Fu Jen Catholic University
Department of Food Science

Master's Regulations

For Healthier, Tastier, Safer Foods

輔仁大學食品科學系
Food Science, Fu Jen Catholic University

創造更健康, 更美味, 更安全食品

Formulated in June, 2026

I. Establishment and Development

Establishment

The predecessor of the Department of Food Science was the Department of Home Economics and Nutrition, which was established in 1963. In 1971, the Nutrition Science group was separated from the Department of Home Economics and Nutrition, and the Food Science group was added, merging to establish the Department of Nutrition and Food Science.

The master's program of the Department of Nutrition and Food Science was established on August 1, 1983, and originally belonged to the Graduate Institute of Nutrition and Food Science of the College of Science and Engineering. Later, in accordance with the establishment of the College of Civil Life on August 1, 1994, it was transferred to the College of Human Ecology. The Ph.D. program was established on August 1, 1995, and the integration of the department and institute was implemented in the same year. The master's and Ph.D. programs originally belonging to the institute were then transferred to the Department of Nutrition and Food Science. The in-service master's program was established on August 1, 2000, and its admissions were suspended starting from 2006. In August, 2006, with official approval, the Food Science group and the Nutrition Science group from the original Department of Nutrition and Food Science became independent departments. The master's programs were also assigned to their respective departments, while the Ph.D. program still remained under the Graduate Institute of Nutrition and Food Science. This was then transformed into the Ph.D. Program in Nutrition and Food Science in 2010.

II. Educational Objectives

◎ Master's Program

1. Cultivate students to value professional ethics and humanities, pursue true knowledge and action, and care for society.
2. Train academic researchers in food science and related biotechnologies.
3. Foster students to have a proactive and positive life perspective and attitude towards performing tasks, be capable to jump into action, and possess group awareness and an international mindset.
4. Enhance and deepen students' abilities in specialized topics and academic research.

III. Number of Students and Duration of Study

(1) The enrollment of the master's program of this department is conducted according to the university's regulations, and the number of students is determined during departmental meetings based on actual needs. After approval by the faculty dean, the numbers are reported to the university's Office of Research and Development and the Master's Admission Committee.

(2) The duration of study for master's students is 2 to 4 years (for integrated 5-year undergraduate programs, the 4th year is recognized as the 1st year). Students of this department should ideally be full-time students. Those wishing to study while working (holding a full-time position or working more than 20 hours a week) should obtain written approval from the head of their current workplace and a consent letter from their academic advisor before the start of the semester registration. The department head must also be informed. For part-time jobs of fewer than 20 hours, prior consent from the academic advisor is required.

(3) Fu Jen Catholic University Department of Food Science Study Regulations:

Master's Program

Article 1 The courses and credits required for graduation from this master's program are as follows:

1. A total of 10 credits from required professional courses (including 4 credits from specialized seminars and 6 credits from the thesis).
2. At least 20 credits from elective professional courses.
3. For graduation, combining both required and elective professional courses, at least 30 credits must have been obtained.
4. Course credits exemption for the master's program follows the "Fu Jen Catholic University Regulations for Course Waivers." The primary courses eligible for exemption are those currently jointly offered by this department for fourth-year undergraduates and master's students.

Article 2 Graduate students in the Department's Master's program must have completed all prerequisite courses (see Table A). If students are missing any subjects or if the grades in the professional courses do not meet the required standard, students must retake or supplement the courses as required by the departmental meeting.

Article 3 By the fourth semester after enrolling in the Master's program, students must present all their thesis work in the Research Seminar course and participate in

the thesis poster competition.

Article 4 Prior to the end of each semester (in principle after the midterm exams), students are to pre-select their professional courses for the next semester. The pre-selection form must be signed by the advisor. During the official course selection period, students must adhere to these pre-selected courses. Graduate students who wish to add or drop a course must first seek approval from their advisor and the department head.

Supplementary Provisions

Article 5 Any matters not covered by these regulations will be handled in accordance with Fu Jen Catholic University Academic Policies and relevant regulations, or discussed and decided in a department meeting.

Article 6 These regulations shall be implemented after being approved and announced in a department meeting, a faculty meeting, and an academic affairs meeting. The same applies when amendments are made.

IV. Courses

Article 1 In principle, graduate students are required to take at least 30 credits of approved courses (including six credits for their thesis).

Article 2 The general student course structure for the master's program in our department (please refer to Table B) is divided into: (A) required courses, (B) elective courses or other relevant courses offered by other departments (either at the master's or Ph.D. level), (C) subjects co-taught with the undergraduate department. A maximum of 6 credits is permitted from this category (it can exceed if necessary in special cases, but it will not be included in the required 30 credits for graduation). Please refer to the elective courses offered by the undergraduate department.

Article 3 Graduate students in the Department's Master's program must have completed all prerequisite courses (see Table A on page 6). If students are missing any subjects or if the grades in the professional courses do not meet the required standards, students must retake or supplement courses as required by the departmental meeting.

Article 4 In principle, courses in the master's program of our department should be taught by faculty members of our department with at least the rank of assistant professor. When necessary, external experts with a qualification of at least an assistant professor (recognized by the Ministry of Education)

can be employed. Those without the qualification of at least an assistant professor can only teach a portion of the course, which should not exceed half of the total course.

