

**Agreement on a Double-Degree Program for Ph.D.
Courses**

between

**the Graduate School of Science
Osaka University
Japan**

and

**the College of Science,
National Tsing Hua University
Hsinchu, Taiwan**

1. Outline of the program

This agreement sets forth the academic and administrative terms and conditions for the implementation of a **Double-Degree Program (DDP)** for Ph.D. courses cooperatively established by the Graduate School of Science (GSS), Osaka University (OU), and the College of Science (COS), National Tsing Hua University (NTHU).

This DDP is a program aimed at providing students with the opportunity to obtain simultaneously two Ph.D. degrees (each granted by one university), after accomplishing study and research at both universities and successfully fulfilling the requirements of each institution. Research is meant to be guided in collaboration by the supervisors at the two universities.

This Agreement settles the general rules of the program and such rules should be respected in all cases falling under this Agreement. However, this Agreement does not specify all the details of the program. Therefore, additional agreements (named *cotutelle agreements*) should be written and signed for the specific implementation of the program in the individual cases of each student. A template for such cotutelle agreements is proposed in the Appendix.

All matters not regulated by this Agreement or by the cotutelle agreements fall under the appropriate rules of each university.

The total period of the DDP for each student is at least three academic years, where at least one year is allocated to studies in the respective universities. The university in which a student participating in the DDP first enrolls is the “sending university”. Each student must study at the sending university at the beginning of the DDP (**first home period**). Subsequently, the student enrolls in the “receiving university” as a regular student and studies there for at least one year to fulfill conditions for acquiring his/her degree in the receiving university (**exchange period**). Then the student returns to the sending university and studies there to fulfill conditions for acquiring his/her degree in the sending university (**second home period**). When the conditions for acquiring degrees at both universities are fulfilled, the DDP of the student is completed and hence one Ph.D. degree is granted to the student by each university.

2. Conditions for granting degrees

This Article describes the general conditions and agreements for granting credits and degrees in the DDP. Rules specific for each Department in the GSS of OU and additional rules and details should be specified in each cotutelle agreement.

2.1 Conditions for granting degrees by GSS-OU

In GSS-OU, the following is required for obtaining a Ph.D. degree in any of the Departments of the GSS:

1. Enrollment in the relevant program/course for at least three years. However, the GSS may deem sufficient a shorter period of enrollment (always longer than one year) for individuals who have shown exceptional research performance. The special permission must be granted by the Faculty Meeting of the GSS.
2. Acquisition of at least 11 credits in the required subjects specified by the GSS.
3. Up to ten of the eligible credits for the degree requirement can be transferred.
4. After receiving the necessary research guidance, the successful completion of a Ph.D. thesis on a specific topic in accordance with the aims of the curriculum and the successful completion of a final examination.
5. Additional or more restrictive rules may be specified in the cotutelle agreements.

2.2 Conditions for granting degrees by COS-NTHU

1. Enrollment in the relevant program/course for at least three years. However, the COS may deem sufficient a shorter period of enrollment for individuals who have shown exceptional research performance. The special permission must be granted by COS.
2. Acquisition of at least 18 credits in the required subjects specified by the COS.
3. Up to two thirds of eligible credits for the degree requirement can be transferred.
4. After receiving the necessary research guidance, the successful completion of a Ph.D. thesis on a specific topic in accordance with the aims of the curriculum and the successful completion of a final examination.
5. Additional or more restrictive rules may be specified in the cotutelle agreements. Where there are potential areas beyond the scope from the above agreement, these shall be negotiated according to the prevailing laws and regulations in effect in each Participating Institutions, including the National Tsing Hua University Academic Regulations.

2.3 Character of coursework and examinations

The DDP curriculum at both universities shall be compatible with the regular courses at the respective universities so that the coursework and credit systems for the regular course may be applied to the DDP with minimum effort of special arrangement. At both universities, the coursework required for degree acquisition shall be carried out in English. Both universities shall make efforts to let students in the DDP read and write documents for degree acquisition in English. Learning non-English languages shall not be forced in the curriculum. However, it shall be allowed and left to the free choice of each student.

The rules of credit exchange shall be agreed between the deans of the two universities before the start of the corresponding exchange period and shall be specified in the cotutelle agreement. At the end of each semester, grades for coursework shall be given using the respective systems in operation in each university.

