

## **REGULATIONS RELATING TO THE AWARD OF THE DEGREE OF DOCTOR OF PHILOSOPHY**

In addition to general regulations the following regulations are also applicable to this programme.

### **172. Duration and Requirements:-**

- i. The duration of the Course for the degree of Doctor of Philosophy in full residence shall be not less than six semesters for whole time students and eight semesters for part time students. The maximum limit shall be 16 semesters (from admission to final result / award notification by excluding the period of discontinuation from Fall Semester 2016-17).
- ii. A student admitted to the course shall be required to be in residence at the University during the first two semesters.
- iii. A student admitted to the course shall have to undertake the following course work:
  - a. He/She shall take at least 60-70 credits excluding the credits required for rectifying course deficiency. These credits will include 50 credits of thesis research.
  - b. Minimum 18 credits of course work shall be compulsory out of which 9 credits shall be of core courses/compulsory.
  - c. Three (3) Ph.D Faculty Member are compulsory to initiate any Ph.D degree program (as instructions conveyed by HEC) and prior NOC for the purpose.

### **173. Compulsory Courses:**

- i. "Statistics" for all the students.
- ii. "Bio-chemistry/Bio-technology" for the students of the Faculty of Crop & Food Sciences, Faculty of Sciences and Faculty of Veterinary & Animal Sciences except those of Department of Agri. Economics and Rural Sociology, Statistics, Mathematics and Education.
- iii. "Integrated Agriculture" for the students of Agriculture
- iv. Integrated Biological Agro Resource Management and Project Planning Monitoring and evaluation for all students of Biological sciences.
- v. Mathematical Statistics for the students of Ph.D in Agricultural Economics.

### **174. Admission to Course:-**

- i. A candidate seeking admission to the Course for the Degree of Doctor of Philosophy in full and partial residence must:
  - a) Have passed the M.Sc. (Hons)/MS/M.Phil degree in first division or with 3.00/4.00 CGPA or an equivalent examination from a recognized institution in a field of study related to the subject, he/she desires to take up as decided by the admission committee.
  - b) Meet all the requirements mentioned in these regulations.
  - c) The application of the candidate must be accompanied with a comprehensive research proposal, that he intends to undertake. He will also be required to defend the proposal in an open seminar after admission before undertaking the research study.
  - d) For admission in Ph.D program the candidate must have passed GRE with 50% marks or NTS GAT Subject test with 60% marks in subjects where applicable. In subjects where GAT subject is not available, university based GRE type subject test is required with 70% marks for admission.

### **175. Anti-Plagiarism Policy:-**

- a. The supervisor will check each of his post-graduate students' theses for plagiarism using the anti-plagiarism software. The concerned Chairperson will send the theses to the Director Advanced Studies through proper channel along with the Plagiarism/Similarity Index report and also a certificate stating that the thesis has been

checked against the plagiarism and approved/cleared for submission if the similarity Index (excluding bibliography) is below 19% (not more than 5% from single source) as already implemented according to the guideline of HEC.

- b. The supervisor will ensure incorporations suggested by the DAS and generate the similarity index report. The supervisor will sign and send both soft and hard copy of similarity report to QEC. The Director QEC will generate the similarity index from soft copy of thesis and will verify similarity index report generated by supervisor if it falls within the limit of HEC and send it back to supervisor accordingly. After clearance of similarity index from QEC, the supervisor will forward the Semi final thesis to DAS through Chairman and Dean concerned. The DAS will ensure the correction as suggested in formatting and forward the thesis to COE. After receiving the thesis from DAS and verified report of similarity index from supervisor /QEC, COE will process the thesis for foreign evaluation.
- c. In case of positive reports from both foreigner evaluators the supervisor will prepare “Annotated Compliance Report” and certificates required for the purpose and ensure the suggested corrections and submit to DAS.
- d. In case of revision and resubmission from any of foreigner evaluator the supervisor will ensure the revision and generate the similarity index report again and got it verified from QEC and follow the same set procedure for foreign evaluation again and submit to COE through DAS
- e. If plagiarism in the thesis is found at any stage in future, the supervisor and student would be responsible.