Article 5 The mandatory courses for the master's program in our department are offered every academic year. Elective courses are arranged based on actual needs. For all courses, a score of 70 is considered passing, with 100 being the highest possible score. Courses offered in the master's and Ph.D. programs should be open to all postgraduate students in the department. Elective courses for the master's program can also be open to undergraduate students, but they must first obtain the consent of the instructor.

Article 6 The course schedule for each semester should be discussed by the department head and the instructors before pre-selection, and should be decided in the departmental meeting and then immediately announced to all faculty and students. The department head can request postgraduate students to pre-select their courses in December and May each year (pre-selection forms must be signed by the academic advisor). At the time of registration, the department head has the right to ask students to officially register based on their pre-selected courses. If postgraduate students wish to add or drop courses, they must obtain the consent of both their academic advisor and the department head.

A. Prerequisite Courses for Admission to the Department of Food Science Master's Program

Passed at the Department Curriculum Council in the Academic Year of 2011 on January 11, 2012

Passed at the Sixth Department Curriculum Council in the Academic Year of 2020 on June 23, 2021

Passed at the Third Department Curriculum Council in the Academic Year of 2022 on December 29, 2022

Course	Credits
Food Processing	**2**
Food Chemistry	**2**
Biochemistry	**2**
Food Analysis	**2**
Food Microbiology	**2**
Nutrition	**2**

***The above courses can be included in the credits if lab credits have been earned**

***Three out of the six courses must be taken**

***The above is applicable to students enrolled since the 2021-2022 academic year**

Notes:

1. Graduates from the Chemistry department are exempt from taking the "Food Analysis" course.

2. Graduate students must complete the aforementioned courses during their undergraduate studies. If a student lacks any of these courses, they must complete the missing course before graduation. If the missing course is a subject required for admission, it should be handled as outlined in Article 3.

3. Prerequisite courses are decided by the graduate student's mentor and supervisor, included in the academic record, and announced at the orientation for new students. New graduate students will select courses accordingly, and course completion will be checked at the end of the third semester.

B. Master's Program Course Schedule

Passed at the first Curriculum Council in the Academic Year of 2010 on October 27, 2010

Mandatory Courses			
Course Name	**Instructor**	**Credits**	**Year**
專題研討 Seminar on Food Science	**Full-time faculty**	**4**	**1 & 2**
碩士論文 Thesis	**Thesis supervisor**	**6**	**2 (Spring)**

Elective Courses (Fall Semester)		Elective Courses (Spring Semester)	
Course Name	**Credits**	**Course Name**	**Credits**
儀器分析與實驗(一) **Instrumental Analysis and Lab.(1)**	2	儀器分析與實驗(二) **Instrumental Analysis and Lab.(2)**	2
食用油脂(全英) **Edible Oils and Fats**	2	食品毒物學 **Food Toxicology**	3
食品標章及認證實務 **Food Logos & accredited systems in practice**	2	包裝與貯藏 Packaging and Storage	2
食物品評 **Sensory Evaluation of Food**	2	醣化學(全英) **Chemistry of Carbohydrates**	2
食物品評實驗 **Sensory Evaluation of Food Lab.**	1	畜產品加工 **Meat & Poultry Processing**	2
食品奈米科技(全英) **Nanotechnology in Food Science**	2	基因改造食品 Genetically Modified Foods	2
食品風險分析 **Food Risk Analysis**	2	穀類化學與加工 **Cereal Chemistry and Technology**	2
食品生物化學暨實驗 **Food Biochemistry & Lab**	2	發酵學 **Fermentation Technology**	2
食品產學講座 **Current Lecture in Food Product Development**		食品物性學 **Physical Properties of Food**	2
食品科學分子生物與免疫技術 **Molecular biological and immunological techniques in food science**	2	食品高分子應用(隔年) **Food polymers application**	2
食品科學專業英文口頭表達(全英 **Current Lecture in Food Product Development**	2	食品加工副產品之管理與應用 **Management and Utilization of Food Processing By-products**	2
香味化學(隔年) **Flavor Chemistry**	2	機能性食品(博) **Functional Foods**	2

包裝實務(隔年) Practical Aspects of Packaging	2	食品微生物特論 Special Topics in Food Microbiology	2
食品色素(博)(隔年) Food Pigment	2	食品包裝特論 Special Topics in Food Packaging	2
高等油脂(博)(隔年) advanced lipid chemistry	2	食品蛋白質特論 Special Topics in Food Proteins	2
發酵工程特論 Special Topics in Fermentation Engineering	2	微生物生技特論 Special Topics in Microbial Biotechnology	2
食品胜肽特論 Special Topics in Bioactive Food Peptide	2	植物機能性成分特論 Special Topics in Plant Functional Components	2
食品加工與機能食品特論 Special Issues in Food Processing and Functional Food	2	運動食品特論 Special Topics in Exercise Performance and Food	2
食品物化特論 Advanced Food Physical Chemistry	2		
食品科技橋接實習 Corporate Bridge Internship in Food Science	12	食品科技橋接實習 Corporate Bridge Internship in Food Science	12
Courses marked with an asterisk (*) are offered once every 2 years; all other courses are offered each year			

