Mountains of the Moon University

Standards and Guidelines for PhD Programs

Revised version

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OVERVIEW

Mountains of the Moon University is a government university and mandated to offer accredited academic Programs by the Uganda National Council for Higher Education. Over the years, the university has offered academic Programs at certificate, Diploma, Bachelors, Postgraduate Diploma and Masters levels. Given that the university is now a government university with improved infrastructural and human resources capacity as well as quality education, it is embarking on offering Programs Doctor of Philosophy (PhD) level.

This document contains guidelines and standards that should guide the initiation and provision of PhD Programs at Mountains of the Moon University.

These guidelines and standards have been developed in consultation with the Uganda National Council for Higher Education benchmarks for postgraduate studies and the Inter university Council of East Africa guidelines and benchmarks for postgraduate courses.

These guidelines stipulate the procedures that should be followed by Mountains of the Moon University in offering PhD Programs from students admission to students graduation.

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DEFINITION OF TERMS

Academic staff: Mean members of the teaching staff of a university or Other Degree Awarding Institution.

Academic year: Means a continuous period of teaching, examination and study organized in a full year mode, semester mode or quarter mode and extending over not less than thirty calendar weeks.

Accreditation: Means public acceptance and recognition of a higher education institutions or programs following a systematic evaluation based on standards of the National Council and or professional bodies. It is the confirmation that the institution or the Program satisfies the minimum criteria or standards for institutional and or academic excellence.

Act: Means the Universities and Other Tertiary Institutions Act, 2001 as amended in 2003 and 2006.

Admission: Means acceptance into a Program of study after meeting the prescribed requirements.

Award: Means degree, diploma or certificate conferred to a person which has been issued by a recognized awarding body, designated in accordance with its own laws or administrative provisions.

Benchmarks: Means standard or set of standards used to assess the quality of a Program or institution. They are the minimum acceptable standards or thresholds to judge the quality of the Program or institution.

Candidate: Means a registered student of an Institution.

Compensation: Means the practice of awarding a pass mark in respect of a failed course by reason of a candidate having passed other courses offered in the same curriculum or Program of study.

Course: Means a single unit of study in a curriculum or Program of study.

Coursework: Means work assigned to and done by a candidate within a givenperiod, which is assessed as an integral part of the Program.

Credit Unit: Means fifteen lecture hours.

Curriculum: Means an organisedProgram of study for a given degree, diploma or certificate award, incorporating all matters such as academic staff requirement, duration of academic Programs, admission requirements, Program content requirements and assessment process requirements.

Department: Means an academic division into which a faculty/school is divided for purposes of teaching, examinations and administration.

Dissertation: Means the documentation of the original research prepared and submitted by the candidate for the award of the degree of the Masters Program by research only or by coursework and research.

Examination: Means the assessment of courses, dissertation or thesis to determine the competence of the candidate.

Exemption: Means recognition of a course or courses done by a student in a prior learning.

Expected Learning Outcomes (ELO): Means statements of what a learner is expected to know, understand or be able to do on completion of a learning process. ELO are normally expressed in terms of knowledge, skills and competences;

External Examiner. Means a qualified person who is not affiliated with the institution and is appointed to assess or evaluate the quality of the examinations, thesis or dissertation;

External Stakeholders. Mean the external parties who have indirect interest in the Program. Examples are alumni, industries, parents, collaborators, fund providers and professional associations.

Faculty: Means an academic division so designated or established under the instruments constituting a university or tertiary institution and it may also mean academic members of staff.

Higher Education: Means a post secondary (Post Advanced-level) course of study or Program leading to the award of a certificate, diploma or degree.

Institute: Means an organisation founded for particular work such as education, promotion of arts or scientific research;

Institution: Means a legally recognized university or Other Degree Awarding Institution.

Internal Examiner: Means a qualified academic staff of an institution or one who is associated with the institution and is appointed to assess or evaluate the quality of the examinations, thesis or dissertation;

Internal Stakeholders: Mean the internal parties who have direct interest in the Program. Examples are university management, supervisors and candidates; ,

Journal: Means a magazine or periodical, published by a specialist or academic or professional body for its members, containing proceedings, transactions, contributions and reports of work carried out in a particular field.

Lecture hour: Means a period of time equivalent to one hour representing one such continuous hour in lecture form, two in tutorial session, three in laboratory practicals and five in farm or similar practice; ,

National Council: Means the National Council for Higher Education established by section 4 of the Act.

Other Degree Awarding Institution: Means such institution as defined in section 2 of the Act, 2001 as amended in 2006.

