

Implementation Measures for the Dual-Supervisor System for Undergraduate Graduation Thesis (Design)

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In order to strengthen the supervisor team for undergraduate graduation theses (design projects), effectively utilise external professional resources, promote university–industry cooperation, enhance practical teaching, and improve the quality of application-oriented talent cultivation, the School has decided to implement a **dual-supervisor system** in the supervision of undergraduate graduation theses (design projects).

The dual-supervisor system is implemented on a voluntary basis for School supervisors and is conducted jointly by an internal academic supervisor and an external supervisor. To ensure effective implementation, these Measures are hereby formulated.

I. Definition of the Dual-Supervisor System

The dual-supervisor system consists of **one internal supervisor** (appointed by the School) and **one external supervisor** (from industry or relevant organisations), who jointly undertake supervision responsibilities for the student's graduation thesis (design project).

II. Eligibility Requirements for External Supervisors

External supervisors shall meet the following requirements:

1. Support national education policies, demonstrate strong commitment to education, uphold professional ethics, maintain integrity and professionalism, and demonstrate academic rigor and exemplary conduct.
2. Hold at least a full-time bachelor's degree in a relevant discipline and possess either:
 - an intermediate or higher professional/technical title outside the higher-education title system, **or**

- a recognised professional qualification certificate in the relevant industry (for experienced practitioners with at least five (5) years of professional experience), and their professional work shall be closely aligned with the disciplinary requirements of the thesis (design project).
3. Have adequate understanding of the programme learning objectives, training requirements, and professional characteristics of the students they supervise.
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III. Core Responsibilities of External Supervisors

External supervisors shall work collaboratively with internal supervisors. For the following supervisory activities, **both supervisors shall normally be present**:

1. Guide students in selecting appropriate thesis (design project) topics based on real-world problems and practical needs.
 2. Each external supervisor shall supervise **no fewer than eight (8) students** and provide **on-site supervision at least once per week**, with a total of **no fewer than eight (8) on-site sessions** per student cohort.
 3. Strengthen process control throughout thesis writing and design implementation, provide timely guidance, carefully review student work, identify strengths and deficiencies, and support students in preparing for the oral defence.
 4. Jointly prepare comprehensive thesis evaluation comments with the internal supervisor and, when invited, serve as a member of the defence committee/panel.
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IV. Core Responsibilities of Internal Supervisors

1. The internal supervisor shall be the **primary person responsible** for the academic direction and theoretical guidance of the graduation thesis (design project). Qualification requirements, workload allocation, responsibilities, and supervisory standards shall be implemented in accordance with University regulations. Internal supervision responsibilities include:

- ensuring students' theoretical preparation and disciplinary grounding;
- guiding literature retrieval and academic research methods;
- cultivating academic integrity and professional ethics;
- managing the supervised students in accordance with institutional requirements.

2. Collect and summarise students' difficulties and key issues related to the thesis (design project) in advance, and jointly organise structured consultation and Q&A sessions with the external supervisor.
 3. Coordinate closely with the external supervisor to provide continuous supervision throughout the full process of thesis (design project) development, documentation, submission, and defence preparation.
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V. Supplementary Provisions

1. Teaching and Research Sections shall actively implement the dual-supervisor system in accordance with programme characteristics and the development of internship and practice bases.
2. Each external supervisor shall collaborate with an internal supervisor from a closely related discipline, and the pairing shall be determined based on mutual agreement and appropriate matching of expertise.
3. The School shall issue formal appointment certificates to external supervisors. The standard appointment term shall be two (2) years. Upon expiration, renewal may be granted based on mutual agreement and voluntary participation.