

# **Agreement of Double Master’s Degree Program**

**Between**

**Department of Physics, College of Science,  
National Taiwan Normal University**

**And**

**Department of Physics, Faculty of Science,  
Mahidol University**

## **Academic Purpose**

The College of Science, National Taiwan Normal University (hereinafter “NTNU-SC”) and the Faculty of Science, Mahidol University (hereinafter “MUSC”) jointly establish a Double Master’s Degree Program (hereinafter, “DMDP”), between the Department of Physics, NTNU-SC and the Department of Physics, MUSC.

The double degree program will be offered to students from NTNU-SC and MUSC who interested in a double degree in Physics, with such students meeting the requirements for the double master’s degree; therefore, this Agreement of DMDP (hereinafter “Agreement”) establishes the terms under which students will earn the double master’s degree in Physics from both NTNU-SC and MUSC.

**WHEREAS**, The Mahidol University (hereinafter “MU”) is a public university. MUSC has an official address of 272 Rama VI Road, Thung Phaya Thai Sub-district, Ratchathewi District, Bangkok 10400, Thailand.

**WHEREAS**, The National Taiwan Normal University (hereinafter “NTNU”) is a public university. NTNU-SC has an official address of No.88, Section 4, Tingzhou Road, Wenshan District, Taipei City 116 Taiwan ROC.

The basic obligations of each party in this Agreement are set forth in Section I. Costs, regulations, and administrative procedures are stipulated in Section II. For good and valuable consideration, the parties agree to the following terms:

## **Section I**

### **Degree Awarded**

1. NTNU and MU will each award a Master’s Degree in Science to the students graduating from this DMDP. The degree shall be awarded in accordance with the graduation policies and requirements of each department, but since the combined academic work at each department satisfies all the degree requirements for each of the departments, the degrees shall be awarded at the completion of the master’s program.

## **Eligible Programs**

2. The department to which applicants initially apply is considered as the “home” department, whereas the department to which the student will travel to undertake part of their studies is referred to as the “host” department;
3. Students who have been accepted into NTNU-SC or MUSC are eligible to enroll in courses at the host department. Participation in the DMDP is subject to the students’ compliance with the applicable program requirements and the regulations of their home institution.

## **Credit and Information Sharing**

4. The home department will assess academic works completed at the host department and award credits to the students in accordance with the standards and policies of the home department.

## **Visas and Immigration Status**

5. The host department will provide certificates of exchange visitor status to students of the home department who have been accepted and admitted into the program. Students of the home department will utilize the certificates to apply for and obtain student visas from the host country. Students from the home department are responsible for paying government visa application fees and associated exchange visitor fees.
6. Students from the home department are responsible for maintaining valid and legal student immigration status during their stay at the host department for the entire duration of enrollment in the program.

## **University Liaisons**

7. NTNU-SC and MUSC, each, will designate a faculty representative to serve as a liaison officer for the program. They will confer periodically with each other to monitor the program.

## **Housing**

8. Students of the home department are eligible to apply for available on-campus housing during their period of study at the host department. While off-campus housing may also be recommended. The host department shall exert effort to provide students with housing options, but a specific type of housing cannot be guaranteed.

## **Laws and Regulations**

9. Students of the home department are subject to laws of the national, state, and local jurisdictions where the host department is located, and are expected to comply with such laws. In addition, students of the department who enroll at the host department are expected to comply with its policies and procedures. Students who fail to maintain satisfactory academic performance or who violate the policies of the host department will be subject to appropriate sanctions.

## **Health Services and Insurance**

10. Students of the home department will have full access to the health services of the host department and are charged for this service each semester during the program. The exchange students are also required to enroll in and purchase the mandatory international student accident and sickness insurance plans provided by the host department, which meet the minimum health insurance requirements under national or state regulations of the host country. Students are automatically billed for health insurance each semester of enrollment.

## **Withdrawal and Refund**

11. The regulations from the home institute will be applicable for withdrawal and termination of candidature for DMDP. The students from the home department who withdraw from, or are unable to maintain enrollment in the Double Degree Program, will be subject to the refund policy of the host department with regard to all tuition and other fees based on support by both of the partner institutes.

## **Section II**

### **Pre-Application and Admission Requirements**

1. Students of the home department who apply for the DMDP must first be nominated by the home department.
2. The home department ensures that each nominee of the DMDP:
  - (1) has a letter from the Provost/Dean/Rector of the home department specifically stating that the student is registered with the home department (for DMDP); and that the home department is fully supportive of the student's participation in the DMDP between NTNU-SC and MUSC;
  - (2) will provide an application form, curriculum vitae, study plan, transcript, and two recommendation letters from the faculty of the home department;
  - (3) will finish all required courses towards the master's degree at the home department before enrolling in DMDP;
  - (4) has established that course offerings available at the host department and the participating DMDP are compatible with her/his academic goals;
  - (5) has fulfilled an average score equivalent and other criteria for the candidacy as per requirements by the home institute;
  - (6) has no disciplinary action pending at the home department.

