Guidelines for the Graduation Project
Department of Department of Teaching Chinese as a Second Language, Chung Yuan Christian University

1. Purpose:

   To enable students of the Department of Applied Chinese Literature (hereinafter referred to as the department) to apply what they have learned in practical settings and achieve integration with societal and international standards, the graduation project guidelines are established.

2. Course Name:

   Graduation Project.

3. Graduation Project Focus:

   Topics related to Chinese language education.

4. Course Schedule and Progress:

   (1) 3rd Year, Fall Semester: By the end of the semester, students must complete group formation, confirm a faculty advisor (from full-time faculty), and finalize the project topic. If the group is not formed and the advisor is not confirmed by the designated deadline, students must submit written reasons to the department meeting for coordination and arrangement.

   (2) 4th Year, Spring Semester: The graduation project oral defense must be completed by the end of the final exam week.

5. Group Adjustments:

   If any changes or reorganization of group members are required after the group has been formed, students must fill out the "Change/Add Graduation Project Team Members Consent Form," obtain approval from the advisor, and submit it for department review. This must be completed no later than the end of the 3rd year, Spring Semester.

6. Group Member Stability:

   No changes to group members are allowed during the 4th-year Spring Semester, except under special circumstances, which must be submitted for the student affairs committee's decision.

7. Changes in Advisors:
   If a group wants to change or add a co-advisor, they must fill out the "Change/Add Co-Advisor Consent Form," and after obtaining approval from both the original and new co-advisor(s), the form must be submitted for department review.

8. Review and Grading:
   4th Year, Spring Semester:

   (1) In coordination with the "Graduation Project" course, each group must respond with the time of the oral defense, review committee members, and location by the end of the final exam week. The department office will make an announcement.

   (2) Grading is as follows:
       40% for regular performance (assessed by the project advisor).
       20% for the project outcome (assessed by the review committee).
       40% for the oral defense (assessed by the review committee).

   (3) The oral defense is limited to one hour per group.

9. Review Committee:

   (1) The project advisor is a mandatory member.

   (2) An additional expert or scholar from related fields, either from within or outside the university, will be invited as a reviewer.

10. Advisor Limitation:
    Each advisor may supervise a maximum of five groups per year, with each group consisting of 5 to 6 students.

11. Implementation:
    These guidelines are to be implemented once approved by the department meeting and announced by the department chair. Any revisions will follow the same process.