C. Master's Program Schedule

Time	**Procedure**
After publication of examination results	New student seminar
First semester (before classes start)	Choose a thesis advisor and fill out the "Course Roadmap"
Before the first semester ends	Select a thesis topic with the advisor, and write a thesis outline
Before the second semester ends	Present thesis research outline Note: This is not mandatory, will be decided by the advisor
Summer break	Start conducting research; students may apply for a Ph.D. degree
Third semester	Present thesis outline with initial findings during the Research Seminar course
Before the third semester ends	Confirm make-up records for required coursed
Fourth semester	Present full thesis during the Research Seminar course *(Students must participate in the poster competition)*
Semester of graduation:	
Two weeks before thesis oral defense	Register for the oral defense at the Department office (3-5 oral examiners to be selected by the advisor)
Before July 31 (or January 31)	Thesis oral defense

*Starting from the 2017-2018 academic year, postgraduate students must provide a certificate of completion for the academic ethics education course from the Center for Taiwan Academic Research Ethics Education website before they can apply for their oral defense. Specific details for the academic ethics education course will be provided separately.
[In compliance with the regulations, students should register using their student ID, and the certificate number should start with an "S".]

*Starting from the second half of the 2020-2021 academic year, when students apply for their oral defense, they must present a thesis similarity report (from the Turnitin Originality Check system). The result must be approved and signed by the advising professor and presented to the examination committee during the oral defense. Starting from the second semester of the 2020-2021 academic year as a trial measure, the similarity percentage for a thesis in the Department of Food Science may not exceed 30%.

V. Graduate Student Thesis Advisory Committee Formulation Regulations

Article 1 Before the first-semester registration period, based on personal interest, students can select a full-time faculty member of the department as their thesis advisor. Upon obtaining their consent, students should inform the department head with a formal consent letter.

Article 2 Full-time assistant professors or higher-ranking faculty members of the department have the right and obligation to guide one or more graduate students until they graduate (this does not apply in case of insufficient students). The minimum number of students that a faculty member wishes to guide is based on the number registered before the examination. In cases where faculty members exceed or have not reached their quota, or if other exceptions occur, coordination by the department head and approval by the departmental committee are needed.

Article 3 Thesis advisors must be full-time faculty members of the department. However, faculty members or experts from outside the department can be invited to serve as "assisting advisors." Experiments can be conducted outside the campus if necessary.

Article 4 Prior to the thesis proposal presentation, the thesis advisor will select 3 to 5 committee members, including assistant professors or higher-ranking faculty or experts from outside the university, to form the student's advisory committee. At least 1/3 (or more) of the committee should be external members. Part-time faculty serving at the University within their contract term are considered internal members. The student's thesis advisor serves as an ex officio member but cannot act as the chairperson. Graduate students applying for their oral defense should submit their applications to the departmental office with proof of consent of their advisor. After the department head has examined the application, they shall send the application form, the time and place of the examination, and the list of proposed examiners to the Office of Academic Affairs for review and approval, and then submit it to the President for appointment and examination matters.

Article 5 Oral defense examiners should be specialized in the student's research field and meet one of the following criteria:

1) Current or former Professors, Associate Professors, or Assistant Professors.
2) Members of the Academia Sinica or current/former Academia Sinica research fellows, associate research fellows, or assistant research fellows.
3) Holders of a Ph.D. with academic achievements.
4) Experts in rare, specialized, or practical fields with academic or professional

achievements.

*The qualification criteria for the third and fourth point above are determined by the council of the department, institute, or academic program that grants the degree.

*Examiners will refrain from accepting a graduate student with whom they have a spousal relation, fourth degree kinship, third degree affinity, with whom they have had any such a relationship in the past, or when they have personal stakes in their research.

*The highest academic qualification of all examiners shall not be from the same department or institution of the same university.

Article 6 Once the student selects a thesis advisor, generally neither party can request a change. However, in special circumstances requiring a change, changes can be made following coordination by the department head and approval by the department council.

Article 7 Degree examination procedures shall follow the “Fu Jen Catholic University Regulations for the Master’s and Doctoral Degree Examination and Dissertation Defense.”

VI. Instrument and Equipment Usage Guidelines

Article 1 Student researchers (including assistants and undergraduate students) who wish to use the equipment in the department's various research labs and in common or valuable public spaces must proactively apply to attend specific instrument training courses held annually or on an ad hoc basis. Otherwise, they are not allowed to use the equipment in question.

Article 2 Before using valuable or common equipment of the department, users must fill out the user form, adhere to the usage rules and follow the instructions of the equipment manager. Users should handle the equipment carefully and clean up after use. If the equipment is damaged, the responsible faculty member and the advisor will assess the cause. If the damage is due to human error, the student (including assistants) must compensate 10% of the repair cost, but the maximum compensation may not exceed NT$10,000.

VII. Fu Jen Catholic University Department of Food Science Management Guidelines for Public Spaces and Equipment

Discussed by the Valuable Equipment Management Group in the Academic Year of 2014 on June 1, 2015
Passed at the 6th Department Council in the Academic Year of 2014 on June 24, 2015
Discussed by the Research Management Council in the Academic Year of 2010 on November 21, 2019
Passed upon Amendment at the 3rd Department Council in the Academic Year of 2019 on January 8, 2020

Article 1 The Department of Food Science (hereinafter referred to as "the Department") has set up these management guidelines for public research spaces and public equipment to ensure their normal and fair use, to improve the efficiency of their usage, and to implement related maintenance procedures.

