

# 1.1

# PhD Student Application Form

Application date:

For Semester:  Fall

spring

Year: -----

Student Name: .....

Tel no: -----

Address: .....

Program: ..... Status:  Part time

Full Time

Proposed Area/Topic of Research:

.....

Sr#	Criteria	Year	Degree/Specialization	University/Institute	Years	Grade	Attached ?
	Intermediate/A-Level						<input type="checkbox"/> Y <input type="checkbox"/> N
1.	Bachelors		1.				<input type="checkbox"/> Y <input type="checkbox"/> N
			2.				<input type="checkbox"/> Y <input type="checkbox"/> N
2.	Masters:		1.				<input type="checkbox"/> Y <input type="checkbox"/> N
			2.				<input type="checkbox"/> Y <input type="checkbox"/> N
	Min 17.5/18 years			Total Years			

### Entry Testing Requirements

3.	GAT General Test <input type="checkbox"/> Y <input type="checkbox"/> N	GAT Subject Test <input type="checkbox"/> Y <input type="checkbox"/> N	Statement of purpose	<input type="checkbox"/> Y <input type="checkbox"/> N
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### Suggested Supervisor

4.	Suggested Supervisor(s)	Designation	Organization	Consent?
1.				<input type="checkbox"/> Y <input type="checkbox"/> N
2.				<input type="checkbox"/> Y <input type="checkbox"/> N

### Letter of Recommendations

5.	Refere	Designation	Organization	Letter?
1.				<input type="checkbox"/> Y <input type="checkbox"/> N
2.				<input type="checkbox"/> Y <input type="checkbox"/> N

### Publications:

Sr#	Title of the paper	Journal	Year	Vol /No
1.				
2.				
3.				

### Employment History:

Sr#	Designat	Organization	From	To
1.				
2.				
3.				

### For Office Use only

Recommended by

Panel Member 1.....

Panel Member 2.....

Panel Member 3.....

Admission's Department

Dean Secretariat

Approved by

OGS \_\_\_\_\_

Rector \_\_\_\_\_

## 1.2

## Credit Transfer Form

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

Student Name: \_\_\_\_\_ Reg. No \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research:  
\_\_\_\_\_

Previous Institute: \_\_\_\_\_ Previous Program:  
\_\_\_\_\_

No. of Courses Passed: \_\_\_\_\_ Passing Semester: \_\_\_\_\_

Previous Qualifications				IoBM Equivalence			Course Matched (Yes/No)
Course code	Course Title	Credit Hours	Grade	Course code	Course Title	Credit Hours	

### Committee:

1. Coordinator/HoD PhD,
2. Dean.
3. OGS

_____
<b>HoD / PhD Coordinator</b>
_____
<b>Admissions Office</b>

_____
<b>Dean</b>
_____
<b>OGS</b>
_____
<b>Rector</b>

### Distribution:

- Student Registration File
- OGS office file
- Examination

# 1.3

# Course Registration Form

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

Student Name: \_\_\_\_\_ Reg. No: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research:  
\_\_\_\_\_

No. of courses passed: \_\_\_\_\_ CGPA: \_\_\_\_\_ Semester applied for: \_\_\_\_\_

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>	<b>Approved</b>

\_\_\_\_\_  
**Admission Department**

\_\_\_\_\_  
**HoD /PhD Coordinator**

\_\_\_\_\_  
**Dean**

\_\_\_\_\_  
**OGS/R**

## 2.1 Supervisor Selection Form

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

Student Name: \_\_\_\_\_ Reg. No.: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research:

\_\_\_\_\_

Research Title:

\_\_\_\_\_

-----

-

### Supervisor/s:

**Supervisor Name:** ..... **Last Degree:** ..... **Designation:**

.....

**Institute:** ..... **Area of Specialization:** ..... **Signature:**

.....

