

Guanghua Law School, Zhejiang University

Student Handbook

LLM/SJD in Chinese Law Program

2017 version

Welcome to Guanghua Law School ZJU

About Guanghua Law School, Zhejiang

Zhejiang University, founded in 1897 and located in Hangzhou, is one of China's very top and most prestigious universities. It is a comprehensive and national key institution of higher education with a long-standing commitment to "Seeking the Truth and Pioneering New Trails". The Law School, renowned for its distinguished faculty members and notable alumni, is also one of the oldest and most eminent law schools of the nation. Today, with generous endowment from the Guanghua Foundation, the Law School is abundant in schooling space and other resources as well. It is home to a number of leading research institutes, such as the Institute of International Law, Institute of Jurisprudence and Judicial Precedent, and the Institute of Public Law and Comparative Law, offering lectures series and other activities to augment studies. Endowed with a pleasant climate and picturesque surroundings, Guanghua Law School is an ideal place for teaching, research and learning.

About the LL.M. & SJD Program

The Master of Laws (LL.M.) program and Doctor of Legal Science (SJD) program in Chinese Law of Zhejiang University offers intellectually outstanding international students the opportunity of pursuing advanced legal studies in a Chinese culture. The two programs not only help students to have access to excellent courses and practice of Chinese law and culture, but also stimulate them to make thorough studies in the related field on basis of overall recognition. They enable students to engage in valuable independent research around issues of particular interest to them, and encourage them to be proactive in developing a new skill and exploring a specific field of research. Both programs are designed especially to benefit those seeking to specialize in particular areas of law, those desiring to experience China's legal system and to broaden their intellectual horizons at the globalization age, with the aim of producing international law

talents of higher level who are able to systematically master and skillfully apply Chinese law in various aspects. Currently, we have Netherlands, Cambodia, Pakistan, Thailand, Russia, France, Kenya, Turkey, Jamaica, Congo, Ukraine, India, Canada, Guyana, Iran, Kazakhstan, South Korea, Algeria, Czech Republic, Benin, Ethiopia, and Tanzania and so forth.

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1. LLM & SJD Admission

1.1 Requirement

- (a) Applicants must be non-Chinese Citizens.
- (b) LLM Program: Applicants should usually have a first law degree from a recognized law school; those who have a Bachelor's Degree with substantial law-related work experience might also apply.
- (c) SJD Program: Applicants should usually have a Master's Degree from a recognized law school; those who have a Master's Degree with substantial law-related work and research experience might also apply.
- (d) English Proficiency: Applicants must have good command of English. Whose first language is not English or who do not have a degree conducted entirely in English require a minimum score of 90 on the internet-based TOEFL or a 6.5 in IELTS.

1.2 Application Procedure & Documents

Please refer to International College of ZJU for application procedure details:

LLM: http://iczu.zju.edu.cn/english/redirect.php?catalog_id=227

SJD: http://iczu.zju.edu.cn/english/redirect.php?catalog_id=228

1.3 Scholarship

With the generous financial support of the University and the Law School, most admitted students will be provided with scholarships and financial aid. (e.g. Chinese Government Scholarship, ZJU Type-A/Type-B Scholarship, etc.)

* For scholarship details, please refer to International College of ZJU at: http://iczu.zju.edu.cn/english/redirect.php?catalog_id=248

1.4 Tuition

(a) LLM Program: RMB150,000 (2017/2019, 2 years)

(b) SJD Program: RMB128,400 (2017/2020, 3 years)

2. Educational Scheme 2017

2.1 Educational Scheme for 2017 LLM Program

School	Guanghua Law School	Degree type	Academic Degree	Length of Schooling	2
Minimum total credits	24	Minimum credits for public modules		5	
Minimum credits for major modules (incl. Degree and elective module)	18	Minimum credits for degree modules		10	
<p>Objectives and basic requirements:</p> <p>(I) Objectives: The SJD in Chinese Law Program, provided by Zhejiang University Guanghua Law School and based on main contents of Chinese legal theories, systems and practices, is designed for international postgraduate students and aims to disseminate the Chinese legal culture, cultivating future leaders and international legal professionals with the international perspective .</p> <p>(II) Basic requirements:</p> <p>1.Moral quality: Students should abide by the law, maintain good character, be honest and trustworthy, physical and mental health, have a strong sense of social responsibility and team spirit, and adhere to academic ethics and academic integrity, pursue excellence and love law.</p> <p>2. Knowledge structure: Students should adapte to the strategic needs of ruling country according to the law, systematically grasp basic theories and professional knowledge of Chinese law and familiar with the current issues based on the foreign researches in the field of law.</p> <p>3. Basic ability: Students should have an independent scientific research ability, sharp issue consciousness, master the latest academic achievements related to a specific field of law in Chinese law at home and abroad timely, independently conduct academic researches and exchanges in English, and proficiently analyze the international legal practice and system with the Chinese legal knowledge framework.</p>					

<p>Educational direction: Chinese Law</p>
<p>Reading (academic, practice) report: Students are required to complete 4 reading reports, 1 research achievement (can use extra 1 reading report to substitute), so totally 5 reading reports should be submitted before the spring semester begins of the second year; do academic report in a legal salon at least more than once, or oral presentation in international or national conference once. 2 credits will be obtained if reading report passed.</p>
<p>Dissertation Proposal Defence: Dissertation Proposal Defence should be passed in the last semester of the first school year, meanwhile it should have at least 6 months earlier than dissertation defence. (LLM students proposal defence will be held in June of the first school year normally)</p>
<p>Mid-term Assessment (Inspection): According to the policy of postgraduates mid-term assessment of university, will be organized and assessed by supervisor committee.</p>
<p>Pre-Defence (Pre-Review): Students should participate in pre-defence before submitting the thesis to external review (anonymous review) for approval, and the specific time of pre-defence should follow the school's procedure. The pre-defence dissertation must be approved by the supervisor and submitted to the pre-defence experts committee one week in advance. As long as pass in the pre-defence, student can attend the final defence. The details of external review and defence will be followed with related policy of university. (the pre-defence for LLM students will be held in the beginning of March of the second school year)</p>
<p>Graduation and Degree Awarding Requirements :</p> <ol style="list-style-type: none"> 1. Students must complete compulsory courses and meet the minimum credits requirement of the program. 2. Students must complete all procedures of assessment in the program and meet the relevant requirements. 3. Students must pass the dissertation defence (including proposal defence, pre-defence, final defence).
<p>Quality assurance system: The proposal, mid-term assessment, pre-defence and educational and teaching management and other quality assurance measures should be implemented according to the provisions of university and school, and the specific discipline departments can specify time, contents and objects of proposal and mid-term assessment according to provisions of the school; pre-defence should be implemented strictly based on the provisions of the school and the corresponding level requirements. It is important to strengthen strict teacher management, student management, teaching plan management, teaching objective management, teaching process management and teaching quality management.</p>

