

江苏大学来华留学博士研究生培养环节简介

Brief introduction to the training course of Jiangsu University for PhD students studying in China

项目	内 容 Content	要 求 Requirement	完成时间 Completion time	负责单位 Responsible unit
Admission 入学	<p>新生入学报到，各学院(中心、研究院、所，下同)、海外教育学院组织新生进行入学教育。</p> <p>Freshmen are registered for admission. Colleges and Overseas Education College organize freshmen for admission.</p>	<p>系统地学习学校研究生教育有关的文件和“研究生管理信息系统”的使用说明。</p> <p>Carefully study the documents related to postgraduate education and the instructions for the use of "postgraduate management information system".</p>	<p>报到两天内</p> <p>Within two days</p>	<p>海外教育学院、各学院</p> <p>Overseas Education College</p>
To organize the Students course 制定个人课程学习计划	<p>课程学习计划在研究生管理信息系统中实行网上选课。</p> <p>Curriculum study plan is implemented after online course selection on Graduate Management Information System</p>	<p>学习计划在导师的指导下或指导小组集体讨论下制定，应当慎重选择课程，不得随意更改。</p> <p>The learning plan should be selected and finalized under the guidance of the tutor or under the collective discussion of the guidance group. The course should be carefully chosen and should not be changed at will.</p>	<p>入学后一个月内</p> <p>Within a month after admission</p>	<p>导师（指导小组）</p> <p>Supervisor (Guidance group)</p>
Curriculum learning and examination 课程学习与考试	<p>课程学习：按学习计划所选课程修学。</p> <p>Curriculum learning: Learning according to the courses selected in the study plan.</p> <p>课程考试：研究生课程考核方式有笔试（以下均含闭卷、开卷）、笔试结合课程论文、笔试结合口试、笔试结合实验设计等等。</p> <p>Course Examination: There are written examinations for postgraduate courses. It includes any of the following, written examination combined with course papers, written examination combined with oral examination, written examination combined with experimental design, and so on.</p> <p>课程重修：课程不及格一律重修，重修前必须办理重修手续，重修合格</p>	<p>所选课程按个人课表上课。</p> <p>The selected courses are taught according to ones finalized respective curriculum schedule of his grade.</p>	<p>第一、二学期</p> <p>First and Second semester</p>	<p>研究生院、各学院</p> <p>Graduate school & Respective faculty</p>

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	<p>后方可取得相应学分。</p> <p>Course Relearn: If the student fails, the course must be relearned. Before relearn, student must go through the procedure of applying for relearn. Only after respective procedure is qualified, student can obtain corresponding course credits.</p>			
学科综合考核 COMPREHENSIVE EXAMINATION OF THESIS PROPOSAL	<p>1、学科综合考核是博士生进入学位论文阶段前的一次综合性考核，主要评估博士生的学术道德、理论基础知识和学术科研能力等。The comprehensive assessment of disciplines is a comprehensive assessment of doctoral students before they enter the stage of dissertation. It mainly evaluates their academic morality, theoretical knowledge and academic research ability.</p> <p>2、学科综合考核由各学科（学院）统一组织，考核形式含学科综合水平笔试和专家面试。各学科应成立综合面试考核小组，由本学科或相关学科至少 5 名专家组成（本学科专家不得少于一半），确定一名负责人主持面试工作。考核结果分为优秀、合格和暂缓通过三种。The comprehensive assessment of disciplines is organized by all disciplines (colleges) in the form of written examination of comprehensive level of disciplines and interview of experts. All disciplines should set up a comprehensive interview assessment team, composed of at least five experts in the subject or related disciplines (not less than half of the experts in the subject), and determine a person in charge to conduct the interview. The examination results are</p>	<p>1、博士研究生在课程学习结束后、学位论文开始之前须进行学科综合考核。Doctoral candidates should undergo comprehensive examination before the completion of the course and before the dissertation is started.</p> <p>2、各学科（学院）应提前将学位论文开题的时间、地点等具体信息上网公开。Each discipline (College) should report the information on the time and place of the thesis proposal in advance.</p> <p>3、暂缓通过的比例不得少于实际考核人数的 15%，招生人数少的学科至少实行考核末位淘汰制度。The proportion of deferred proposals shall not be less than 15% of the total proposals submitted, and disciplines with fewer enrollments shall at least implement the system of elimination of the last examinations</p>	第二学期末前 Before the end of the second semester	各学院、研究生院 Graduate school & Respective faculty

