

Yuan Ze University, College of Management

Doctor of Philosophy Program Study Guide

(For Foreign students, entrance in academic year 105)

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A. General rules

- a. The guide is written according to the “Yuan Ze University Regulations for Master and Doctoral Degree Qualifying Examination.”
- b. College of Management’s Doctor of Philosophy program (hereinafter Ph.D. program) consists of management group, finance group, and accounting group.

B. Length of study years and school regulation for credits

- a. The study length of years for a doctoral program is 2-7 years.
- b. School regulation for credits and compulsory/ elective courses.
 1. Students of the Ph.D. program need to complete a minimum of 30 credits and a doctoral dissertation.
 2. The courses of Ph.D. program include:
 - i. Basic Compulsory Courses (3 credits): Business Research Methods
 - ii. Other Compulsory Courses (6 credits):

Group	Required subjects
Management	Strategy Theory and Management Organization Theory and Management
Finance	Individual economic analysis econometrics

1. Other elective subjects : Please refer to the list of elective subjects stipulated in the doctoral program . Doctoral students in the management group are required to apply for a supervisor within one week of the start of the third semester after enrollment , and submit a letter of intent to select courses with the consent of the supervisor. For non-listed management-related fields, a list of elective subjects must be proposed with the consent of the instructor or thesis advisor and submitted to the class meeting for approval before implementation .

2. Prerequisite subjects:

prerequisite courses must be submitted one week before the start of the semester, but the course will not be included in graduation credits.

Group	Prerequisite subjects
Finance	Quantitative methods, financial management

1. Doctoral students within the first two years of study should take the special seminar courses offered by the class. This course is not included in the graduation program.
points and present the paper at least once in a seminar course before the thesis oral examination.

Chapter 1 Qualifying exam

E. " Qualifying Examination/Thesis Proposal Application Form " (Appendix 1) within the specified time and pass the following examinations:

Qualification Examination Key Points		
Group	Exam time	Qualifying Examination Subjects
Management	Held at least once every semester (Held one week before the start of each semester)	social science research methods
Finance		financial research methods econometrics social science research methods (Choose one from three)
Note	1. The qualification examination (including make-up exams) must be passed within four years of study. Those who fail to pass will be dropped from school. 2. The passing score for the qualification examination is 70 points or above (including 70 points). 3. Those who fail the qualification exam must make up the exam, no matter the subject , it is limited to one time . Those who fail the make-up exam will be dropped from school. The make-up exam time will be notified later. 4. An application to cancel the exam before the qualification exam is deemed to have failed the qualification exam. If you are unable to come to the exam due to force majeure, you need to submit a cancellation application one week before the exam date. If you are unable to submit a cancellation application as scheduled due to major reasons, you can make a supplementary application within one week after the exam date, and after it is approved by the class meeting, the cancellation application will not be considered. If you fail, the number of applications is limited to once.	

第五條 Application for thesis advisor

Doctoral students are required to fill out the "Thesis Supervision Professor Application Form" (Appendix 2) in their research field within one week of the start of the third semester after admission to apply for one or more thesis supervisors to co-supervise the doctoral class. The supervisor should be Full-time teachers in this group will be given priority. If they are not full-time teachers in this group or need to find external teachers for joint guidance, they must be submitted to the class meeting for approval with the consent of the convener of the group . Before a doctoral student has selected a supervisor, the doctoral class will assign a full-time faculty member of the school to serve as a supervisor to guide his/her course work. After the doctoral candidate selects a topic, he or she will write the thesis plan under the guidance of the thesis advisor.

第六條 Change of advisor

The application for changing the supervisor must be separated by one semester from the application for thesis supervisor, that is, the application cannot be submitted in the same semester. Doctoral students should fill out the "Application Form for Changing Thesis Advisor" (Appendix 3) and submit a letter of consent from the original thesis advisor and the new advisor. The change will be approved by the class meeting. The change of thesis advisor cannot be in the same semester as the submission of the thesis proposal oral examination and thesis oral examination application, and the change of thesis advisor must be done once and must be approved by the class meeting . If a doctoral student fails to change the advisor without complying with the regulations, Their degree examination results will not be recognized.

