**Documents of Southeast University**

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Notice on Printing Provisional Regulations on Bachelor's, Master’s and Doctoral Degree Conferment for Overseas Students of Southeast University

For all the campuses, schools, departments, institutes, offices, sections, directly affiliated institutes and academic units of Southeast University:

In the hope of facilitating our university's international exchanges and cooperation and guarantying the quality of bachelor's, master‘s and doctoral degree conferment for international students, *Provisional Implementation Measures on Bachelor's, Master’s and Doctoral Degree Conferment for International Students of Southeast University* is thus revised: Discussed and approved in the eighth session of the 13th Evaluation Committee on Academic Degree of Southeast University, the revised *Provisional Regulations on Bachelor's, Master‘s and Doctoral Degree Conferment for International Students of Southeast University* will be printed and distributed to you. The *Regulations* will be implemented from Class of 2014 for international undergraduates. The *Regulations* will be implemented from the date of adoption for international masters and Ph.D. students. Please observe and implement it.

Southeast University

March 25, 2015

(Active Disclosure)

Provisional Regulations on Bachelor's, Master’s and Doctoral Degree Conferment for International Students of Southeast University

(revised in 2015)

**Chapter One General**

**Article 1** In the hope of facilitating our university's internationalization and guarantying the quality of bachelor's, master‘s and doctoral degree conferment for international students studying in China in our university (hereinafter referred to as international students), according to the spirit of *Provisional Regulations on Bachelor’s, Master’s and Doctoral Degree Conferment for International Students in China* issued by Academic Degrees Committee of the State Council and *Regulations on the Management of the Admission of International Students for Institutions of Higher Learning* of the Ministry of Education, the Ministry of Foreign Affairs, and the Ministry of Public Security, and combined with our actual situation, the *Provisional Regulations* are thus formulated.

**Article 2** The disciplines and majors that are approved by the Academic Degrees Committee of the State Council to grant bachelor's, master's and doctoral degrees may grant academic degree in China in accordance with *Regulations on Academic Degrees of the People's Republic of China* (hereinafter referred to as the *Regulations on Academic Degrees*) and *Provisional Provisions on Academic Degrees* of the People's Republic of China.

**Article 3** International students must abide by the laws and regulations of China and the school rules and regulations of our university during the school years, and abide by the academic ethics.

**Chapter Two Bachelor's Degree Conferment**

**Article 4** International undergraduates studying in our university can be granted a bachelor's degree if they meet the following requirements: Specific requirements are as follow:

1. Having a good command of basic theories, specialized knowledge and basic skills in the discipline concerned. Having reached the graduation requirements within the prescribed study period, with a GPA ≥ 2.0 (for the calculation of GPA, see the *Credit System Management Measures of Southeast University* and other relevant regulations).

2. Having a basic command of Mandarin. Having developed fundamental ability to communicate in daily life and read materials in Chinese in the discipline concerned, in which "Chinese Language" and "Overview of China" are compulsory. Having reached HSK Band-4 level or above. If the student is not qualified to apply for a bachelor's degree for not having acquired HSK Band-4 certificate, he/she is allowed to return to the university to take the HSK within two years after graduation. Those who have acquired HSK Band-4 or above may apply for a bachelor's degree.

**Article 5** The conferment of a bachelor's degree for international undergraduates in our university may be carried out in accordance with the following procedures:

1. In accordance with the Articles 3 and 4 of the *Provisional Regulations*, each Evaluation Subcommittee on Academic Degree shall conduct an individual examination of the international undergraduates, and submit the list of qualified bachelor's candidates and related materials to the Evaluation Committee on Academic Degree of the University through the Education Department.

2. Bachelor's degree in the corresponding subject category shall be granted after deliberated and approved by the Evaluation Committee on Academic Degree of the University.

**Chapter Three Master's Degree Conferment**

**Article 6** International master's students studying in China who are in compliance with the *Provisional Regulations*, have passed the examinations of the master's degree courses and thesis defenses, have met the relevant rules in *Provisional Detailed Rules on Master’s and Doctor's Degree Conferment of Southeast University* and the Article 5 in *Regulations on Academic Degrees* shall be granted with a master's degree.