**176. Admission Authority:-**

- i. The admission to the course shall be made by the Directorate of Advanced Studies (DAS) on the recommendations of the selection committees to be constituted as under.
  - a. Dean/Director/Principal of the Faculty/Division/College
  - b. Director, Advanced Studies
  - c. Chairman of the Department/Senior most teacher of the Department.
- ii. The selection committee shall consider the applications for admission to different courses and interview the candidates and formulate its recommendations.
- iii. The Directorate of Advanced Studies (DAS) may refuse admission to a student without assigning any reason.
- iv. The grading of candidates will be done by the respective Selection Committees.
- v. Candidate admitted to the course shall, for so long as he has not submitted his thesis, enroll himself for each semester provided that he may discontinue his studies on account of sickness duly certified by the University Medical Officer or due to circumstances beyond his control, before appearing in the Final Examination, with the permission of the Vice Chancellor obtained through the Director, Advanced Studies on the recommendation of the Dean/Director/Principal.

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  - c. Chairman of the Department/Senior most teacher of the Department.
- ii. The selection committee shall consider the applications for admission to different courses and interview the candidates and formulate its recommendations for placing before the Directorate of Advanced Studies (DAS).

- iii. The Directorate of Advanced Studies (DAS) may refuse admission to a student without assigning any reason.
- iv. The grading of candidates will be done by the respective Selection Committees.
- v. Candidate admitted to the course shall, for so long as he has not submitted his thesis, enroll himself for each semester provided that he may discontinue his studies on account of sickness duly certified by the University Medical Officer or due to circumstances beyond his control, before appearing in the Final Examination, with the permission of the Vice Chancellor obtained through the Director, Advanced Studies and Research on the recommendation of the Dean/Director/Principal.

**177. Explanation.**

Candidates so permitted to discontinue will be allowed to resume their studies by the Dean/Director/Principal and will be notified by the Director, Advanced Studies.

- i. The admission of a candidate to the course shall be provisional in the first instance and shall be confirmed only when he / she has:
  - a. demonstrated potential ability to handle course work and thesis research to the satisfaction of his Supervisory Committee.
  - b. rectified the course deficiencies, if any.

**178. Supervisory Committee:-**

- i. Each student doing Ph.D. will have a supervisory committee to advise him in his program of studies and research.
- ii. The supervisory committees will be constituted and submitted along with titles to the Director (Advanced Studies) before mid-term examination of 2<sup>nd</sup> Semester. The supervisory committee will consist of minimum of 3 members.
- iii. The supervisory committees and titles will be provisionally approved by the respective Deans / Directors and notified by the Director (Advanced Studies) as delegated by AS&RB. However, after open defence of synopsis the research title and supervisory committee will be placed before AS&RB for final approval. Later on any minor change in the title and supervisory committee will be approved by the Dean / Director concerned and will be notified by DAS, however, for any major change in research will be reported to AS&RB
- iv. The Supervisory Committee shall consist of two members from the major field of study and one from the related / minor field of study provided that if an outstanding specialist in a major or related field of study, is available outside the University, he may be appointed as a member of the Supervisory Committee/Co-Supervisor.
- v. One of the members from the major field of study will be designated as Chairman of the Supervisory Committee. The student may choose his major supervisor from a panel of three staff members recommended by the Chairman. Any change in the Supervisory Committee will be recommended by the Chairman of the department and the Dean of the faculty.

**179. Course of Study:-**

- i. All post-graduate courses will be designated by number 700 and above, as the case may be, preceded by two to five alphabets of the name of the department. Laboratory courses, if any, will carry separate numbers.
- ii. No student will take any advanced course unless he has cleared the pre-requisite for it as determined by the Supervisory Committee

**180. Credits:-**

Ordinarily a whole-time student shall not be enrolled for more than 15 and less than 8 credits in a semester except the last semester. These credits will include the credits earned in respect of deficiency courses.

- i. A part time student may take 2 courses or one seminar or both in each semester.