第七條 Termination of mentoring relationship

If the mentoring relationship needs to be terminated for any reason, the instructor or student can take the initiative to apply in accordance with the regulations, and the application will be discussed and approved at the class meeting. After passing, students need to re-apply to the advisor.

第八條 Thesis Examination Committee

Doctoral students began to apply for thesis examination in their third year of study and formed a thesis examination committee. This committee is responsible for the oral examination of the dissertation. The committee members are nominated by the supervisor and are composed of five to nine scholars in related fields with the approval of the convener of the group and the head teacher of the doctoral class. Among them, professors or associate professors should account for at least half of the committee, and external members should account for at least half of the thesis examination committee. After deducting the supervisor, there should be at least one teacher in the group . During the examination, the committee will recommend one person to serve as chairman. If the list of examination committee members changes, it must be resubmitted to the "Roster of Thesis Examination Committee" (Appendix 4) for related matters.

Anyone who is a third-degree relative or significant stakeholder of a doctoral student shall voluntarily withdraw from serving as the student's supervisor or thesis examination committee member. If found, his/her qualifications will be revoked. If the oral examination has been completed, the results of the oral examination will be invalid . If it is discovered that a doctorate degree has been awarded, the degree will be revoked and the issued degree certificate will be recovered.

第九條 Thesis proposal oral examination

When applying, you should fill in (1) Thesis Proposal Oral Examination Application Form (Appendix 1) , (2) Thesis Examination Committee List (Appendix 4) , (3) Previous Transcripts and (4) Thesis Proposal Oral Examination Checklist (Attachment 7) , with the consent of the supervisor and the convener of the group , submit it to the class meeting for review. The oral examination shall be attended by members of the school's thesis examination committee. The score of the oral examination is 70% for passing and 100% for full score. The score is determined by the average of the scores of the attending committee members. Those who fail the oral examination may apply to take it again in the next semester, but only once. If you pass the thesis proposal oral examination and take a leave of absence during the semester, you will need to reapply after resuming school and

take another thesis proposal oral examination.

第十條 Research results published

Research results publication types and projects	Points	Remark
1. One journal article (accepted or published in the following journals, the best scores will be selected for acceptance)		
SSCI Journal	8	
SCI journal	8	
TSSCI Journal	6	
FLI Journal	6	
Level II journal of the School of Management , ABDC Journal Quality List, Grade B or above	8-6	
Level III journals recommended by the Ministry of Science and Technology of the Academy of Management and Grade B or above	6	
Scopus database	4	
Other English journals with anonymous censorship	3-4	Case-by-case review
2. Seminar publication B		
Top international seminars	6	positive list
Excellent international seminar	4	
Doctoral Forum for Excellent International Seminars (PDW)	3	
Other international or domestic academic seminars	1-2	Determined on a case-by-case basis and the total score must not exceed 2 points
3. Case publication Part B		
Harvard Business School Publishing	8	
Ivey Publishing, Richard Ivey School of Business Foundation	8	
Guanghua Management Case Database	2	The total score cannot exceed 4 points
Taiwan Management Case Center (Harvard)	2	

- 一、Students are required to co-author a paper with their supervisor, the research institution is Yuanze University, and the paper must be published during their studies in this doctoral program.
- 二、6 or above meets the requirements for publication of research results.
- 三、The connotation of all relevant results published must be consistent with the field of management expertise, and must be reviewed and approved by the supervisor before submission. The scope of " Other English journals with anonymous review system (and their counting) " and "Other international or domestic academic seminars (and their counting)" must be approved by the convener of each group in advance and approved by the class meeting for future reference .

四、Top international seminars, the conference names are as follows.