Within the DDP, research shall be conducted as a collaboration between the student's supervisors at the two universities. Review of research achievements for granting degrees shall be conducted on the basis of the specific criteria at each university. In particular,

- Whether the publication of a paper is or has been qualified for granting a degree at one university shall not affect the qualification of the paper for the other university. The supervisors of both universities shall make reasonable efforts to ensure that each paper written by their students meets the standards of qualification for granting degrees at both universities.
- In principle, two different theses should be submitted, one to each university, and evaluated independently following the rules of each university. However, if a single joint committee composed of members of both universities and meeting the rules and requirements of each university is established, a single thesis can be submitted to such a committee. A degree will be conferred by each university according to the results of the evaluation by the committee.
- The members of the committee, the date, place, and format of the thesis defense shall be specified in each cotutelle agreement.

3. Status, registration, and withdrawal of students

This Article describes general regulations for DDP curricula. Detailed schemes specifying the time spent by the student at each university, the courses to be taken, etc. are to be written in the cotutelle agreement.

3.1 Status of students

The status of students in the DDP is:

- ‘enrolled’ at the sending university from the beginning of the first home period to the end of the second home period, and
- ‘enrolled’ at the receiving university from a time as early as possible after enrollment at the sending university, until a time that the requirement of enrollment duration at receiving university is satisfied.

3.2 Extension of registered period

Students in the DDP may extend their period of registration as a student at both universities in accordance with the systems of the respective universities. The details of the extension shall be communicated to both universities. Extension at the receiving university shall be approved by deans at both universities.

3.3 Leave of absence

Students in the DDP may take a leave of absence by going through procedures at both universities in accordance with the systems of the respective universities. The procedures for leave of absence and return from absence shall be carried out at both universities at least one month before the beginning of the period of absence or the return.

3.4 Delay of enrollment in the receiving universities

Enrollment at the receiving university shall not be delayed without rational reason. If a delay of enrollment is unavoidable, proper procedures shall be carried out at the respective universities, with approval by supervisors at both universities.

3.5 Withdrawal from the DDP course and invalidation of degrees

If a student in the DDP withdraws from the sending university, the student is automatically recognized as having withdrawn from the receiving university as well. Students who withdraw in this way are not allowed to return to the DDP. Both universities shall recognize the granted credit units and grades of other coursework in accordance with the rules at each university, and other agreements/understandings between the two universities. Other matters regarding returning to courses and application for thesis/dissertation review after withdrawal are subject to the rules of each university.

Even after a degree has been granted to a student who completes the DDP, if it becomes clear that the student has infringed national laws of either country or rules of either university during the period of study and research at either university, then both degrees shall be invalidated.

4. Selection of applicants for enrollment

This Article describes the selection procedures of applicants for enrollment in the DDP and the required qualifications for enrolling students.

4.1 Criteria for admission

A student can be admitted to the DDP if all of the following conditions are fulfilled:

1. The proposed research matches with the specialties of both supervisors;
2. The proposed research is in compliance with laws, regulations and rules which control activities in the universities;

3. The proposed research does not request unrealistic installation, enlargement or improvement of facilities;
4. The applicant possesses reasonable knowledge and skills to carry out the proposed research;
5. The applicant has no personal problems that may hinder the proposed research or lead to abuse of acquisitions/achievements of the study.

The supervisors at both universities shall take the responsibilities for the practical definitions of the criteria.

4.2 Basic requirements for applicants

Each applicant to the DDP has to fulfill all of the following conditions:

1. The applicant has acquired or is expected to acquire at least one master degree or one bachelor degree plus 2 years of scientific experience equivalent to master's degree before the start of the DDP;
2. The applicant has been admitted as a new student into the regular Ph.D. course of the sending university;
3. The applicant possesses sufficient abilities in reading, writing and communication in English.

4.3 Number of students allowed in the DDP

In each academic year, no more than 5 students shall be enrolled in the DDP.

4.4 Selection and enrollment procedures

Application, selection, and announcements of the selection results for enrolling in the DDP at the sending university shall be carried out before or just after the date of enrollment in the corresponding regular course of the sending university by both the supervisor at the sending university and the candidate supervisor at the receiving university. Applicants who are admitted will be enrolled as students in the DDP on the date of the announcement.

The standard selection process for an applicant shall be as follows:

1. Before enrollment or just after enrollment of the student in the corresponding regular course of the sending university, the supervisor at the sending university carries out the first examination;
2. If the applicant passes the first examination, then the supervisor at the sending university sends a recommendation letter to the proposed supervisor at the receiving university;
3. After receiving the recommendation letter, the proposed supervisor at the receiving university carries out the second examination;
4. Then the proposed supervisor at the receiving university reports the examination results to the supervisor at the sending university;
5. Finally, the supervisor at the sending university announces the results to the candidate.