Platform Modules							
Compulsory /Elective	Category of Module	Module Code	Module Name	Credit	Classing Hours	Semester	Note
Compulsory	Public Elective Module	0000999	Common course (students must complete at least one module in this category)	1	16	Spr., Sum., Fall., Win.	
Compulsory	Public Module	5002001	Chinese Language	2	32	Spr., Sum., Fall., Win.	
Compulsory	Public Module	5022001	Survey of China	2	32	Spr-Sum, Fall-Win	
Direction Modules: Chinese Law							
Research content: The main content comprises the legal theories, Chinese legal system and practice, and the specific directions include: 1.government rule of law; 2.economic and corporate legal affairs; 3.social rule of law.							
Compulsory /Elective	Category of Module	Module Code	Module Name	Credit	Classing Hours	Semester	Note
Elective	Degree Module	0221185	Chinese Administrative Law	2	32	Spr./Sum.	
Elective	Degree Module	0221180	Chinese Criminal Law and Criminal Procedure	2	32	Fall/Win.	
Elective	Degree Module	0221178	Chinese Civil Law	2	32	Spr.	
Elective	Degree Module	0221182	Chinese Company Law	2	32	Winter	

Compulsory /Elective	Category of Module	Module Code	Module Name	Credit	Classing Hours	Semester	Note
Elective	Degree Module	0221181	Chinese Foreign Investment Law	2	32	Spr./Sum.	
Elective	Degree Module	0221183	The Economic Reform and Legal Development in China	2	32	Fall	
Elective	Degree Module	0221184	Constitutional Law and Government in China	2	32	Spr./Sum.	
Elective	Elective Module	0223688	The Rule of Law in East Asia and Chinese Studies	2	32	Sum.	
Elective	Elective Module	0223713	Frontiers of Law	2	32	Spr., Sum., Fall., Win.	Academic Frontiers module
Elective	Elective Module	0223678	Chinese Environmental Resources Law	2	32	Spr./Sum.	
Elective	Elective Module	0223677	Chinese Philosophy Law	2	32	Spr./Sum.	
Elective	Elective Module	0223671	Law and Economics	2	32	Spr./Sum.	
Elective	Elective Module	0223675	Chinese Economic Law	2	32	Spr./Sum.	
Elective	Elective Module	0223689	Chinese Tax Law	2	32	Spr.	
Elective	Elective Module	0223681	China and International Law	2	32	Fall/Win.	

2.2 Education Scheme for 2017 SJD Program

School	Guanghua Law School	Degree type	Academic Degree	Length of Schooling	3
Minimum total credits	12	Minimum credits for public modules		4	
Minimum credits for major modules (incl. Degree and elective module)	8	Minimum credits for degree modules		6	
<p>Objectives and basic requirements:</p> <p>(I) Objectives: The SJD in Chinese Law Program, provided by Zhejiang University Guanghua Law School and based on main contents of Chinese legal theories, systems and practices, is designed for international postgraduate students and aims to disseminate the Chinese legal culture, cultivating future leaders and international legal professionals with the international perspective .</p> <p>(II) Basic requirements:</p> <p>1.Moral quality: Students should abide by the law, maintain good character, be honest and trustworthy, physical and mental health, have a strong sense of social responsibility and team spirit, and adhere to academic ethics and academic integrity, pursue excellence and love law.</p> <p>2. Knowledge structure: Students should adapte to the strategic needs of ruling country according to the law, systematically grasp basic theories and professional knowledge of Chinese law and familiar with the current issues based on the foreign researches in the field of law.</p> <p>3. Basic ability: Students should have an independent scientific research ability, sharp issue consciousness, master the latest academic achievements related to a specific field of law in Chinese law at home and abroad timely, independently conduct academic researches and exchanges in English, and proficiently analyze the international legal practice and system with the Chinese legal knowledge framework.</p>					

Educational direction:

Chinese Law

Reading (academic, practice) report:

Students are required to complete 6 reading reports; do academic report in a legal salon at least more than once, or oral presentation in international or national conference once; participate in discipline-related academic activities. 2 credits will be obtained if reading report passed.

Dissertation Proposal Defence:

Doctoral students should determine the specific research topic and write a proposal under the guidance of supervisor before the end of summer semester in the second year. The proposal should include the literature review, the research background and significance, research content, characteristics and difficulties and expected goals. Proposal defence can be carried out in advance with the consent of supervisor. The proposal is held in the form of academic activity within the sub-discipline departments, and reviewed by the the assessment committee composed by doctoral supervisors and committee members. Relevant teachers and postgraduates will be invited to the proposal defence, and especially relevant experts will be engaged in interdisciplinary dissertation topics. If there is a significant change in the doctoral dissertation, students should make the proposal and attend proposal defence again with the consent of supervisor. The passed proposal should be submitted in hardcopy to the Graduate Department of the School for record. (the proposal defence for SJD is usually arranged in fall semester, October, of the second year.)

Mid-term Assessment (Inspection):

All regular full-time doctoral students should complete the mid-term assessment at the end of the first school year, which mainly includes curriculum exam results and research capacity evaluation, and has four levels of excellent, good, passed and failed. The passed assessment criteria should include the qualified exam results and research capacity, and the assessment results will be recorded in the student's archive and submitted to the postgraduate school of university. Doctoral students failing in the first assessment can apply for a re-assessment six months later, but within the length of schooling; if the re-assessment fails again, doctoral students will be eliminated or transferred to master student (the relevant provisions of the school should prevail for transferring of those straight to doctorate). If doctoral students can not participate in the assessment as scheduled due to going abroad, suspension of schooling or other reasons, they can make the application to delay the assessment only with the approval of the doctoral student mid-term assessment committee of Guanghua law school.