Group	Top international seminars
manage	■ Academy of Management (AOM) Annual Meeting ■ ACR North American Conference ■ International Conference on Information Systems (ICIS) ■ American Finance Association Annual Meeting / American Economic Association Annual Meeting (AFA/AEA) ■ Western Finance Association Annual Meeting (W FA) ■ Financial Management Association Annual Meeting (FMA) ■ Strategic Management Society Annual International Conference ■ American Marketing Association Conference ■ Academy of Marketing Science Conference (AMS) ■ (AAA) American Academy of Advertising
Finance	■ American Finance Association Annual Meeting / American Economic Association Annual Meeting (AFA/AEA) ■ Western Finance Association Annual Meeting (W FA) ■ Financial Management Association Annual Meeting (FMA) ■ Academy of Management (AOM) Annual Meeting ■ AAA Annual Meeting

五、Excellent international seminars, the names of the conferences are as follows:

Group	Excellent international seminar
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manage	■ Academy of Human Resource Development Annual Meeting ■ Asia Academy of Management Annual Meeting (AAOM) ■ Australia and New Zealand International Business Academy (ANZIBA) Annual Conference ■ Australian and New Zealand Academy of Management Conference (ANZAM) ■ British Academy of Management Conference (BAM) ■ Eastern Academy of Management Annual Meeting ■ EGOs Colloquium ■ European Association of Work and Organizational Psychology ■ International Labor and Employment Relations Association (ILERA) Regional Congress (European, Asian, American) ■ International Labor and Employment Relations Association (ILERA) World Congress ■ International Association for Chinese Management Research (IACMR) ■ International Association for Conflict Management (IACM) Annual Conference ■ International Conference on HRD Research and Practice Across Europe ■ Labor and Employment Relations Association (LERA) Annual Meeting ■ Midwest Academy of Management Annual Meeting ■ Northeast Decision Sciences Institute Annual Conference (NEDSI) ■ Society for Industrial & Organizational Psychology (SIOP) ■ Southwest Academy of Management Annual Meeting ■ The Academy of International Business (AIB) Annual Meeting ■ The European Academy of Management (EURAM) Annual Conference ■ American Psychologist Association Conference ■ Asia-Pacific ACR Conference ■ European ACR Conference ■ Society of Consumer Psychology Conference ■ (ISPIM) International Society for Professional Innovation Management ■ (DSI) Decision Science Institute ■ (IAMOT) International Conference on Management of Technology ■ Academy of International Business (AIB) ■ Strategic Management Society Conference (SMS) ■ EFA (European Finance Association Meeting) ■ EFMA (European Financial Management Association Meeting) ■ Financial Management Association (FMA) Asian Conference ■ Financial Management Association (FMA) European Conference ■ North American Meeting of the Econometric Society ■ European Meeting of the Econometric Society ■ Asian Meeting of the Econometric Society ■ SoFiE Annual Conference ■ International Symposium on Econometric Theory and Applications (SETA) ■ PICMET (Portland International Center for Management of Engineering and Technology) ■ Asia Academy of Management (AAOM) and Taiwan Academy of Management (TAOM) Joint Conference ■ AMS-World Marketing Congress (WMC) Conference ■ European Congress of Psychology (ECP) or an excellent international conference approved by the teachers of this group or an excellent international conference announced by the Ministry of Science and Technology
Finance	■ EFA (European Finance Association Meeting) ■ EFMA (European Financial Management Association Meeting) ■ Financial Management Association (FMA) Asian Conference

	■ Financial Management Association (FMA) European Conference ■ North American Meeting of the Econometric Society ■ European Meeting of the Econometric Society ■ Asian Meeting of the Econometric Society ■ SoFiE Annual Conference ■ International Symposium on Econometric Theory and Applications (SETA) ■ Midwest Finance Association Annual Meeting (MFA) ■ Asian Finance Association Conference (Asian FA) ■ Southern Finance Association Annual Meeting (SFA) ■ American Finance Association Annual Meeting ■ American Economic Association Annual Meeting ■ British Academy of Management Conference (BAM) ■ Eastern Academy of Management Annual Meeting ■ Midwest Academy of Management Annual Meeting ■ Southwest Academy of Management Annual Meeting Or excellent international conferences approved by the teachers of this group or excellent international conferences announced by the Ministry of Science and Technology
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六、Seminars must be published in the form of oral reports , international seminar papers must be published in English , and the applicant must be the presenter. If there are other doctoral students who co-authored the paper, you need to fill in the application form for graduation research points for the seminar paper. Only with the signatures and consent of all co-authored doctoral students can the seminar paper be counted as graduation research points.