3. The host department will assess the academic eligibility of each student nominated by the home department and reserve the right to refuse admission to home students who do not meet the requirements. The admission quota for each academic term will be set by the host department.

### **Application Procedure**

4. The students from the home department will submit a DMDP application and other required documents for graduate school admission to the host University. All of these materials must be submitted directly to the host department as part of the DMDP application.
5. The dossiers of nominated students must be submitted to the host department no later than December 15 (for the Fall term) or June 15 (for the Spring term). Notification of action taken on such applications will be given to the officials of the home department no later than sixty days after their submission. The basic dossiers shall generally consist of a completed application, current resume, application essays, official transcripts, and two letters of recommendation, all due by December 15 (for the Fall Term) or June 15 (for the Spring Term), along with the formal report of the grades that have not been completed during the period of application, due by March 10 (for the Fall term) or September 10 (for the Spring Term), and other necessary documents requested by either department, in order to be admitted in the following semester, which starts in September for the Fall term and February for the Spring term.

### **Registration and Enrollment Requirements**

6. DMDP students must be enrolled at both NTNU-SC and MUSC, and registered for a full course of study while enrolled at the host department.
7. Once the home department student is offered and accepts admission to DMDP, the host department will appoint an advisor to assist the DMDP students with course selections. Under the Agreement, DMDP students will need to fulfill the courses included in the DMDP curriculum.
8. DMDP students are required to study at the host department for at least two semesters.

### **Thesis co-advisory**

9. DMDP students are obligated to conduct their thesis research. The co-advising research activity may be carried out in alternating periods in the two departments and the final thesis may be developed and discussed under the supervision of a teacher from either of the department involved. Unless specially requested, the principal thesis advisor will be a faculty member from the home department.
10. DMDP students who accept the co-advising thesis arrangement must submit the Co-Advisory Agreement to the Program Board in each department. The Agreement must be approved by the Program Board and signed by the Head of each department.

11. The DMDP co-advising thesis should be written in English. The format and writing style of the co-advising thesis should follow the regulations and rules of the home department.
12. An oral thesis defense is required to complete the thesis requirement. The thesis defense committee must include the principal advisor, the co-adviser, and at least one other faculty member from the home or host department. If a committee member cannot physically present in the oral defense, he or she may participate the defense through video conferencing. The committee will determine if the co-advising thesis has fulfilled the graduation requirement.
13. The content of the thesis is protected by intellectual property rights. The publication, use, and protection of the thesis as well as the resolution of any dispute over patents must comply with the mutual written agreement in accordance with the relevant regulations of the two countries and the agreement between the two co-advising professors.

### **Tuition and Fees**

14. Each student must successfully meet the financial requirements and guarantees required of international students by the national/state regulations, and NTNU or MU policy in order to study at the host department.
15. Students will pay tuition fees to their home institute throughout the duration of DMDP, including the duration of study at the host institute.
16. Students of the home department will be responsible for their application fees, tuition fees, and student fees and living costs required for studying in the host department. All the fees shall be charged based on international students' standards.

NTNU intends to request approval for MU to recommend students to study at NTNU, and to offer them full tuition and miscellaneous fee waivers for the first two semesters of stay at NTNU. On an equal and mutually beneficial basis, MU also agrees to reciprocate with NTNU by recommending students to study at MU and offering them full tuition and miscellaneous fee waivers for the first two semesters of their stay at MU.

### **Access to University Facilities**

17. Students enrolled in the DMDP will have equal access to university facilities at both institutions, including libraries, computer laboratories, and other university facilities.

### **Other Provisions**

18. The DMDP procedures and charges described herein are based on institute and departmental policies which may change from year to year. The information cited in the official Agreement websites referred to in this document shall, at the time of a student's application, supersede the corresponding procedures and charges described herein.

## **Commencement and Duration of the Agreement**

19. This Agreement may be modified through the mutual discussion and consent of the two institutes and shall remain in effect from the date of signature for an initial period of five (5) years. Either party may terminate or revise the Agreement by giving six (6) months' written notice of such intent. In the event that either party terminates the Agreement, the host department shall honor the terms of the Agreement for students whose studies have been approved prior to termination, as if the Agreement remained in force for the period of studies.