

ACADEMIC REGULATIONS FOR GRADUATE PROGRAMS, 2022



By
Dr. Shamim Saleha
Director Advance Studies & Research

&

Professor Dr. Sardar Khan
Vice Chancellor

**Kohat University of Science & Technology, Kohat
26000, Khyber Pakhtunkhwa, Pakistan**



Message of the Vice Chancellor

Higher education and research play a very significant role in the economic development of a nation. Higher education institutions (HEIs) have an obligation to help and support the communities by taking every step and action needed for socioeconomic improvement and development. Higher education makes the community socially vibrant, economically secure, and environmentally sustainable. HEIs must provide a quality education and novel research opportunities for their students needed for a real economic development.

For the purpose of quality education and research, the Directorate of Advance Studies and Research (DASR) was established in 2021 in Kohat University of Science and Technology (KUST) with the approval of Syndicate on the recommendation of Academic Council. DASR has helped in streamlining the higher education programs (MS/M.Phil. and Ph.D.) through framing the regulations, online submission and processing of admissions, approval of course work, synopses, agenda and theses evaluations etc. The directorate has achieved its targets successfully in very short time and working for quality education and research to cope with the local, regional and national challenges as per its targeted objectives.

The faculty members and students are working hard to accomplish innovative research and publish high quality papers, produce patents and also commercialize the products. I appreciate their sincere efforts and hope that the KUST will make a place in the list of high-ranking universities very soon.

Best wishes

Professor Dr. Sardar Khan

Vice Chancellor, KUST

Preface

Kohat University of Science and Technology (KUST) provides good quality and excellence in higher education and performs business in a coherent manner in accordance with the standards and quality of parameters set by its statutory bodies. Publishing academic regulations for graduate programs offered at KUST is an important step of the Directorate of Advance Studies and Research towards this direction.

The regulations, 2022 for graduate programs have been designed after careful revision and analysis of rules, 2019 for graduate studies and research as well as inclusion of new rules approved time to time by statutory bodies to adopt policy guidelines provided by Higher Education Commission, Islamabad. Regulations, 2022 given in this document have been approved by Syndicate in its 54th meeting dated September 24th, 2022 on recommendation of Academic Council in its 38th meeting dated August 11th, 2022 and Advance Studies and Research Board in its 96th meeting dated July 19th, 2022.

The regulations, 2022 cover all aspects of academic life of scholars of graduate programs and are presented in this booklet for ready reference to scholars, faculty members and other stakeholders. The published regulations will assist Scholars of MS/ M.Phil./Ph.D. programs by providing information that is essential for planning and pursuing their academic programs.



Dr. Shamim Saleha

Director Advance Studies & Research, KUST

Confirmed & Approved by:



Professor Dr. Sardar Khan

Vice Chancellor, KUST

1. SHORT TITLE COMMENCEMENT AND APPLICATION

- i. These rules shall be called the KUST Academic Regulations for Graduate Programs, 2022.
- ii. These rules shall come into force at once.
- iii. These rules shall be applicable to graduate degree programs offered by KUST under the semester system in any of its colleges or campuses.

2. DEFINITION

- i. “University” as defined in the Khyber Pakhtunkhwa Universities ACT 2012 and KUST Statutes 2016.
- ii. “Vice-Chancellor” as defined in the Khyber Pakhtunkhwa Universities ACT 2012 and KUST Statutes 2016.
- iii. “Dean” as defined in the Khyber Pakhtunkhwa Universities ACT 2012 and KUST Statutes 2016.
- iv. “HoD” as defined in the Khyber Pakhtunkhwa Universities ACT 2012 and KUST Statutes 2016.
- v. “Program Coordinator” means a faculty member to whom the HoD has assigned the responsibility to coordinate academic activities of a degree program offered by the Department/ Institute/ Center.
- vi. “Academic Program” means a program of studies that leads to the award of a degree.
- vii. “Course” means a regular/full-time course of study leading to the partial/successful completion of the program, as the case may be.
- viii. Departmental Graduate Committee is a recommending body in matters pertaining to graduate studies such as offering courses, facilitating graduate research work, etc.
- ix. Central Admission Committee means a committee constituted by the Vice-Chancellor of the University to devise and frame policy and procedures regarding the admissions to graduate degree programs offered by the University.
- x. Departmental Admission Committee means a committee constituted by the concerned Dean on the recommendation of HoD to look after the Admission of students to various degree programs offered by the Department/ Institute / Center.

3. **LIST OF ABBREVIATIONS**

GPA	Grade Point Average
SGPA	Semester Grade Point Average
CGPA	Cumulative Grade Point Average
KCMS	KUST Campus Management System
DGC	Departmental Graduate Committee
DASR	Directorate of Advance Studies & Research
AS & R	Advance Studies & Research
ASRB	Advance Studies & Research Board
HEC	Higher Education Commission
NOC	No Objection Certificate
F&PC	Finance & Planning Committee
QEC	Quality Enhancement Cell
CoE	Controller of Examinations
HoD	HoD
KRD	KUST Research Database

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1. SCHEME OF STUDIES

The scheme of studies for MS/M. Phil. /Ph.D. Degree program shall be as under:

- i. Course Work in the major subject, in which a Scholar is registered.
- ii. Course Work in subject(s) related to the major subject
- iii. The Departmental Graduate Committee will recommend the course work studied by a scholar of MS/M.Phil. /Ph.D. and the Directorate of Advanced Studies and Research (ASR) will approve the course work. In case of Ph.D., the comprehensive examination will be conducted after approval of the course work from the Directorate of ASR.
- iv. Oral/ poster/ paper presentation in a regional/ national/ international conference/ workshop/school/congress or instead of presentation an MS/M.Phil. Scholar may opt to contribute to a paper published in a journal recognized for the subject by the Higher Education Commission (HEC) after approval of the synopsis.
- v. Publications of a research article / paper in HEC recognized journals of category X and above in sciences and journals of category Y and above in social sciences by Ph.D. Research Scholars based on Ph.D. research work/data.
- vi. Thesis/Dissertation, on a research topic approved by the Board.
- vii. Viva-Voce / Public Defense, as the case may be.

2. DURATIONS OF COURSE AND SEMESTERS

- i. The MS/M. Phil. or equivalent degree program shall extend over a period of 1.5-4 years and the Ph.D. Degree program shall extend over a period of 3-8 years, as per HEC rules. In case of violation of duration for graduate degree program, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- ii. The duration of a graduate degree program shall be counted from the date of commencement of 1st semester classes to the date of submission of thesis/dissertation for evaluation to the Directorate of ASR.
- iii. MS/M. Phil. Degree may be awarded during the course of Ph.D., studies if a scholar successfully completes 30 credit hours of course work from

the approved curriculum with CGPA 2.5 and other requirements set for the MS/M.Phil. degree program or if the scholar does not want to continue his/her Ph.D. Degree program or he/she failed to clear his/her comprehensive examination within two attempts. Such cases shall be directed to Advance Studies & Research Board (ASRB) for decision.