Article 2 The term "public research spaces" in these guidelines refers to specific locations such as EP002, EP201, EP203, and EP403B in the Food Science Building. "Public equipment" refers to equipment purchased wholly or partially with internal funding and located in these spaces.

Article 3 These regulations are to be carried out by the Research Management Committee of the Department (hereinafter referred to as "the Committee"), whose responsibilities include:

(1) Managing, coordinating, and arbitrating disputes related to public research spaces.

(2) Managing and overseeing standard operating procedures for equipment use and providing suggestions for expansions, upgrades, and warranties.

(3) Planning and supervising educational training.

(4) Setting and revising the fee structure for public equipment usage.

(5) Coordinating and arbitraging disputes relating to public spaces and equipment, providing recommendations for penalties related to violations and determining liability for equipment damage.

Article 4 Each piece of equipment is managed by a faculty member who oversees its maintenance and usage and is responsible for the formulation of relevant operating procedures. The responsible faculty will provide basic training and usage certification to users. In cases of non-compliance, the responsible faculty can report users to the Committee. The responsible faculty of each piece of equipment shall manage the equipment in accordance with these regulations and cooperate with the Committee in handling disputes related to the use of equipment and the ownership of damage to the equipment.

Article 5 Rules for using public research spaces are as follows:

(1) All public areas apart from spaces reserved for public equipment are available for research labs upon application.

(2) Users must fill out an application form. The permission lasts from the day of application until the end of the academic year, requiring a new application each year. Applicants are required to hand in a letter of approval signed by the Committee convener and the Department head before they can use the public research space. This application form is attached as Appendix III.

(3) Equipment placed in public research spaces must be functional and properly labeled, and must be assigned to a responsible faculty member. Regular safety checks are required. Labels and registration forms are attached as appendices IV and V.

Article 6 Rules for the use of public equipment as detailed in these regulations are as follows:

1) Public equipment listed in these regulations are provided for use by faculty and staff of this department, post-doctoral researchers hired by faculty of this department, research assistants appointed by faculty of this department, and graduate and thesis-writing students of this department's master's and Ph.D. programs. Users must have undergone training for the operation of these instruments and be certified by the relevant responsible faculty before they can operate them independently. Those who are not faculty, staff, or students of this department must fill out an application form as required. Other usage rules follow these regulations.
2) New researchers in this department, including new graduate students, thesis-writing students, newly appointed post-doctoral researchers, and newly appointed research assistants, must participate in public space and equipment usage seminars and training held by the department before the start of each academic year. Those who do not participate will not be allowed to use any of the department's public equipment.
3) Before using any piece of public equipment, users must reserve a time slot in the designated registration logbook. During usage, the user must record the usage details in the logbook and sign it. If any anomalies occur during the use of the equipment, the user must immediately stop using it and promptly notify the responsible faculty member.
4) Computers provided with public equipment are strictly for use with said equipment. They should not be used for document processing, web browsing, watching videos, gaming, or any other purposes.
5) Folders on the computers used with the equipment are part of the laboratory, and are created and named by the managing faculty. Users must properly store their data files in the designated folders. Files not stored in the specified lab folders or folders not created by the managing faculty will be deleted immediately upon discovery.

6) If a user does not follow these regulations or if their behavior endangers the safety of individuals and the functionality of the equipment, the managing faculty will report them to the Committee for disciplinary action. For the first violation, the Committee will issue a written warning to the offender. For the second violation, the Committee will notify the offender's supervising professor and the department office in writing while also revoking the user's rights to the equipment for one month. For the third violation, the matter will be officially reported to the departmental meeting, and the offender's rights to use all public equipment in the department will be revoked.

Article 7 Rules concerning costs for the use, consumption, and maintenance of equipment under these regulations are as follows:

1) The costs of consumables and chemicals needed for operating various pieces of equipment shall be borne by the user or the affiliated research lab, except for educational purposes.
2) In principle, maintenance costs related to normal wear and tear of the equipment shall be paid by users. These costs will be distributed among all users based on the proportion of recorded usage time. Further details on specific equipment can be found in the relevant equipment usage guidelines.
3) If improper operation leads to damage and requires repair, unless the managing faculty personally provides instructional use, the matter will be discussed in a departmental meeting. In other cases, the department will cover 30% of the total repair costs from its funds, the individual responsible will bear 10% of the costs, capped at NT$10,000, and the individual's affiliated research lab will bear 60% of the costs, capped at NT$100,000. If the combined contributions from the individual and the lab reach their respective limits, the remaining costs will be borne by the Public Equipment Joint Usage Fund and departmental funds. The ratio will be discussed by the Committee and submitted to a departmental meeting for approval.
4) The responsibility for compensating for damaged equipment will be investigated by the Committee and submitted to the departmental meeting for a final decision after the facts have been established.

Article 8 The Public Equipment Joint Usage Fund has been established to raise funds for equipment maintenance. Funding is provided by third-year or above Ph.D. students and second-year or above master's students in this department. Each academic year, advisors will contribute NT$1,000 per advising student. Funds will be settled once at the end of each academic year and reported during the departmental meeting. This fund can be used for the maintenance, servicing, and calibration of public equipment and related facilities. Use

of the fund must be discussed by the committee and approved by a departmental meeting.