Specific measures should follow the provisions of the university and school. And documents issued by the university and school shall prevail if the above contents are inconsistent with the university and school's requirements.

Pre-Defence:

Students should participate in pre-defence before submitting the thesis to external review (anonymous review) for approval, and the specific time of pre-defence should follow the school's procedure. The pre-defence dissertation must be approved by the supervisor and submitted to the pre-defence experts committee one week in advance. Pre-defence experts include the doctoral supervisors and the guidance group members, if necessary, relevant experts can also be invited. Relevant teachers and postgraduates can also participate in the pre-defence. If doctoral students don't participate or fail in

pre-defense, their dissertations shall not be submitted for external review.

Graduation and Degree Awarding Requirements :

1. Students must complete compulsory courses and meet the minimum credits requirement of the program.
2. Students must complete all procedures of assessment in the program and meet the relevant requirements.
3. Students must pass the dissertation defence (including proposal defence, pre-defence, final defence).
4. Students can apply for attending dissertation final defence once meet the requirement of publishing academic papers, meeting one of the following conditions. (1) winning the national scientific research achievement award or the first and second scientific research achievement award in the provincial and the student shall be one of the first four authors. (2) publishing papers in accordance with the following conditions: a paper related to your dissertation published in the first-level of journals notarized by the university (including online publishing), or two papers related to your dissertation published in the core journals (including online publishing), or at least two papers related to your dissertation published in official English academic journals (including online publishing). And the specific requirements and calculation methods shall follow the requirements of faculty of social sciences and postgraduate School.

Quality assurance system:

The proposal, mid-term assessment, pre-defense and educational and teaching management and other quality assurance measures should be implemented according to the provisions of university and school, and the specific discipline departments can specify time, contents and objects of proposal and mid-term assessment according to provisions of the school; pre-defence should be implemented strictly based on the provisions of the school and the corresponding level requirements. It is important to strengthen strict teacher management, student management, teaching plan management, teaching objective management, teaching process management and teaching quality management.

Platform Modules

Compulsory /Elective	Category of Module	Module Code	Module Name	Credit	Classing Hours	Semester	Note
Compulsory	Public Module	5002001	Chinese Language	2	32	Spr., Sum., Fall., Win.	
Compulsory	Public Module	5012001	Curvey of China	2	32	Spr-Sum, Fall-Win	

Direction Modules

Chinese Law

Research content

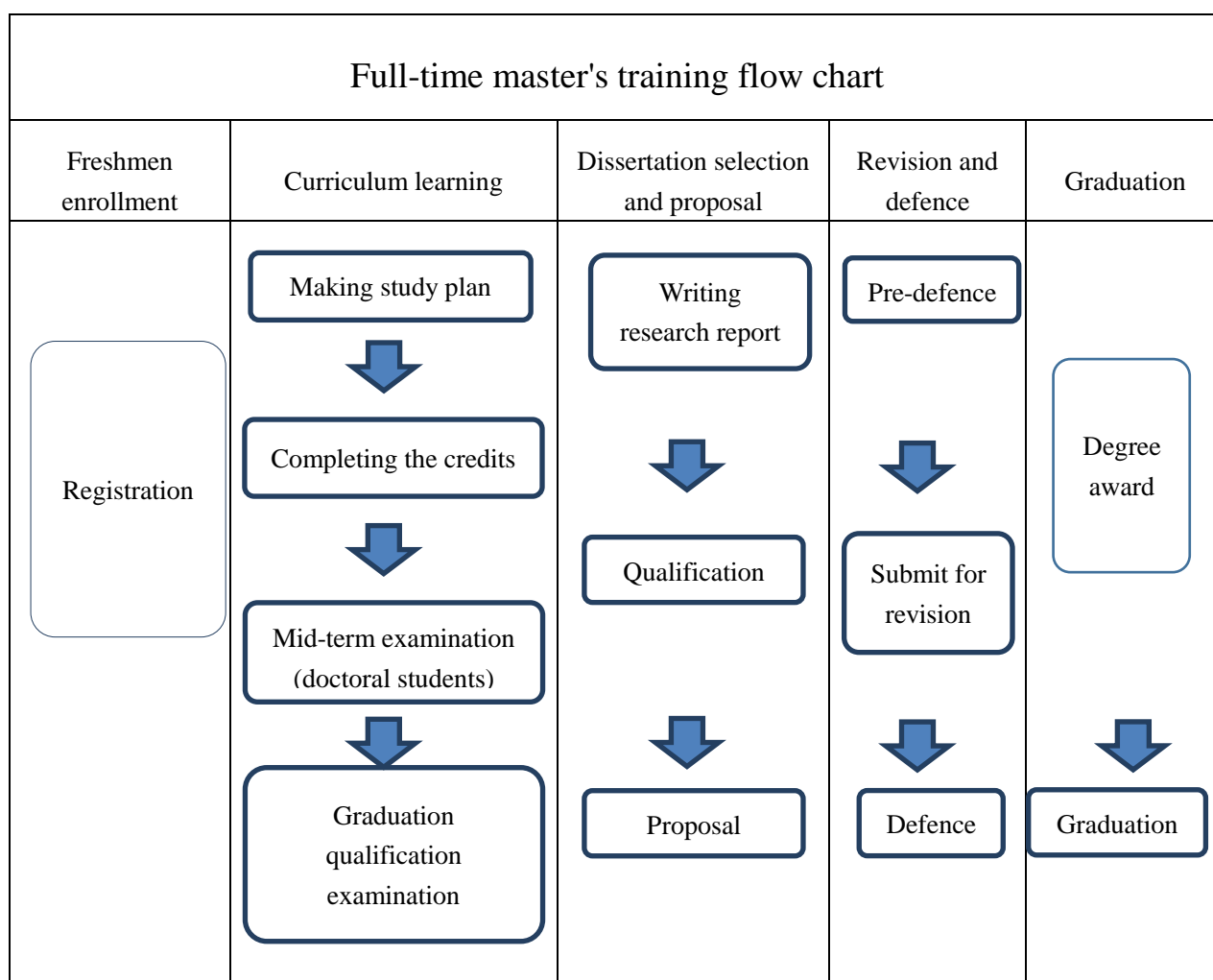
The main content comprises the legal theories, Chinese legal system and practice, and the specific directions include: 1.government rule of law; 2.economic and corporate legal affairs; 3.social rule of law.