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	<p>divided into three categories: excellent, qualified and postponed.</p> <p>3、博士研究生在学期间共有两次综合考核机会，第一次考核暂缓通过者允许择期另行考核（两次考核时间间隔不得少于 6 个月），两次考核均未通过者按退学处理。There are two comprehensive assessment opportunities for doctoral students during the period of study. If the first assessment is suspended , students are allowed to choose another proposal (the interval between the two examinations should not be less than 6 months). Those who fail the two proposals are considered as dropouts</p>			
Academic activities 学术活动	<p>研究生必须参加学校组织的“学术道德规范讲座”和国内外知名专家学者的专题讲座、学术报告、研究生论坛等学术研讨活动，参加学术研讨活动后必须形成完整的学术报告。Postgraduates must participate in academic seminars such as "academic lectures" organized by schools, and academic seminars, academic lab reports and graduate forums organized by well-known experts and scholars at University, China and abroad. They must maintain a complete list academic reports after participating in academic seminars</p> <p>为拓宽研究生的学术视野，学校鼓励研究生在学期间参加国际会议或全国性高层次学术会议并在大会上宣读本人的学术论文、交流发言。</p> <p>In order to broaden the academic horizon of graduate students, the school encourages graduate students to attend international conferences or national high-level academic conferences during their studies and to read their academic papers and exchange speeches at the conferences.</p>	<p>博士研究生在学期间应参加15次以上学术报告活动。</p> <p>PhD students should participate in more than 15 academic activities in the school.</p> <p>博士研究生在国际会议或全国性高层次学术会议上宣读学术论文者可视同其学术活动环节合格，具体要求由各学科自定。Doctoral candidates who participate at international conferences or national high-level academic conferences can be regarded as qualified in their academic activities. Specific requirements are set by the disciplines [School] themselves.</p>	在学期间 During study period	各学院 Respective faculty

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Literature reading 外文文献阅读	<p>研究生在学期间应广泛阅读本学科经典名著及中外文文献。中外文文献阅读于学位论文开题前由学科组织专家小组统一考核并记录成绩，不合格者不得进入学位论文开题环节。</p> <p>Graduate students should extensively read articles and Chinese and foreign literatures in the corresponding semester. Chinese and foreign literature reading is assessed and recorded by an expert group organized by a discipline before the commencement of dissertation. Those who are not qualified are not allowed to enter the commencement of a dissertation.</p>	<p>各学科应根据学科特点在培养方案中做出明确的规定，并制定相应的考核办法。</p> <p>Each discipline should make clear requirements in the training plan according to the characteristics of the discipline, and formulate corresponding assessment methods.</p>	在学期间 During study period	各学院 Respective faculty or school
Academic seminars 学术研讨汇报	<p>1、学术研讨汇报公开举行，由博士研究生综述、分析、评价所阅读的文献专著或报告自己的论文研究工作进展，导师和其他教师从深层次学术角度提出问题共同研讨并给予指导。</p> <p>Academic seminars and reports will be held in public. The postgraduates will review, analyze and evaluate the literature monographs they read or report on their research progress. The tutors and other teachers will discuss and give guidance from a academic point of view.</p> <p>2、鼓励研究生跨学科汇报研讨</p> <p>To encourage graduate students to present their Research Report.</p>	<p>研究生在学期间应当经常性地由导师或指导小组组织进行文献研读交流、学术研究进展汇报或专题研讨汇报。其中，博士研究生在学科范围内公开进行的学术研讨汇报不得少于 2 次。</p> <p>Postgraduates must be regularly organized by supervisors or guidance groups to exchange literature, report on academic research progress or report on special seminars. Among them, at least 2 reports on academic research must be presented by the postgraduates during their study period .</p>	在学期间 During study period	导师、各学院 Supervisor Respective faculty
Practice Session 实践环节	<p>各学科（学院）应根据自身特点对实践环节做出明确规定</p> <p>Each discipline (College) should clearly stipulate the requirements for practice according to its own characteristics.。</p>	<p>按照要求填写实习申请表和培养手册实习环节内容。并向研究生院和海外教育学院备案。</p> <p>Fill in the application form and the contents of the training handbook. And submit to the graduate school and Overseas Education Institute for the record.</p>	在学期间 During study period	导师、各学院 Supervisor Respective faculty
Topic selection	<p>1、选题报告应在博士研究生资格考核合格后进行。The topic report should be carried out after the first step of</p>	<p>1、各学科（学院）应提前将学位论文开题的时间、地点等具体信息上网公开。</p>	研究生学位论文开题报告审核通过一	导师、各学院 Supervisor Respective faculty

