

PIR MEHR ALI SHAH
ARID AGRICULTURE UNIVERSITY RAWALPINDI
DIRECTORATE OF ADVANCED STUDIES

PhD SYNOPSIS DEFENCE PROTOCOL
SYNOPSIS DEFENCE COMMITTEE

1. The Research coordinator of the department will send the following documentation to synopsis defence committee:
 - a) Research Proposal
 - b) Notification of DAS for synopsis defence mentioning the time, date and venue
 - c) Abstract

2. **At the Synopsis Defence:**
 - a) The Chair will explain the procedure to the examiners and audience. Questions will arise from the scientific content of the work presented but will not range randomly over the entire field. The student is being examined for competence by evaluating his/her ability to put together a viable research project and to defend the rationale and methodology.
 - b) The Chair will introduce the student and explain that the student will give a 20-minute presentation. The Chair will introduce the defence committee and explain that the examiners will question the student following the presentation. (Usually there are two rounds of questions). **Please note that the Chair may also participate in the questioning.**
 - c) Following the questioning period, the student and audience will be asked to withdraw.
 - d) The student will be asked to join the defence committee following their deliberations. The Chair will convey the result of the synopsis defense to the student, and the committee and student will have an opportunity to discuss the outcome of the exam.
 - e) A copy of the evaluation summary report ***signed by all committee members***, along with a formal letter, will be sent to the student by the Graduate Coordinator.

3. **After the Synopsis Defence:**
 - a) The supervisor will be asked to comment on the examination (especially questions the student had difficulty with). The committee will be asked to complete evaluation form.
 - b) The Chair will lead a discussion on the evaluation of the student.
 - c) All committee will participate in this discussion and in the final decision. If there is an impasse, the Chair will cast the deciding vote. A consensus evaluation form will be completed by the Chair and ***signed by all defence committee members***.
 - d) Recommendations will be recorded.
 - e) The Chair will invite the student to join the examining committee immediately following their deliberations. The student will be formally informed of the outcome of the exam by the Chair. The Chair will facilitate discussion between the student and committee, allowing time for the committee to give feedback and/or the student to ask questions.