Article 9 Non-department members wishing to borrow public equipment must fill out the “Fu Jen University Department of Food Science Equipment Loan Application Form” (Attachments 6 and 7) and comply with all relevant rules and regulations for borrowing and form completion.

Article 10 These regulations shall be implemented upon approval by a departmental meeting and the same applies to any amendments.

(Appendix I)

Important Notes for Master's Students Applying for Degree Examinations

(1) Master's and Ph.D. students eligible for graduation who wish to take the degree examination must pass the initial draft comparison of their thesis through the Turnitin Originality Check system two weeks before the oral examination with a similarity score below 30%. Applications can be submitted through the Fu Jen University Graduate and Doctoral Thesis System (http://140.136.251.56/fujenTS/). After receiving the application, the department head will present it to the university president and appoint three to five scholars, both internal and external, related to the thesis topic. At least one-third of the committee should be external members, usually the same as those in the research project or pre-oral examination guiding committee (though they can be changed), to jointly form the "Degree Thesis Examination Committee" for the review and oral examination of the student's thesis. The applicant's research advisor serves as an ex-officio member but may not act as the convener.

(2) Graduate students must submit the complete written thesis to each examination committee member for review one week before the oral examination, while Ph.D. students must do so ten days prior. Otherwise, the oral examination date should be postponed or canceled. A score of 70 or above is considered a pass in the oral examination. Those who fail may request a re-examination after six months, and are limited to one additional attempt.

(3) After passing the oral examination, the examination committee members shall sign a pre-written form provided by the student, which after signing is kept by the advising professor. Once the thesis has been revised, finished, and found to be error-free, the form will be handed over to the student to be inserted when binding.

(4) In addition to submitting the required number of bound copies to the university, library, and department office, graduate students must also provide one copy each to their advising professor and co-advising professor. Students graduating in January or July must submit their completed thesis before the start of the registration for the next semester (if the university changes the date, timely notice will be given), otherwise, graduation will be postponed by one semester.

(5) Faculty and graduate students in this department shall value the quality of the thesis. If a student is unable to complete and submit the thesis within the stipulated time, graduation shall be postponed to the next semester.

(Appendix I)

Department of Food Science Graduate Student Oral Defense Application Flowchart

Confirm examination date

114.4

2 weeks before examination

1. Thesis originality comparison: Turnitin Originality Check system score of 30% or lower; a printed version is required.
2. Visit the Fu Jen Catholic University Thesis and Dissertation System (log in with your LDAP account -> Select Course -> Select Master's and Ph.D. Degree Thesis System), apply for the oral examination (fill out committee members, date, time, place, thesis topic & other information) and add test scores for the academic ethics education course (starting with an "S"); print out the Master's Degree Examination Application Form from the application system and submit it 2 weeks prior to the examination date with signatures of the student and their supervisor.

Notes

1. The "Degree Examination Application Form" (Appendix I; requires thesis advisor signature) and the results of the Turnitin Originality Check must be submitted to the department office 2 weeks prior to the oral examination.
Starting from the 2025 academic year, application for Postponement of Thesis Publication.

2. The "Department Letter of Appointment" (Appendix III) and the signature form (Appendix VI; download from the system) must be e-mailed to the department secretary (notification will be given after online approval) 2 weeks prior to the oral examination

3. The Thesis Oral Examination Report Form (Appendix V), the Fu Jen Catholic University Department of Food Science Thesis Oral Examination Scoring Form" (Appendix IV) and the Assessment Form (Appendix VIII) must be submitted on the day of the oral examination

One week before oral examination
Send the first thesis draft to the oral examination committee members (must be accompanied by department letter of appointment / whether members arrive by car)

Three days before oral examination: Announcement of oral examination (Appendix III) on the bulletin board

One day before oral examination – final confirmation:

1) Oral examination fee receipt form (can be picked up at the department office)
2) Thesis Oral Examination Report Form and Fu Jen Catholic University Department of Food Science Thesis Oral Examination Scoring Form
3) Committee Member Signature Sheet
4) Others: as required by thesis advisor

Note: The signature list, oral examination report form, and scoring form will be sent to the department office immediately. Please refer to the "Department of Food Science Graduate Student Graduation Procedure Form" for the graduation procedure.

Oral defense: Please Refer to the "Important Notes on Oral Examination for Master's and Ph.D.

(Appendix II)

Important Notes on Thesis Examination for Master's Students

1. After the date for the oral examination is decided, please submit your oral examination application form to the department office two weeks prior to the exam. For details on the oral examination application, please refer to [Fu Jen Catholic University Department of Food Science Graduate and Ph.D. Thesis Oral Examination Guidelines].

**Starting from the 2020 academic year, a new standard is applied for thesis originality (using the Turnitin Originality Check system).

** Starting from the 2025 academic year, application for Postponement of Thesis Publication.

Explanation: In compliance with the Ministry of Education (Tai-chiao-kao (tung) tzu-1090112935) directive, the University has adjusted the application process for degree examinations starting from the second semester of the 2020 academic year. Alongside existing academic ethics, originality checking has been reinforced.