3. ELIGIBILITY

Eligibility Criteria for MS/M.Phil. or Equivalent programs

- i. Relevant BS or Master degree or equivalent with minimum 60% marks or minimum CGPA of 2.5 on the scale of 4.00 (semester system) from an HEC recognized university/ degree awarding institution, with not less than 45% marks in any examination throughout the academic career.
- ii. In case of admission to M.Phil., in English Language and Literature, however, a minimum of 50% marks shall be compulsory for those candidates who have passed MA/equivalent degree in English Language and Literature under the Annual/ Term System of examination instead of 1st division in MA/equivalent degree.
- iii. Testing requirement for admission in MS/M.Phil. Programs are as: GAT (General) with a minimum of 50% marks or GRE (General) or equivalent with 60 percentile or University based test with 60% marks or any other test as per HEC policy.

Eligibility Criteria and Merit for Ph.D. Program

- i. The minimum requirement for admission to a Ph.D., program shall be completion of the BS/MS/M.Phil., or equivalent degree with first division or minimum CGPA of 3.00 on the scale of 4.00 (semester system) from an HEC recognized university/ degree awarding institution, with not less than 45% marks in any examination throughout the academic career. In case of violation of admission criteria, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- ii. An MS Scholar who has studied 06 Credit Hours course work instead of research are eligible for admission to Ph. D.
- iii. Prior to entry/admission into a Ph.D., program, the Scholar shall have been awarded his/her BS/MS/M. Phil. or equivalent degree.

- iv. It shall generally not be a requirement for admission in Ph.D., program that the applicant shall have a prior degree in the same discipline. If the applicant has a strong interest in pursuing a Ph.D., degree in a different discipline, and in accordance with the department's policy, and the admission committee is satisfied that the applicant's prior education has sufficiently prepared him/her to undertake the course of studies of the doctoral program (or in the opinion of the admission committee, the preparation can be deemed satisfactory by taking a few additional non-credit courses after starting the program), the applicant shall be considered for admission notwithstanding his/her prior qualification in a different discipline.
- v. The testing requirement for admission in a Ph.D., program is as: GAT (Subject) or equivalent with 60% marks or GRE (Subject) with a minimum of 50 percentile or University based test with 60% marks or any other test as per HEC policy.

4. ADMISSION PROCEDURE

- i. Admission to MS/M.Phil. /Ph.D. Degree programs of the University shall be widely advertised by the Director Admissions in consultation with Heads of Departments/Institutes. The Director Admissions shall keep a record of all the applications received.
- ii. Two seats shall be reserved for international Scholars in each MS/M.Phil. /Ph.D./ Equivalent program.
- iii. Applications shall be received and processed online as per procedure advertised at the time of admissions.
- iv. The validity period will be two-year of Special Tests for admission to graduate programs.
- v. The admission into Ph.D. Program shall be based on the availability of resources (facilities, supervision, etc.). The eligibility of candidate shall be ascertained by the Departmental Graduate Committee from the academic testimonials submitted by applicants.
- vi. The Admission offered shall be initially considered provisional and shall be confirmed through a notification by the Head of Department/Institute (HoD) after due verification of the supporting documents. Any mistake in the documentary evidence or false statement on part of the candidate will lead to the cancellation of admission.

- vii. In cases of equivalency, only a certificate issued by the IBCC/HEC shall be considered acceptable for the purpose of admission.
- viii. The number of Scholars to be admitted is determined by the KUST admission committee in consultation with Heads of Departments/Institutes.
- ix. The statement of purpose must also be formally presented before the admission.

5. ADMISSION CRITERIA

- i. The merit for admission to an MS/ M.Phil./ Equivalent degree programs offered by the university shall be established as per following criteria:
 - a. 40% weightage shall be given to academics as described below:
 - b. 50% weight allocated to the percentage in the required entrance test.
 - c. 10% weight allocated to the percentage achieved in the interview before the Departmental Graduate Committee. The scores obtained in interview shall be added into the formula without the candidate considered as fail.

The distribution of the 40% weight allocated to the academics shall be as per following criteria:

Marks %age in BA/B.Sc./equivalent x 0.16

Marks %age in MA/M.Sc./equivalent x 0. 24

Aggregate = A+B

In case of BS/Pharm-D or equivalent the distribution shall be worked out as follows:

Cumulative percentage score in the entire degree program x 0.40

- ii. The merit determination formula for admission in Ph.D., program from Fall-2021 as per following criteria:
 - a. 40% weightage to be allocated for academics (only MS/M.Phil. or equivalent)
 - b. 40% weightage to be allocated for GAT-Subject test
 - c. 20% weightage to be allocated for an interview conducted by the ASRB or a Committee constituted by the ASRB for this purpose.

6. CRITERIA FOR LAUNCHING GRADUATE PROGRAMS

There should be at least 02 relevant full-time Ph.D., faculty members in a Department to launch the MS/M.Phil. /equivalent programs and at least 03 relevant full-time Ph.D., faculty members in a Department to launch a Ph.D. Program. The concerned HoD has to take No Objection Certificate (NOC) from HEC through the Directorate of Academics before advertisement as per decision of HEC. In case of violation of admission criteria, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).

7. SUPERVISION

A supervisor can supervise a total of twelve (12) MS/M.Phil. /Ph.D. Scholars at a time with no more than five (5) of these Scholars being enrolled in Ph.D., program. However, this number may be increased to 08 in special circumstances which shall be determined by ASRB/Vice Chancellor. In case of violation of defined supervision number, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).

8. ADMISSION, TUITION FEE, etc.

- i. The following fees (subject to revision) shall be paid by the Graduate Scholars. The fee shall be deposited by the Scholar for each semester as per University notifications and changes recommended by Finance & Planning Committee (F&PC) and approved by Syndicate in it from time to time.
 - a. Admission Fee (Once and at the time of first registration).
 - b. Registration Fee (Once and at the time of first registration)
 - c. Security Fee (refundable, once and at the time of first registration)
 - d. Tuition Fee per Semester (In each semester)
 - e. Examination Fee (In each semester)
 - f. Library Fee (In each semester)
 - g. Departmental Research Fee (In each semester)

- h. Thesis/dissertation evaluation fee. The fee shall be paid in installments (two in case of MS/M.Phil., and four in case of Ph.D.) on request of a scholar otherwise at time of thesis evaluation.
 - i. An additional tuition fee of Rs. 10000/- shall be paid in course-based MS/M.Phil. Degree Programs by Scholars in every semester.
 - j. An additional tuition fee of Rs. 1000/Credit Hour along with the normal semester fee shall be paid by the Scholars who register courses for improvement.
- ii. All the admissions will be considered provisional till the approval of the competent authority. No candidate will be entitled to deposit any dues if admission is not offered or claim any right till the granting of the admission.

