

# 公共管理学科学术学位博士研究生培养方案（留学生）

## Degree Requirements for Ph.D. Program

### College of Public Administration (International Students)

（专业代码：120400 授管理学博士学位）

（Program code: 120400 , Ph. D. Degree in Management）

#### I. 培养目标/Goals and objectives

致力于培养遵纪守法，品行端正，遵守学术规范，具备严谨求实、开拓进取的科学态度和学风，从事本专业的理论和应用研究的高级人才。/ Our Ph.D. program goal is to prepare students to be senior talents who abide by laws and regulations, behave with good conduct, and follow the academic norms, being able to carry out theoretical and applied research in this specialty with rigorous, realistic, pioneering attitude and style.

具体要求如下/The specific objectives are as follows:

1. 具有理想信念，创新能力强，综合素质高；/Own ideal and faith, strong ability of innovation and high comprehensive quality;
2. 掌握公共管理学学科坚实宽广的基础理论和系统深入的专门知识，熟悉公共行政的一般理论和方法，了解研究领域的国内外新近学术动态和实践发展；/Have a sound command of broad basic theory and systematic in-depth expertise of public administration subject, familiar with general theories and methods of public administration, and know the latest academic development trend and practical development of the research field at home and abroad;
3. 能在公共管理的理论和方法方面从事创新性研究，能为部门和区域公共管理进行制度设计和政策评估；/Capable of engaging in innovative research in terms of theory and methods of public administration, and system design and policy evaluation for departmental and regional public administration;
4. 在行政管理、土地资源管理、电子政务等方面取得创造性成果；/Get creative achievements in public administration, land resource management, electronic government, etc.;
5. 具有独立从事公共管理的研究、教学 and 实际工作的能力；/Possess the ability of engaging in research, teaching and practical work of administration independently;
6. 熟练掌握英文，能阅读公共管理英文文献，具有良好的写作能力和国际学术交流能力。/Master in English, proficient in reading English literature of public administration, and have good writing skills and international academic communication ability.

#### II. 主要研究方向/Main Research Fields

1. 行政管理/Public Administration
2. 电子政务/Electronic Government
3. 土地资源管理/Land Resource Management

### III. 学习年限及培养方式/Study years and program time limit

本学科硕士起点的学术学位博士研究生的基本学习年限为 4 年，最长学习年限（含休学）不超过 6 年。培养方式为全日制非定向。

Completion of the Ph.D. degree requires a minimum of FOUR years of full-time study, and the maximum study years for a doctoral student is SIX years (including schooling suspension)

### IV. 授课语言/Language of instruction:

英语/English

### V. 学分要求/Credits Required

硕士起点的学术学位博士总学分要求≥34 学分。其中，学位课程要求学分≥15 学分，研究环节要求≥19 学分。具体学分数分配如下表：/The Ph.D. from a master's program requires a total of minimum of 34 credits, which include a minimum of 15credits for degree courses and 19 research credits. The allocation of credits is shown in the following table:

类别/Categories	博士研究生/Doctoral Students	
<b>总学分/ Credits in Total</b>	≥34 credits	
<b>学位课程/ Degree courses credits</b>	≥15 credits	校级公共必修课程 7 学分/University compulsory courses ≥7 credits, including: 1. 《中国概况》 A Survey of China 2 credits 2. 《汉语》 Chinese Language 4 credits 3. 《国际学生新生导入课》 Orientation Course for International Students 1 credit
		博士专业课程 6 学分/Research area courses 6 credits
		跨一级学科课程 2 学分/Outside first disciplinary course 2 credits
<b>研究环节/ Research progress credits</b>	≥19 credits	开题报告 1 学分/Dissertation proposal 1 credit
		参加国内外学术会议并提交论文 1 学分/Participate and submit paper at academic conferences held in China or overseas 1 credit
		论文中期进展报告 1 学分/Dissertation Interim Report 1 credit
		发表学术论文 1 学分/Publication 1 credit
		博士学位论文 15 学分/ Dissertation 15 credits
<b>其他/ Additional courses</b>	<b>不计学分/ non-credit</b>	补修课程、任选课程只计成绩，不计学分/Grades of courses in this category will be presented on the transcript but no credit will be granted.