Resolution: Starting from the second semester of the 2020 academic year, students must provide a thesis comparison report when applying for an oral examination, which must be approved by their advising professor. The originality score is recommended to be below 30%. (resolution of the 4th Departmental Council meeting of the 2020 academic year)

Library website: http://web.lib.fju.edu.tw/chi/database/essaytool

2. The final thesis should be submitted to all committee members for review ten days before the oral exam for Ph.D. students, or one week before for master's students.

3. Three days before the oral examination, students must print a Master's Oral Examination Announcement and post it on the bulletin board.

4. The signature form for the examination committee should be picked up one day before the examination and handed over to the student's advising professor.

5. Students should make arrangements to record the comments of all committee members prior to the oral examination. This can also be done via audio recording. In addition, students should make sure everything, including the venue, beverages, and equipment, is ready and pre-tested.

6. Students should prepare printed copies of the Thesis Oral Examination Report Form and the Committee Member Signature Form (or hand them first to their advising professor) to be signed by the committee members after the oral examination.

7. The student's oral report should last 30 minutes, but the duration can be adjusted upon request by the advising professor.

8. After the oral examination, all non-examining members should leave the room. The advising professor will distribute score sheets to committee members and publicly announce the results.

They will then calculate the average score (rounded to the nearest whole number) and fill out the Thesis Oral Examination Report Form, which should then be signed by the committee members.

9. Following the oral examination, students should promptly send the signed oral examination signature list, score sheets, and the Thesis Oral Examination Report Form to the department office. After the committee members sign the Committee Member Signature Form (to be added as the first page of the thesis), it should be kept temporarily by the advising professor. Once the student has made the necessary revisions to the thesis based on the feedback, the signature form should be returned so that it can be included in the bound version.

10. Students who wish to graduate in the same semester as their oral examination must complete their thesis before the next semester's registration begins and upload the abstract and full text to both the National Digital Library of Theses and Dissertations in Taiwan and the Fu Jen Catholic University Thesis and Dissertation System. Before completing the graduation procedure, students should submit 5 bound copies of their thesis (3 for the library, 2 for the department), with additional copies for their advising professor and committee members. Students who complete this procedure after the registration period has started will be considered as belonging to the next academic semester and must register again.

11. This notice acts as a reminder or supplement based on past regulations. For any other questions, please contact the department office.

12. Materials to be prepared on the day of the oral examination include: 1) Oral Exam Score Sheet (individual sheets for each committee member), 2) Oral Exam Score Report, 3) Committee Member Signature Form, 4) Oral Exam Attendance List (and wire transfer information), 5) Others: as required by the advising professor.

13. For related regulations, please refer to the official rules and procedures.

(Appendix III)

Graduation Thesis Writing Requirements

The Ministry of Education stipulates that the graduation thesis shall be written in Chinese, but figures and tables should be labeled in both Chinese and English or in English only (the names of the figures and tables must be both in Chinese and English). The format for citations should follow that of the Republic of China Journal of Food Science, the Journal of Food Science, or other relevant and appropriate journals. The paperback version should use light blue color with black text. For other details, please refer to the "Graduate Thesis Writing Guidelines" on the following page (Appendix IX).

(Appendix IV)

Department of Food Science Graduate Thesis Writing Guidelines

1. Cover

1) Color - Paperback: light blue (sample color available for pickup at the department office)

2) Words - Paperback: black

3) Specification: A4 size paper

4) Font: DFKai-SB

3CM

Fu Jen Catholic University Department of Food Science Master's Thesis

3CM 3CM

Supervisor: Professor XXX (or other title)

Co-supervisor: XXX

Title (Chinese):

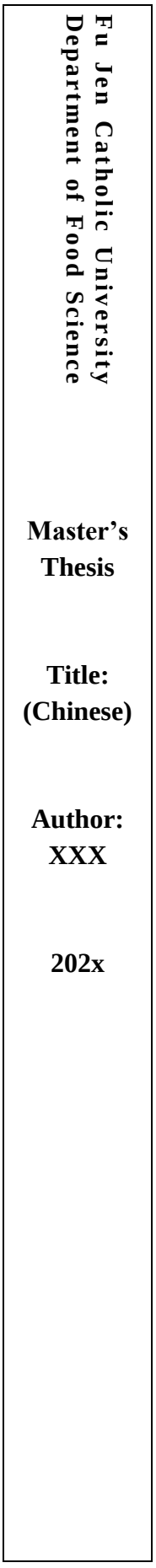
Title (English):

Author: XXX

Date: ____Year ____Month

3CM

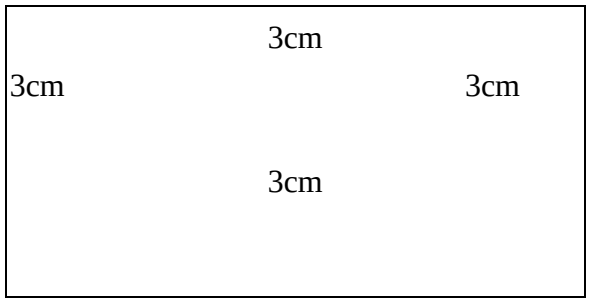
5) Spine



(1) Borders: Approximately 1.5cm top & bottom

(2) Distance between the *year* and *author* should be approximately 2.5 cm

2. Inside: The text layout is as follows:



1) Page 1 is empty

2) Page 2 repeats cover format

3) Page 3 is for oral examination committee members' signatures. The format is as follows:

This thesis,_____, is submitted by a student of the Department of Food Science at Fu Jen Catholic University, _____, as part of the criteria for obtaining a Master's degree

(blank line)

This thesis was approved by the following committee members:

(half line spacing)

Date: ____Year ____Month

(blank space)

Thesis examination committee members:

Professor Sung Hsien-yi, Professor of Agricultural Chemistry, National Taiwan University (include other positions if applicable)

_____ (thesis co-supervisor)

_____ (thesis supervisor)

Note: Committee members should be listed in the following order: First external members, then internal members, listed by seniority.