9. REGISTRATION

- i. A Scholar for MS/M. Phil. / Ph.D. Degree program shall be registered in a teaching/ research institute of the University.
- ii. Online KUST Campus Management System (KCMS) shall maintain registration of M. Phil. / Ph.D. Scholars and assign a registration number to each Scholar at the time of provisional admission that is formally approved by the office of the respective HoD.
- iii. A person registered for the M. Phil / Ph.D. Degree program shall be called M.Phil./Ph.D. Research Scholar.

10. APPROVAL OF ADMISSION AND CONFIRMATION OF REGISTRATION

- i. Initially the candidates granted admissions shall be provisionally admitted in the selected academic streams by the Directorate of Advance Studies & Research on the recommendation of Departmental Graduate Committee and then the admissions will be confirmed after successful completion and approval of course work. Admission confirmation letter will be issued by the concerned HoD and copy will be sent to the Directorate of ASR as well as to the Controller of Examinations (CoE).

- ii. In case of M.Phil./equivalent degree program, the provisional admission of a Research Scholar may be confirmed by HoD after successful completion and approval of the required course work. After this the synopsis will be presented before Departmental Graduate Committee.
- iii. On passing the comprehensive examination and defense of his/her synopsis after successful completion of the required course work, the HoD may confirm registration of a Research Scholar in the respective Ph.D. Degree program upon presentation of synopsis in Departmental Graduate Committee.

11. DEPARTMENT GRADUATE COMMITTEE

- i. There shall be a Departmental Graduate Committee (DGC) to be appointed by the Vice-Chancellor. The DGC comprises of the following:
 - a. Head of Department - Convener
 - b. Two Senior most Ph.D. Faculty –Members
 - c. Two Ph.D. Faculty Members to be nominated by the concerned Dean and approved by the Vice-Chancellor from the relevant Departments/ Disciplines- Members.
 - d. One Assistant Professor to be nominated by the Head of Department -Secretary
- ii. In case of unavailability of the subject experts in the existing composition of the DGC, the Head of Teaching Department shall invite one senior subject expert as a co-opted member in the relevant field of the expertise of the synopsis.
- iii. The term of the office of the Committee members other than ex-officio members shall be two years. The quorum for the meeting of the DGC shall be two-third. The members under clause a and b shall be appointed by rotation in the order of seniority from the concerned Department/ Institute.

12. FUNCTIONS OF THE DEPARTMENTAL GRADUATE COMMITTEE

The DGC shall be the main recommending body in matters pertaining to graduate studies such as offering courses, facilitating graduate research work, etc.

- i. To recommend courses relevant to the field of specialization for the Ph.D. Scholar.
- ii. To evaluate the graduate Scholars' research projects and justify the number of supervisors (more than two) to be involved in a particular graduate project.
- iii. To recommend change of the topic of the approved synopsis and/or supervisors for approval from ASRB in unavoidable circumstances.
- iv. To recommend submission of the research proposal in form of synopsis employing the approved format for the approval of the ASRB.
- v. To check the relevance and worth of the degree of Ph.D. Dissertation with the approved synopsis and review its quality.
- vi. To suggest further research work to complete the objectives of approved synopsis and changes in the dissertation to improve its quality.
- vii. To define relevant field of area for published articles of scholars.

13. SUPERVISOR

- i. The DGC will recommend the name(s) of supervisor(s) with consultation of Scholar for approval of the Vice Chancellor through Dean, as the power delegated by ASRB after completion of course work and confirmation of admission.
- ii. After securing admission the Ph.D. Scholar will be assigned to the supervisor. The scholar will be expected to regularly contact his/her supervisor for planning the course requirements and for seeking guidance in going through relevant literature of the field that would help the Scholar in deciding the final topic of research in the form of synopsis that shall be presented as per approved regulations.
- iii. The University prefers to have a minimum of 02 supervisors for a graduate project. The DGC shall evaluate the project and shall justify the number of supervisors to be involved in a particular graduate project.
- iv. The option of Supervisor II and III for graduate Scholars shall be need-based, and it should not be compulsory.
- v. A Scholar shall formally undertake the particular research project along with the willingness of the supervisor.

- vi. The HoD in consultation with faculty members shall propose a supervisor for an M.Phil., research project after successful completion of required course work.
- vii. Only HEC approved supervisors shall be required to supervise the Ph.D., theses/dissertations. In case of violation of supervision criteria, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- viii. At the time of appointment as supervisor, the faculty member shall be a full time/long term contract faculty member of the university in which the student is enrolled.
- ix. Supervisor must be from same University. Ph.D., faculty member from another University shall be a co-supervisor or supervisor II or III, if required.
- x. A Ph.D., faculty member can supervise Ph.D./M.Phil. /MS/equivalent research work only after he/she has acquired relevant teaching/ research/ professional experience (3 years) in HEC recognized University/research/professional organization after getting Ph.D. Degree. However, while gaining the three years’ experience the faculty member should co-supervise at least two Ph.D./M.Phil. /MS/equivalent level theses along with a senior/HEC approved supervisor.
- xi. A faculty member having MS/M.Phil. or equivalent qualification (with or without thesis) along with minimum four years relevant teaching/ research/ professional experience can supervise up to 5 MS/M.Phil. or equivalent program Scholars. However, while gaining the four years’ experience the faculty member should co-supervise at least two MS/M.Phil. /equivalent level theses along with a senior/HEC approved supervisor.
- xii. If a faculty member has experience less than defined years and already been assigned some Scholars who are being supervised by him/her as supervisor, then he/she can continue with them but cannot take new Scholars for supervision as supervisor till the time he/ she completes required years of experience.

14. FUNCTIONS OF THE SUPERVISOR

Subject to the supervision of research Scholars, a supervisor shall perform the following functions:

- i. To recommend and plan courses of studies.
- ii. To guide the research Scholar in going through relevant literature of the field that would help the Scholar in deciding the final topic of research.
- iii. To provide supervision for writing and onward submission of the research proposal in form of synopsis and research report in form of thesis/dissertation as per approved regulation.
- iv. To recommend involvement of additional supervisor(s) for the smooth conduct of the Ph.D., research.
- v. To act as an examiner for a paper in comprehensive examination of a Ph.D. Scholar.
- vi. To amend the synopsis as well as thesis/dissertation for keeping lower similarity index to the acceptable level (as per HEC rule).
- vii. To supervise and review the progress of the research Scholar periodically.
- viii. To provide a certificate for formal confirmation of the originality of the reporting research work.
- ix. To facilitate the Scholar during presentation of his/her research synopsis in the meeting of DGC and ASRB.

15. CONDUCT OF EXAMINATION

- i. The MS/M.Phil. /Ph.D. Scholars shall study degree required courses in first two regular semesters. For each Semester, there shall be two examinations; mid-term and final, in addition to quizzes/presentations/assignments.
- ii. The weightage of the examinations and assignments shall be as follows:
 - a. Mid-term examination 25%
 - b. Quizzes/Presentations/Assignments 25%
 - c. Final Examination (covering the entire course contents) 50%
- iii. In courses (Seminars or Laboratory) where the examinations are not required and not specified in the curriculum, the concerned teacher may change the evaluation procedure, whereas in case of presentation of

research work at department level the DGC may determine the evaluation procedure.