### VI. 课程设置/Curriculum

类别 Category Courses	课程代码/ Course Code	课程名称/Course Name	学时/ Study Hours	学分/ Credits	学期/ Semester	开课单位/ School	备注/Note
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Degree courses	校级公共必修课程/ University compulsory courses	922130003	国际学生新生导入课/ Orientation Courses for International Students	16	1	春/秋 S/A	国际教育学院/School of International Education	Obligatory 7 Credits
		922130006	汉语/Chinese Language	160	4	春/秋 S/A	国际教育学院/School of International Education	
		922130001	中国概况/A Survey of China	32	2	春/秋 S/A	国际教育学院/School of International Education	
	博士专业课程/Research area courses ≥6credits	407211019	公共管理研究方法/Research Methodology in Public Administration	32	2	春/秋 S/A	公管学院/CPA	学科基础课程 /First disciplinary courses ≥4Credits
		407211017	公共管理与公共政策前沿专题/ Frontier of Public Administration and Public Policy	32	2	春/秋 S/A	公管学院/CPA	
		407211021	电子政务研究前沿/Frontier of E-government	32	2	春/秋 S/A	公管学院/CPA	专业选修课程 /Optional ≥2 Credits
		407211020	土地经济与管理前沿/Frontier of Land Economics and Management	32	2	春/秋 S/A	公管学院/CPA	
		407211018	公共管理理论专题/Specific Issues on Public Administration Theories	32	2	春/秋 S/A	公管学院/CPA	
			跨一级学科课程/Outside first disciplinary course				其他学院/Other Schools	≥2 Credits
	研究环节/Research Stage	650239001	开题报告/Dissertation proposal		1	春/秋 S/A	研究生院/ Graduate School	Obligatory ≥19 Credits
650239002		论文中期进展报告/Dissertation Interim Report		1	春/秋 S/A			
650239003		参加国内外学术会议并提交论文/Participate in academic conferences or present academic paper at the conference		1	春/秋 S/A			
650239004		发表学术论文/Publications		1	春/秋 S/A			
650219001		博士学位论文/Dissertation		15	春/秋 S/A			

## VII. Details about the training for PhD students

我院博士生培养实行导师负责制，培养过程具体要求详见《华中科技大学研究生手册》。研究环节具体要求如下：

The supervisor responsibility system is implemented for the cultivation of doctoral students in our

school. For the specific requirements of the cultivation process, see Graduate Handbook of HUST. The following are the specific requirements for the research stage.

### (一) 资格审查

#### (I) Qualification examination

博士生资格审查是博士生完成主要课程学习后、开展博士学位论文工作前组织的综合考核，一般安排在第三至第四学期内完成。资格审查的内容包括博士生主要课程（公共课、学科基础课）的完成情况，开题报告是否符合本学科博士学位论文的规范等。

The qualification examination of doctoral students is a comprehensive examination after completing the main courses and before working on the Ph.D. dissertation. It is usually arranged in the third or fourth semester. The contents of the qualification examination include the completion of main courses (public courses and basic courses of the discipline) for doctoral students, whether the dissertation proposal complies with the norms of the Ph.D. dissertation in this discipline, etc.

课程学习由教务员审核。博士生须完成主要课程的学习，并取得相应学分。主要课程未完成以及主要课程有不及格、缺考或旷考者，不得进入开题答辩。

The course study is reviewed by the academic coordinator. Doctoral students must complete the study of the main courses and obtain corresponding credits. Those who have not completed the main courses, have failed in the examinations of main courses, or are absent from the examination should not participate in the dissertation proposal defense.

博士生应在导师的指导下，根据自己所选定的研究方向和学位论文课题要求，查阅一定量的国内外相关文献（文献阅读量不少于 120 篇），撰写文献综述报告；确定学位论文选题，并就选题的目的、意义、国内外相关研究概况、研究思路、研究内容、预期目标、研究方法、课题可行性等做出论证。博士生应提前完成开题报告的撰写并进行开题答辩。答辩专家组至少由 3 名博士生导师组成。

Under the guidance of the supervisor, doctoral students should, according to the research direction selected by them and topic requirements of the dissertation, consult some domestic and foreign related literature (The number of literature read should be at least 120) and write the literature review; determine the topic of the dissertation; and demonstrate the purpose and significance of the topic, overview of related research both domestically and abroad, as well as the research design, research contents, expected objectives, research methods, and the feasibility of the topic, etc. The doctoral students should complete the writing of the dissertation proposal in advance and participate in the dissertation proposal defense. The defense panel should consist of at least three Ph.D. supervisors.