Program of Study: Means a Program or the prescribed syllabus that students must be taught at each key stage.

Progress Report: Means the periodic submission to the department, faculty, school or any other organ of an institution of a report regarding a candidate's progress; ‚Project Report' means the documentation of the research component prepared and submitted by the candidate pursuing a Masters Degree where the coursework component constitutes at least 75% of the entire load;

Qualification: Means a formal award from an assessment and validation process, which is obtained when a recognized awarding body determines that an individual has achieved, intended learning outcomes to given standards;

Relevant Qualification: Means a qualification obtained from the field related to the Program for which admission is sought. Or a qualification obtained from a Program whose content of training in terms of imparted skills, knowledge and competencies form a good and beneficial foundation for the Program for which admission is sought.

Research: Means an investigative study of any physical, biological or social phenomenon through a systematic approach.

Semester: Means a period of study during an academic year, which consists of two sections lasting seventeen weeks for each section.

School: Means a faculty or a cluster of departments specializing in a particular subject area.

Senate: Means the body responsible for the academic affairs of an Institution;

Supervisor: Means a qualified person appointed by an institution to provide guidance for the research conducted by the candidate.

Syllabus: Means a full description of the content of each course offered in a given Program of study.

Thesis: Means the documentation of the original research prepared and submitted by a candidate for the award of a PhD.

University: Means a public or private institution as defined in Section 2 of the Act.

Viva voce: Means oral defense of the thesis or dissertation.

1. WHAT A DOCTORAL DEGREE IS

The term doctorate comes from the Latin word docere, meaning, "to teach." Historically, a doctorate was awarded as a license to teach in an institution as a member of the faculty. The teaching connotation stems from the need for the faculty member to be an authority and at the forefront of knowledge in the subject area and also be in position to extend the knowledge frontier beyond what is currently known. Nowadays, there are a number of people with doctorates who do not hold academic positions. A doctoral degree therefore qualifies individuals who apply substantial body of knowledge to research, investigate and develop new knowledge, in one or more fields of study/investigation, scholarship or professional practice.

A Doctorate Degree is the highest degree awarded to individuals who have demonstrated a high level of competence in undertaking independent research that results in a significant contribution to the advancement of basic or applied knowledge.

A Doctorate Program should be designed at MMU to train researchers, professionals, and future university lecturers. The Program should:

i.   Enhance knowledge at the most advanced frontier of the discipline or field of study
ii. Provide the learner with the most advanced and specialized skills, techniques and competencies required to solve critical problems in research and / or innovation, and extend and redefine existing knowledge.

A doctorate shall be conferred on individuals who are able to:

i.   Show a systematic comprehension, independent and an indepth understanding of a discipline with a mastery of skills and research processes related to the field of study.
ii. Contribute to the original research that broadens the boundary of knowledge through an in- depth thesis and defense.
iii. Use intellectual independence to think critically, evaluate existing knowledge and ideas, undertake systematic investigations and reflect on theory and practice to generate original knowledge.
iv. Communicate with peers, scholarly communities and society at large concerning the field of expertise.
v.   Demonstrate ability to use technologies and make appropriate innovations.

vi.   Take leadership in the area of expertise in evaluating and making decisions in situations with limited information while considering social responsibilities and related ethics.

2. TYPES OF DOCTORATE DEGREES THAT MOUNTAINS OF THE MOON UNIVERSITY SHALL OFFER

Mountains of the Moon University (MMU) shall offer any of the following three types of Doctorate degrees:

1. Doctor of Philosophy (PhD or DPhil) by research: A Candidate pursuing doctorate degree Programs by research only receive no structured instruction apart from the crosscutting courses. A doctorate by research only is generally suitable for individuals who have completed Masters degrees in recent years and who have already identified the research direction they intend to pursue. Normally, such individuals have been involved heavily in research at a lower level and are desirous to upgrade such research to a doctoral level. Depending on the background, the candidate may be required to attend courses at undergraduate and graduate level, which will expose him/her to the theories, literature and debates in the field. Apart from crosscutting courses, individuals pursuing doctorate degree by research only are not subjected to any other examinations apart from the examination of the thesis and defense.

2. Integrated Doctor of Philosophy by coursework and research: A candidate pursuing a doctoral degree by coursework and research is expected to undertake prescribed courses in the Program of study. These courses are at the highest pinnacle of knowledge and are therefore expected to be advanced, rigorous and intensive. In addition, s/he shall fulfill all thesis and examination requirements. Thesis requirements are the same as those for PhDs by research only. The candidate is expected to spend a minimum period of three years and a maximum period of six years:

3. Doctor of Philosophy by publication or published work: A doctoral degree by publications is where papers based upon the candidate's research form a substantial part of the thesis content. Each published paper constitutes a chapter of the thesis.