4.5 Cancellation of admission by the receiving university

The receiving university may cancel the acceptance of the student participating in the DDP if any of the following situations occur:

1. The continuation of studies proves difficult due to personal reasons such as legal, financial or health problems;
2. The continuation of studies proves difficult due to loss of capability of the receiving university such as serious damage to facilities or human resources, or large-scale personnel change;

3. The grades of the students do not meet the conditions of promotion;
4. The student commits any action against laws or rules of the receiving university;
5. The student is found to lack the qualification described in Clauses 4.1 and 4.2;
6. The student loses his/her position of student in the sending university before graduating at the sending university.

In case of cancellation, the concerned student is considered having withdrawn from the DDP in accordance with Clause 3.5.

5. Financial issues

The following rules regarding financial affairs are applied to students participating in the DDP.

1. Regardless of the place of study, the sending university shall hold the right to charge the students enrolled in the DDP for basic educational fees: fees for application, matriculation and tuition. The receiving university shall waive the above fees for students participating in the DDP.
2. Both universities shall assist the students in applying for scholarships, grants, or other funds to support their study and living. Both universities shall make reasonable efforts to secure funds to support research and education in the DDP.
3. The receiving university shall assist the students in arranging accommodation.
4. In principle, the students shall cover the following expenses by themselves:
 - Accommodation fees and other living expenses,
 - Travel expenses,
 - Expenses for goods and consumables required for receiving education, such as books, teaching materials, printing, copying, and communication,
 - Expenses for preparing/submitting their theses/dissertations and other documents necessary for degree acquisition,
 - Fees or taxes prescribed by laws or regulations,
 - Expenses for visas, health and accident insurance (The Personal Accident Insurance for Students Pursuing Education and Research is compulsory for those enrolled at OU).

6. Issues pertaining to intellectual rights

1. All results of research conducted by students participating in the DDP are considered to be achievements of the collaboration between the universities. Results of research conducted by students participating in the DDP shall be published in a refereed journal or proceeding with the approval of the students' supervisors at both universities.
2. Students participating in the DDP shall use their affiliations with both universities when they present their papers in publications or meetings. The students' supervisors at both universities shall be included as authors in the papers.
3. Each university may claim patent rights resulting from research conducted by students participating in the DDP if the university covers expenses for acquiring the rights. Before the application for patents, proper contracts shall be concluded among all the concerned collaborators, investors and organizations.

7. Issuing and conferral of Ph.D. degrees

For each student participating in the DDP who has fulfilled all the conditions for acquiring both degrees as described in Article 2, each university shall issue one Ph.D. degree.

The date of completion for the degree granted by the sending university shall be the end of the second home period. The date of completion for the degree granted by the receiving university shall be the end of or after the end of the second home period. Issuing of the Ph.D. degree by the receiving university shall be suspended until the student in question fulfills the conditions for acquiring the degree from the sending university as described in Article 2.

The doctoral degree may be issued only upon verification of the necessary documents sent from the partner university proving that the student in question has fulfilled all of the conditions for acquiring both degrees.

If a student does not qualify to obtain a degree from the receiving university, the sending university can still confer a degree, but in this case the term *double degree* cannot be used.

8. Implementation system

As mentioned in Article 1, in order to direct the implementation of the DDP, a cotutelle agreement describing detailed arrangements shall be written and signed by the deans of both universities. Each university shall nominate at least one respective official representative who is responsible for the execution of the cotutelle agreement.

Each university shall make reasonable efforts to support the DDP and related activities in financial, technical and administrative aspects by utilizing existent systems or by instituting systems as necessary. In case of exchange visits of staff, the host university shall assist the visitors in the arrangement of affairs including but not limited to accommodation, travel, meetings, visits, and visas.

9. Miscellaneous issues

1. Both universities shall make efforts to let the students participating in the DDP conduct coursework and required procedures in English. In situations where the use of a non-English language is unavoidable, the staff of each university shall assist the students to accomplish the concerned tasks.
2. The administrative procedures to enroll in the DDP (e.g., verification of student records and degrees) shall be carried out in English. Translation of the documents to non-English languages shall not be requested.
3. During the exchange period, the students shall enjoy the same privileges and adhere to the same regulations as the conventional regular students in the receiving university. The students shall participate in all evaluations/examinations in the courses for which they have signed up at the receiving university.
4. At the end of each academic year of the exchange period, each student shall submit a study report to the sending university, along with his/her transcript and comments from his/her supervisor at the receiving university. The sending university will check the status of the student through this report.

