

The University Rules for Training of Doctoral Students (Trial)

In order to regulate the training of international doctoral students, these Rules are hereby formulated in accordance with the provisions of Measures for Management of *the Recruitment and Training of International Students (directive 42)*, the *Regulations of the People's Republic of China on Academic Degrees, Interim Measures of the People's Republic of China for Implementation of the Regulations on Academic Degrees, Notice of the State Education Commission on Improving and Enhancing the Work of Graduate Education, Pilot Measures of the Academic Degrees Committee of the State Council for Granting Degrees to International Students at Colleges and Universities*, and based on the specific circumstances of Shanghai University of Traditional Chinese Medicine.

I. Training objectives

i. The students shall improve their knowledge, ability and quality comprehensively, abide by Chinese laws and regulations as well as the disciplinary rules and regulations of

the University, and learn about and adapt to China's cross-cultural environment.

- ii. The students shall have a solid foundation of theory as well as systematic and in-depth expertise and skills in this discipline, strong skills of reasoning and thinking, know about the developments of the discipline at home and abroad, have the ability to undertake independent discipline-related research by using modern scientific and technological means, achieve innovation in the basics of the discipline or clinical research, and have a good command of basic Chinese. The University intends to train senior talents with high academic ability, professional competence and certain scientific research capacity.
- iii. The students shall have good health and good mental qualities.

II. Length of schooling and schedule

- i. The University implements the three-year academic structure. A student may obtain a degree in five years.
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in practical ability training programs and improve research capacity under guidance of the mentors.

2. The length of schooling for the doctoral students in the part-time program shall be determined according to the progress of course assessment, interim assessment, and project-related assessment. His or her attendance at the mentor's face-to-face lectures shall not be less than one month per year.

3. If a student is unable to complete a course or research assignments or attend the thesis defense as scheduled, he or she shall submit an application six months in advance. Upon signature of the mentor and consent of the relevant faculty, the application is submitted to the International Education College for approval. After the approval is obtained, the student may be permitted to study in a longer period. Relevant formalities shall be handled for time extension.

ii. Training program

A training program for international doctoral students is developed in accordance with *the Detailed Rules of Shanghai University of Traditional Chinese Medicine for Training of Students Studying for a Master Degree or a Doctor Degree* and in reference

to the *Pilot Measures of the Academic Degrees Committee of the State Council for Granting Degrees to International Students at Colleges and Universities*.

III. Development of a practical and feasible personal training plan under guidance of the mentor

- i. An international doctoral student and a mentor may select each other during the interview or within a month after enrollment. The mentor and the mentor guidance team are both responsible for the daily training of an international doctoral student.
- ii. If a mentor is unable to perform duties for a reason in the course of training, the replacement shall be handled in accordance with the relevant provisions of *the Regulations of Shanghai University of Traditional Chinese Medicine on the Work of Graduate Teachers*.
- iii. A mentor shall be fully responsible for the daily training and education of the doctoral students in accordance with *the Regulations of Shanghai University of Traditional Chinese Medicine on the Work of Graduate Teachers*.
- iv. An international postgraduate student shall develop a

practical and feasible personal training plan and specify the research project and the requirements of publication of academic papers during study at the University under guidance of the mentor according to the Rules, training programs for the discipline and the major, and the student's personal circumstances within three months after enrollment. A mentor shall organize the members of the mentor guidance team to formulate requirements of the clinical and teaching work. The personal training plan shall be submitted to the International Education College for registration. An international graduate student shall determine the courses within a week after enrollment (or determination of the mentor) under guidance of the mentor according to requirements of the training program for the major. Before the thesis proposal is drafted, the personal training plan shall be made in triplicate and reviewed and signed by the mentor. The three copies shall be submitted to the Graduate School, Graduate Teaching Affairs Office of the secondary college (department) and the International Education College for registration.