Any of these types of degrees shall be executed at MMU or jointly with other universities as stipulated in Section 3.1 of these guidelines.

3. DESIGN AND REVIEW OF PHD DEGREE PROGRAMS AT MMU

Standards

i. The Program design and description should set out the expected standards of the qualification in terms of the knowledge, skill, abilities and attributes of the graduates.

ii. The Program document should inform students and other stakeholders about the full Program content which includes the goal, full curriculum content and quality assurance processes.

iii. It is necessary that every Program embeds quality assurance mechanisms to ensure continuous quality standards.

iv. The curriculum should be able to facilitate a balanced learning process and ensure that learners are able to acquire such cognitive, affective and psychomotor skills that are consistent with the educational goals and aspirations of at least Uganda.

v. Program designers should ensure that the proposed Program is broad-based or integrated, is practical oriented, is diversified, does not compromise the standards of excellence set by the National Council; and contributes to the overall national human resource development and requirements.

Guidelines

i. MMU shall consult and discuss with all relevant internal and external stakeholders when designing the PhD Program.

ii. The Program objectives should reflect the key elements of the outcomes of higher education that are in line with national and international practices.

iii. The Program goals, objectives and learning outcomes should be consistent with the vision and mission of the university.

iv. The Program aims, objectives and learning outcomes should encompass provision for training or support to enable research candidates to acquire skills in problem identification, knowledge analytical problem solving and publication of research outcomes.

v. The Program goals, objectives and learning outcomes should encompass knowledge creation, novelty and innovation.

vi.   A Program should periodically be reviewed in consultation with all relevant stakeholders and should be benchmarked against professional standards and NCHE's Minimum standards for courses of study.

vii. Every Program should be submitted to NCHE for accreditation before the university launches it.

viii. The Uganda NCHE provides that Doctoral Program shall be accredited for a period of 10 years. Re-accreditation shall be done before the end of the eighth year of accreditation.

ix.   For research only doctorates and doctorates by publications, the university shall submit only one Program document for each broad discipline. In determining the broad disciplines, the Program developers should consult with NCHE and other relevant stakeholders.

x.   Programs of taught doctorates and integrated Programs should be submitted to NCHE for accreditation on a case by case basis.

xi.   The University shall specify name of the award, which shall be consistent with the Program name.

xii. The university should undertake self-assessment and peer assessment of the Program at least once before expiry of accreditation period.

xiii. The NCHE provides that the peer team shall be nominated by NCHE at the cost of the institution.

xiv. Every PhD Program document should clearly indicate the following elements:
   a. Program name and corresponding award.
   b. The awarding institution or institutions.
   c. Program rationale
   d. Program description.
   e. Program goals, objectives and learning outcomes.
   f. Admissions requirements.
   g. Program regulations.
   h. Available and proposed human resources including their qualifications names of awarding institutions and year of award.
   i. Infrastructure facilities clearly demarcated for the doctoral studies.
   j. Library and information resources for doctoral studies.
   k. Minimum graduation requirements.
   l. Crosscutting course units.

xv.   If the Program contains taught courses/modules, each course shall show
   a. Details on Course name, course code and credit units.
   b. Brief course description and expected learning outcomes.

c. Detailed course content, mode of delivery and mode of assessment, which should be commensurate with international PhD standards.

d. Study/information resources (equipment, tools, consumables) and available or intended academic staff.

xvi. As part of professional development, every PhD candidate shall be required to teach at least one course unit at undergraduate or at masters level under the guidance of an experienced academic staff.

3.1 Joint and double PhD degrees

Currently, there is increasing collaborations amongst higher education institutions. Such collaborations may extend to recognition of Programs offered in the different institutions and lead to award of PhD degrees recognized by all participating institutions. Such awards may take the form of joint, dual or double degree.

A joint degree at MMU shall be understood as a degree Program offered in collaboration between at least two autonomous degree granting institutions whereby the duration of the Program is jointly supervised and time apportioned between the collaborating institutions. At the completion of the Program the candidate is awarded a single degree certificate issued by all the offering institutions. The award of a joint degree, therefore, should involve a single Program document endorsed by all collaborating institutions that intend to offer the joint PhD Program. The joint program should also be submitted to the Uganda NCHE for approval.