Compulsory /Elective	Category of Module	Module Code	Module Name	Credit	Classing Hours	Semester	Note
Elective	Degree Module	0211119	Chinese Public Law Study	3	48	Fall/Win.	
Elective	Degree Module	0211120	Chinese Private Law	3	48	Spr./Sum.	
Elective	Elective Module	0223682	Frontiers of International and Comparative Law	2	32	Spr., Sum., Fall., Win.	Academic frontiers Module

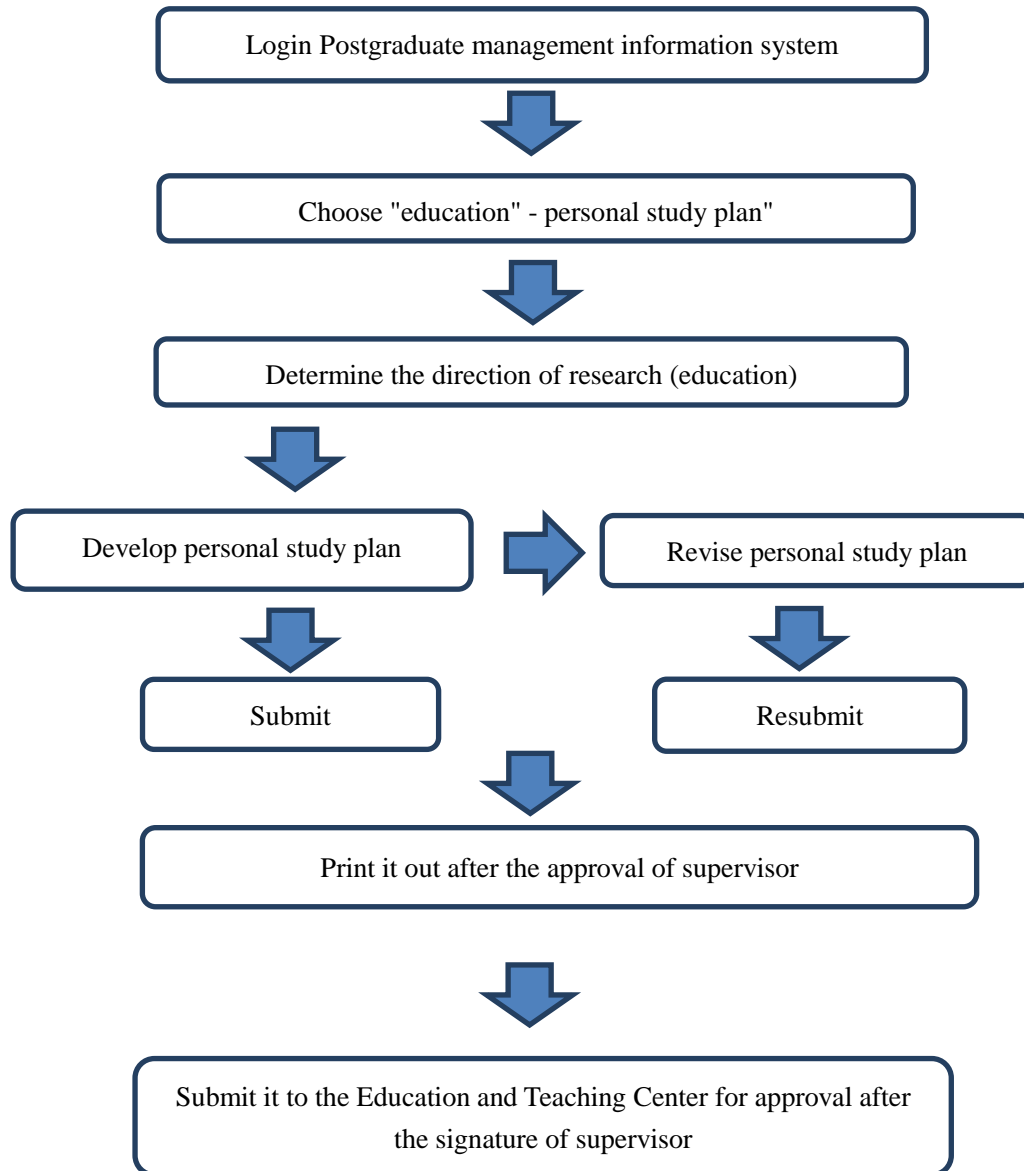
3. Progress & Rules

Education

Education for postgraduates covers their complete study phase from enrollment to graduation. Therefore, reasonably developing the program and timely completing corresponding links are the premise to finish studies and obtain the degree and qualification smoothly.