16. COURSE REQUIREMENT AND AWARD OF DEGREE

A Research Scholar admitted under Section 3 shall complete the following course requirements, duly recommended by the DGC and approved by HoD for a **MS/**

M. Phil Scholar.

- i. Subject to these Regulations, for MS/M.Phil. or equivalent degree program, a candidate shall have to complete a minimum of 24 credit hours course work with a minimum CGPA of 2.5/4.00 as given below:
 - a. The 24 credit hours courses in the major subject (600 and above) must be approved from statutory bodies of the University.
 - b. Approved courses should include core (compulsory) courses of not less than 06 credit hours, specialization courses of 09 credit hours and elective courses of 09 credit hours. The minimum passing grades in these courses are “C”, “B” and “C” respectively.
- ii. For those cases where an MS Scholar is allowed to opt for course work in place of the research work, an additional 06 credit hours of specialization courses shall be successfully completed with a minimum of B Grade in every course.
- iii. The normal course load during a regular semester for MS/M.Phil. Scholar is 12 credit hours. An M.Phil./MS Scholar shall not be allowed to register more than 01 graduate course during the summer semester.
- iv. An MS/ M.Phil. Scholar who secures less than SGPA 2.5 /4.00 provided that CGPA is less than 2.5 is placed on probation for the next semester. To clear the probation the Scholar must secure a minimum of CGPA of 2.5/4.00 at the end of probation semester. Only one probation is allowed in the entire MS/M.Phil., studies.
- v. An MS/M.Phil. Scholar who fails to secure a minimum CGPA 2.5/4.00 at the end of probation semester shall be academically ceased and expelled from the graduate program of the subject.
- vi. An MS/M.Phil. Scholar who successfully completes his/her course work with minimum CGPA of 2.5 shall submit his/her research proposal in form of synopsis to the office of the HoD through proposed supervisor(s)

for the consideration of the DGC. The HoD shall forward the synopsis on the recommendations of DGC to the Directorate of ASR for the approval of the ASRB. In addition, a similarity index certificate (adding to software repository) for synopsis of an MS/M. Phil Scholar shall be issued by the Directorate of Quality Enhancement Cell (QEC).

- vii. The M.Phil./equivalent degree thesis shall be of 06 credit hours; however, it shall not be awarded any numerical grade.
- viii. During the course of the research work it is mandatory for the Scholar to present his/her M.Phil. research at least once to the department.
- ix. The research work on the project can only be allowed to start when approved by the ASRB in order to be considered for the graduate degree.
- x. An MS/M.Phil. Scholar oral/poster presentation in a regional/national/international conference/workshop/school/congress will be required (the front cover and abstract pages of proceeding book) for thesis submission for evaluation to the Directorate of ASR. Instead of this an MS/M.Phil. Scholar may opt to contribute to a relevant research paper submitted in a journal recognized for the subject by HEC shall be counted towards meeting the requirements for publication in a journal. Letters/emails of editors of a journal that may confirm article submission and review process will be required for submission of thesis for evaluation.
- xi. The office of HoD has to ensure that the work presented (oral or poster) is related to the research work undertaken and not before the approval of the synopsis.
- xii. Passing of the Viva-Voce as given later.
- xiii. The required CGPA for the award of MS/M.Phil., or equivalent degree is 2.5/4.00.

A Ph.D. Research Scholar admitted under Section 3 shall complete the following course requirements, duly recommended by the Departmental DGC and approved by HoD in consultation with the supervisor for a Ph.D. Scholar.

- i. Subject to these Regulations, before moving to the Ph.D. Degree program, a candidate shall have to complete a minimum of 18 credit hours course work with a minimum CGPA of 3.00/4.00 as following:

- a. The courses of 18 credit hours shall be in the major subject (700 and above) and approved from statutory bodies of the University.
 - b. Approved courses should include specialization courses of 09 credit hours and elective courses of 09 credit hours. The minimum passing grade for the specialized courses is “B” and for the elective courses is “C”.
 - c. Two non-credit courses (06 credit hours) shall be in the related subjects (700 and below). However, such courses shall be graded as “satisfactory” or “non-satisfactory” and shall not be counted towards the CGPA.
 - d. Degree awarded without minimum of 18 credit hours course work shall be considered equivalent to MS/M.Phil. /Equivalent degree. In case of violation of required course work credit hours rule, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
 - e. The students/scholars shall complete course work of at least 48 Credit Hours (admission taken on basis of BS degree), majority of which shall be fulfilled by taking regular classes.
- ii. The normal course load during a regular semester for Ph.D. Scholar is 09 credit hours. A Ph.D. Scholar shall not be allowed to register more than 01 graduate course during the summer semester.
 - iii. The dissertation shall be of 09 credit hours; however, it shall not be awarded any numerical grade.
 - iv. A Ph.D. Scholar who fails to secure minimum SGPA of 3.00 provided that CGPA is less than 3.00 at end of a semester is placed on probation for the next semester. In order to clear the probation, the Scholar must secure a minimum CGPA 3.00 at the end of the semester. Failing this/her the Scholar shall be academically expelled from the University and shall not be allowed to readmit in the same subject in the University.
 - v. Before moving to the Ph.D. Degree program, a Research Scholar shall have to pass the comprehensive examination as per section 19 below.

- vi. On successful completion of additional course work as specified above and on passing the comprehensive examination, a Research Scholar shall be required to submit a Research Proposal in consultation with the supervisor (s) for the approval of the ASRB through concerned DGC along with anti-plagiarism certificate (adding to software repository) from the Directorate of QEC.
- vii. A Ph.D. Scholar shall present his/her proposed research work to the GDC of his/her Department and then to the ASRB while considering his/her synopsis.
- viii. During the course of the research work it is mandatory for the Scholar to present his/her Ph.D. research at least once to the Department.
- ix. The Scholar must also present (oral or paper) his/her research work in a regional/ national/ international conference/ workshop/ school/ congress. The front cover and abstract pages of proceeding book (available online) will be required for Ph.D. Dissertation submission for evaluation to the Directorate of ASR. The supervisor has to ensure that the work presented (oral or paper) is from the research work undertaken and not before the approval of the synopsis.
- x. Publications of a research article/ paper in HEC recognized journals of category X and above in sciences and journals of category Y and above in social sciences by Ph.D. Scholar as a Principal author will be required for dissertation submission for evaluation. The paper claimed for the fulfillment of research publication requirement must have DOI and available online. In case of violation of publication criteria, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- xi. The HoD shall provide certificates issued by QEC and DGC certifying the relevance of papers published in recognized journals i.e. journal category and subject area as per HEC-HJRS criteria respectively. The supervisor shall issue a certificate certifying the paper is from the dissertation work. These documents shall be accompanied by the dissertation report and the

Board shall review them before sending dissertation to the reviewers/examiners.