A double degree (sometimes referred to as a dual degree) is when two degrees are awarded individually by collaborating institutions attesting the successful completion of two separate curricula that may overlap in courses taking, with each institution responsible for its own award.

Standards:

i. A joint Program should be jointly developed and offered under collaborative arrangements.

ii. Each awarding institution should be responsible for the academic standards of all awards granted its name as well as ensuring the quality of learning opportunities.

iii. The degree certificate awarded to a joint degree candidate should bear the (content, style, logos) agreed upon by all participating universities and shall be duly signed by the statutory organs of all participating institutions/universities

iv. joint degree programs should be accredited and recognized by the statutory bodies in the respective countries

Guidelines:
i. There should be a written and legally binding memorandum of understanding, agreement or contract setting out the rights and obligations of the parties and signed by the authorized representatives of the awarding institution and partner organization or agent.
ii. Collaborative arrangements should be fully costed and accounted for accurately and fully, according to the MOUs and MOAs.

Note that the Uganda NCHE does not accept any two collaborating universities in Uganda to offer double degrees.

4 ADMISSIONS INTO THE PHD PROGRAMS

4.1 Criteria and Procedures for Admission

Standards:
i. MMU should follow a clear and transparent procedures for admission into each of the offered PhD Programs that are consistently applied and demonstrate equality of opportunity.
ii. MMU should have a clearly articulated criteria and procedures for admission of students and their mobility, which is documented and readily accessible. The criteria should include full financial responsibilities and benefits to the students.
iii. The following shall be considered as minimum requirements for admission into the PhD Program
   a. The admission qualification shall be a relevant Master's degree obtained through thesis/dissertation, and a preliminary research proposal or concept note.
   b. Masters equivalent evidence of prior professional practice or learning that meets the university's criteria and guidelines for recognition of prior learning for the purpose of meeting entry requirements such as the required amount of prior publications or other output specified for applicants for the award of PhD by published work.

c. The admission should meet the minimum admission requirements of the NCHE and professional bodies, where the case applies, and shall not be compromised for the sole purpose of maintaining a desired enrolment.

d. The number of admitted candidates should be consistent with the available resources including human resources.

iv. Specific entry requirements for PhD by research

a. A relevant Master's degree or its equivalent from a higher education institution recognized by NCHE and,

b. A research concept paper that will be reviewed by experts appointed by the institution to establish its clarity, relevancy and suitability.

v. Specific entry requirements for PhD by publication

a. A candidate admitted to a doctoral Program by publications shall have a masters degree or equivalent qualification in a relevant field of study

b. Shall not have a PhD or equivalent qualification.

c. Shall be actively involved in research.

d. Shall apply for admission with at least four peer-reviewed journal articles, book chapters or ranked peer-reviewed conference papers.

e. The papers shall follow a particular thematic area of study and will form a basis for the award of a PhD.

f. Each of the four papers shall have been published within a period of five years.

g. Candidate shall be required to undertake all the prescribed crosscutting courses.

h. The candidate shall be required to give at least four seminar presentations.

i. All publications incorporated into the thesis shall be based on the candidate's own research.

j. A minimum of six (6) papers is required for the award of a doctorate. At least two of the six papers shall have been written at the awarding institution.

k. Evidence of publication or acceptance for publication should be included as an appendix to the thesis).

l. When jointly authored papers are included, the candidate shall be the principal/first author and the contribution of the candidate shall be clearly spelt out and should be endorsed by all other authors.

m. Where several published papers are included, they should be sequential in their presentation of research findings and should conform to the requirements of a doctoral thesis.

vi. Specific entry requirements for PhD by course work and research.
   a. relevant Master's degree or its equivalent from a higher education institution recognized by NCHE.

vii. The specific entry requirements for Joint PhDs
   a. Every applicant will be shortlisted at MMU and the shortlist shared with the partner university with notes on the recommendation made on the shortlist for final approval.
   b. The shortlist will be shared with the partner university accompanied by the research concepts submitted by the applicants.
   c. The jointly approved list will be presented to the MMU University Joint Admission Board (UJAB) for admission.

4.2 Selection process

Standards:

1. The selection for admission into a higher education institution's postgraduate Programs should take into consideration:
   i. The MMU senate regulations and the general entrance requirements.
   ii. Legal requirements and the MMU's policies and guidelines that relate to these requirements.
   iii. Faculty / School and / or Program-specific entry requirements.