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	<p>examination of doctoral thesis is qualified.</p> <p>2、学位论文试行集体开题，由学科（学院）统一组织，学位论文开题必须经导师审核同意方可进行。各学科应成立学位论文开题专家考核小组，由本学科或相关学科至少 5 名专家组成（本学科专家不得少于一半），确定一名负责人主持开题考核工作。学位论文开题试行专家小组评分（等级）制度。Collective opening of dissertations is organized by disciplines (colleges) on a trial basis. The thesis proposal of dissertations can only be carried out with the approval of the supervisor. Each discipline should set up an expert examination group for dissertation opening, which consists of at least five experts in the discipline or related disciplines (not less than half of the experts in the discipline), and determine a person in charge to take charge of the examination.</p> <p>3、考核成绩为“暂缓通过”者需择期另行考核。每位研究生在学期间至多两次学位论文开题机会，两次开题时间间隔不得少于 3 个月，两次开题均未通过者按退学处理。If the examination result is "postponed ". Each graduate student has at most two opportunities to open a dissertation during the period of study. The time interval between the two proposals should not be less than 3 months. Those who fail to pass the two proposals will be considered as dropouts.</p> <p>4、开题后原则上不得随意改题，如确有特殊原因需改题者，须由研究生本人写出书面申请，导师签署意见后报所在学院、研究生院备案，并及时重作开题报告</p> <p>In principle, it is not allowed to change</p>	<p>Each discipline (College) should report the information of time and place of the thesis proposal in advance.</p> <p>2、硕士研究生学位论文开题情况由各学院统一汇总，通过“研究生管理信息系统”提交备案。The opening of thesis proposal is summarized by all colleges and submitted to the archives through the Graduate Management Information System.</p> <p>3、硕士研究生学位论文开题暂缓通过的比例不得少于实际开题人数的 10%。The percentage of postgraduate proposals being postponed should not be less than 10% of the actual number of proposals.</p>	<p>年后方可申请送审答辩。After a year's examination, the thesis can be submitted for trial</p>	

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	the topic at ones own will after the thesis proposal is accepted. If there are any special reasons for changing the topic, the graduate student should write a written application by himself. The supervisor should sign his opinions and report them to the college or graduate school for the record, and make a timely report on the opening of the thesis proposal.			
发表相关论文 Publications	<p>博士研究生在学期间，应积极撰写并发表学术论文，相关要求参照《江苏大学关于研究生在学期间发表学术论文的规定》(江大校【2016】545号)执行。</p> <p>PhD students should actively write and publish academic papers during their study period. The relevant requirements should be implemented in accordance with the Regulations of Jiangsu University on Postgraduates Publishing Academic Papers during their study period (Jiangsu University [2016] 545).</p>	<p>提交已发表的学术论文或待发表的学术论文录用通知(原件及复印件各一份)。</p> <p>Submit the notice of acceptance of published academic papers or academic papers to be published (one original and one copy each).</p>		<p>导师、各学院、研究生院 Supervisor Respective faculty Graduate school</p>