答辩专家按照“华中科技大学研究生能力评议表”中的评议项目对博士生开题答辩进行评分。三位专家至少要有两位专家评分 $\geq 60$ 分，且总平均分 $\geq 60$ 分方为“通过开题”。“通过开题”者，即通过博士资格审查，结果由学院学位审议委员会审核后报研究生院备案。

The defense panel will score the dissertation proposal by the evaluation standards of HUST. Doctoral students get PASS in the proposal defense only when the score given by at least two of the three experts is

above 60 (included) points and the total average score is above 60 (included) points. Those whose "dissertation proposal" is approved pass the Ph.D. qualification examination. The results should be submitted to the Graduate School for filing after being examined and approved by the Degree Review Committee of the school.

通过博士资格审查后，博士生即可进入博士论文工作阶段。未通过博士资格审查者，可在第一次资格审查后半年至一年内申请第二次资格审查。

After passing the Ph.D. qualification examination, doctoral students can start the work of Ph.D. dissertation. Those who do not pass the Ph.D. qualification examination can apply for a second qualification examination within half a year to one year.

两次资格审查不通过者，不宜继续攻读博士学位，应终止博士阶段的学业，应予退学处理。

Those who fail twice in the qualification examinations should not continue to study for a Ph.D. degree. They should terminate the study for the Ph.D. program and drop out of school.

## (二) 中期考核

### (II) Interim examination

博士生中期考核一般安排在第五至第六学期内进行。考核内容包含课程学习和论文中期进展报告两个方面。

The interim examination for doctoral students is generally arranged in the fifth or sixth semester. The examination contents include course study and interim report of the dissertation.

课程学习由教务口审核。

The course study is reviewed by the Academic Affairs Department.

论文中期进展报告由学院组织 3 名博士生导师进行考核。考核专家按照“华中科技大学博士生中期考核评议表”中的评议内容对博士生中期进展报告进行评分。三位专家至少有两位专家评分 $\geq 60$ 分，且总平均分 $\geq 60$ 分方为“通过论文中期进展考核”。

The interim report of the dissertation is assessed by 3 Ph.D. supervisors organized by the school. The examination experts should give a score for the interim report according to the evaluation standards of HUST. If the score given by at least two of the three experts is above 60 (included) points and the total average score is above 60 (included) points, the doctoral student pass the interim examination.

完成全部课程学习并取得相应学分、通过论文中期进展考核，即为“中期考核合格”。任何一项不合格，皆为中期考核不合格。考核结果由学院学位审议委员会审核后报研究生院备案。

The doctoral student will be “qualified” if he/she has completed the study of all the courses, obtained the corresponding credits, and passed the interim examination of the dissertation. If any item doesn't meet the requirements, he/she is unqualified in the interim examination. The examination results should be submitted to the Graduate School for filing after being examined and approved by the Degree Review Committee of the school.

中期考核合格的博士生，继续按博士生培养。中期考核不合格的博士生，在随后的一年以内可参

加第二次中期考核。

Doctoral students who pass the interim examination will continue to be cultivated as Ph.D. candidates. Doctoral students who do not pass the interim examination can participate in a second interim examination within one year.

两次中期考核不合格者，不宜继续攻读博士学位，应终止博士阶段的学业。如修完课程学分，经学校审批准予结业，结业后在最长学习年限内（含结业前学习时间）完成博士学位论文的，可有一次机会提交博士学位论文。完成培养方案规定的内容，博士学位论文通过预答辩、检测、评审、答辩等环节后，达到毕业要求的，报学校审批，准予毕业；达到学位授予要求的，经校学位评定委员会表决通过，授予博士学位。

Those who fail twice in interim examinations are not qualified to continue to study for a Ph.D. degree and should terminate the study of the Ph.D. stage. If these students have obtained all the course credits, they can apply for the Course-completion Certificate. After they are approved by the university with the Course-completion Certificate, they can get ONE opportunity to submit their doctoral dissertation as long as they finish it before the end of the longest schooling period (the period before course-completion included). If the students have completed the contents specified in the program and gone through the stages of pre-defense, plagiarism check, blind review as well as final defense, they will be allowed to graduate after being approved by the university if they have met the requirements for graduation, and they will also be conferred the PhD degree after the voting approval by the Degree Evaluation Committee of the university if they have met the requirements for the degree.