**Co-supervisor Name:** ..... **Last Degree:** ..... **Designation:** .....

**Institute:** ..... **Area of Specialization:** ..... **Signature** .....

\_\_\_\_\_  
**Student's Signature**

*Note : Supervisor's CV should be attached with this form*

\_\_\_\_\_  
**HoD /PhD Coordinator**

\_\_\_\_\_  
**Dean**

\_\_\_\_\_  
**OGS**

### Distribution:

- Rector office
- OGS Office

## 2.2 PhD Students Status & Progress Tracking Form

To be “manually” updated every semester to track and document the changes in the schedule commitments by student

### Personal Details (To be filled by student)

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

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

Reg. No.: \_\_\_\_\_ Program: \_\_\_\_\_ Field of Study:

\_\_\_\_\_

Contact No: (Mobile) \_\_\_\_\_ Permanent:

\_\_\_\_\_

### Previous Qualification:

Bachelor: \_\_\_\_\_ Masters: \_\_\_\_\_ Years of

Qualification: \_\_\_\_\_

Date of Admission / Semester: \_\_\_\_\_ GAT Subject:

\_\_\_\_\_

Full / Part Time: \_\_\_\_\_ Research Group:

\_\_\_\_\_

### Supervisor/s:

Name: .....

Name: .....

Signature: .....

Signature:

.....

### PhD Milestones:

S #	Milestone	Planned Term	Annex #	Remarks	Review-1	Review-2	Review-3	Review-4	Review-5
i	GAT General Test								
ii	Bachelors: Number of Years								
iii	Masters: Number of Years								
iv	HEC criteria for admission fulfilled								
v	GAT Subject Test								
vi	Supervisor								
vii	Co-Supervisor								
1	Comprehensive Exam								
2	Proposal Defense*								
3	Candidacy approved by BASR**								
4	Doctoral Committee			1					
				2					
				3					

5	Dissertation document completed								
6	Dissertation checked against plagiarism								
7	Dissertation evaluated by two foreign experts								
8	Journal Publication in HEC approved Journal								
9	Open Defense								
10	Approval of dissertation by BASR								
11	Submission of dissertation to HEC								

### Courses Registration: Planned Vs Actual

	Course	Planned Term	Actual Term	Fee Paid	Registered	Remarks
1	Readings in Business Research					
2	Multivariate Analysis					
3	Philosophy of Business Management					
4	Replication of Research					
5	Elective-1					
6	Electiv-2					
7	Supervised Research					
8	Supervised Research					
9	Supervised Research					
10	Supervised Research					
11	Supervised Research					
12	Supervised Research					
13	Supervised Research					

Student's Name: .....

Signature: .....

Date:

.....

**Supervisor/s:**

Name: .....

Name: .....

Signature: .....

Signature: .....

**HoD / PhD Coordinator:** .....

**Copy to:**  
Dean  
OG

Allowed after first attempt of Comprehensive Exam

\*\* Case will be *forwarded* to BASR after passing of comprehensive exam & successful proposal defense

## 2.3 HEC Research Student Progress Review Form

(To be filled out by Master/M.Phil. / Ph.D. Research Students on six monthly basis)  
To be submitted by the HoD/Dept. Quality Officer to the QEC

### For Research Student to Complete:

1. Date of admission to the department
2. Date of initiation of research
3. Date of completion of Course work
4. Number of credit hours completed
5. Date of synopsis Defense
6. Cumulative grade point Average (CPGA) secured
7. Please outline details of progress in your research since your last review (including any research publications)
8. Do you have any comments on the level of supervision received?
9. What do you plan to achieve over the next 6 months?
10. Do you have any comments on generic or subject –specialist training you may have received or would like to receive internally and /or externally?
11. Do you have easy access to sophisticated scientific equipment?
12. Do you have sufficient research material/commodities available?

Student Name: .....

Signature and Date:

.....

### Supervisory Committee Comments

(Please comment on benchmark the student's progress against your university's internal and external HEC Quality Criteria for Master/PhD/MPhil Studies)

Supervisor: .....

Signature and Date:

.....

Co-Supervisor: ... ..

Signature and Date:

.....

Co-Supervisor: .....

Signature and Date:

.....

### Head of Department Comments:

Signature: .....

Date:

.....

### Director, Board of Research Studies (or equivalent) Comments:

Signature: .....

Date:

.....

Dean/Director, QEC Action: (including monitoring of Follow-up action) Date \_\_\_\_\_

## 2.4

# Supervisor Change Form

Date: .....

Student Name: \_\_\_\_\_ Reg.No: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research: \_\_\_\_\_

Research Title: \_\_\_\_\_

### Last Supervisor's:

Name: \_\_\_\_\_ Last Degree: \_\_\_\_\_ Designation: \_\_\_\_\_

Institute: \_\_\_\_\_ Signature: -----

### New Supervisor/s:

Supervisor Name: ..... Last Degree: ..... Designation: .....

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

Co-Supervisor Name: ..... Last Degree: ..... Designation: .....