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Thesis Review 论文评阅	<p>完成规定的学分及上述全部培养环节，且完成学位论文撰写后，进行学术不端行为检测,检测结果合格者进入论文评阅阶段。</p> <p>After completing the required credits and all the above-mentioned training links, and after the completion of dissertation writing, academic misconduct detection[Plagiarism] is carried out, and those who pass the test results enter the stage of dissertation review.</p> <p>博士学位论文的“盲审”工作由研究生院负责实施。论文评阅人为四名博士生导师、教授或相当专业技术职务的专家。</p> <p>The "blind trial" of doctoral dissertations is carried out by the graduate school. The thesis is reviewed by four doctoral tutors, professors or quite professional technical experts.</p>	<p>学位论文按《江苏大学研究生学位论文“盲审”工作暂行办法》等相关文件中具体要求提交。</p> <p>Dissertations are submitted in accordance with the specific requirements of the Interim Measures for the Blind trial of Graduate Dissertations of Jiangsu University and other relevant documents.</p>		<p>导师、各学院、研究生院 Supervisor Respective faculty Graduate school</p>

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Thesis Defense 论文答辩	<p>答辩委员会由教授或相当专业技术职务的专家 5 人组成，导师不参加(若导师参加，则必须 7 人)，应尽可能聘请本学科或相关学科的博士生导师、教授或相当专业技术职务的专家参加(博士生导师不少于 3 人)，成员中必须包括二名外单位（原则上应为两个不同的单位）的同行专家。</p> <p>The Responding Committee shall consist of five professors or experts with equivalent professional and technical posts, and the tutors shall not participate (if the tutors participate, they must be seven). As far as possible, they shall invite doctoral tutors, professors or experts with equivalent professional and technical posts from their own disciplines or related disciplines to participate (not less than three doctoral tutors). The membership shall include two or more members.</p> <p>答辩必须公开举行，由学位申请人报告论文的主要内容，答辩委员会及与会者向申请人提出问题，申请人回答问题。答辩委员会举行会议，就是否建议授予学位或修改论文后重新答辩一次做出决议。</p> <p>The defense must be held in public. The applicant will report the main contents of the thesis. The defense Committee and the participants will ask the applicant questions and the applicant must defend with his answers. The defense Committee meets to make a decision on whether to recommend the award of a degree or the revision of a thesis.</p>	<p>答辩时，答辩委员会秘书要做好答辩记录。答辩结束后，由秘书将学位论文答辩有关材料整理立卷送交学位评定分委员会。</p> <p>After the completion of the defense, the Secretary shall arrange and file the relevant materials for the defense of the dissertation and submit them to the Degree Evaluation Sub-Committee.</p>		<p>导师、各学院、研究生院 Supervisor Respective faculty Graduate school</p>

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The academic degree evaluation 学位评定	<p>院学位评定分委员会对论文答辩委员会建议授予学位人员的思想表现、学习成绩和论文答辩材料及在学期间发表学术论文的情况等进行全面考核，最后就是否建议授予硕士学位进行表决，将相关材料交研究生院。</p> <p>The Academy's Degree Evaluation Sub-committee makes a comprehensive assessment of the ideological performance, academic achievements, dissertation defense materials and the publication of academic papers during the period recommended by the dissertation defense committee. Finally, it votes on whether to recommend the award of master's degree and submits relevant materials to the Graduate School.</p> <p>校学位评定委员会对学位分委员会的审议建议予以审核,做出授予或者不授予申请人硕士学位的决定。</p> <p>The Academic Degree Evaluation Committee of the University shall examine and verify the deliberative proposals of the Academic Degree Sub-Committee and make a decision whether to grant or not to grant the applicant a master's degree.</p>		<p>校学位评定委员会每年六月、九月、十二月份各召开一次</p> <p>The school degree evaluation committee convened three times a year in June, September and December.</p>	院学位评定分委员会; 校学位评定委员会 Sub Committee on academic degree evaluation; University degree evaluation committee
Archiving of academic degree 学位材料归档	<p>按《江苏大学研究生档案管理实施办法》中相关要求在规定期限内将学位材料归档。</p> <p>According to the relevant requirements in the Implementation Measures for Graduate Archives Management of Jiangsu University, the degree materials should be filed within the prescribed time limit.</p>			导师、各学院 Supervisor Respective faculty