10. Continuation and termination

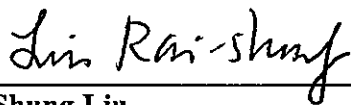
The present Agreement shall enter into force on the date of its signing by the representatives of both institutions and shall be in force for 1 year. The present Agreement is automatically renewed every year, unless a written request to interrupt the renewal of the Agreement is sent by one university to the other with at least three months' notice before the end of the year of validity. The termination date may be extended through the exchange of written documents between the deans of both universities so as to supply an addendum to this Agreement.

Within the term of validity, this Agreement shall remain in full force and effect until either university informs in writing the other of its intention of terminating this Agreement, with at least three months' notice before the end of the intended final semester of either university. The termination of this Agreement shall not affect the implementation of the DDP and related collaborative activities established under it prior to such termination.

11. Disputes

In any event of dispute, both universities shall make all reasonable efforts to ensure that any disagreement shall not adversely affect students undertaking studies according to this Agreement. Any amendment deemed necessary to this Agreement shall be addressed in writing and conveyed to both universities and subject to mutual consent.

Date: June 2, 2016



Rai-Shung Liu
Dean and Professor
College of Science
National Tsing Hua University

Date: May 31, 2016



Hiroshi Tsunemi
Dean and Professor
Graduate School of Science
Osaka University

APPENDIX

Template for cotutelle agreements

COTUTELLE AGREEMENT

BETWEEN

**the Graduate School of Science, Osaka University,
Japan**

AND

**the College of Science,
National Tsing Hua University
Taiwan**

The **GRADUATE SCHOOL OF SCIENCE OF OSAKA UNIVERSITY, JAPAN**

represented by Dean and Professor, Prof. **Hiroshi Tsunemi**

and the **COLLEGE OF SCIENCE, NATIONAL TSING HUA UNIVERSITY, TAIWAN**

represented by Dean and Professor, Prof. **Rai-Shung Liu**

agree to jointly supervise the doctoral studies of

[NAME OF DOCTORAL STUDENT],

ARTICLE 1

This cotutelle agreement gives the practical implementation rules for granting a Double Ph.D. Degree to [NAME OF DOCTORAL STUDENT] in the framework of the “Agreement on a Double-Degree Program for Ph.D. courses between the Graduate School of Science, Osaka University, Japan, and National Tsing Hua University”, the rules and procedures specified in which have priority on those contained in this cotutelle agreement.

ARTICLE 2

The studies of [NAME OF DOCTORAL STUDENT] with the title:

[TITLE OF DOCTORAL STUDIES]

will be supervised by the following faculty members:

- 1.) [NAME OF SUPERVISOR], Osaka University
- 2.) [NAME OF SUPERVISOR], National Tsing Hua University

ARTICLE 3

(1) The doctoral studies of [NAME OF DOCTORAL STUDENT] shall be conducted and completed within 3 years. Doctoral work will take place at both universities. The respective periods of residence will be coordinated with both supervisors. The minimum duration of residence at one university shall be 12 months.

(2) [NAME OF DOCTORAL STUDENT] shall be responsible for covering the costs of his/her own housing and support. The contracting parties mutually agree to assist [NAME OF DOCTORAL STUDENT] in finding suitable housing.

ARTICLE 4

The list of subjects that the student must take for credits and those that the student may choose to take for credits at each university and in each semester is given below.

Subject name	University where the credits are to be achieved	Credits	Semester in which the credit are to be achieved	Compulsory / elective	Notes
Theory of examples	National Tsing Hua University	2	1	C	
Advanced examples	National Tsing Hua University	1	2	E	
Experimental examples	OU	2	3	C	
Applied Examples	OU	2	4	E	

ARTICLE 5

The thesis of the candidate shall be reviewed by a committee formed by the following members

[NAME OF MEMBERS] of OU
[NAME OF MEMBERS] of NTHU

The thesis defense will take place in [PLACE] and the date will be agreed on by the supervisors at least two months before the defense.

OSAKA UNIVERSITY

NATIONAL TSING HUA UNIVERSITY

Date:

Date:

Hiroshi Tsunemi
Dean
Graduate School of Science
Osaka University

Rai-Shung Liu
Dean
College of Science
National Tsing Hua University

Date:

Date:

[NAME], Supervisor

[NAME], Supervisor

Date:

Date:

[NAME], Doctoral Student

[NAME], Doctoral Student