3.1 Development of study plan

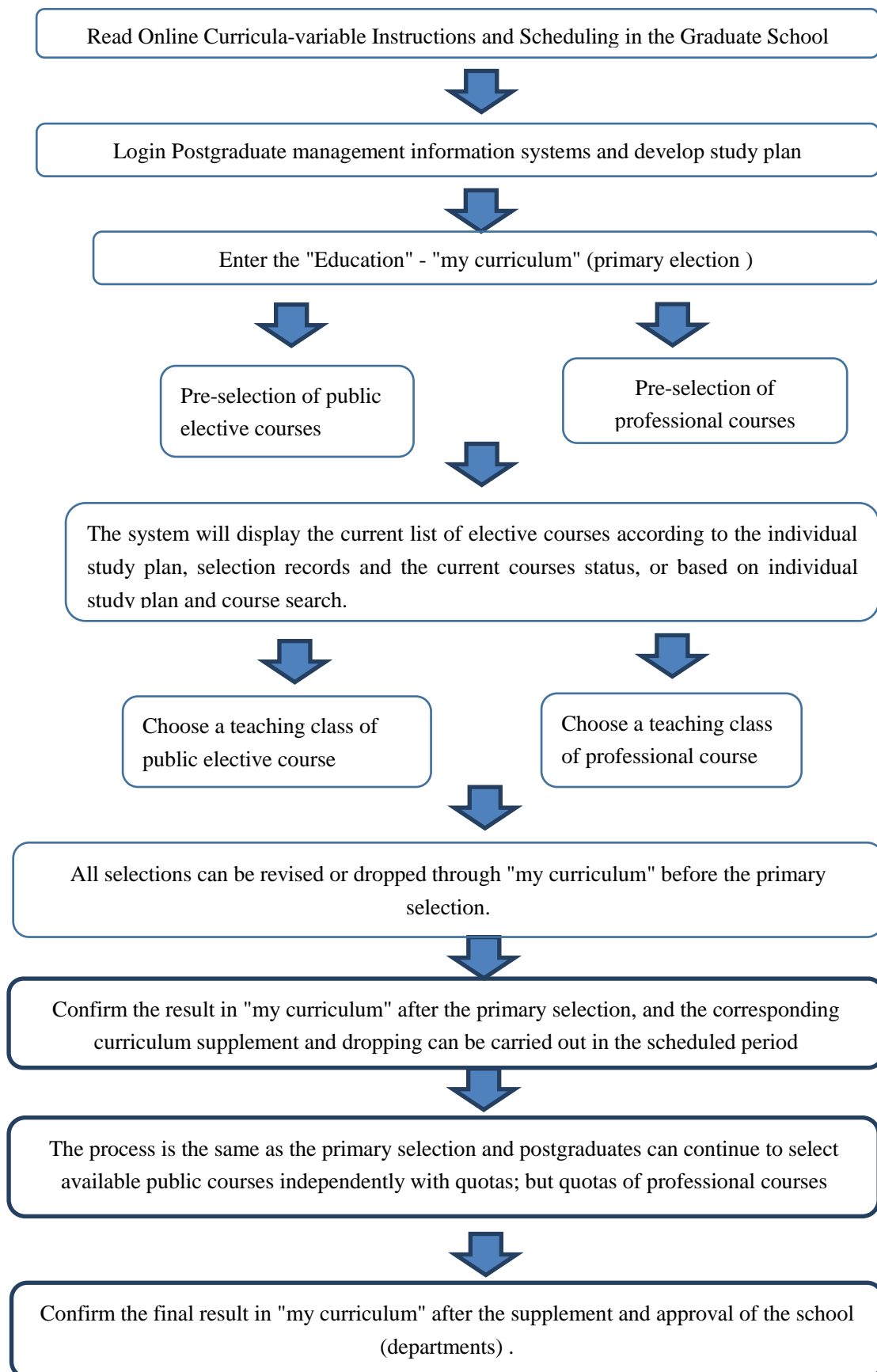


3.1.1 Curricula learning

(a) Curricula-variable instruction:

Time	Postgraduates are required to develop online personal study plan and conduct curricula-variable (curricula-dropping) each year in the beginning of fall and spring semester, including curricula of two semesters, autumn and winter term or spring and summer term. Curricula-variable (curricula-dropping) beyond the specified period is invalid, and specific arrangements refer to "Online Curricula-variable Schedule for Postgraduates" in the homepage of Graduate School.
Method	Postgraduates are required to follow the relevant provisions and procedures of "Online Curricula-variable Instructions". Graduate school is responsible for public courses, education and teaching center of Guanghua law school is responsible for professional courses. The list of courses selection is arranged in a random order (except political course).
Curricula-supplement	Postgraduates can supplement public courses still having quotas independently in sequence, but the professional and interdisciplinary classes should be confirmed by the Education and Teaching Center. This step is conducted online and teachers do not responsible for. The beginning of winter and summer semester each year is not accepted curricula-supplement.
Curricula-dropping	Postgraduates can drop courses directly online, the Graduate School, the Postgraduate departments of colleges and teachers do not responsible for it. The beginning of winter and summer semester each year is also effective.
Remark	Postgraduates should study and participate in exam of selected courses according to the final list, absenteeism is not allowed and will be recorded under normal circumstances.
	For the online curricula-variable instruction and process, please refer to the website of Graduate School of Zhejiang University—Educational process and management—"Postgraduate Online Curricula-variable Guidance (revised in 2016)", "Postgraduate Online Curricula-variable Instructions (revised in 2016)" and "Online Curricula-variable Process" on the Service Guide.

(b) Curricula-variable process:



(Frontiers of Law) Learning mode	A. <i>Frontiers of Law</i> focuses on frontier lectures (a total of 16 times), 2 credits;
	B. please go to the organizer for seal (foreign teachers sign for some foreign courses to replace the seal) after each lecture and carefully keep the card. You can have a new in Education and Teaching Center if you lost it, but you need to re-listen to 16 lectures;
	C. Please finish 16 lectures six months before graduation in order to obtain credits of <i>Frontiers of Law</i> ;
	D. You can have a seal in the lecture required by LLM / SJD Center, not including non-frontiers of law within 16 times.

(c) Others:

- A. Credits replacement: (professional elective courses are replaced by interdisciplinary courses to have credits in the total)
- 1) Adding courses of the non-educational program into interdisciplinary courses of personnel study plan;
 - 2) Submitting the personal study plan (noting professional elective courses are replaced by interdisciplinary courses to have credits in the total);
 - 3) The Education and Teaching Center will give the approval in in the graduation reviewing.
- B. Special approval of credits
- 1) If a postgraduate student still has courses in the last semester of the last academic year, it is necessary to fill in the "Application Form of

Special Approval for Graduation Credits of Zhejiang University"

- 2) The form has two copies that signed and sealed by the supervisor and the school and reviewed by the Graduate School, one is saved by yourself and the other is recorded by the law school. Students can deal with it in Graduate School sector of ZijinGang Administrative Services Office. Once obtaining the above credits, students should immediately contact Graduate School sector of ZijinGang Administrative Services Office (88981563) to cancel the special approval and have the normal defence;
- 3) This form is only used for the special approval stage and applicants must obtain the required course credits before the defence, otherwise the special approval is invalid.

3.1.2 Curriculum assessment

(a) Curriculum retaking

- A. The school does not organize the make-up for the failed or "absent from exam" courses, postgraduates can re-select the course, re-study and have the assessment again. Each course is generally only retaken once, then the qualified results can replace the original failed or "absent from exam" records. Postgraduates can select the relevant course and take the examination under the guidance of the supervisor if the course is canceled due to some reasons. Postgraduates who have passed the course exam do not need to retake.
- B. After graduation, all courses scores will be truthfully recorded, including the "course retaking".