2. With regard to research project proposals/concept note, the Faculty / School and the partner university shall consider the:
   i. Degree of fit between the intended field of study and the Faculty / School's research activities.
   ii. Likelihood that the proposed Program of research can be completed within the planned period and submitted for examination within the expected Program duration.
   iii. Capacity of the Faculty / School to offer supervision for the proposed research project, with due regard to experience, track record and workload of the proposed main supervisor and the potential supervisory team.
   iv. Availability of adequate physical and library resources to support the proposed project, and the availability of any specialist training that would be required.

v.   Demands of any sponsoring or collaborating body as regards the terms of the proposed project, including the funding available, any deadline for submission, or time-limited restrictions on the publication of results.

vi.   Ethics implications of the project and ethics approval status where applicable.

Guidelines:

1. The formal offer of admission should include:
    i.   The commencement and end dates of the Program, and mode of study.
    ii.   The name(s) of the main supervisor and where identified, co-supervisors.
    iii.   The proposed title of the research project, or expected area of research.
    iv.   Whether the offer is unconditional or conditional, and where conditional, the conditions of offer should be stated.
    v.   Fee status, tuition-fee level, and any additional costs such as bench fees.
    vi.   The responsibilities and entitlements of research students and the requirements of academic monitoring and progression.

4.3 Research Proposal Development and Relevance

Standard:

1. The PhD research proposal development should follow the MMU guidelines and procedures for research proposal development, submission and criteria for approval of the same.
2. The student research proposal should be developed in consultation with the supervisors in accordance with the Universities regulations.

Guidelines:

1. Each PhD candidate shall be required to submit a research proposal to the Postgraduate/ Faculty / School Committee for interrogation, guidance and approval prior to undertaking the research work.
2. The research proposal development shall be guided by the appointed supervisor(s) of the candidate in accordance with the regulations governing postgraduate training.

4.4 Thesis / Dissertation / Research Report

Standard:

A thesis shall refer to the research undertaken at PhD level. To avoid confusion, other operational definitions as used at MMU are: Dissertation shall refer to research conducted at Masters level and Research report shall refer to research conducted at Bachelor's level.

Guidelines:
1. A student's thesis should be supervised by at least two supervisors who shall have appropriate qualifications in the subject area in focus and its methodology. In case of a joint PhD, the one supervisor shall be selected from each partner institution.
2. The requirements of the thesis should be stipulated and included, but not limited to, the language, word length and format.
3. The thesis should be presented in sections that represent various components that include but are not limited to; the abstract, introduction, literature review, methodology, results, discussions, conclusions, references and appendices.
4. The thesis should be internally and externally examined following the external examination regulations. In case of a joint PhD, the examination guidelines of either institution will take effect.
5. The university shall use an Ant-plagiarism check to curb plagiarism in all scholarly writings, including publications and thesis.
6. An oral presentation *(Viva Voce)* of the thesis should be made to a panel of examiners as per the institution's regulations on Postgraduate training. For joint PhDs, presentation if the *Viva Voce* will take place either at MMU or at the partner university as shall be determined and agreed by the main supervisor.

5 RESEARCHER DEVELOPMENT AND SKILLS TRAINING

Standards:
1. MMU should provide PhD students with generic research skills, professional and transferable skills and career development opportunities.
2. The university should also provide the necessary facilities and equipment, and e-learning resources and platform
3. Faculties should be responsible for delivering and procuring the research skills, methods and techniques that are specific to their disciplines and research context.
4. Faculties should be responsible, through the supervision process, for the identification of the development needs of students under their PhD Programs.

Guidelines:

1. The University shall provide courses for research development and training skills which should include:
    i. Epistemology which is study of knowledge and how it relates justification, belief and truth
    ii. Research Methodology involving general techniques of research proposal development and implementation
    iii. Research ethics involving issues that may affect safety of research subjects with regard to physical, social, political and legal aspects.
    iv. Scholarly writing and publications involving manuscript and article preparation and publication requirements including authorship.
    v. Computer applications in research should cover software and applications that are used for data collection, storage, analysis, data protection and presentation such as MS Excel, SPSS, and STATA among others.
    vi. Use of e-resources and e-platforms in scholarly work.