- ii. Out of the total number of credits required for Ph.D. programme two credits shall be earned through Seminars. Out of these two seminars, one should relate to the subject of his research and should be delivered at the time of preparation of Synopsis, at University level.
- iii. The Advanced Studies and Research Board may count towards the requirements of the Course, credits earned by a student at another recognized institution, subject to a maximum of 50 per cent of the minimum credits requirements laid down in these regulations, provided that:
- iv. The courses for which credit is claimed, were identical with or similar to the courses included in the programme approved for him.
- v. The credits allowed to Seminars shall not exceed the limit laid down in this regulation;
- vi. The courses for which credit is claimed have not been used for any degree. The courses where the candidate has earned "A" grades may be counted towards degree/course requirements in consultation with the supervisory committee.

**181. Examinations:-**

- i. The student's evaluation shall be done by mid-term examination, quizzes/ assignments/term papers, and final examination according to the regulations.
- ii. A student who fails to make up the deficiency in his grade point average, in the number of chances permitted, shall cease to be on the rolls.

**182. Academic Standing:-**

- i. **Grade Point Average:** Grade point will be as follows: A for 4, B for 3, C for 2 and F for failure (that is zero).
 

a.	Maximum grade point average	4.00
b.	Minimum grade point average for obtaining the degree	3.00
- ii. To remain on the rolls of the University a student shall be required to maintain the minimum CGPA of 2.50.
- iii. A student, who obtains C.G.P.A. of 2.50 but less than 3.00 upon the completion of entire approved course work or minimum residency, may be allowed to repeat once the course of the previous semesters in which he had obtained the lowest grades, in order to improve the CGPA so as to obtain the minimum of 3.00, within the degree time failing which he shall cease to be on the rolls.
- iv. A student will be required to repeat the courses of the previous semesters in which he had failed, when such courses are offered, provided that his maximum work load, including the courses being repeated by him, not exceed the normal work load.
- v. All postgraduate students are required to submit their course work program (Proforma GS-12) to the Controller of Examinations through the Director, Advanced Studies by 8<sup>th</sup> week of the final semester and Synopsis (GS-5).  
For Ph.D Students: before the start of 4<sup>th</sup> semester for full time students and for part time student before the start of 5<sup>th</sup> semester, must be open house defence before submission. Otherwise no further enrollment will be done and students have to discontinue.

**183. Comprehensive Examination**

- i. After the semester in which Ph.D student successfully (minimum CGPA 3.00) completes the approved course work, he/she shall have to appear in the written comprehensive examination, scheduled to be held as per rule in the following semester. However, if the student is unable to appear in the above mentioned exam, the Advanced Studies & Research Board, may on written request of the student containing special reasons, grant permission to appear in the examination to be held as per rules in the next consecutive semester.

- ii. The comprehensive examination will cover both the major and minor fields of study and will consist of a written part followed by an oral part. It will be designed to ascertain whether the student has attained the breadth of knowledge and the intellectual maturity necessary to become a successful scholar in his chosen discipline. It will not be a mere re-examination of previous courses but will test the student's ability to integrate and assimilate the knowledge obtained from the courses, seminars and independent studies.
- iii. Examiners for the comprehensive examination shall be appointed by the Vice Chancellor from the persons proposed by the DAS out of the panels of names recommended by the supervisor. However, written comprehensive examination committee should be different from the supervisory committee of the student, if the faculty members are available in the department.
- iv. To pass the comprehensive examination, a student must obtain not less than grade B in the written and the oral parts, separately. A fraction in the total marks in either case shall be counted as one mark.
- v. A student shall not be eligible to sit in the oral part, unless he has qualified in the written part of the Examination.
- vi. If a student fails to qualify either in the written or oral part, he/she shall have to appear again in the part in which he/she failed, but only once in the exam to be held as per rule in the next consecutive semester.
- vii. A student who has passed the comprehensive examination shall be deemed to have become a candidate for admission to Ph.D. degree.

