



HIGHER EDUCATION COMMISSION

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Director General

No: 3(94)/HEC/SIU(PCD)/2018/119

Dated: 18th October, 2018

Subject: **Revised PCD Proforma for the Entry in PhD Country Directory (PCD)**

Dear Sir/Madam,

The Statistical Information Unit (SIU) of HEC is responsible to manage and maintain the PhD graduates' record in the Pakistan Country Directory (PCD). Entry of PhD scholars' record is one of the prerequisite for PhD Degree attestation by the HEC. The Competent Authority of HEC has observed and shown serious concerns that some universities are awarding PhD degrees without ensuring all parameters of HEC PhD quality criteria.

In order to obtain the extended information, the HEC has approved a revised three pages PCD proforma. The information of PhD graduates will be required on revised PCD proforma (attached at Annex A) for all new cases to be received in HEC.

The information required in all fields of the revised proforma is mandatory and the proforma received in the HEC complete in all respects and duly signed by the authorities of the university will only be considered for entry into the PCD, whereas incomplete proforma will not be entertained and returned to the University. All notifications of degree awards after September 15, 2018 are required on revised notification format (attached at Annex B), containing an exclusive statement that the award is made in compliance with the rules/policies/quality criteria of both HEC and the University.

It is therefore, requested that in future PhD scholars record (PhD approved programs as per HEC policy) is required on the revised PCD proforma complete in all respects and duly signed and stamped on each page.

For any clarification and guidance, please contact Focal Person at HEC Ms. Naila Haroon, Assistant Director, Phone: (051) 90801012, email: nnasar@hec.gov.pk

Yours Sincerely

Nazeer Hussain

Controller of Examinations,
All Public and Private Universities

Encl: (As above)

Copy for Information:

1. Sr. PS to the Chairman, Higher Education Commission, Islamabad
2. Sr. PS to Executive Director, Higher Education Commission, Islamabad.
3. PS to Vice-Chancellor/Rector/Head of Institute, All Public and Private Universities.
4. Office Copy.

1. President } for information
2. EDA
3. Dr. Amrooz Jalbani
4. Dean CBM/CES/CES P
5. Ms. Farah Habib, OAS JAC

Please note

E. Hussain
23/10/18