- xii. The research work on the project can only be allowed to start when approved by the ASRB in order to be considered for the Ph.D. Degree.
- xiii. Passing of the Viva-Voce/Public Defense as given later.
- xiv. The required CGPA for the award of Ph.D. Degree is 3.0/4.0.

17. GRADES AND ACADEMIC STANDING

- i. KUST has adopted the policy of Absolute Grading System. The grading system for the MS/M.Phil. /Ph.D., level courses shall be as follows:

%age Score	Grade Points	Letter Grades
Below 50	0.00	F
50-53	1.00 – 1.25	D
54-57	1.33 – 1.58	D+
58-61	1.67 – 1.92	C-
62-65	2.00 – 2.25	C
66-69	2.33 – 2.58	C+
70-73	2.67 – 2.92	B-
74-77	4.00 – 3.25	B
78-81	3.33 – 3.58	B+
82-85	3.67 – 3.92	A-
86-100	4.00	A

- ii. The grades indicate the following level of performance and are interpreted as:

A: Excellent- cannot be repeated.

B: Good- cannot be repeated.

C: Minimum acceptable for graduate-must be repeated if related to the specialization of the graduate Scholar.

D: Failure for graduate- must be repeated if related to the specialization of the graduate Scholar.

F: Failure, implying that the Scholar must repeat the entire course to receive any credit or if the course is a degree requirement.

P: Pass, this is used in case of research thesis/dissertation and credit hours counted, however, not counted in the calculation of GPA

S: Satisfactory completion- not counted in the calculation of credit hours or GPA

U: Unsatisfactory completion- not counted in the calculation of GPA

W: Withdrawal from the course- Nil credit, not counted in the calculation of GPA

E: Exempted from the course- Nil credit, not counted in the calculation of GPA and the Scholar is not required to complete the course part of the graduation requirement

WF: Forced Withdrawal, if a Scholar registered in a subject may not be permitted to continue due to a shortage of attendance or other disciplinary action then WF be awarded. The course must be repeated if the it is a degree requirement.

IP: In Progress, if Thesis or Project work spread over more than one semester may be graded as IP until completion of the thesis, projects etc.

I: Incomplete, the Scholar has to complete the requirement within the specified time- Nil Credit, not counted in the calculation of Credit Hours or GPA.

- iii. The minimum grade to earn credit for graduate compulsory course is “C”.
- iv. The minimum standard for successful performance in MS/M. Phil. and Ph.D. Degree programs shall be a minimum CGPA of 2.5 and 4.00 on scale of 4.00 respectively. A Scholar whose CGPA falls below the required minimum for degree programs shall be required to improve his/her CGPA to the required minimum by taking additional course(s) or by repeating the courses in the following semesters. Failing to this scholar shall be academically ceased and expelled from the graduate program of the subject.
- v. At the end of each semester, based on the academic performance, Scholars are awarded different academic standings. Following is the list of the “standings” awarded to Scholars
 - a. The academic standing of a Scholar is considered “**Excellent**” if he/ achieves a Semester-GPA ≥ 3.67 and CGPA ≥ 3.33

- b. The academic performance of a Scholar in a semester is considered “**Good**” if his/her Semester GPA < 3.67 and ≥ 3.00
 - c. The minimum GPA requirement for the satisfactory performance of an MS/M.Phil./ Ph.D. Scholar is 2.5 and 3.00 respectively.
- vi. If a Scholar is expelled or ceased from the degree program based on poor academic performance, he/she may not be allowed to admission in the same degree program again.
- vii. A graduate is awarded distinctions as per KUST rules on the basis of his/her academic performance.
- a. Highest Distinction: the Highest distinction is granted to a Scholar whose CGPA is ≥ 3.90
 - b. High Distinction: High distinction is granted to a Scholar whose CGPA is ≥ 3.75 and < 3.90 .
 - c. Distinction: Distinction is granted to a Scholar whose CGPA is ≥ 3.50 and < 3.75 .

18. CREDIT AND AUDITS

- i. A Scholar can audit a course(s) subject to the following terms and conditions.
 - a. The course is not a degree requirement of the Scholar.
 - b. The audit status of a course cannot be changed to credit.
 - c. A course once audited cannot be repeated/ registered as accredit-course again.
- ii. If a Scholar wants to audit a course, he/she must submit a Course Audit Form to KCMS in the third week of the semester through the respective HoD. An audited course shall not appear on the transcript.

19. COMPREHENSIVE EXAMINATION

- i. On completion of the course work, Ph.D. Research Scholars shall have to pass the comprehensive examination in the subject/ discipline as a part of the requirements set for the Ph.D. Degree.

- ii. A Ph.D. Scholar at KUST is, therefore, required to pass (minimum 60%) a graduate level Comprehensive Examination set by the Comprehensive Examination Committee comprising of the following:
 - a. Head of the Department- Convener
 - b. Supervisors- Member
 - c. Three faculty (Experienced faculty members related to the subject, other than supervisors, to be appointed by the Dean)-Members
- iii. The Scholar shall apply for the Comprehensive Examination on the prescribed form. The Head of teaching Department shall arrange comprehensive examination within three weeks after the receipt of application with the consultation of Dean.
- iv. If a Scholar is not satisfied with his/her evaluation of Comprehensive Examination Committee, he/she shall have the right to appeal to the Department Committee recommended by the Head of Department and approved by the concerned Dean for re-totaling/rechecking or appeal against the decision of the committee. In case the Scholar is still not satisfied with the decision of Department Committee then he/she can apply to the University Appellate Committee (Semester System).
- v. The comprehensive examination must be passed by the scholar within in first two years and there shall only be two chances for passing the comprehensive examination. In case of violation of comprehensive examination criteria, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- vi. When passed, the status of the Scholar will be changed to a Ph.D. Scholar and he/she will be formally allowed to embark upon Ph.D. research on the topic of his/her synopsis.
- vii. Without having passed the Comprehensive Examination, the Department/Institute/Centre shall not process his/her Ph.D., synopsis. To facilitate the Ph.D. Scholars, the Comprehensive Examination may be held once a semester for the particular Scholar.

- viii. Ph.D., comprehensive examination shall be subjective in nature (short and long questions) and the duration for the examination shall be 3 to 4 hours. The question paper of comprehensive examination shall consist of the following two parts:
 - a. Field of Specialization 60%
 - b. General Subject of the Degree Program 40%
- ix. Supervisor shall only be allowed to set 30% of the specialization part of the comprehensive examination paper. The rest of the paper(s) shall be set by the committee members.
- x. Result of comprehensive examination shall be sent to the Directorate of ASR for declaration and then to the office of CoE for notification.