2. The following are compulsory cross cutting courses as provided by the Uganda NCHE.
    a. Philosophy of Knowledge (Epistemology). This course is expected to cover the nature and scope of knowledge. The course questions what knowledge is and how it can be acquired, and the extent to which knowledge pertinent to any given subject or entity can be acquired. Related courses are the Philosophy of Science and the Philosophy of Social Sciences.
    b. Research Methodology: The aim of this course is to give doctoral students the necessary grounding in quantitative and qualitative paradigm necessary for research. At a doctorate level, this course is not just intended to focus on research methods, but rather on the theoretical analysis of the body of methods and principles associated with a particular branch of knowledge. It should encompass concepts such as paradigm, theoretical and conceptual models, phases and quantitative or qualitative techniques.
    c. Introduction to Institutional Pedagogy. Since most doctorate students end up as institution academic staff upon the completion of their Program, it is important that they are exposed to pedagogical courses as part of their training.
    d. Scholarly Writing and Publication Skills. This course shall be designed to provide PhD candidates with knowledge and practical skills for advanced academic writing and publication of papers, thesis, books and other academic works. The course should covers key aspects in writing and

publishing process of scholarly works including selecting titles, making outlines, drafting, reviewing and editing.

    e.   Computer Applications in Research: This course is intended to introduce students to computer applications that will enable them carry out research effectively. The course content should include formatting of documents, accessing library and information resources, accessing research information from the internet, exposure to general or specialized statistical packages and others.

    f.   Each course in the Program document shall carry no less than two (2) credit units

3. Faculties should make the training and development requirements clear at the beginning of the postgraduate Program as part of their Faculty – based induction. The information should be publicly disseminated to the students and supervisors.

4. As part of the skills training, students should be required to participate in specified workshops, seminars, conferences and other activities, and / or engagement with training at a specified level.

5. As part of their overall development, PhD students may seek teaching opportunities to work as tutors or demonstrators, to co-supervise undergraduate projects, and assess students' work.

6. The university should outline its principles in relation to the recruitment, selection, training, monitoring and remuneration of PhD students engaged in teaching activities.

6 DURATION OF THE PHD PROGRAMS

Standards:

1. The minimum and maximum periods of study for postgraduate Programs for the university should be stipulated in the Policy and Regulations governing Postgraduate training.

2. Students should be expected to complete their postgraduate studies within their period of registered study status.

Guidelines:

1. Duration of study for PhD candidates must be within the timeframe given in Table 1.

Table 1.:   Duration of Study for PhD Programs

Study Mode	Minimum Duration	Maximum Duration
PhD by Publications (full time)	2 years	3 years
Other PhDs (Full-time)	3 years	4 years
Other PhDs (Part-time)	4 years	5 years

2. Students must register at the beginning of their studies and again at the beginning of every academic year.
3. The university's examination guidelines should specify the criteria and procedures for extension of the study duration, where the circumstances for such extension are explicitly given.

7 GOVERNANCE OF PHD PROGRAMS AT MMU

7.1 Rules, Regulations and Code of Conduct for PhD Training

Standards:
1. The university should ensure that regulations for PhD degree Programs are clear and readily available to students and staff. Where appropriate, the regulations should be supplemented by similarly accessible, subject-specific guidelines at the level of the Faculty or Department.
2. The university should ensure that effective arrangements to maintain appropriate academic standards and enhance the quality of PhD Programs are in place.
3. The university should monitor the success of the PhD Programs against appropriate institutional, national, regional and international indicators and targets.

Guidelines:
1. The university regulations governing PhD Programs should cover:
    i.   Requirements for admission to the Programs.
    ii. Procedures for considering claims for research experience and publications that is prior experiential learning, for admission.
    iii. The academic and procedural requirements for particular postgraduate research awards.

    iv.   The requirements for progression, including monitoring and review arrangements for the award and the minimum and maximum periods within which the Program may be completed.

    v.   Assessment methods, requirements and procedures, including the criteria for achieving the award.

    vi.   The institution's procedures for dealing with research misconduct, including plagiarism.

    vii.   Complaints and appeals process.

2. The regulations should be reviewed regularly and updated from time to time, taking into account new developments and innovations

3. The code(s) of practice for PhD Programs should be part of the university's quality assurance mechanisms for assuring the quality and maintaining academic standards of the Programs. Students should be informed as early as possible, and not later than the induction period, about the code of practice in place.

4. The university should annually undertake a monitoring process on their PhD Programs. The process should include:

    i.   Submission and completion times and rates.

    ii.   Pass, referral and fail rates.

    iii.   Withdrawal rates.

    iv.   The number of appeals and complaints, the reasons for them, and how many are upheld.

    v.   Analysis of comments from examiners.

    vi.   Academic staff recruitment profiles.

    vii.   Feedback from research students, employers, sponsors and other external funders.

    viii.   Information on employment destinations and career paths of former students.

7.2 Internal Quality Assurance System (IQAS)

Standard: The University should supports an Internal Quality Assurance System (IQAS) formally established and in force, effectively guaranteeing continuous improvement to the PhD Programs.