**184. Procedure for Comprehensive Examination:-**

- i. **Written Part** will be held as follows:-
  - a. The Controller of Examinations shall, with the approval of the Vice Chancellor, notify the date, time and venue of the Examination, on the recommendation of the Chairman, Comprehensive Examination Committee, at least two weeks before the commencement of the examination.
  - b. The written comprehensive examinations of Ph.D students would be held during fifteenth/sixteenth week of each semester (Fall & Spring) and the duration of each paper (A, B & C) would be four hours. The Controller of Examinations shall notify the exact schedule after its approval from the Vice-Chancellor.
  - c. The Vice Chancellor shall appoint for each student a Board of Examiners comprising teachers drawn as far as practicable from the fields of study taken up by the student.
  - d. The Vice Chancellor shall designate one of the members to act as Chairman of the Board. The Board shall be notified by the DAS.
  - e. The Vice Chancellor shall, on the recommendations of the Advanced Studies and Research Board allocate to each member of the Board (here-in-after called member) a particular field or fields in which he has to set questions. The number of papers shall not exceed three (two in major and one in minor fields).
  - f. A student shall answer questions set by each member on a separate answer book, and will be evaluated by each member. To pass, a student must get not less than B grade separately in the questions set by each member.
  - g. Each member shall, within seven days after the examination return the marked Answer Books to the Chairman who will compile the result and send the same and the award lists of the examiners alongwith the Answer Books to the Controller of Examinations for result notification.
- ii. **Oral Part:**
  - a. The Controller of examinations shall on the recommendation of the Chairman, Board of Examiners, notify the date, time and venue for the oral comprehensive examination within time limit of six months of the date of declaration of the result of the written Comprehensive Examination. If a candidate fails to appear in oral comprehensive examination within the prescribed time limit, the result of the written Comprehensive Examination shall stand canceled and he shall have to appear again in the written Comprehensive Examination.

- b. The Board for oral examination shall consist of the same examiners who took written examination and in addition the Dean of the Faculty, and two senior teachers to be nominated by the Vice Chancellor. This will be notified by the DAS.
- c. The Chairman of the Board of Examiners shall be responsible for the conduct of the oral examination and shall determine the order in which each member of the Board shall put questions to the students; the members shall be free to ask any number of questions.
- d. At the conclusion of the oral examination, each member shall separately grade the student and the Chairperson of the Board of Examiners shall compile the result and send the same alongwith the award lists of the examiners to the Controller of Examinations for result notification.
- e. To pass the oral Examination, a student must secure not less than B grade in the questions asked by each member, separately.
- f. Dean is a regular member of the committee. The presence of the Chairman of the Comprehensive Committee is must. However, in exceptional cases exemption of one member from committee is allowed.

**185. Thesis – 799:-** A candidate who has passed the comprehensive examination shall be allowed to submit his thesis. But, before submission, he will have to defend his thesis, at University level. This presentation shall be evaluated by the Supervisory Committee and if found acceptable, the final submission may be allowed.

- i. The thesis must be an original and scholarly contribution to the knowledge of the candidate's chosen field of study.
- ii. In the case of students admitted to the Course in partial residence, the research work shall be undertaken in a laboratory or institute approved by the Syndicate on the recommendations of the Academic Council and the Advanced Studies and Research Board.
- iii. The thesis shall be prepared and presented in the manner laid down in the instructions issued by the Advanced Studies and Research Board.
- iv. The unbound thesis shall be referred to the Controller of Examinations duly certified by the supervisory Committee that the contents and form of the thesis are satisfactory for submission alongwith a declaration signed by the student regarding plagiarism etc and also a clearance report for the Quality Enhancement Cell in this regard.
- i. The Controller of Examinations shall get the thesis evaluated within three months after the date of submission/resubmission of thesis to his office. Any delay beyond three months must be brought to the notice of the Vice Chancellor.
- ii. Examiners for the evaluation of thesis shall be appointed by the Vice Chancellor from the persons proposed by the supervisor and Controller of Examinations out of the panel of names recommended by the Board of studies, from not less than two foreign countries (from the list of Technologically / Academically Advance Countries amended time to time from HEC). The number of external examiners shall be two.
- iii. Each External Examiner shall explicitly state in his report:
  - a. Whether or not the thesis is of sufficient merit to justify the award of Ph.D. Degree to the candidate.
  - b. Whether the candidate should be allowed to revise and re-submit his thesis.
- viii. In the later case the broad lines on which the thesis should be revised must be clearly stated.
- ix. If both the examiners approve the thesis, the candidate shall be recommended for the award of the degree after viva exam.
- x. If both the examiners reject thesis, the candidate shall be declared to have failed. However, the Advanced Studies and Research Board may allow a student to re-conduct his research and resubmit his thesis on a new topic as recommended by his Supervisory Committee. This facility would be available only once. However, if one of the examiners approves the thesis and the other rejects it, it shall be sent to a third

examiner, for evaluation. If the third examiner approves the thesis, the candidate shall be recommended for the award of the degree, otherwise he shall be declared to have failed.

