



# HIGHER EDUCATION COMMISSION

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No.3 (2)/DG (Stats)/HEC/2017/03

Dated: 16-01-2017

Subject: **Standardization of Mandatory Requirements for Inclusion in PhD Thesis and Notification.**

It has been observed with great concern that the standard for approval of PhD thesis and notification for award of PhD degree varies from university to university.

To resolve the issue once for all, following standardized minimum requirements for award of PhD degree have been approved by the competent authority to be fulfilled and should be part of PhD thesis:

- i) PhD thesis Author's declaration.
- ii) Plagiarism undertaking by the PhD Scholar.
- iii) Certificate of Approval of PhD thesis by Examination Committee.

Similarly draft Notification for award of PhD degree is enclosed for implementation. These minimum requirements for award of PhD degree, are mandatory for the PhD degrees awarded after 31<sup>st</sup> January, 2017. In case these minimum requirements are not met, name of PhD Awardee will not be entered in the PhD Country Directory (PCD), which is mandatory for attestation of PhD degree.

Enclosed specimen of:

- i) PhD thesis Author's declaration.
- ii) Plagiarism undertaking by the PhD Scholar.
- iii) Certificate of Approval of PhD thesis by Examination Committee.
- iv) Notification for award of PhD degree.

*For information fl.  
We can discuss.*

*TK  
18/1/17*

*Dr. Jalbani*

*Ahmad Khan*

(Ahmad Yahya Khan)  
Director General (SIU)

## The Controller of Examination

Institute of Business Management,  
Karachi

## Copy for information:

1. The Rector, Institute of Business Management, Karachi
2. E.S. to Chairman, Higher Education Commission, Islamabad
3. E.S. to Executive Director, Higher Education Commission, Islamabad
4. The Consultant, QAD, Higher Education Commission, Islamabad
5. The Director General (A&A), Higher Education Commission, Islamabad
6. The Director General (QAA), Higher Education Commission, Islamabad



**Author's Declaration**

I \_\_\_\_\_ hereby state that my PhD thesis titled

\_\_\_\_\_  
\_\_\_\_\_

is my own work and has not been submitted previously by me for taking any degree  
from this University

\_\_\_\_\_ (Name of University) \_\_\_\_\_

Or anywhere else in the country/world.

At any time if my statement is found to be incorrect even after my Graduate the  
university has the right to withdraw my PhD degree.

Name of Student:

Date:



**Plagiarism Undertaking**

I solemnly declare that research work presented in the thesis titled  
"....."  
....."

is solely my research work with no significant contribution from any other person. Small contribution/help wherever taken has been duly acknowledged and that complete thesis has been written by me.

I understand the zero tolerance policy of the HEC and University

..... (Name of University).....

towards plagiarism. Therefore I as an Author of the above titled thesis declare that no portion of my thesis has been plagiarized and any material used as reference is properly referred/cited.

I undertake that if I am found guilty of any formal plagiarism in the above titled thesis even after award of PhD degree, the University reserves the rights to withdraw/revoke my PhD degree and that HEC and the University has the right to publish my name on the HEC/University Website on which names of students are placed who submitted plagiarized thesis.

Student /Author Signature: \_\_\_\_\_

Name: \_\_\_\_\_



## Certificate of Approval

This is to certify that the research work presented in this thesis, entitled  
"....."  
....."

was conducted by Mr. .... under the supervision  
of .....

No part of this thesis has been submitted anywhere else for any other degree. This thesis is  
submitted to the..... (Name of Department of the University).....

in partial fulfillment of the requirements for the degree of Doctor of Philosophy in Field of  
..... (Subject Name).....

Department of .....  
niversity of: .....

Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Examination Committee:

a) External Examiner 1: Name  
(Designation & Office Address)

Signature: \_\_\_\_\_

.....  
.....

b) External Examiner 2: Name  
(Designation & Office Address)

Signature: \_\_\_\_\_

.....  
.....

c) Internal Examiner: Name  
(Designation & Office Address)

Signature: \_\_\_\_\_

.....  
.....

Supervisor Name:

Signature: \_\_\_\_\_

Name of Dean/HOD:

Signature: \_\_\_\_\_





**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

**NOTIFICATION**

No \_\_\_\_\_

Date: \_\_\_\_\_

It is notified for the information of all concerned that Mr/Ms. \_\_\_\_\_ (Name of Student)

PhD Scholar of \_\_\_\_\_ (Name of Department) of \_\_\_\_\_ (Name of University)

has completed all the requirements for the award of PhD degree in the discipline \_\_\_\_\_ (Name of

Subject)/Program \_\_\_\_\_ as per detail given hereunder:

PhD in Education			Cumulative Result			
Registration No.	Scholar's Name	Father's Name	Credit Hours			Cumulative Grade Point Average CGPA
			Course Work	Research Work	Total	

Research Topic: \_\_\_\_\_

Local Supervisor-I Name: \_\_\_\_\_

Local Supervisor-II Name: \_\_\_\_\_

Foreign/External Examiners: *(in case of PhD)*

a) Name: \_\_\_\_\_

University: \_\_\_\_\_

Address: \_\_\_\_\_

b) Name: \_\_\_\_\_

University: \_\_\_\_\_

Address: \_\_\_\_\_

Detail of Research Articles Published on the basis of thesis research work:

\_\_\_\_\_

Note: This result is declaration as notice only. Errors and omissions, if any, are subject to subsequent rectification.

*and stamped*  
*Signature/Date:*  
*Controller of Examinations*

**Signed by**  
**Controller of Examinations**

*Dean*      *PQS*

CC:

- 1.
- 2.