4. Page 4: Copyright and authorization letter notice

5. Page 5: Abstract in Chinese

The format is as follows:

Fu Jen Catholic University ____Academic Year ____Semester Master Thesis Abstract

Department (Institute): Department of Food Science

Student name: xxx

Thesis title (Chinese):

Thesis supervisor:

Co-supervisor:

Abstract

6. Page 6: English abstract

The format is as follows:

English title

Xxx

Abstract

7. Gifts (optional)

8. Acknowledgements

Order of acknowledgements: Thesis supervisor, Co-supervisor, Oral Examination Committee members, etc.

9. Table of Contents

Chapter 1 Introduction
Chapter 2 Literature Review
Chapter 3 Materials and Methodology
Chapter 4 Results
} Or: Chapter 4 Results and Discussion
Chapter 5 Discussion
Chapter 6 Conclusion
References
Appendix I
Appendix II

Note: Symbols are in the following order: 一、（一），1，（1），A，（a）

If the topic consists of several separate parts, the following format may be used:

Chapter 1 Literature Review
Chapter 2 Topic
1) Introduction
2) Materials and Methodology
3) Results and Discussion
Chapter 4 Conclusion
References
Appendix I
Appendix II

10. List of Tables

Table 1: Description

Table 2: Description

11. List of Figures Page number

Figure 1: Description *Note: The final digits must be aligned

*Note: Page numbering for pages starting from the Chinese Abstract to the List of Figures should be in lowercase Roman numerals, centered at the bottom of the page.

3. Main body:

1) Page numbers should be in Arabic numerals, centered at the bottom of the page.

2) If the research results include tables and figures, place tables first, then figures. They should be on separate pages and not mixed with text. The same comparison result can only be listed once as a table or a figure.

3) One page should not include more than two tables or figures.

4) Figure and table titles should be in both Chinese and English:

圖一、 ××××

underneath the table

Fig 1. ××××

表四、 ××××

underneath the figure

Table 4. ××××

*Note: The content of tables and figures may be both in Chinese and English

5) Each chapter must start on a new page.

6) References:

References in the main body should be formatted according to the requirements of the thesis supervisor. Non-Chinese references in the “References” section should be formatted in accordance with the rules of the Journal of Foreign Languages. Chinese references should be formatted in accordance with the journal of the Food Science Association.

4. Thesis abstract

Forms can be obtained from the department office. Once completed, please return them for future use.

5. Number of thesis copies to submit

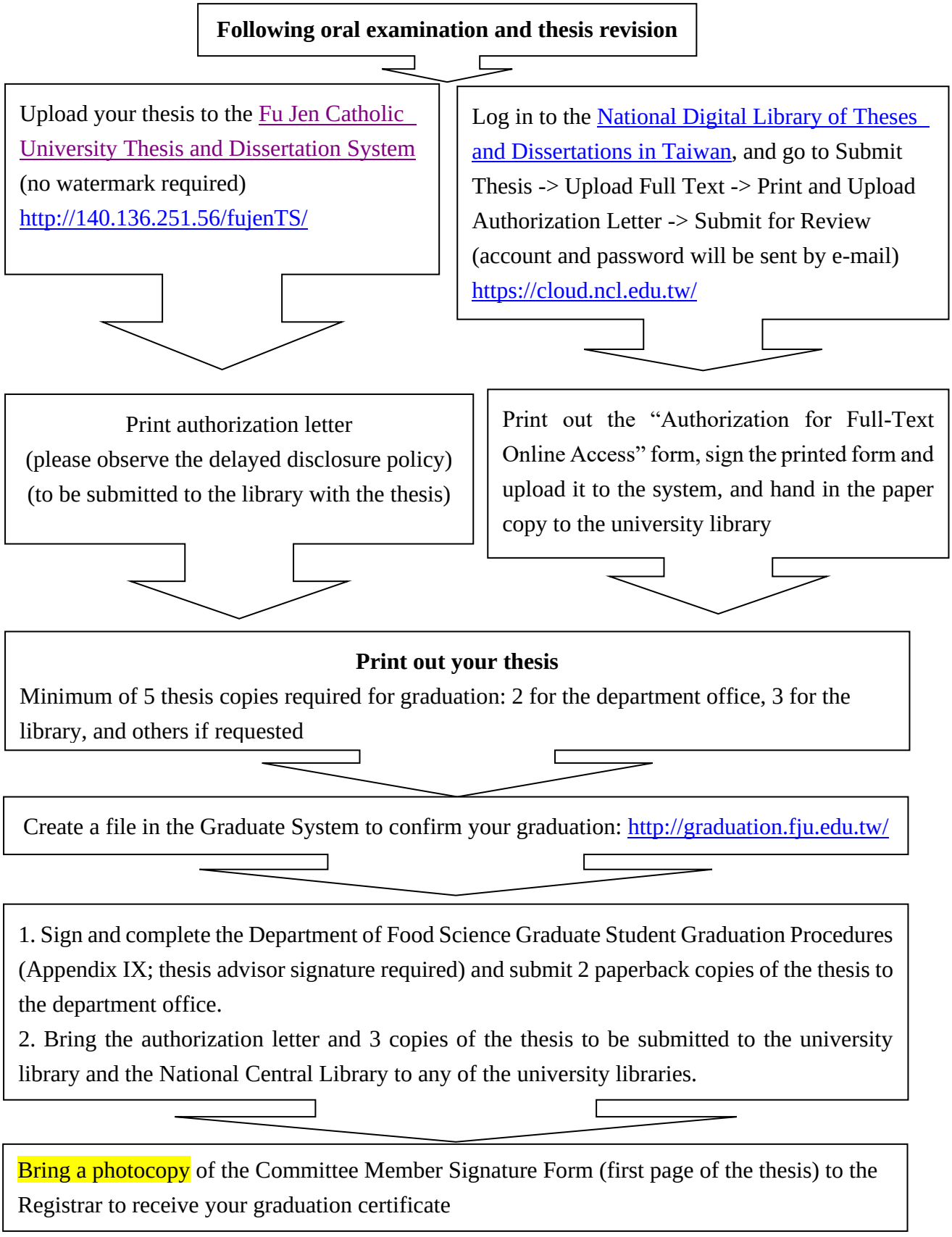
   Softcover:

Library	3 copies (directly submitted by the student)
Examination Committee	1 copy each
Department	2 copies (follow color specifications)

(Appendix V)

Department of Food Science Graduate Student Graduation Procedures

112.4



(Appendix VI)

Fu Jen Catholic University Department of Food Science Poster Thesis Exhibition and Competition Guidelines

Passed upon Review at the 5th Departmental Council in the Academic Year of 2009

Passed upon Review at the 6th Departmental Council in the Academic Year of 2019 on June 24, 2020

Article 1 Objective

The following guidelines are established to elevate the quality of education and research in our department, foster an academic atmosphere, and encourage students to publish research papers.

Article 2 Eligibility

All undergraduate students and master's students in the Department of Food Science at Fu Jen Catholic University may apply to participate.

Article 3 Location

The exhibition will be held on the first floor of the Department of Food Science's Practical Workshop Building.

Article 4 Date

The exhibition will be held for 5 days after the midterm exams of the second semester of each academic year.

Article 5 Regulations on participation

1) Groups:

A) Undergraduate group: Participation is voluntary for undergraduate students. The content of the poster must be the actual research outcomes of the participant.

B) Master's group: Participation is **mandatory** for second-year master's students and voluntary for first-year master's students.

2) How to apply:

Apart from second-year master's students, participants must apply within one week after the department's official announcement, by contacting the instructor of the Master's research seminar of that semester.

3) Required materials:

Participants must submit the abstract of the poster thesis and the poster itself as an electronic file. Please refer to the detailed guidelines for the proper formatting.

Article 6 Evaluation method

1. Judging panel: All full-time faculty members of the Department of Food

Science.

2. Scoring method:

A) Research content (60%), layout including chart creation (10%), completion (20%), question answering (10%); completion will be judged by the participant's advisor.

B) During the exhibition period, the scores from each judge will be averaged for the participants' final scores.

Article 7 Rewards and ceremony

1. Prize money & certificate:

The three highest scored projects will be rewarded (each prize may be omitted if no suitable candidate is found). If there is a tie, additional awards will be given. The first place will receive a cash prize of NT$3000-5000 and a certificate, the second place will receive NT$2000-3000 and a certificate, and the third place will receive NT$1000-2000 and a certificate. However, no prizes will be handed out for undergraduate students.

2. Award ceremony:

The award ceremony will be held on the last day of the exhibition period.

Article 8 These guidelines will be implemented upon approval by the Department Council, and any amendments will follow the same procedure.

(Appendix VII)

Fu Jen Catholic University Research Ethics Education Course Guidelines

Passed upon Formulation at the Academic Council in the Second Semester of the Academic Year of 2016 on April 27, 2017
Passed upon Review at the Academic Council in the First Semester of the Academic Year of 2017 on November 30, 2017
Passed upon Review at the Academic Council in the First Semester of the Academic Year of 2022 on November 24, 2022

Article 1 The following guidelines are set in accordance with Article 3, Paragraph 2 of the Fu Jen Catholic University Regulations for the Master's and Doctoral Degree Examination and Dissertation Defense.

Article 2 These guidelines are applicable to Master's or Ph.D. students who have been admitted from the 2017 academic year onwards.

Article 3 Implementation method:

1) Students must take the academic ethics education course from the Center for Taiwan Academic Research Ethics Education website.

2) Upon completing the course and passing the final test, students can apply to download a course completion certificate from the website.

3) This course will not be counted in the semester's grade report or any previous academic transcripts.

Article 4 Students must present the course completion certificate showing a passing grade for the online course test before they can apply for their degree thesis examination.

Article 5 These guidelines have been approved by the Academic Affairs Council and will be implemented from the date of their announcement. Any amendments will be implemented in the same manner.