七、If the content of different results published has high overlap , it will be reviewed and decided by the class meeting , and the higher point will be scored once.

八、Definition of Journal Article B:

- (1) Co-authored by one to four people (at least one of them must be an assistant professor or above in our school) , counted as one article .
- (2) For co-authors of five to seven people (at least three of whom must be assistant professors or above, at least two of whom must be assistant professors or above in our school) , the calculation is based on 0.5 articles .
- (3) eight or more people: not counted.
- (4) For papers co-authored by two or more students, the points will be calculated based on the average method.

第十一條 Dissertation oral examination

Doctoral students applying for the doctoral thesis oral examination should apply within the time specified in the calendar. When applying, they should submit (1) the first draft of the thesis, (2) the recommendation letter from the supervisor (Attachment 5) and (3) the graduation thesis oral examination checklist (Attachment) 8) Then report it to the school for verification. The oral examination score is 70% for passing and 100% for full score. The score of the doctoral thesis oral examination is determined by the average of the scores of the attending committee members. Those who fail the oral examination may apply to take it again in the next semester, but only once.

who has taken 申請 the doctoral degree examination is unable to complete the degree examination within that semester for any reason, he or she must fill out the "Degree Examination Cancellation Application Form" 應於本(Appendix 6) before the oral examination deadline specified by the doctoral class to apply for cancellation of the degree examination for that semester. Application for degree oral examination is limited to one time. Those who fail to withdraw or take the exam after

the expiry date will be deemed to have failed once.

A doctoral student who has reached the last year of study and is eligible to apply for an oral examination but still cannot obtain the consent of his or her supervisor to conduct a dissertation oral examination may 向本 appeal to the doctoral class.

If plagiarism or fraud is discovered in a doctoral degree awarded by this doctoral program, and if it is found to be true after investigation, the degree will be revoked and the issued degree certificate will be recovered.

第五章 appendix

- (1) Attachment 1. Application form for the doctoral program qualification examination/subject examination/thesis proposal oral examination of Yuanze University School of Management
- (2) Attachment 2 : Application form for doctoral program professor at the School of Management, Yuanze University 文指導
- (3) Attachment 3. Application form for professor replacement in the doctoral program of Yuanze University School of Management 文指導
- (4) Attachment 4 : Yuanzhi University Doctoral Thesis Examination Committee Roster
- (5) Attachment 5. Recommendation letter from professor of postgraduate student theory at Yuanzhi University 文指導
- (6) Attachment 6. Application for Cancellation of Yuanzhi University Doctoral Degree Examination
- (7) Attachment 7. Oral Examination Checklist for Doctoral Thesis Proposal of Yuanze University School of Management 申請
- (8) Attachment 8. Oral examination checklist for doctoral thesis of Yuanze University School of Management 申請
- (9) Attachment 9. Letter of Intention for Course Selection for Doctoral Courses at Yuanze University School of Management
- (10) Attachment 10. Journal/Seminar Approval Application Form for the Doctoral Program Management Group of Yuanze University School of Management
- (11) Attachment 11. Application form for Graduation Research Points Graduation Research Points for Seminar Papers of Yuanze University School of Management Doctoral Class
- (12) Attachment 12. Application form for terminating the mentoring relationship between the student and the advisor

第六章 Supplementary Provisions

- 第十二條 The key points of study for this doctoral class will be implemented after being approved by the class meeting, and the same applies to revisions.
- 第十三條 If there are any matters that are not covered in the key points of the doctoral program, they will be handled in accordance with the relevant regulations of the school .