Guidelines:

1. The IQAS implemented and revised periodically guarantees the continuous gathering and analysis of relevant information and results to ensure efficient

Program management, with respect to the intended learning outcomes and level of satisfaction among stakeholders.

2. The IQAS facilitates the processes of monitoring, modification and accreditation of the PhD Programs, and guarantees continuous improvement on the basis of analyses of objectives and verifiable data.

3. The implementation of IQAS enables procedures that facilitate the evaluation and quality enhancement in the teaching-learning process.

7.3 Institutional Infrastructural Capacity including e-learning Platforms

Standards:

1. The University should only accept postgraduate students into an environment that provides support for doing and learning about research, and where high quality research is occurring.

2. The university should provide appropriate and adequate facilities, equipment and resources required to support an advanced level of creative and independent scholarship including appropriate training in the process of research undertaking.

3. The university should have in place policies, rules and regulations for using research facilities or limiting access in any way, that are clearly indicated to students on admission to specific PhD Programs.

Guidelines:

1. The available facilities and equipment should be up-to-date, relevant and adequate for the support of a given PhD Program.

2. The type of facilities and equipment required for any given PhD Program should be dictated by the nature of the PhD Program.

3. Memoranda of Agreements should be put in place for facilities and equipment sourced from other institutions for the support of the PhD Program.

4. The University should provide adequate and accessible library resources relevant to the specific PhD Program, including appropriate approved use of inter-library loans system, and relevant information technology resources including e-resources, intra and internet, and where appropriate an E-learning platform for supporting communication, research and skills training.

7.4 Human Resource

Standard: The academic staff in the teaching-learning role are adequate and qualified, compliant with the nature of the PhD Program and the number of students.

Guidelines:
1. The academic staff for the PhD Program possess the academic qualifications required for the PhD degree Program and accredit sufficient experience and teaching, and research skills. The academic staff for teaching and supervision for:
    i. Doctorate Programs: shall have relevant doctorate degree with at least 3 years teaching experience and evidence of research inclination through individual research, supervision and involvement in peer reviewed publications.
2. The academic staff are sufficient and have the necessary dedication to attend to their functions and satisfy students' needs.
3. The academic staff keep abreast to current issues and development in their field of expertise to enhance their competencies and ensure an adequate teaching-learning process.
4. The Higher Education Institution implements her policies on recruitment, monitoring and staff development for the improvement of the teaching and research qualifications of the academic staff.

7.5 Intellectual Property Rights, Research Ethics, Innovations, Patents, & Publications

Standards:
1. The university should implement its policies, practices and requirements with respect to intellectual property rights (IPR) and confidentiality of information that are made clear to applicants and to any third party. The policies, practices and requirements are aligned to the National IPR policies and requirements of National Research Councils, other funding and professional bodies.
2. The university should be committed to ensuring that all research activity conducted by staff and students adheres to published guidelines on good practice and employ appropriate and ethically sound methodologies, in accordance with established national guidelines.

Guidelines:
1. The University should follow the written rules and agreements for the assumption of responsibility for protecting, developing and / or exploiting IPR generated from research work by its staff and students, including patenting, licensing and marketing of the research results.

2. At the beginning of each academic session, introductory training on research ethics should be provided to all new PhD students, where attendance is compulsory to ensure all students are familiar with the generic issues involved.
3. Departments / Faculties should assess the ethical implications of student research projects at the beginning of the PhD Program of study and review them regularly as part of their monitoring procedures, in accordance with the national requirements.
4. A candidate may publish the whole or part of the work produced during the candidate's period of registration, prior to its submission as a whole, or as part of a thesis provided that in the published work it is not stated anywhere that it is in consideration for a higher degree. Such published work may later be incorporated in the thesis for examination.
5. Publications of research work should be done in an appropriate manner through peer reviewed journals and authorship rights should be adhered to.
6. Patent registrations should be guided by university policy and the laws of Uganda or host country through the relevant organizations.
7. Innovations should be propelled by the university by providing thematic areas aligned to the country's research policy, ensuring equal, fair and appropriate graduate funding, and facilitating dissemination of research outcomes both locally and internationally.

8 ROLE OF POSTGRADUATE DIRECTORATE

8.1 The Committee of Postgraduate Studies

Standards:
1. The university's Committee of Postgraduate Studies (CPS) should oversees the work of Faculties / Departments / Institutes, and institutional committees with responsibilities for postgraduate training.
2. The Dean / Director of postgraduate studies shall be the Chairperson of CPS, and be responsible for coordinating and supporting the development and implementation of strategies and policies on postgraduate training.
3. Each Faculty should have a Postgraduate Studies Committee (PSC) whose chairperson shall be the Dean of the Faculty. The Committee shall manage and support all PhD students registered in the Faculty in accordance with the university's regulations.