20. RESEARCH REQUIREMENTS, THESIS/ DISSERTATION

- i. The Ph.D., research proposal shall be submitted after successful completion of course work with minimum CGPA of 3.0/4.0 as well as after passing the comprehensive examination. Similarly, MS/M.Phil., shall be submitted after successful completion of course work with minimum CGPA of 2.5/4.0.
- ii. The research scholar can only be allowed to start work on the project when approved by the ASRB in order to be considered for the MS/M.Phil. /Ph.D. Degree programs.
- iii. The MS/M.Phil. /Ph.D. Scholar shall report his/her research work in formally complied form (thesis/dissertation) as per the university approved format.
- iv. The DGC shall check thesis/dissertation relevance to the approved synopsis. The DGC may recommend the thesis/dissertation as it is or may suggest further lab work/ practical work to complete the objectives of approved synopsis. If DGC recommends thesis/dissertation for evaluation, the thesis/dissertation shall be submitted to the Directorate of ASR within 30 days for evaluation.
- v. The thesis/dissertation shall include a single page certificate from the supervisor(s) duly countersigned by HoD confirming the originality of the research work reported.

- vi. The similarity index checking certificate shall be issued before internal/external evaluation (without adding to software repository) and after the viva or public defense by adding MS/M.Phil. /Ph.D., thesis/dissertation final version to the software repository with certificate title as “Anti-Plagiarism Test Certificate”. In case of violation of plagiarism policy, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
- vii. The QEC after calculating the similarity index shall forward a formal report to the office of HoD for further processing.
- viii. If the QEC reports similarity index is more than the standard set by HEC, the HoD shall refer back the case to supervisor for amendments and lowering the similarity index to the acceptable level.
- ix. The thesis/ dissertation of MS/M.Phil. /Ph.D. Scholars shall be submitted for evaluation through the Directorate of ASR by the HoD through office of the concerned Dean.
- x. A summary of the Ph.D., thesis along with publications may be placed before the ASRB by the Dean for formal approval.
- xi. The Research Scholar shall write a Thesis/ Dissertation in the field of his/her major subject.
- xii. The thesis/dissertation should be relevant to the title and scope of the degree. In case of violation of defined thesis/dissertation relevancy rule, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).

21. APPOINTMENT OF EXAMINERS AND OPINION (M.PHIL.)

- i. The HoD, in consultation with the supervisor through the concerned Dean, shall submit a list of 05 external and internal reviewers/examiners to the Directorate of ASR for approval by the Vice Chancellor for the evaluation of the thesis and viva voce examination.

- ii. The reviewers/examiners shall be approved by the statutory bodies of the university.
- iii. The Vice Chancellor shall appoint an external and an internal reviewer/examiner. The Vice Chancellor may add or delete reviewers/examiners from the panel as approved by the academic council.
- iv. A list of external and internal reviewers/examiners for evaluation, a checklist of required documents in inbox of email with attachments of a single pdf file of required documents and a pdf file (soft copy) of thesis shall be forwarded to the Directorate of ASR. The hard copy of thesis will be submitted to the Directorate of ASR in case reviewers/examiners need for evaluation.
- v. The soft copy (pdf file) of thesis shall be sent to the selected external and internal reviewers/examiners for evaluation from the Directorate of ASR.
- vi. Received positive evaluation reports or reviewers' comments on thesis by the Directorate of ASR shall forward to supervisor through the HoD.
- vii. After receiving positive evaluation reports or reviewers' comments on thesis, the Directorate of ASR shall communicate to the Head of the concerned Department/Institute to conduct viva voce examination, provided other formalities are completed. Before commencement of viva voce examination, the HoD has to send a report duly signed by supervisors and checked by DGC about the actions taken to address reviewers' comments on thesis to the Directorate of ASR.
- viii. In case of 02 negative reports from reviewers, the office of the HoD shall be informed that research work was found not worthy of the degree and hence the Scholar shall be informed accordingly.
- ix. In case of one negative report or additional work/drastring amendments suggested by the reviewers, the case shall be referred back to HoD for doing the needful and shall repeat the whole process.

22. APPOINTMENT OF EXAMINERS AND OPINION (PH.D.)

- i. The HoD, in consultation with the supervisor through the concerned Dean, shall submit a list of reviewers/examiners for evaluation of Ph.D. Dissertation to the Directorate of ASR for approval by the Vice Chancellor.

- ii. The Vice Chancellor shall appoint external and internal reviewers/examiners. The Vice Chancellor may add or delete reviewers/examiners from the panel as approved by the academic council.
- iii. The panel of evaluators consists of five (5) reviewers/examiners, must be from technologically/ academically advanced countries as listed by HEC and three (3) reviewers/examiners shall be within Pakistan for evaluation of Ph.D. Dissertation. The official contact information (Department, University, email/contact numbers and web link to the institutional profiles) should be provided for communication with reviewers/examiners.
 - a. If a dissertation is reviewed by examiners from more than one country which are not included in the category of technologically/academically advanced countries, the case will be processed as per HEC prescribed “Violation of Rules in the Award of Ph.D. Degrees” in HEC policy “Minimum Criteria for Admission in MS/M.Phil., and Ph.D., or Equivalent Programs” (**Annexure A**).
 - b. If the Ph.D., candidate published his/her dissertation research in a peer reviewed journal that is classified by HEC as category W or above, the Ph.D. Dissertation will only require evaluation by one external reviewer/examiner.
 - c. The internal reviewers/examiners shall be BPS /Meritorious/Emeritus/Tenured/Distinguished National Professor or Associate Professor with outstanding contribution of at least 100 impact factor and produced 05 Ph.D., in the relevant research fields.
- iv. The DGC will evaluate Ph.D. Dissertation before the evaluation by the reviewers/examiners.
- v. The Third Examiner (Internal) may be affiliated to the University.
- vi. The reviewers/examiners shall be approved by the statutory bodies of the university
- vii. The HoD or supervisor shall seek prior written consent from reviewers/examiners for evaluation of dissertation and will provide their

- consent to the Directorate of ASR while submitting dissertation for evaluation.
- viii. Once the consent is received, the HoD through the office of the concerned Dean shall forward to the Directorate of ASR a list of external and internal reviewers/examiners for evaluation, a checklist of required documents in inbox of email with attachments of a single pdf file of required documents and a pdf file (soft copy) of thesis. The hard copy of thesis will be submitted to the Directorate of ASR in case reviewers/examiners need for evaluation.
 - ix. The Directorate of ASR shall communicate with the reviewers regarding the evaluation of the dissertation and submission of formal review report (remarks/comments) duly signed by the reviewers in a printable form acceptable to HEC within two months' time. In case of dissent or delay in response for more than 30 days, the Directorate of ASR shall request the Vice Chancellor for appointing other reviewers/examiners.
 - x. After receiving positive evaluation reports or reviewers' comments on thesis, the Directorate of ASR shall communicate to the Head of the concerned Department/Institute to conduct viva voce examination/public defense, provided other formalities are completed. Before commencement of viva examination/public defense, the HoD has to send a report duly signed by supervisors and checked by DGC about the actions taken to address reviewers' comments on dissertation to the Directorate of ASR.
 - xi. In case of one negative report or additional work/drastring amendments suggested by the reviewers, the case shall be referred back to HoD for doing the needful. After amendments by the Scholar confirmed by DGC, the HoD shall forward the dissertation of Scholar through the concerned Dean to the Directorate of ASR for onward submission and evaluation by the reviewer again.
 - xii. In case of both reports are negative from reviewers, the office of the HoD shall be informed that research work was found not worthy of the degree and hence the Scholar shall be informed accordingly.