**Article 7** International master's students studying in China shall meet the courses' requirements in the relevant disciplines and professional master's program before applying for a master's degree. Specific requirements are as follow:

1. Having completed the degree courses, optional courses and compulsory courses prescribed by the graduate program of the discipline concerned, passed examinations, and obtained the required credits. Compulsory courses like “Degree Foreign Languages” and “The Study of Theory and Practice of Socialism with Chinese Characteristics” shall be replaced by “Chinese Language” and “Overview of China” successively.

2. Requirements on Chinese language ability. Those who have obtained a bachelor's degree in China and apply for a master's degree in China are required to have the ability to communicate in Chinese in daily life and read materials in Chinese in the discipline concerned; Those who have obtained the academic certificate equivalent to the bachelor's degree in China in other countries (including the sending country, the same below) are required an fundamental ability to communicate in Chinese in daily life.

3. International students who have studied the same discipline or professional master's degree program in other countries and want to apply for a credit relief, must be examined and approved by three associate (or above) professors appointed by the school/department and submit to the graduate school for the record. Otherwise, the relevant courses should be re-taken.

**Article 8** International students applying for a master's degree in China must write a thesis. The thesis must meet the requirements of the discipline, professional training program, and relevant regulations on thesis. The thesis should reflect the ability of degree applicants in scientific research or applying basic theories and expertise to solve practical problems.

**Article 9** For the application for a master's degree for international master's students, the overseas educational institute and the graduate school shall conduct a thorough qualification examination in accordance with the Articles 3, 7 and 8 of these *Provisional Regulations*. Those who have passed the examination may apply for thesis defense; those who failed cannot apply for thesis defense.

**Article 10** In principle, the entire training process will be completed here in our university for international master's students. It is recommended that the thesis of international master's students should take the actual situation of their home country into consideration; international master's students can finish the thesis in their home country if it's really needed after getting tutor's consent, but students should spend at least half a year in our university to conduct the work of the thesis. The thesis defense must be carried out in our university.

**Article 11** The review and defense of thesis for international master's students shall, in principle, be carried out in accordance with the *Provisional Detailed Rules for Master’s and Doctor's Degree Conferment of Southeast University* and other relevant regulations. If the thesis is written in English, it must be reviewed by peer experts with appropriate English proficiency.

**Article 12** Conferment of master's degree for international students studying in China shall be carried out according to the following procedures:

1. The degree application will be submitted by the school (department) to the Evaluation Subcommittee on Academic Degree after the student having passed the thesis defense. Relevant materials shall be provided upon request in applying a degree for the deliberation of Evaluation Subcommittee on Academic Degree and Evaluation Committee on Academic Degree of the University.

2. The Evaluation Subcommittee on Academic Degree shall conduct a comprehensive review and evaluation of the degree applicant's situation in accordance with the master's degree conferment criteria, and vote by secret ballot. The Evaluation Subcommittee on Academic Degree will submit the list of students who are recommended to be granted a master's degree and related materials to the University's Evaluation Committee on Academic Degree. Master's degree in the corresponding subject category shall be granted after deliberated and approved by the Evaluation Committee on Academic Degree of the University. The list of master's degree holders will be published by the University's Degree Office.

**Chapter Four Doctoral Degree Conferment**

**Article 13** International Ph.D. students studying in Southeast University who are in compliance with the *Provisional Regulations*, have passed the examinations of the doctoral degree courses and thesis defenses, have met the relevant requirements of *Provisional Detailed Rules on Master's and Doctoral Degree Conferment of Southeast University* and Article 6 of *Regulations on Academic Degrees*, shall be granted with a doctoral degree.

**Article 14** Doctoral dissertations written by international Ph.D. students should indicate that the author has the ability to independently engage in scientific research or technical work, make creative contributions to science or expertise, or has achieved results with important practical value in application fields.

**Article 15** International Ph.D. students shall take necessary courses according to the needs of scientific research work. Degree applicants shall complete the courses and the compulsory programs required by the Training Program for doctoral candidates in corresponding disciplines and majors. The specific requirements are as follows:

1. Basic theory courses and professional courses are carried out in accordance with the requirements of the *Training Program* for Ph.D. students in corresponding disciplines and majors, in which "Chinese Language" and "Overview of China" are compulsory. Students shall have a firm grasp of basic theories and systematic, specialized knowledge in the disciplines concerned.