Doctoral Program at Yuanze University School of Management
Qualifying Examination/Thesis Proposal Oral Examination Application Form

Year, month and day of the Republic of China

applicant		Student number		Group	☐ Management group ☐ Financial Team
s t a t e p l e a s e T e s t t r y k i n d D o n ' t	☐ qualifying exam Exam subjects_____				
	☐ Thesis proposal oral examination Thesis title:_____				
expected Exam date	_____month_____day of the Republic of China				
Doctoral tutor or supervisor					
Doctoral Program (Group) con v e n e r		director			

Applicant's signature:_____

Doctoral Program at Yuanze University School of Management
On Professor Application Form

applicant		Student number		Group	☐ Management group ☐ Financial Team
field of study					
Date of passing qualifying exam		Year, month and day of the Republic of China			
Date of passing subject examination		Year, month and day of the Republic of China			
I have obtained _____ Professor agrees He serves as a 任本人 doctoral 文指導 professor. applicant: _____ Year, month and day of the Republic of China					
Signature of the single supervising professor		Supervising Professor Conditions (Check by the Supervising Professor)			
		☐ Qualify for SA, and publish one article in Level II or above journals in the past five years, or publish two articles in Level III or above journals in the past five years.			
Signature of co- advisor		Supervising Professor Conditions (Check by the Supervising Professor)			
		☐ Qualify for SA, and publish one article in Level II or above journals in the past five years, or publish two articles in Level III or above journals in the past five years. ☐ One of the co-mentors is eligible.			
D o c t o r a l P r o g r a m (G r o u p) c o n v e n e r			director		

R e m a r k	1. According to the study points of this doctoral class, doctoral students in the management group must apply for a position in this doctoral class within one week of the start of the first semester of the Ph.D., and doctoral students in the finance group should apply to this doctoral class within one week after passing the qualification examination at the earliest and within six months of passing the subject examination at the latest. Or jointly supervised by multiple thesis advisors . 2. This doctoral class will report 支指導 the professor's hourly fee according to the date this form is submitted to this doctoral class. 3. During the course of study, if 文指導 the professor is changed, it must be approved by the class meeting .
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Doctoral Program at Yuanze University School of Management
Application form for professor replacement 文指導

a p p l i c a n t		Student number		G r o u p	☐ Management group ☐ Financial Team
state please Even Change Original because					
Original guidance Professor's signature					
new guidance Professor's signature					
Doctoral Program (Group) convener					
director					
Prepare Note	1. The application to change the supervisor must 文指導 be separated by one semester from the application to change the professor, that is, the application cannot be submitted in the same semester. 2. changing 文指導 the professor and submitting the thesis proposal oral examination and thesis oral examination cannot be in the				

	same semester. The change of professor must be 文指導 done only once and must be approved by the class meeting .
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Yuanzhi University Doctoral Thesis Examination Committee Roster for the Academic Year Semester

[illegible]

PhD student at Yuanzhi University

Recommendation letter from thesis advisor

The paper _____ proposed by Mr. _____, student number
_____, in the doctoral program of the School of Management, was written
(題 目)
under my guidance and I agree to submit it for review.

Supervisor _____

_____year_____month_____day

Application form for withdrawal of doctoral degree examination

Year, month and day of the Republic of China

Studying at department level	Student number	Name	Reason for withdrawal
As mentioned above, if you apply to cancel the degree examination, please approve it.			

	Provost	register	Dean of the College	director	Supervising professor
nucle ar allow					

Yuanze University School of Management

申請 Doctoral Thesis Proposal Oral Examination Checklist

Name: _____

Student number: _____

Oral examination date: _____

Form filling date: _____

Category :

☐

Management group

☐

Finance Group

Supervising Professor: _____ , _____

1. Course subjects

category	Course subjects	Semester	Course starting unit	score	confirm
Basic compulsory courses (3)					
Other compulsory courses (6)					
Research and analysis methods : *Management Group(3) *Finance Team(3)					
Elective : *Management Group(18) *Finance Group (9+9)					
Special seminar (Not included in graduation credits)					

Note: Proof of transcript must be attached.

2. Qualification examination:

category	illustrate	
qualifying exam	subject	Exam date

3. Review results:

- ☐ Comply with regulations
- ☐ Not in compliance with regulations

illustrate: _____

Student signature: _____

Supervising Professor: _____ , _____

Doctoral course (group) convener: _____

director: _____

Yuanze University School of Management

申請 PhD thesis oral examination checklist

Name: _____

Student number: _____

Oral examination date: _____

Form filling date: _____

Supervising Professor: _____ , _____

Doctoral thesis title: (Chinese) _____

(English) _____

Thesis proposal oral examination passing date: _____ year month _____ day

1. Papers published in special lectures:

Date: Year Month Day Location: _____

Thesis speech topic: _____

(The following two to four items are graduation requirements. Those who have not published yet can leave them blank for now)

2. Foreign journal articles

Thesis title	Journal name (year, number of pages)	Chapters and pages related to doctoral thesis	Journal Category

Note: 1. Please explain 文與 the relationship between the journal and the doctoral thesis in 500 words or less.