C. Postgraduate must make a leave application in advance if they can not attend examination due to special reasons and get the approval of the Graduate School and teachers, and they will be recorded "absent from exam".The school does not organize the make-up for the failed or "absent from exam"courses,postgraduates can re-select the course, re-study and have the assessment again. Postgraduates can select the relevant course and take the examination under the guidance of the supervisor if the course is canceled due to some reasons.

(b) Performance evaluation, printing of report card, and results certificate

D. The written test of curricula performance evaluation should take the percentage system, if individual courses are not suitable for the percentage system, they can be divided into excellent (90-100 points), good (80-89 points), middle (70-79 points), passed (60-69 points) and failed (60 points or less) and with the results of 90,80,70,60 (not recorded for the failed).

E. For the failed or "absent from exam"elective courses, postgraduates can retake or not ,but adjust and complete study plan to apply for a defence for graduation, but the failed or missing records will be kept in the personal performance file. For the failed or "absent from exam"degree courses, postgraduates must retake, otherwise they can not graduate.

F. The personal report card can be issued by the school during the school year due to employment, examination and other reasons, and the card can be effective with the college official seal and results review, but postgraduates can print it by themselves; The result certificate is provided by the archives and effective with the stamp.

(c) Assessment form:

- G. All courses for postgraduate students must be assessed. The assessment includes examination and test. The examination is suitable for degree courses (including public and professional degree courses) and the second foreign language, while the test is suitable for electives. The examination can take open-book, close-book, paper, oral and written exams and other forms; while the test is based on the attendance, homework, classroom discussion, research report and social practice. Postgraduate students are strictly prohibited to copy when finishing papers, assignments and other assessment.
- H. The Graduate School will arrange and organize the public course examination for postgraduates, and the professional curriculum examination is generally conducted in the ninth week. Specific arrangements will be published online one month before the examination.

3.2 Reading Report

Postgraduate students should complete the reading report with 2 credits before applying for a degree. Postgraduate students are required to complete the report within the specified time, and submit the corresponding materials to the Education and Teaching Center for credits.

*Reading report submission and review process: Login Postgraduate Management System--My reading report - Enter report contents - Download and print form, and report - Signature of the supervisor - Submit to Education and Teaching Center for approval

Major / type	Deadline	Number of reports
LLM	Before the spring semester in the second year	4 Reading report, and one more or case study to fulfill has the achievement of research, so totally 5 reports
SJD	Before the spring semester in the third year	6 reading reports

3.3 Mid-term assessment of doctoral students

3.3.1 Assessment content:

The mid-term assessment system is designed for full-time doctoral student with academic and professional degree (including directional entrusted), which includes curriculum examination achievement and research ability evaluation. The curriculum examination achievement focuses on core courses (two) and takes the average with a total of 100 points, accounting for 30%; research ability evaluation includes scientific

research results scoring and disciplinary assessment according to the characteristics of law, accounting for 40% (see Attachment 3 for the scoring and calculation method); and disciplinary assessment accounts for 30%.

3.3.2 Assessment object:

Full-time doctoral students, bachelor straight to doctorate students, direct doctoral students

3.3.3 Assessment date:

SJD students should complete midterm assessment at the end of the first year.

3.3.4 Assessment result:

4. A. The assessment results have four levels of excellent, good, passed and failed
5. B. The passed assessment criteria should include the qualified exam results and research capacity, and the assessment results will be recorded and submitted to the graduate school.
6. C. Doctoral students failing in the first assessment can apply for a re-assessment six months later, but within the length of schooling; if the re-assessment fails again, doctoral students will be eliminated or transferred to postgraduates (the relevant provisions of the school should prevail for transferring of those straight to doctorate). If doctoral students can not participate in the assessment as scheduled due to going

abroad, leaving school and other reasons, they can make the application to delay the assessment only with the approval of the doctoral student mid-term assessment group of Guanghai law school.

7. D. Assessment rule (see Attachment 1)

4. Graduation dissertation and degree application

4.1 Degree application object and basic requirement

4.1.1 LLM Students

Basic requirements: passed course results, scientific research (case analysis), 4 reading reports

4.1.2 SJD Students

Basic requirements: scientific research results (meeting relevant requirements of paper publishing), passed course results, 6 reading reports.

4.2 Dissertation Proposal Defence

4.2.1 Proposal time

A. The proposal for LLM is generally in mid to late June of the first school year

B. The proposal for SJD is generally in mid to late October of the second school year

4.2.2 Related requirements

A.The dissertation proposal defence is organized by the related discipline departments. Postgraduate graduates should submit five copies full-text of proposal to the secretaries of related discipline departments and one copy of "Postgraduate Proposal Form of Zhejiang University "15 days in advance ..

B.The review expert group usually includes 3-5 professors or associate professors with the doctorate degree. The discipline department personnel should send the proposals to experts 10 days in advance.

C.After the reviewing, postgraduate students should fill in the postgraduate education information management system with opinions of the expert group, and submit the "Postgraduate Proposal Form of Zhejiang University " signed by the expert group and one copy of the revised proposal based on the opinions of experts to the Education and Teaching Center of the school for review and record.

Note: Postgraduates must fill out "Postgraduate Secret Dissertation Proposal Review of Zhejiang University " for secret dissertations.

4.3 Dissertation Pre-defence

4.3.1 Basic requirement

Postgraduate and doctoral students must apply for the pre-defence before external reviewing with the consent of the supervisor. Postgraduate students who

have applied for this quarter dissertation external reviewing must complete the pre-defence three weeks before the submission of the materials.

The pre-defence for LLM students is in early March of the second school year, while the SJD students are usually in late February or early March of the third school year.

4.3.2 Required degree application date

Required degree application date

Postgraduate students

First quarter: November 16 (previous year)-February 15

Second quarter: February 16-May 15

Third quarter: May 16-August 15

Fourth quarter: August 16-November 15

Doctoral students

First quarter: November 1 (previous year)-January 31

Second quarter: February 01- April 30

Third quarter: May 01 - July 31

Fourth quarter: August 01-October 31

4.4 Anonymous review of dissertation

4.4.1 Measures for doctoral (graduation) dissertation review

The doctoral dissertation should be reviewed by five domestic and foreign peer experts (noting: doctoral supervisors with the title of professor from other universities), and the external reviewing takes the double-blind mode organized by Law School Education & Teaching Center. The supervisor and author information are not allowed in the double-blind review until the external reviewing is over.

