

(1) Matters related to the examination shall be handled in accordance with the “Rules Governing Master’s Degree Examinations for Graduate Institutes” announced by the Office of Academic Affairs and the degree examination information for the semester concerned.

（二）口試時須提供「論文原創性比對」檢核表供口試委員參考，並由召集人簽認。比對報告之相似度須在百分之二十（含）以內，且不含封面、目錄及參考文獻。該比對報告應於口試前及辦理離校時一併繳交。

(2) At the oral defense, a “Thesis Originality Similarity Check” form shall be provided for the examiners’ reference and signed by the convener. The similarity index shall be within 20% (inclusive), excluding the cover page, table of contents, and references. The similarity report shall be submitted both before the oral defense and again when departure procedures are processed.

（三）考試委員

(3) Examination Committee Members

碩士學位考試委員會之組成應依下列規定辦理：

The Master’s degree examination committee shall be constituted in accordance with the following

provisions:

1. 委員人數為三至五人，應包含一至二位校外委員，由指導教授推薦，經系主任、所長及院長核可後，提請校長依「研究所碩士學位考試規則」遴聘；考試委員互推一人為召集人，惟指導教授不得擔任召集人。

1. The committee shall consist of three to five members, including one to two external members. Members shall be recommended by the thesis advisor and, after approval by the department chair, institute director, and dean, appointed by the President in accordance with the “Rules Governing Master’s Degree Examinations for Graduate Institutes.” The committee members shall elect one convener among themselves; however, the thesis advisor may not serve as convener.

2. 委員須具碩士生研究領域之專業背景，並符合以下資格之一：

2. Committee members shall possess professional expertise relevant to the graduate student’s research field and shall meet one of the following qualifications:

（1）現任或曾任教授、副教授、助理教授者。

(1) Currently serving or formerly served as Professor, Associate Professor, or Assistant Professor.

（2）擔任中央研究院院士、現任或曾任中央研究院研究員、副研究員、助研究員者。

(2) Academician of Academia Sinica, or currently serving or formerly served as Research Fellow, Associate Research Fellow, or Assistant Research Fellow at Academia Sinica.

（3）獲有博士學位，且在學術上著有成就者。

(3) Holder of a doctoral degree with recognized academic achievements.

（4）研究領域屬於稀少性、特殊性學科或屬專業實務，且在學術或專業上著有成就者。

(4) A person whose research field is in a rare or specialized discipline, or who is in professional practice and has distinguished academic or professional achievements.

3. 前款第三、四目之資格認定標準，由辦理學位授予之所或院務會議訂定。

3. The qualification criteria under Subparagraphs (3) and (4) above shall be prescribed by the Institute or College Affairs Meeting that administers the degree.

4. 經核備之考試委員不得任意變更，若需異動，須填具「學位考試異動申請表」。

4. Approved examination committee members may not be changed arbitrarily. If any change is required, an "Application Form for Change of Degree Examination" shall be completed.

（四）論文初稿：應經指導教授審核同意，並於口試一週前送交各口試委員。

(4) Preliminary thesis draft: it shall be reviewed and approved by the thesis advisor and delivered to each examiner one week before the oral defense.

（五）論文口試：

(5) Thesis Oral Defense:

1. 考試時間由委員協商決定，考生須進行論文報告並回答委員提問與建議。如採線上口試，應全程錄影備查。

1. The examination time shall be determined through consultation among committee members. The candidate shall present the thesis and respond to the questions and comments of the committee. If the oral defense is conducted online, the entire process shall be video-recorded for record.

2. 成績由出席委員評分後取平均，七十分（含）以上為及格。若有二分之一（含）以上委員評分未達七十分，則視為不及格。

2. The final grade shall be the average of the scores given by attending committee members. A score of 70 or above shall be considered passing. If one-half or more of the committee members assign a score below 70, the student shall be deemed to have failed.

3. 成績不及格者，如尚未達修業年限，得於三個月後重考一次，並須於修業年限內完成。重考仍不及格者，應予退學。

3. A student who fails the examination may, if still within the allowable period of study, retake the examination once after three months, and shall complete it within the period of study. If the retake is again failed, the student shall be dismissed from the program.