23. VIVA-VOCE

An M.Phil. Research Scholar shall be required to pass a viva voce related to his/her research work as per prescribed regulations.

- i. The already appointed reviewers who had reviewed thesis shall act as examiners for viva voce examination.
- ii. The HoD first approaches the examiners for possible date of the oral examination. After getting consent of examiners, the HoD will notify the venue, date and time of viva voce examination by widely circulating notification in the University.
- iii. The University prefers viva voce examination to be conducted on campus but in extreme cases with the approval of the Vice Chancellor, the viva examination can be conducted outside campus as well as through video conferencing and in that case video recording is mandatory.
- iv. The viva voce examination may be conducted through video conferencing with prior approval of the Vice Chancellor.
- v. Result of viva voce examination along with a final dissertation copy (pdf file) shall be sent to the Directorate of ASR for declaration and then to the office of CoE for notification.
- vi. After the successful completion of the above process and fulfilment of all other requirements the Scholar must submit 03 copies of the revised/corrected version of the Thesis/ Report in hard bound as per the approved design of the University to the office of the HoD for onward submission to the CoE, Central Library of University and the Departmental Library.
- vii. A softcopy should also be submitted to be placed on the KUST Research Database (KRD).

24. PUBLIC DEFENSE

A Ph.D. Research Scholar shall be required to defend the Dissertation in public to be conducted as per prescribed regulations.

- i. An examination committee shall be approved by the Vice-chancellor on the recommendations of the concerned Dean from a list of reviewers furnished by the respective HoD.

- ii. Examination committee must consist of a Convener (Dean concerned), two external examiners (including dissertation reviewer and one other examiner outside KUST), and one internal examiner (an expert in the field from within KUST or constituent or affiliated institutes).
- iii. The Vice Chancellor shall appoint another one local expert (within from Pakistan) for final defense before the date and venue of final defense is notified. The request for appointment of local expert to Vice Chancellor shall be made through the Directorate of ASR.
- iv. Request for the conduct of a final defense shall be sent to the Directorate of ASR. After approval from the Directorate of ASR, a final defense may be arranged by the HoD for open/public discussion at the Department/Institute where candidate is registered.
- v. The HoD shall notify the venue, date and time of the Public Defense by widely circulating abstract of dissertation both in and outside (constituent/affiliated colleges/ institutes) the University.
- vi. The University prefers the public defense to be conducted on campus/at the university but in extreme cases with the approval of the Vice Chancellor, the defense can be conducted outside campus as well as through video conferencing. Public defense that will be conducted through video conferencing must be recorded.
- vii. The Dean shall supervise the whole activity and process of the defense.
- viii. Final verdict regarding the public defense shall be made after the mutual consent of three examiners. The final verdict of the examination committee shall be made public at the conclusion of the Ph.D. Defense.
- ix. Results of final defense along with a final dissertation copy (pdf file) shall be sent to the Directorate of ASR for declaration and onward submission to the CoE for notification.
- x. After the successful completion of above requirements, the Scholar must submit 03 copies of the revised/corrected version of the Thesis/ Report in hard bound as per the approved design of the University to the office of the HoD for onward submission to the CoE, Central Library of University and the Departmental Library

- xi. The office of CoE shall forward hard bound copy along with soft copy in pdf format and duly filled prescribed form to HEC for country directory. Before submission to HEC a similarity index certificate shall be issued by the Directorate of QEC on the final version of Ph.D. Dissertation and will be submitted to the Directorate of ASR.
- xii. The soft copy of Ph.D. Dissertation that will be submitted to HEC shall in no case be an image/scanned version instead it should be created through applicable software and convertible to a form suitable for long term archiving.
- xiii. The following documents shall be submitted to the HEC following the completion of studies.
 - a. A duly filled completion form shall be sent to the HEC from the Office of the CoE of the University notifying the HEC that the Ph.D. Scholar has completed all the requirements for the award of Ph.D. Degree.
 - b. A copy of Ph.D. Dissertation (hard & soft) for including in Ph.D. Country Directory and for attestation of Ph.D. Degree shall be sent to the HEC.
 - c. A duly filled proforma for the Ph.D. Country Directory, shall be signed by the Principal Supervisor, Controller of Examinations and the Vice Chancellor.
 - d. The Ph.D. Dissertation should be accompanied by an undergraduate certificate for verification, duly signed by the Ph.D. Scholar as well as the concerned HEI.
- xiv. A softcopy should also be submitted to be placed on the KUST Research Database (KRD).

25. EXTENSION IN THE STUDY PERIOD

The Scholars who have been ceased due to the time-barred shall be eligible for readmission in their respective disciplines and their previous entry test scores shall be considered for admission. The credit hours of courses shall be transferred to the new admission program subject to the conditions that all the outstanding dues are clear and the Scholars have no disciplinary involvement or misconduct charges. The ASRB shall reconsider the approved research topic.

26. STUDY LEAVE AND NO OBJECTION CERTIFICATE

An employed person shall be considered as a whole-time regular Scholar in MS/M.Phil./Ph.D. Degree Programs, subject to the production of a “No Objection Certificate” and “Study Leave” from the Employer concerned.

27. INTERRUPTION OF STUDIES/ FREEZING

A graduate Scholar can only interrupt his/her studies before the synopsis's approval by the ASRB. However, this option can only be exercised subject to the following conditions:

- i. The Scholar has not accumulated consecutive probations or not having a disciplinary case pending against him or expelled from the university on disciplinary grounds.
- ii. The case is processed through the DGC and approved by the concerned Dean on the recommendation of HoD.
- iii. If a Scholar freezes a semester, he/she shall resume his/her studies from the same stage where he/she left (froze).
- iv. The interruption period in a degree program shall be counted towards the maximum degree duration. The Scholar shall not be required to pay any fee during the leave of absence.
- v. Interruption of studies later than the third week of a regular semester or the first week of the summer semester shall lead to F Grade in the registered courses.
- vi. MS/M.Phil. Scholars can only interrupt their studies in the 2nd and 3rd Semester or during the course work.
- vii. An MS/M.Phil. Scholar can interrupt his/her studies once in the entire degree program; however, the total duration of interruption shall remain two semesters in all cases.
- viii. The unfreezing request shall be submitted at least 02 weeks before starting the semester by the Scholar in person with all the requirements.
- ix. The resumption request shall be submitted to the respective HoD at least 02 weeks before starting a semester. The HoD shall process the case through DGC and recommend the case to the concerned Dean for Approval.

- x. Failure to resume (unfreeze) studies after the lapse of the maximum duration of two semester of interruption shall lead to the admission cancellation.
- xi. Under the special hardship circumstances, the interruption of studies after the 2nd and 3rd semesters can only be considered by the ASRB with solid proofs.