A. In order to avoid injustice in the doctoral dissertations due to different academic opinions, the degree applicant and supervisor can submit the name list not suitable for reviewing to the College Education and Teaching Center before the stipulated period, and it should be less than five experts.

B. The expert comments include: A. agree the defence; B. agree the defence after the small modification; C. agree the defence after the large part of modification; D. not meeting the requirements of doctoral dissertation.

C. If five experts agree the defence, doctoral students can make the application.

D. For the above B comment, doctoral student shall carefully revise it according to the requirements, and the relevant experts evaluate and identify again, give written comments and the decision;

E. The degree application shall be terminated if two experts (including two) give "C" or "D"; doctoral student shall carefully revise it according to

the requirements, fill out the "Doctoral Dissertation Reassessment Application Form of Zhejiang University " and send for reviewing again with the consent of the supervisor by if an expert gives C" or "D". Students can apply for the final defence after passing the review, otherwise the degree application shall be terminated.

F. The Article IX of "Interim Measures for Doctoral and Postgraduate Dissertation Anonymous Review in Zhejiang University" (Zhejiang University Development [2014] 104) shall prevail if the degree applicant and his supervisor believe that different academic opinions lead to the failure of dissertation reviewing.

G. The degree applicant should carefully revise the dissertation according to the opinions of the reviewer, deepen the research and apply for the external reviewing again after more than six months.

4.4.2 Measures for master (graduation) dissertation review

Three postgraduate dissertations should be reviewed by three domestic peer experts (at least two dissertations should be reviewed by experts in other universities), and the external reviewing takes the double-blind mode organized by Law School Education & Teaching Center. The supervisor and author information are not allowed in the double-blind review until the external reviewing is over. And then experts determine whether the dissertation can have the final defence.

A. In order to avoid injustice in the doctoral dissertations due to different academic opinions, the degree applicant and supervisor can submit the name list not suitable for reviewing to the College Education and Teaching Center before the stipulated period, and it should be less than five

experts.

B. The expert comments include: A. agree the defence; B. agree the defence after the small modification; C. agree the defence after the large part of modification; D. not meeting the requirements of postgraduate dissertation.

C. If five experts agree the defence, postgraduates can make the application.

D. For the above B comment, postgraduate student shall carefully revise the dissertation according to the requirements, and then the supervisor will evaluate and identify whether the student can apply for the defence in written;

E. The degree application shall be terminated if two experts (including two) give "C" or "D"; postgraduate student shall carefully revise it according to the requirements, fill out the "Doctoral Dissertation Reassessment Application Form of Zhejiang University " and send for reviewing again with the consent of the supervisor by if an expert gives C" or "D". Students can apply for the final defence after passing the review, otherwise the degree application shall be terminated.

F. The "Interim Measures for Postgraduate Dissertation Anonymous Review in Zhejiang University" (Zhejiang University Development [2014] 104) Article IX shall prevail if the degree applicant and his supervisor believe that different academic opinions lead to the failure of reviewing.

G. The degree applicant should carefully revise the dissertation according to the opinions of the reviewer, deepen the research and apply for the external reviewing again after more than three months.

4.5 Final Defence

Those degree applicants who complete the above steps, pass the anonymous review and obtain the consent of the supervisor can participate in the final defence. The final defence for LLM students is generally arranged in late May of the second year and SJD students is generally in late May of the third year.

4.6 Paper publishing requirement for doctoral students

The paper publishing requirements for SJD doctoral students are specially formulated according to "Measure for Postgraduate Dissertation Proposal and Degree Application in Zhejiang University" (revised in September 2009) and based on the actual situation of the Department of Social Sciences.

4.6.1 Doctoral students should make creative achievements in scientific research or specialized skills during their doctorate. Unless otherwise stipulated, the doctoral students can apply for the defence if they meet one of the following conditions.

A. Winning the national scientific research award or being the top 4 of the first or second scientific research awards of provincial and ministerial level.

B. Publishing papers that meet the following requirements:

Doctoral students who apply for the degree in law, sociology, politics, education, physical education, Marxism and other first-class disciplines

must publish one academic paper related to their dissertations (including online publication) in the national level journal, or publish two academic papers related to their dissertations (including online publication) in core journals, or publish two English papers related to their dissertations (including online publication) in English journals.

4.6.2 Other research achievements obtained by doctoral students are calculated according to the following methods:

A. A patent for invention is calculated according to one academic papers of SCI; a utility model patent is calculated according to one academic papers of core journals;

B. The academic papers related to the dissertations are published in the official journal of EI (including online publication), which are calculated according to national level journals.

C. The conference papers are included by EI, ISTP and ISSHP, which are calculated according to papers of core journals.

D. Writing over 50 thousand words for a book (excluding textbooks) is calculated according to one academic paper of core journal.

E. The application of the National Natural Science Fund or the National Social Science Fund as the first participant during the school calculated according to one academic paper of national level journal.

F. Postgraduate students jointly publish academic papers of high impact factor and the main partner can use it to apply for dissertation defence, but the premise is that its main achievement(the actual contribution part of the main partner) is one of the core contents of dissertation. The journal of high impact factor is announced by the discipline and degree assessment committee.

G. If the above criteria are not sufficient to make an appropriate evaluation for research results of some doctoral students, and affect the normal degree application, the supervisors of doctoral students can submit a written report to the degree assessment committee, which assesses the research results and reviews whether they meet the relevant requirements. The opinion of the degree assessment committee will get the approval of the principal, then students can participate in dissertation defence and apply the doctoral degree.

4.6.3 The above research results must take the Zhejiang University as the first signature institution, postgraduate students as the first or second author (for the second author, the first person should be the supervisor of postgraduate student). But the following circumstances should follow the specific provisions .

A. In the supervisor group (constituted by the supervisor, co-supervisor and assist supervisor and generally not more than 3), the academic results with the supervisor as the first author, and the postgraduate student as the second author can also be recognized. The members list of the supervisor group should be reported to the education department of graduate school within one year of enrollment, and it can be effective after entering the postgraduate education information management system.