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

\_\_\_\_\_  
**Student's Signature**

*(Note: Supervisor's CV should be attached with this form)*

\_\_\_\_\_  
**HoD / PhD Coordinator**

\_\_\_\_\_  
**Dean**

\_\_\_\_\_  
**OGS**

### 3.2

## Comprehensive Exam Form

Date: _____	
Student Name: _____	Reg. No: _____
Field of Study: _____	Area of Research: _____
No. of Courses Passed: _____	Passing Semester: _____
	_____ Student's Signature

Date Planned: _____	_____ Signature HoD/Dean
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#### For Official Use

*Compressive Committee is requested to prepare comprehensive examination within one week of receipt of this notification and submit it to Examination Department in a sealed envelope.*

\_\_\_\_\_  
HoD / PhD Coordinator

\_\_\_\_\_  
Dean

#### To be filled by Examination Department

*Comprehensive exam will be held on \_\_\_\_\_ at \_\_\_\_\_ in \_\_\_\_\_*  
Date Time Room#

Invigilator: \_\_\_\_\_ Controller of Examination: \_\_\_\_\_

#### To be filled after Comprehensive Examination

#### *Comprehensive Examination*

Date & Time: \_\_\_\_\_ Total Marks: \_\_\_\_\_  
Venue: \_\_\_\_\_ Marks Obtained: \_\_\_\_\_

\_\_\_\_\_  
HoD /PhD Coordinator

\_\_\_\_\_  
Dean

\_\_\_\_\_  
OGS





## 4.4

## Phd Proposal Defense Form

### Student details:

Name: .....

Reg. No: .....

Field of Study: .....

Area of Research: .....

Research Title: .....

Signature: .....

### Supervisors Details:

#### Supervisors 1:

Name: .....

Signature: .....

#### Supervisors 2 (if any)

Name: .....

Signature: .....

### HoD/Phd coordinator

Name: .....

Signature: .....

### To be filled in by Defense Committee Members & Examiner(s)

Observations	Excellent	Good	Average	Below Average	Poor
<p><b>Introduction:</b></p> <p>a. Area of study has relevance to subject and original contribution can be made.</p> <p>b. Student has placed his/her study in the context of previous work in the area</p> <p>c. The purpose of the study is clearly stated</p> <p>Comments: ----- ----- -----</p>					
<p><b>Literature Review:</b></p> <p>a. Well organized and integrated review of literature.</p> <p>b. The student demonstrated a thorough understanding and critical approach to the literature.</p> <p>c. Theoretical framework supported by literature is included</p> <p>d. Hypotheses/Research Questions are appropriate and clearly articulated</p>					

<p><b>Methodology:</b></p> <ol style="list-style-type: none"> <li>a. Research design was appropriate to address hypotheses/research questions</li> <li>b. Sampling: <ul style="list-style-type: none"> <li>• Population</li> <li>• Sampling Method</li> <li>• Sampling size appropriate</li> </ul> </li> <li>c. Student has identified adequate procedures to be used to analyze the data.</li> <li>d. Student adhered to APA guidelines pertaining to ethics, organization, and language</li> </ol> <p>Comments: ----- -----</p>					
<p><b>Research Plan:</b></p> <p>A tentative research plan is available in the report and discussed by student in his/her presentation which shows overall research targets and how researcher would achieve those within given timeframe. For instance, using Gantt Chart (or any other relevant tool) monthly/quarterly/annual research targets should be presented and number of activities completed at each stage of research.</p> <p>Comments: -----</p>					
<p><b>Presentation:</b></p> <ol style="list-style-type: none"> <li>a. Student's presentation material is informative</li> <li>b. Student's answers to questions reflected knowledge of his/her area of study</li> <li>c. Student clearly explained his/her research work and his communication skills are acceptable</li> </ol> <p>Comments: ----- -----</p>					
<p><b>Academic Writing:</b></p> <ol style="list-style-type: none"> <li>a. The report meets PhD level academic writing standards</li> <li>b. Student clearly expressed his/her views when it comes to writing</li> <li>c. The overall quality of report is acceptable and does not require any proof-reading</li> </ol> <p>Comments:</p>					
<p><i>Note: This proposal evaluation form will be filled individually by the relevant panelists and quorum is 3 members out of 4.</i></p>					

**Please Tick the appropriate: (√)**

- Accept the Research Proposal .....
- Accept with minor changes.....
- Accept with major changes.....
- Research Proposal rejected .....