#### **(四) 参加学术活动**

#### **(IV) Participation in academic activities**

博士生在读期间要求至少在国内重要学术会议或国外重要学术会议上作 1 次公开学术报告，由导师给予相应的评价与成绩。

A doctoral student should make at least ONE presentation at an important academic conference either at home or abroad. The supervisor will make the corresponding evaluation on it and give a score.

#### **(五) 学术创新成果**

#### **(V) Innovative academic achievements**

在有 ISSN 码的国际期刊上至少发表一篇文章。博士学位申请人的导师是其学术创新成果审查的第一责任人，博士生的学术创新成果必须由导师审核同意后方可发表（布）。学位申请人发表（布）的学术创新成果应是其学位论文的组成部分，是学位申请人在导师指导下独立完成的科研成果，应以华中科技大学为第一署名单位，以申请人为第一作者或第二作者（导师为第一作者时）。

At least ONE paper is to be published on the international journals with ISSN code, as the innovative academic achievement for a Ph.D. candidate. The Supervisor for a Ph.D. candidate is the first person responsible for the review of his/her innovative academic achievements, which must be approved by the supervisor before

publication. The innovative academic achievements of the applicant should be an integral part of the dissertation independently completed by the Ph.D. candidate under the guidance of the supervisor. The candidate should be the first author for the achievements or the second author with the supervisor as the first author, and make Huazhong University of Science and Technology the first affiliation unit.

#### (六) 学位论文要求

##### **(VI) Completion of the dissertation**

博士生应在导师指导下独立完成博士学位论文，博士生是学位论文质量的直接责任人。博士学位论文应满足规范性要求、过程管理要求和学术成果创新性要求。博士生从事科学研究和撰写学位论文的时间不得少于两年，起始时间从开题通过的时间计算。

Doctoral students should complete their dissertations independently under the guidance of their supervisors. They are directly responsible for the quality of the dissertations. Ph.D. dissertations should meet the requirements for normalization, process management, and innovative academic achievements. The time for scientific research and writing of dissertations of doctoral students should not be less than two years, calculated from the time when the proposal is approved.

博士生在博士学位论文评审前需进行预答辩。具体要求详见【公管院（2019）12号】“公共管理学院关于博士学位论文预答辩的规定”。预答辩通过后按《华中科技大学学位授予工作细则》的有关规定，提交学位论文评审与答辩。学位论文检测、评审和答辩执行学校相关规定。学位论文评审、修改、重审和答辩工作，必须在最长学习年限内完成。

A pre-defense of the Ph.D. dissertation is required before the doctoral student send it for the review, following the specific rules (【公管院（2019）12号】“公共管理学院关于博士学位论文预答辩的规定”) of the school. Only when they pass the pre-defense will the dissertations be submitted for review and defense according to the degree conferring regulations of HUST (《华中科技大学学位授予工作细则》). After they pass the dissertation defense, the result will be reviewed by the Degree Review Committee of the school and reported to the Degree Evaluation Committee of HUST. The related regulations of the university should be implemented for the checking, review, and defense of dissertations. The review, revision, re-examination, and defense of dissertations must be completed within the maximum period of schooling.

#### (七) 毕业结业及授予学位要求

##### **(VII) Diploma and Degree requirements**

1. 毕业：研究生在规定的学习年限内，完成培养方案规定内容，考核合格，且学位论文答辩通过，经院（系）学位审议委员会或党政联席会审核，学校审批，准予毕业并发给毕业证书。

Graduation: Students will be allowed to graduate and granted the Graduation Certificate, after examined by either the Degree Review Committee or the Joint Executive Meeting of the school, and approved by the university, if they have completed the contents specified in the program, got qualified in the assessment and passed the dissertation defense within the required schooling period.

2. 结业：研究生在校学习已满基本学习年限且在最长学习年限内，未达到毕业要求但符合结业要求的，可申请结业。

Course-completion: Students can apply for the Course-completion Certificate if they are not yet qualified for graduation but have satisfied the requirements for course completion by the time when the basic schooling period is reached but still within the maximum schooling period.

3. 授予学位：达到学位授予条件的，可按程序申请学位。未达到学位授予条件的，毕业后一年内若达到学位授予条件，可按程序申请学位。毕业后申请学位仅限一次。

Degree: Students can apply for the degree according to certain procedures if they have satisfied the requirements for degree-conferring. The degree could also be applied within one year's time after graduation when the requirements for degree conferring are satisfied, but the opportunity for degree application after graduation is only once.