B. The research results completed by doctoral students jointly with foreign universities and under the guidance of partners can also be recognized in accordance with the following circumstances:

- ① Taking the doctoral student as the first author, but partner universities and Zhejiang University as the institutions;
- ② Taking the supervisor of the partner university as the first author, the doctoral student of our school as the second author, but Zhejiang

University as the institution of the first author.

③ Taking the doctoral student as the joint first author, but the second signature, and the Zhejiang University as the institution of the only or the first author.

C. If the paper has not yet been published, postgraduates can conduct the external reviewing and defence with the valid acceptance notice (clearly indicating the specific issuing or time) during the degree application process. After submitting the original publication and passing the review, the degree application may be submitted to the Discipline Academic Degrees Committee and the College Academic Degrees Committee.

D. If the research results are not published in time, but the dissertation level has met the corresponding requirements, postgraduates can apply for the defence recommended by the supervisor, agreed by the director of the degree assessment committee and recorded by the school. If postgraduates pass the dissertation, they can apply for graduation and attend employment, but can not apply for a degree.

E. The above are the basic requirements for the doctoral students to publish papers. Accordingly, the discipline degree assessment committee can develop the specific requirements and report to the school for the record based on the actual situation of the discipline.

F. During the school year, postgraduate students should obtain the corresponding research results with the degree. The specific standards shall be formulated by the discipline committee and implemented with the approval of the school.

G. For the degree applicants with similar professional qualification, the research results standards required by the dissertation defence shall be implemented in accordance with these Provisions.

H. This provision shall be implemented starting from the date of promulgation, while "Postgraduate Paper Publishing Requirements of Department of Social Sciences in Zhejiang University" (Department of Social Sciences issued [2010] 04) will be abolished.

5. Others:

5.1 Useful websites:

ZJU canpuses E-map: <http://map.zju.edu.cn/index>

International College of ZJU: <http://iczu.zju.edu.cn/english/>

Attachment 1: Scientific Research Achievement Calculation Method for Mid-Term Assessment of Doctoral Students in Guanghai Law School

Paper scoring

Category		Score
Full text included in authoritative journal, SSCI or SCI		120
Full text included in national level journal, EI		80
Core journal		40
CSSCI Journal (including extended)		20
General journal	Academic	5
	Non academic	3

Newspaper	Academic	3
	Non academic	1

Note:

- (1) The words of published paper should be over 2000, otherwise it will be regraded as the lower level. For the publications classification, "Directory of Domestic Academic Journals (2012 version)" issued by Personnel Department of Zhejiang University shall prevail ;
- (2) The words of papers published in the newspaper should be over 800 words, otherwise they will be invalid;
- (3) Key academic journals of Guanghua School of Law, Zhejiang University will be scored as the core.
- (4) The co-authoring has the following situations: for co-authoring between students, the first author obtains 0.7 coefficient within two authors, the second author obtains 0.3; the first author obtains 0.7, the second obtains 0.2, the third obtains 0.1 within three and more, and other author will be ignored; if the supervisor is the first author, the above coefficient calculation value multiplies 0.9 to obtain the scores after excluding the supervisor.
- (5) The scoring papers should be published in the journal (online priority will be regarded as the formal publication), including the identified papers. The effective period of time from publishing to accepting is the assessment period, which is from September 1 of the previous year to August 31 of this year.

Monograph and translation scoring :

Category	Score(score/ ten thousand words)			
	Within 200 thousand words	Over 200 thousand words	Chief editor (translator) non-writing part	Associate editor (translator) non - writing part
Monograph of first level publishing house	3	2	1	0.5
Monograph of second level publishing house	2	1	0.5	0.25
Translation into foreign languages (translation into Chinese) of first level publishing house	2	1	0.5	0.25
Translation into foreign languages (translation into Chinese) of second level publishing house	1	0.5	0.25	0.15

Note:

(1) The second author scores by half and the third author scores by one third of the value;

- (2) Students who publish books and involve relevant chapters writing can score 5 points.
- (3) The maximum score of each work should be less than 80.
- (4) The publication time is the assessment period, which is from September 1 of the previous year to August 31 of this year.

Scientific research projects:

Assessment content		Score
R & D project	National level (top three)	Hosting a project obtains 80 points, participating a project obtains 40 points
	Provincial and ministerial level (top three)	Hosting a project obtains 60 points, participating a project obtains 30 points
	Bureau level (hosting and including innovative R & D projects for postgraduate students in Zhejiang Province).	Hosting a project obtains 30 points, participating a project obtains 30 points

Academic contest:

Students who participate in the "Challenge Cup" college students extracurricular scientific and technological works, business plan competition, papers and other academic activities can win scores as follows:

Award level	Special grade award	First prize	Second prize	Third prize	Other
National level	120	100	80	50	20
Provincial level	60	50	40	25	10
University level	40	30	20	10	5
School level	15	10	5	3	1

Note:

If the team participates in the above contests, student ranking the first is the first author, and ranking the fourth or behind will be regarded as the third author..The top five authors in the school project, the top eight authors in provincial award-winning projects can obtain scores; the corresponding coefficient should be consistent with the paper points,and the highest award score in the same project will be taken to avoid

repetition. The competition winning is the assessment period, which is from September 1 of the previous year to August 31 of this year.

Remarks:

1. All scientific research achievements must be officially published (the accepted can be regarded as published). Scientific research achievements should take Zhejiang University as the first complete institution, and their first author should be yourself, or the first author is the doctoral supervisor and the second author is yourself. Scientific research projects should take Zhejiang University as the institution.

2. All scientific research achievements should be from September 1 of the previous year to August 31 of this year. The specific declaration and winning of scientific research projects shall follow this period.

Attachment 2: Daily Class Time Blocks

	Block	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Class Time
Morning	1								8:00—8:45
	2								8:50—9:35
	3								9:50—10:35
	4								10:40—11:25
	5								11:30—12:15
Afternoon	6								13:15—14:00
	7								14:05—14:50
	8								14:55—15:40
	9								15:55—16:40
	10								16:45—17:30
Evening	11								18:30—19:15
	12								19:20—20:05
	13								20:10—20:55