28. CANCELLATION OF REGISTRATION

Failure in Registration of courses during a semester may lead to cancellation of admission. The concerned Dean can restore the cancelation of admission in such cases on the recommendation of the respective HoD following approved procedures.

29. GENERAL REGULATIONS

- i. Persons convicted for moral turpitude by a court of law shall not be eligible for admission to any program in the University without permission of the Syndicate.
- ii. The Head of respective teaching Department/Institute reserves the right to refuse/ cancel the admission of a candidate at any stage or revoke the degree who obtained his/her admission by making any misstatement or concealing a material fact particularly regarding his/her age, domicile, marks obtained, degree, or due to any other valid reason. Appeal against any such decision can be made to the University Admission Appellate Committee.
- iii. If admission of a candidate has been refused/cancelled, he/she shall be entitled to prefer an appeal before the Appellate.
- iv. The research scholar shall have to attend at least 75% of the total contact hours of a course. A Scholar who fails to meet the minimum requirements of attendance (50%) in any course shall not be allowed to take the final examination for that course.
- v. In case a Scholar could not submit the course registration on or before the deadline according to the approved academic calendar due to unavoidable circumstances and acceptable reasons, he/she must formally apply to the respective HoD to approve the late registration.

- vi. Any Scholar who has earned credits from a degree awarding institution recognized by the HEC, Pakistan can apply for transfer of courses (standing admission) as per KUST approved rules.
- vii. Participation of MS/M.Phil./Ph.D. Scholars in academic activities or authorship as the case may be shall be certified by the HoD and a record of all these activities shall be kept by the office of HoD.
- viii. English shall be the medium of instruction and examinations for Thesis/Dissertation of all subjects, except languages and Islamic Studies, in which the medium shall be either the language itself or English.
- ix. The size of the typing paper should be A4. The final copies of the Thesis/ Dissertation must be hard bound. The complete title of the thesis should be printed in block golden letters at the top of the cover. In the middle of the cover, full name of the candidate should be printed. The spine should have the surname of the Scholar, the year in which the Thesis was submitted and the name of the degree for which the Thesis/Dissertation was presented.
- x. In addition, hard binding of MS/M.Phil., thesis should be in dark blue color, whereas hard binding of Ph.D. Dissertation should be in maroon color.

30. SAVING

All the HEC rules for MS/M.Phil. /Ph.D. Programs are approved by the ASRB/Statutory bodies and also changes in it from time to time.

ANNEXURE-A

Annexure II to letter No. 1-4 (MS/PHD) /QAD/HEC/2018/86/293

Dated: December 03, 2018

Violation of Rules in the Awards of the Ph.D. Degrees

S No.	Quality Parameter	Nature of Violation	Existing Decision/Policy	Proposed Action(s) if Existing Policies violated
1	Admission Criteria	Violation of admission criteria	CGPA (3.0/4.0) or first division in MS/MPhil/Equivalent and Entry Test	<ul style="list-style-type: none"> • Admission be cancelled • University to return three times the amount received from the student • Disciplinary action against responsible staff
2	Illegal Admission	Admission of students without NOC from HEC		
3	Course Work	Degree awarded without minimum of 18 credit hours coursework	Degree will be considered equivalent to MS/MPhil/Equivalent degree Ref: 1-3/AD-QA/HEC/NQAC-20/2015/389 dated 08.07.2015	<ul style="list-style-type: none"> • Degree will be considered equivalent to MS/MPhil/Equivalent degree • Supervisor will be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair
4	Comprehensive Examination to be passed by the scholar within 02 years	Failure to clear Comprehensive Examination within first 02 years		<ul style="list-style-type: none"> • Termination of candidature/registration of the student
5	Supervision of thesis by an HEC approved supervisor from the University where registered	Supervision of thesis by a non-HEC approved supervisor of the university after June 30, 2019	<ul style="list-style-type: none"> • Supervisor must be from the same university. • PhD faculty member from another university can be a co-supervisor, if required 	<ul style="list-style-type: none"> • Disciplinary action against Department Chair
6	Maximum number of students to be supervised by one supervisor	Supervision of more than 12 MS/MPhil/Equivalent and PhD students in total or 5 PhD students (The mix of MS/MPhil and PhD students should be	DD-QA/HEC/NQAC/2015/125 dated February 27, 2015	<ul style="list-style-type: none"> • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair

		such that the number of PhD candidates does not exceed 5)		
7	Review of Thesis from Technologically/Academically Advanced Country	Thesis reviewed from one technologically/Academically advanced country only		<ul style="list-style-type: none"> • One paper be published by the student from his/her thesis research before degree attestation • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair
		Thesis reviewed from more than one country which are not included in the category of technologically/Academically advanced countries		<ul style="list-style-type: none"> • Two papers to be published by the student on the basis of thesis research before degree attestation • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair
		Unjustified delay in sending thesis for review by foreign experts from two technologically/Academically advanced countries		<ul style="list-style-type: none"> • The Officer(s) responsible for sending the thesis to foreign experts be warned
8	The thesis should be relevant to the "Title" and Scope" of the degree	Thesis has no relevancy to the Title and Scope of the degree		<ul style="list-style-type: none"> • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair
9	One Research Paper to be published in HEC recognized journal before the award of degree	No research paper published and degree awarded	<ul style="list-style-type: none"> • For Sciences disciplines W and X categories +ISI Master List Journals are acceptable • For Social Sciences disciplines W, X and Y categories +ISI Master List 	<ul style="list-style-type: none"> • Paper to be Published in the required category of the HEC recognized journal before attestation of degree • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair
		Paper published but not in HEC recognized journal		
		Paper published but not in requires category of Journal		
		Paper Published after award of PhD degree		

		Degree awarded on the basis of the paper published before synopsis approval	Journals are acceptable Note: (Z category journals for local regional languages only e.g. Punjabi, Pushto, Sindhi, Balochi, Brahvi, Saraiki & Persian)	
		Degree awarded on the basis of the paper that has no relevancy with the thesis		
10	Plagiarism	Degree awarded and major or minor plagiarism found in the thesis at any stage in future	Plagiarism Policy Claus11 B(vii), 122 (NQAC) QAD/2017/HEC/07-364 dated March 24, 2017	<ul style="list-style-type: none"> • Scholar and his supervisor will be penalized as per the provisions of plagiarism policy
11	PhD Duration	Degree awarded after more than 8 years or less than 3 years. Effective for students admitted after March 18, 2016	Ref: 1-3/AD-QA/HEC/ NQAC (21)/2016/53 Dated March18, 2016	<ul style="list-style-type: none"> • Degree will not be accepted/attested • Supervisor be banned from supervising the new PhD scholar for 05 years • Disciplinary action against Department Chair
12	Degree Issued in Violation of University's Own Rule/Law	Degree issued in violation of University's PhD policy/ rules in addition to HEC guidelines.		<ul style="list-style-type: none"> • Supervisor be banned from supervising the new PhD scholars for 05 years • Disciplinary action against Department Chair and Controller of Examination