IV. Curriculum

i. The credit system applies to the study of courses of the international doctoral students, which are divided into compulsory courses and elective courses. Compulsory courses include degree courses and non-degree courses. Both compulsory courses and elective courses are included in the training plan. As for reeducations on the study of degree courses, please refer to *Shanghai University of Traditional Chinese Medicine's Management Regulations on the Study of Courses and Evaluation for Postgraduate Students*.

ii. In accordance with *the Provisions of Shanghai University of Traditional Chinese Medicine on the Students Studying for a Master Degree or a Doctor Degree Who Come from other Countries, Hong Kong, Macao and Taiwan*, a doctoral student shall receive at least 15 credits prior to his or her graduation. A student shall meet this requirement prior to drafting of the thesis proposal.

iii. Basic requirements of the curriculum

Category	Course title	Credit	Compulsory or elective	Remarks
Public courses	Overview of China	2.0	Compulsory	Degree course

	Chinese Language	2.0	Compulsory	Degree course
Professional basic courses	Courses designated by mentor	3.0	Compulsory	Degree course, 1-2 courses
Professional courses	To be completed under guidance of mentor	3.0	Compulsory	Degree course, 1-2 courses
Elective courses	To be determined by mentor and the student based on the training objectives of the major	3.0	Elective	2-3 courses
Academic		2.0	Compulsory	At least

seminars				15 times
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iv. The courses for doctoral students may be selected under guidance of the mentor or offered by the mentor independently. The courses offered must be those on the list of courses specially released by the University. The mentor shall fill in *the Application Form of Shanghai University of Traditional Chinese Medicine for Offering of a Course by a Mentor of International Graduate Students*, which is submitted to the International Education College for approval and registration.

v. A mentor may prepare the test paper of professional basic courses and professional courses on his or her own. A closed-book test may be held. The test paper is scored by the mentor. Articles may be written with the topic given by the mentor. The articles are reviewed and scored by three experts at the level of associate professor or higher. The content of a test shall reflect the professional theories and skills of the discipline as well as the theoretical research and application of the professional direction at home and abroad.

vi. A doctoral student may study the courses related to his or her project in another school under guidance of the mentor. A student must obtain the consent of the mentor before studying

courses in another school. This action shall be included in the personal training program and reported to the International Education College for approval. The fees may be paid by the mentor or the student.

vii The credits for the graduate students who study for a master degree but never majored in TCM, when intending to choose the courses for undergraduates, are shown in *Schedule for Credit Recording and Conversion of Common Courses for TCM Students*.

viii. The contents of the 15 academic reports shall be related to Medical Statistics, counseling for drafting of medical papers and so on. The assessment shall be conducted based on the notes to the lectures.

ix. If a student has studied a course and has passed the test prior to enrollment, and if the student meets the requirements of the discipline's training program, the student may apply for exemption or identification in accordance with the identification procedures provided in *the Credit Bank*. A student may apply for exemption (with the original transcript to be attached, which is valid for two years) within two weeks after start of the semester. After the approval of the mentor and the

teacher is obtained, the application is submitted to the International Education College for approval and registration.

x. The hundred-mark system applies to the test of all courses, with the total score of 100 points. A student who gets 60 points or more passes the test; a student who gets less than 60 points fails. A score of 60 points is recorded for a student who passes the retest after studying the course again. A student has only one chance of restudying a degree course.

xi. A student shall select courses via the management system in accordance with the selection process within a week after enrollment. A student who fails to select a course cannot take the test. If a student select a course but misses the test without a reason, he or she shall be deemed as absent from the test.

xii. The courses for the postgraduate students in the part-time program shall be determined by the cooperative universities in accordance with the training standards. The teaching methods include hybrid classes, course-related materials designated by the mentor team, assignments, submission of reports, face-to-face lectures and so on.

V. Development of practical ability

i. The cultivation of clinical competence of the students majoring in TCM and Clinical Discipline of Chinese and Western Integrative Medicine shall be strengthened (excluding postgraduate students who study for a doctor degree and are taught in English). The specific requirements are as follows:

1. The clinical practice from the second semester to the sixth one is conducted in the form of combination of study of professional practice courses, clinical practice under guidance of the teacher, rotation of clinical departments, and scientific project work. Under guidance of the mentor or mentor team, a student engages in clinic, research and other practices. The rotation of clinical departments shall not be less than six months.