- xi. If one of the examiners approves the thesis and the other is of the view that it is not acceptable in the form in which it has been presented but requires revision, the following procedure shall be followed:

The Supervisory Committee of the candidate may either:

- a. Write to the examiners concerned explaining why it is not possible to revise the thesis and taking that it should be examined in its original form, or
  - b. If the views of the examiner were acceptable to the Committee, the candidate will be required to revise and re-submit the thesis within a period not exceeding two semesters, for re-evaluation.
  - c. If the examiner approves the original thesis or the revised thesis, as the case may be, the candidate shall be recommended for the award of the degree.
  - d. In case of dis-agreement between the Supervisory Committee and the examiner, the matter shall be referred to the Advanced Studies and Research Board which may suggest such action as it may consider expedient.
- xii. If both the examiners express the opinion that thesis as presented, is not acceptable, but required revision the following procedure shall be adopted:
- a. In case the lines, on which the examiners have suggested revision of the thesis, are substantially the same and are acceptable to the Supervisory Committee, they shall call upon the candidate to revise the thesis on these lines and re-submit it within a period not exceeding two Semesters, for re-evaluation.
  - b. In case the lines on which the examiners have suggested revision are not acceptable to the Supervisory Committee, the matter shall be referred to the Advanced Studies and Research Board which may suggest such action as it may consider expedient.
  - c. In case a candidate, who is required to revise and re-submit his thesis, does not do so within the period allowed, he shall be declared to have failed.
  - d. After successful foreign evaluation the ring bound thesis will be submitted to DAS along with “Annotated Compliance Report” and certificates required. DAS will give the clearance and allow to initiate viva process. The students after completion of Annotated Compliance Report can appear for Viva Examination within two (2) months which can be further extended for four (4) months in special caresses by Vice Chancellor. The details are as under
    1. The supervisor will move a panel of four (preferably local) external examiners on the prescribed proforma to the Controller of Examination through Dean/Directors and Director Advanced Studies for viva exam.
    2. For the appointment of internal examiner, the supervisor will forward the name of the supervisory committee member from major field through Chairperson to the Dean/Director for notification of internal examiner with a copy to Director Advanced Studies.
    3. The supervisor with the consent of external examiners and internal examiner will inform the date, time and venue for viva examination to Director Advanced Studies for notification. However, a gap of 10 days may be ensured between the dispatch date of thesis for external examiners and viva examination.

4. After conducting the viva examination, the supervisor will send signed copies of certificate of approval to Director Advanced Studies and Controller of Examinations separately through respective Chairman and Dean within 24 hours of conduct of examination.
5. The examination committee (external and internal) will ensure incorporation of suggestions / comments of foreign evaluators in the thesis by the students.
6. In case of failure in the viva examination, the certificate of approval may be forwarded to Director Advanced Studies and Controller of Examination separately by the supervisor through Chairman and Dean within 24 hours along with justification of failure from both external and internal examiners. 2<sup>nd</sup> chance will be given with the approval of DAS within three month (only).
7. After successful viva examination the student will submit following documents in the final hard bound copies of Ph.D thesis:
  - i) Original Ph.D Author's declaration.
  - ii) Original Plagiarism undertaking by the Ph.D Scholar.
  - iii) Original Certificate of Approval of Ph.D thesis by Examination Committee.
8. The final hard bound copies will be submitted within one month of the date of viva examination, failing which the candidature for the degree shall stand cancelled. However, in a hardship case, the student shall submit the hard bound thesis within extended period of one month but only after Vice-Chancellor's permission obtained through proper channel on his/her request, containing special reasons of delay, duly certified by the Supervisor. In this case, the Director Advanced Studies will notify the extended period of one month after seeking approval by the Vice-Chancellor.

**186. Award of Degree:**

A candidate who has fulfilled all the requirements, prescribed for the course including proof of publication of one paper in the Higher Education Commission, Islamabad approved journal shall be awarded the Degree of Doctor of Philosophy and copy of published paper should be added at the end of hard bound copies of thesis.