4. 通過口試後，須取得指導教授推薦函與口試委員審定書，並與論文完成稿一併上傳至圖書館系統。

4. After passing the oral defense, the student shall obtain the advisor's recommendation letter and the examiners' approval certificate, and upload them together with the final thesis manuscript to the library system.

5. 其他未盡事宜，依本校「研究所碩士學位考試規則」辦理。

5. Matters not specified herein shall be handled in accordance with the University's "Rules Governing Master's Degree Examinations for Graduate Institutes."

九、畢業及離校手續 IX. Graduation and Departure Procedures

（一）碩士論文繳交：

(1) Submission of the Master's Thesis:

1. 學生應依口試委員建議完成論文修改。

1. Students shall revise the thesis in accordance with the recommendations of the oral defense committee.

2. 完成後上傳全文至臺灣博碩士論文系統，經審核通過後，依規定格式印製論文紙本，送交本所一本及圖書館三本。

2. After completion, the full text shall be uploaded to the National Digital Library of Theses and Dissertations in Taiwan. Upon approval, printed copies shall be produced in the required format and submitted as one copy to the Institute and three copies to the Library.

（二）離校手續辦理：

(2) Departure Procedures:

1. 於「碩士學位考試管理系統」依指示辦理線上離校作業。

1. Process online departure procedures through the "Master's Degree Examination Management System" in accordance with the instructions provided.

2. 截止期限依當年度教務處公告為準。

2. Deadlines shall follow the announcements of the Office of Academic Affairs for the given academic year.

（三）研究生完成學業後，核發「理學碩士」學位。

(3) Upon completion of the program, the graduate student shall be awarded the degree of Master of Science.

長庚科技大學健康產業科技研究所

Chang Gung University of Science and Technology Graduate Institute of Health Industry Technology

更換論文指導教授申請表

Application Form for Change of Thesis Advisor

學生姓名 (簽名) Student Name (Signature)		學號 Student ID Number		申請日期 Date of Application	
更換 指導教授 原因 Reason for Changing Thesis Advisor					
新指導教授 New Thesis Advisor			任職系所/職稱 Department / Academic Title		
原任 指導教授 簽名 Former Advisor's Signature					
新任 指導教授 簽名 New Advisor's Signature					
所長簽名 Institute Director's Signature					
備註 Remarks	1. 研究生因故更換指導教授時應填具本表。 Graduate students changing their thesis advisor for any reason must complete this form. 2. 更換指導教授，視同論文重提。 Changing the thesis advisor is deemed a resubmission of the thesis proposal. 3. 本表經原任指導教授、新任指導教授及所長簽可後，送至所辦公室備查。 After obtaining signatures and approval from the former advisor, new advisor, and institute director, this form shall be submitted to the institute office for reference.				

長庚科技大學健康產業科技研究所

Chang Gung University of Science and Technology Graduate Institute of Health Industry Technology

研究生選填指導教授志願表

Graduate Student Advisor Preference Form

學生姓名 Student Name:

_____

畢業學校、系別 Graduated University & Department:

_____

連絡電話 Phone Number:_____

郵件信箱 Email Address:_____

◎欲進入之實驗室(指導教授)(依優先順序填入)

◎Preferred Laboratories (Advisors) (In order of preference)

1._____老師 Prof. / Dr.

2._____老師 Prof. / Dr.

3._____老師 Prof. / Dr.

4._____老師 Prof. / Dr.

長庚科技大學健康產業科技研究所

Chang Gung University of Science and Technology Graduate Institute of Health Industry Technology

研究生論文指導教授同意書

Graduate Student Thesis Advisor Consent Form

_____學年度 Academic Year

研究生 Graduate Student:_____ 學號 Student ID:_____

本人同意指導之。此致

I hereby agree to serve as the thesis advisor for the above-named student.

健康產業科技研究所

Graduate Institute of Health Industry Technology

_____指導教授(簽名) Advisor Signature

___年 Year___月 Month___日 Day