2. All students who attend the clinical rotation shall take the monthly departmental rotation examination, and shall have a great proficiency of basic clinical skills and specialist skills after the end of the clinical rotation.

ii. A graduate student studying a fundamental major shall also strengthen training and assessment of clinical practice ability. The mentor may give guidance on his or her clinical practice via the platforms of cooperation between facilities.

iii. The mentor shall appropriately arrange for the students majoring in Science of Chinese Materia Medica according to the discipline's training objectives.

iv. During the study, a student shall actively participate in social practice in various forms based on the characteristics of the major to enhance understanding of the society and develop the ideology of better serving the community.

v. A doctoral student in the part-time program shall engage in professional studies, learning and research with accompaniment of a teacher, individual clinical practice, research and drafting of papers, drafting of thesis proposal, interim inspection, thesis defense and other activities under guidance of Chinese and foreign mentors. Individual clinical practice is usually not less than six months each year. A student needs to draft a certain number of study reports based on his or her clinical practice with or without accompaniment of a teacher.

VI. Research and dissertation

i. Thesis proposal: Under the guidance of mentor, international postgraduates, through consulting and collecting professional

literatures, carrying out investigations and participating in scientific research, shall become familiar with the trends of domestic and foreign studies in their professional field, determine the study program, and write the literature review and thesis proposal. Mentors shall arrange postgraduates to finish the thesis proposal before the end of the fourth semester and follow expert's advise according to the progression in the study and project of the international postgraduates. After the thesis proposal is passed, they shall give regular periodic reports as scheduled. Work concerning thesis proposals shall be carried out in accordance with *SHUTCM's Regulations on Work Concerning Academic Thesis Proposals of Postgraduates*.

ii. Mid-term evaluation: A mid-term evaluation shall be carried out in order to regulate and consolidate the management of doctoral students, and guarantee and improve the quality of postgraduate development programs. Graduate School is responsible for the implementation of mid-term evaluation, and all secondary training unit is responsible for the organization of evaluation teams for specific operation. The mid-term evaluation is finished before the end of the first month of the fifth semester; the mid-term evaluation primarily focuses on the

comprehensive qualities and skills of international doctoral students, covering professional competence, innovation ability and physical and psychological quality. Mid-term evaluation shall be carried out according to *SHUTCM's Regulations on the Strengthening of Mid-Term Evaluation of Postgraduates*.

iii. International doctoral students, under the guidance of mentor, shall finish the graduation thesis independently, and give detailed description of the research results. A dissertation needs to be scientific, advanced, practical, innovative, well-argued, and characterized by connection between theory and practice, a clear point of view, new discoveries and innovations. A student shall conduct major-related clinical research, literature research or experimental research and is permitted to carry out TCM-related interdisciplinary research. The specific requirements for dissertations of all majors are set according to the relevant regulations.

iv. The drafting of the thesis proposal shall be completed before the end of the fourth semester. Regular periodic reports shall be given as scheduled. After completion of the drafting, the thesis shall be approved by the mentor and the steering group. After the preliminary thesis defense in the department or the

teaching and research office, the thesis can be recommended for thesis defense. In addition, thesis evaluation, thesis defense, degree granting and other work shall all be conducted in accordance with *the Regulations of the People's Republic of China on Academic Degrees* and *Interim Measures of the People's Republic of China for Implementation of the Regulations on Academic Degrees*.

v. International postgraduates taught in English and Japanese are allowed to write the dissertations, write the thesis proposal, receive the mid-term evaluation and defend their thesis using the corresponding language; however, the thesis abstract must be written in Chinese.

vi. International doctoral students shall officially publish two major related academic theses before degree conferral (in the thesis, the student is the first author, and Shanghai University of Traditional Chinese Medicine (including its affiliated unit) is the first unit), and at least one thesis is published on a academic journal.

VII. The work regarding interim assessment, research, dissertations and thesis in the training process shall be carried out in strict accordance with *the Regulations of the People's*

Republic of China on Academic Degrees, Interim Measures of the People's Republic of China for Implementation of the Regulations on Academic Degrees, Detailed Rules of Shanghai University of Traditional Chinese Medicine for Training of Students Studying for a Master Degree or a Doctor Degree, Provisions of Shanghai University of Traditional Chinese Medicine on Strengthening Interim Assessment of Graduate Students, Relevant Provisions of Shanghai University of Traditional Chinese Medicine on the Work regarding Thesis Proposals of Graduate Students, and Relevant Provisions of Shanghai University of Traditional Chinese Medicine on the Work regarding the Thesis of the Students Studying for a Master Degree or a Doctor Degree.

VIII. The University's relevant provisions shall apply to all outstanding issues. One-year trial implementation of the Rules shall start after its release.

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