2. If the application has been accepted or published, please attach a hard copy (or photocopy).

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3. International academic conference papers

Thesis title	Academic conference name (place, time)	Chapters and pages related to doctoral thesis

Note: Please attach a photocopy of the paper.

4. Case publication

topic	Case name (year, number of pages)	Related to doctoral thesis Chapters, pages	Case category

5. Other publications related to doctoral thesis

Thesis title	Journal/academic conference name (year, number of pages)	Related to doctoral thesis number of chapters, pages

6. Review results:

- ☐ Comply with regulations
☐ Not in compliance with regulations

illustrate: _____

Student signature: _____

Thesis oral examination committee members (on-campus members):

Supervising Professor: _____ , _____

the doctoral program (group) : _____

director: _____

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**Doctoral Program Management Group of Yuanzhi University School of
Management
Letter of Intention to Select Courses**

Date of filling in the form: ____ Year ____ moon ____ day

student name		Student number	
grade		field of study	
Courses to be taken			
Research analyze method (1 course)	Course number	Course name	
Elective course (6 courses)	Course number	Course name	

Signature of the supervising professor (tutor): _____

Head teacher' s signature: _____

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Doctoral Program at Yuanze University School of Management

Journal/Seminar Approval Application Form

Application date: _____ semester of _____ academic year _____ month _____ day

Student number		Name		major		Contact number	
Journal name					Please check the verification result (check by the convener)		
					Whether it is "other English-language journals with anonymous censorship " ☐ yes ☐ 3 o'clock ☐ 4 o'clock ☐ no		
The review results will be approved by the class meeting. After your submission is accepted, please attach the following documents and submit them to the doctoral program office.					1. Copy of document proving acceptance of the paper (e-mail) 2. A copy or electronic file of the abstract of the published paper or the full text of the paper.		
Seminar name					Please check the review result (check by the convener)		
					Whether it is "other international or domestic academic seminars " ☐ yes ☐ 1 o'clock ☐ 2 o'clock ☐ no		
The review results have been approved by the class meeting. After the publication is completed, please attach the following documents and submit them to the doctoral class office.					1. International conference schedule and related information 2. Copy of electronic ticket or boarding pass or registration fee receipt 3. Documents proving acceptance of the paper e_mail 4. The cover of the thesis collection and the abstract of the published paper or a copy of the full text of the paper (papers are limited to those completed in China but not yet published)		

Applicant' s signature_____		
Supervising professor	Convener of each group	head teacher

Yuan Ze University School of Management Doctoral class
Seminar Paper Graduation Research Points Application
Form

Student number_____Name_____Group_____Applicant's
signature_____

Seminar name (year, month, day)	
Thesis title	
Co-authored doctoral student gives up signature on graduation research points	* <u>Only one doctoral student can count</u> a co-authored seminar paper as graduation research points , and other doctoral students must give up the right to count the paper as graduation research points. Signature of co-author 1. _____ 2. _____ 3. _____
Signature of advisor	

Doctoral Program at Yuanze University School of
Management

Application form for terminating the mentoring relationship
between the student and the advisor

☐ I express my gratitude to the graduate students I supervise_____

File an application for termination of guidance.

☐ My opinion about the supervisor_____File an

application for termination of guidance.

Specific instructions:_____

Note: Specific supporting information needs to be attached

Graduate student signature:_____ day Expect:

Year moon day

Signature of the supervisor: _____ day Expect: Year moon
day

Signature of doctoral class teacher : _____ day Expect: Year
moon day

Signature of the Dean of the School of Management : _____ day
Expect: Year moon day

※ After this application is approved by the doctoral class meeting , both
parties will be notified by email .