2. Requirements on Chinese proficiency. Those who have obtained a master's or bachelor's degree in China and apply for a doctoral degree in China are required to have the ability to communicate in Chinese in daily life and read materials in Chinese in the discipline concerned. Those who have obtained an academic certificate in other countries equivalent to the master's degree in China are required to have a fundamental ability to communicate in Chinese in daily life and read materials in Chinese in the discipline concerned.

3. Requirements for the second foreign language (except for the native language of the home country and Chinese). Those who apply for a doctoral degree in China with a fundamental ability to read materials in the second foreign language in the discipline concerned, may choose the second language courses as optional courses.

**Article 16** International students can pursue their doctoral degree in Southeast University in two ways: (1) off-the-job, i.e. the whole program is completed in Southeast University; (2) on-the-job, i.e. course study and dissertation writing can be completed in Southeast University and other countries. If an on-the-job international Ph.D. student applies for completing some courses in other countries, whose course selection plan must be approved by the supervisor and relevant school, and the examination shall be conducted in Southeast University. The thesis defense of international Ph.D. students must be carried out in Southeast University. The accumulative time for on-the-job international Ph.D. students to conduct course study and scientific research in Southeast University shall be no less than one and a half years.

**Article 17** For the application for a doctoral degree for international Ph.D. students, the College of International Students and Graduate School of Southeast University shall conduct a strict qualification inspection in accordance with the Articles 13, 14, 15 and 16 of these *Provisional Regulations*. Those who are qualified may apply for the thesis defense; those who are not qualified cannot apply for the thesis defense.

**Article 18** The review and defense of doctoral dissertations of international Ph.D. students shall, in principle, be carried out in accordance with the *Provisional Detailed Rules on Master's and Doctoral Degree Conferment of Southeast University* and other relevant regulations. If the dissertation is written in English, it must be reviewed by peer experts with appropriate English proficiency.

**Article 19** Conferment of the doctoral degree for international Ph.D. students shall be carried out in accordance with the following procedures:

1. The degree application will be submitted by the school (department) to the Evaluation Subcommittee on Academic Degree after the student has passed the thesis defense. Relevant materials shall be provided upon request for consideration by the Evaluation Subcommittee on Academic Degree and the Evaluation Committee on Academic Degree of Southeast University.

2. The Evaluation Subcommittee on Academic Degree shall conduct a comprehensive review and evaluation of the degree applicant's performance in accordance with the doctoral degree conferment criteria, and vote by secret ballot. The Evaluation Subcommittee on Academic Degree will submit the list of students who are recommended to be granted a doctoral degree and related materials to the Evaluation Committee on Academic Degree of Southeast University. Doctoral degree in the corresponding discipline shall be granted after deliberated and approved by the Evaluation Committee on Academic Degree of Southeast University. The list of students who are granted a doctoral degree will be published by the Office of Graduate Degree Management for supervision. A degree certificate will be issued to those receive no objection after the expiration of the public notice.

**Chapter Five Supplementary Provisions**

**Article 20** International students who are pursuing bachelor's, master's and doctoral degrees in Southeast University may write and defend their undergraduate theses, master's theses and doctoral dissertations in Chinese or English. If the thesis or dissertation is written in English, the abstract must be written in Chinese.

**Article 21** Master's and doctoral degree conferment for those with equivalent academic qualifications in graduate school may refer to the *Regulations of Master's and Doctoral Degree Conferment on Students with Equivalent Academic Qualifications in Graduate School* issued by the Academic Degrees Committee of the State Council and relevant regulations of Southeast University.

**Article 22** Two versions of degree certificate will be issued to international students who have obtained a degree, including a certificate in Chinese and a copy of the certificate translated into English. Both versions have the same effect.

**Article 23** These Provisional Regulations shall be implemented after being reviewed and approved by the Evaluation Committee on Academic Degree of Southeast University. The responsibility for the interpretation and revision of these Provisional Regulations shall rest with the Evaluation Committee on Academic Degree of Southeast University. The original *Provisional Implementation Measures on Bachelor's, Master's and Doctoral Degree Conferment for International Students of Southeast University (Notice [2010]115 of SEU)* shall be annulled simultaneously.

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| Cc: Each Evaluation Subcommittee on Academic Degree, Office of Academic Affairs, and College of International Students. |
| Presidential Office of Southeast University Issued on March 25, 2015 |