**Time limit for accepting changes:**

**Minor – 2 weeks to 1 month** (to improve after receiving list of comments from panelists/examiners) **Major – 1 to 2 months** (to improve after receiving list of comments from panelists/examiners)

**Rejected** – The research topic needs to be changed/improved further as it is not enough to obtain PhD level qualification through this research work. Please consult with your supervisor to receive guidance.

**Other Comments if any (Please use additional sheet if required):**

.....  
.....  
.....  
.....  
.....  
.....  
.....

**Examiner Name:** -----

**Signature:** -----

**HoD /PhD Coordinator:** -----

**Signature:** -----

**Relevant Dean:** -----

**Signature:** -----

**OGS /Rep:** -----

**Signature:** -----

## 4.5

# PhD Proposal Defense Approval

<b>Date:</b> _____	
<b>Student Name:</b> _____	<b>Registration No:</b> _____
<b>Field of Study:</b> _____	<b>Area of Research:</b> _____
<b>Research Title:</b> _____	
_____	
<b>Supervisor/s:</b>	
<b>Name:</b> .....	<b>Name:</b> .....
<b>Signature:</b> .....	<b>Signature:</b> .....

### For Official Use

<b>The above mentioned student has successfully defended his/her PhD proposal and his/her name is recommended to Board of Advanced Studies &amp; Research for approval.</b>	
<b>Supervisor/s:</b>	
<b>Name:</b> .....	<b>Name:</b> .....
<b>Signature:</b> .....	<b>Signature:</b> .....
_____	_____
<b>HoD / PhD Coordinator</b>	<b>Dean</b>

<i>Approved by Board of Advanced Studies &amp; Research in its meeting held on: .....</i>		
<i>Under the resolution/item no: .....</i>		
_____	_____	_____
<b>Secretary BASR</b>	<b>OGS</b>	<b>Rector</b>

# 5.1

# PhD Supervised Research Log

Student Name: \_\_\_\_\_ Reg. No. \_\_\_\_\_ Registration Year: \_\_\_\_\_  
 Department: \_\_\_\_\_ Area of Research: \_\_\_\_\_  
 Semester: \_\_\_\_\_ Credit Hours Registered in: \_\_\_\_\_

Date & Duration of Meeting	Assignment Details Discussed	Progress (Satisfactory/un-satisfactory)	Signature of Supervisor

**Please Tick the appropriate:** (√) Overall Comments

Satisfactory: .....

Unsatisfactory: .....

\_\_\_\_\_  
**Supervisor/s**

\_\_\_\_\_  
**HoD / PhD Coordinator**

\_\_\_\_\_  
**Dean**

*Note: Supervisor is supposed to have at least 10-12 meetings in a semester and at the end of the semester, this log is supposed to be maintained and submitted to the relevant Program Coordinator and the office of OGS.*

# 6.1

# Publication Details

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

Reg. No.: \_\_\_\_\_

Field of Study: \_\_\_\_\_

Area of Research: \_\_\_\_\_

No. of Courses Passed: \_\_\_\_\_

Passing Semester: \_\_\_\_\_

### Publication Details:

Title of Research Paper	Title of Journal and its category	Year	Volume/Issue

\_\_\_\_\_  
Student's Signature

### For Official Use

*The details of the publications mentioned above are correct and fulfills the HEC's /IoBM's requirements for PhD.*

\_\_\_\_\_  
Supervisor/s

\_\_\_\_\_  
HoD / PhD Coordinator

\_\_\_\_\_  
Dean

## 7.2 PhD Dissertation Evaluation Requisition Form

Student Name: \_\_\_\_\_ Reg. No.: \_\_\_\_\_

Program: \_\_\_\_\_ Field of Study: \_\_\_\_\_ Area of Research: \_\_\_\_\_

Research Title: \_\_\_\_\_

### Supervisor/s:

Name: .....

Name: .....

Signature: .....

Signature: .....

Program Starting Semester: \_\_\_\_\_ Suggested Time Frame: From: \_\_\_\_\_ To: \_\_\_\_\_

Plagiarism Checked through Turnitin

PhD Dissertation document checked/finalized

Copies of finalized PhD Dissertation document submitted to Office of Graduate Studies(OGS)

\_\_\_\_\_  
**HoD/ PhD Coordinator**

### Proposed Evaluators and Examiners to BASR

#### Dissertation Evaluators Full Name and Designations:

(Please use additional sheet for the brief profile of each Evaluator/Examiner. This includes: designation, area of specialization and affiliation (university and country with full address etc.).)

1. ....

2. ....

3. ....

4. ....

5. ....

#### Defense Examiner:

1. ....

2. ....

\_\_\_\_\_  
**Supervisor/s**

\_\_\_\_\_  
**HoD / PhD Coordinator**

\_\_\_\_\_  
**Dean**

\_\_\_\_\_  
**OGS (Office)**

# 1 PhD Dissertation Open Defense (Viva) Form

Student Name: \_\_\_\_\_ Reg. No.: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research: \_\_\_\_\_

Research Title: \_\_\_\_\_

Supervisor/s:  
 Name: ..... Name: .....  
 Signature: ..... Signature: .....

*Note: This part is supposed to be filled by the relevant Head of /PhD Program/ PhD Coordinator or relevant Academic Office.*

## To be filled by the Defense Committee Members (Examiner and Subject Expert separately)

Content	Good	Fair	Poor	General
<b>The abstract</b> 1. It is self-contained and unambiguous, contained statement of problem,				
<b>Introduction:</b> 1. Student made a clear argument for need to conduct research on his/her proposed topic. 2. Scope of student's research study is appropriate for project. 3. Student addressed strengths and limitations of existing literature.				
<b>Literature review</b> 1. Student identified an area of study that has relevance to subject area and in which an original contribution can be made. 2. Student placed his/her study in the context of previous work in the area. 3. Hypotheses / research questions were appropriate and clearly articulated. 4. Student provided a concise, well organized, and integrated review of relevant literature. 5. Supporting literature was provided for hypotheses				
1. <b>Methodology (where applicable)</b> 2. Research design is appropriate to address hypotheses /research questions. 3. Student demonstrated understanding of relevant constructs and variables to be utilized in his/her				

4. Analysis to estimate sample size. 5. Estimated number of participants is appropriate for the study. 6. Description of measures to be used in the study is provided. 7. Relevant forms of reliability and validity studies are provided. 8. Student identified and adequately described proposed statistical procedures to be used to analyze data				
<b>Results (for quantitative study)</b> 1. Provided major findings 2. Results are convincing and support objectives/Research question				
<b>Summary and Conclusion</b> 1. Provided summary or conclusion regarding significance of work 2. Conclusion relates with earlier studies and objectives of the research				

**Please tick (√) the appropriate:**

Student meets the minimum expected level of competency for subject dissertation -----

Student does not meet the minimum expected level of competency for subject dissertation -----

--

**In the view of the above (Please tick (√) the appropriate):**

- The dissertation merits the award of the PhD degree.
  - The dissertation merits the award of PhD degree after minor changes as suggested.
  - The dissertation merits the award of PhD degree after major revision as suggested.
- Please Tick (√) the appropriate, if major changes required:**
- a) Document is supposed to be sent back for re-evaluation after incorporating the major changes suggested.
  - b) Subject expert is authorized to review the changes incorporated
  - The dissertation does not merit the award of PhD degree and is rejected.

**1.Over all Comments in General:**

A. **Major Strengths** (Please specify) .....

.....

.....

.....

B. **Major Weakness** (Please Specify) ...

.....

.....

.....



# 10.1

# PhD Dissertation Defense Certificate

Student Name: \_\_\_\_\_ Reg No: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research: \_\_\_\_\_

Research Title: \_\_\_\_\_

### Supervisor/s:

Name: .....

Name: .....

Signature: .....

Signature: .....

*This is to certify that the above mentioned student has successfully defended his/her PhD dissertation in an open defense and his/her name is recommended to Board of Advanced Studies & Research for approval.*

\_\_\_\_\_  
Supervisor/s

\_\_\_\_\_  
HoD /PhD Coordinator

\_\_\_\_\_  
Dean

\_\_\_\_\_  
OGS

Approved by Board of Advanced Studies & Research in its meeting held on date: .....

With reference to the resolution no/item no .....

Student Name: \_\_\_\_\_ Reg No: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Area of Research: \_\_\_\_\_

Research Title: \_\_\_\_\_

\_\_\_\_\_  
Secretary BASR

\_\_\_\_\_  
Dean

\_\_\_\_\_  
OGS

\_\_\_\_\_  
Rector

## 11.1 List of Recommended External Evaluators and Defense Examiners for BASR

<b>Name of student:</b> <b>Title of thesis/dissertation:</b> <b>Name of supervisor:</b> <b>Degree Program (PhD):</b>	
<b>External evaluator 1</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC Number: Evaluator from Technology Advanced Country as per HEC:	<b>External evaluator 2</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC #: Evaluator from Technology Advanced Country as per HEC:
<b>External evaluator 3</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC #: Evaluator from Technology Advanced Country as per HEC:	<b>External evaluator 4</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC #: Evaluator from Technology Advanced Country as per HEC:
<b>Defense Examiner 2:</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC #:	<b>Defense Examiner 2:</b> Name: Designation Highest Degree: University: Area of Specialization: Postal Address: Email Address: Contact #: Consent sough: CNIC #:

*Note: A brief profile of the Evaluators and Examiners are to be submitted to OGS-Office while sending the names for approval to BASR*

## 12.1 Check list as per HEC Requirements for PhD

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

Student ID: \_\_\_\_\_

Department/College: \_\_\_\_\_

Degree in area: \_\_\_\_\_

<b>Eligibility Criteria for PhD Degree:</b>	
1	A minimum CGPA of 3.00 on a scale of 4.00
2	A Minimum of 18 Years of relevant schooling that corresponds to MS/M. Phil or equivalent degree from HEC recognized institutions in a relevant discipline.(with 06 credit
3	GRE Subject or GAT test conducted by the NTS. A minimum of 60% marks is
4	Passed interview conducted by the Admission Committee.

<b>Program Completion Requirement:</b>	
1	Admission Offer Letter
2	Pre-Requisites (if any) Completed
3	Six graduate level Courses (18 credit hours)
4	Comprehensive Exam <ul style="list-style-type: none"> <li>▪ Date Announced:</li> <li>▪ Formation of Comprehensive committee</li> <li>▪ Comprehensive Test Conducted:</li> <li>▪ Comprehensive test paper (photocopy)</li> <li>▪ Comprehensive Passed</li> </ul>
5	PhD Proposal open Defense <ul style="list-style-type: none"> <li>▪ Request For:</li> <li>▪ MOCK presentation:</li> <li>▪ Proposal Defence Conducted</li> </ul>
6	BASR approval of PhD proposal <ul style="list-style-type: none"> <li>▪ Date of Approval in BASR Meeting.</li> </ul>
7	Completion of 30 credits Hours PhD Dissertation along with semester wise
8	Publication of at least one research paper based on the PhD research in an HEC recognized "X" category journal in case of Sciences and "Y" category in case of Management & Social Sciences. An official acceptance of paper is also acceptable before the
9	Plagiarism checked through Turnitin software and found less than 19% before dissertation
10.	Selection of 02 External Evaluators and 01 Defense Examiner as per HEC requirement and
11.	Inclusion of comments (if any) given by evaluators (certified by the Relevant HoD/Dean if
12.	Open defense of PhD dissertation by External Examiner approval by BASR
13	Finalization of Dissertation in the light of Examiners suggestion (certified by the relevant

14.	Meet other HEC/IoBM requirement like: Plagiarism Undertaking, Certificate of Approval, Notification (Annexure 7.1)	
15.	Approval of Degree by BASR	
16.	Submission of 04 Dissertation copies as per IoBM format.(after completing all	
17.	Submission of 02 soft copies in CD with PDF format	
18.	Submission of PhD Country Directory Performa duly filled and signed	
19.	Degree Completion certificate by the relevant authorities (Annexure 10.1).	
20.	Degree award	

\_\_\_\_\_  
**Supervisor/s**

\_\_\_\_\_  
**HoD /PhD Coordinator**

\_\_\_\_\_  
**Dean**

\_\_\_\_\_  
**OGS**

**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 o-f University)

\_\_\_\_\_ has completed all the requirements for PhD award including fulfillment of PhD quality criteria of HEC and the university. The scholar has become eligible for award of PhD degree in the discipline \_\_\_\_\_ (Name of Subject)/Program \_\_\_\_\_ as per detail given

hereunder:

PhD in _____ (Name of subject/program)			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:

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

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

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

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

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

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

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

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

---

**Signature & stamp**  
**Principal Supervisor**  
**Dated:**

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**Signature & stamp**  
**Controller of Examination**  
**Dated:**

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**Signature & stamp**  
**Office of Graduate Studies**  
**Dated:**

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**Signature & stamp**  
**Rector**  
**Dated:**