Guidelines:

1. The CPS shall be responsible for postgraduate student development within the university as a whole, and also have a coordinating role on:
    i. Development and implementation of policies, and regulations on PhD matters.
    ii. The admission process and award of scholarships that come through the university.
    iii. Provision of facilities for PhD students.
    iv. Monitoring of academic progress of PhD students.
    v. Appointment of supervisors and examiners.
    vi. Facilitating Viva Voce workshops on regular basis.
    vii. Overseeing the administrative arrangements for viva voce examinations.
2. The Director works in consultation with the PSCs.

8.2 Supervision and Examination

8.2.1 Appointment of Supervisors

Standards:
1. The university should appoint supervisors who have appropriate skills and subject knowledge to support, encourage and monitor postgraduate students effectively.
2. Each student should have a minimum of two supervisors. The main supervisor shall normally be part of a supervisory team and one clearly identified point of contact for the student.
3. The university should monitor the performance of supervisors.
4. The University's criteria for the appointment of supervisors which should be made public.
5. Normally the main supervisor should have:
    i. A PhD or appropriate professional expertise and be a full-time permanent member of the academic staff at the institution, with at least four publications in the relevant area of research study.
    ii. Relevant and recent research expertise in the proposed topic area of the study.
6. The co-supervisor(s) shall normally:
    i. Have a PhD or appropriate professional expertise and be active in research/development in the broadly defined discipline or field of study.
    ii. Be a full-time permanent member of the academic staff at the institution, or from a collaborating institution or organization.

7.	The university should ensure that the responsibilities of all PhD student supervisors are clearly communicated, through written guidance, to supervisors and students.

8.	The university should ensure that the quality of supervision is not put at risk as a result of an excessive workload assigned to individual supervisors.

Guidelines:

1.	The University ensures that students are easily able to contact their supervisors for advice and guidance throughout their study Program to facilitate the students' success.

2.	The supervisory team may include: other supervisors and research staff in the subject, a departmental adviser to postgraduate students, a faculty postgraduate tutor, and / or other individuals in similar roles.

3.	At least one member of a student's advisory team shall be currently engaged in research in the relevant discipline(s), ensuring that the direction and monitoring of the student's progress is informed by up-to-date subject knowledge and research developments.

4.	MMU shall have its own staff guidance on the minimum frequency of contact advisable between PhD students and their supervisors, as well as procedures for dealing with extensions and suspensions of study.

5.	In appointing supervisors, the university shall take cognizance and be guided by the overall workload of the individual, including teaching, research, administration and other responsibilities such as external examining duties and other professional commitments.

8.2.2 Appointment of Examiners of Theses / Dissertations

Standards:

1.	The university shall explicitly follow the MMU Graduate studies policy and regulations governing the nomination, appointment and termination of external examiners for assessment of theses and dissertations.

2.	Each candidate undertaking research shall be examined by at least two examiners, of whom at least one must be an external examiner.

Guidelines:

1.	All examiners shall normally hold a PhD and have been engaged in appropriate research or equivalent scholarly activity for a number of years as evidenced by their submitted Curriculum Vitae.

2. An external examiner shall not be from an industry or other organization that has an involvement, whether direct or indirect, with the student's research.
3. The recommendation for the appointment of examiners shall be initiated by the student lead supervisor and approved by the Committee of the Faculty approved by the Director of the University Board of Postgraduate Studies.

8.3 Departmental Doctoral Committees

Standard:

The university shall explicitly follow its policy and regulations governing the nomination, appointment of Doctoral committees.

Guidelines:

1. The Chairman/head of the Department shall appoint a Doctoral committee composed of minimum of four faculty members.
2. The Dctoral committee shall and not be limited to:
    i. Scrutinize applications for admission in consultation with the national accreditation bodies and recommend accordingly.
    ii. Approve the topic and title of the students' research projects.
    iii. Receive reports from the supervisor and advice the Director of the Postgraduate School.
    iv. Evaluate the thesis and determine if the candidate is ready to take an examination.
    v. Recommend students for graduation.

8. 5 Supervision and Feedback Mechanisms

8.5.1 Responsibilities of Supervisors

Standards:

Before agreeing to supervise a PhD student, supervisors shall satisfy themselves that:
   a) They have the necessary knowledge and expertise to supervise the project which the student wishes to undertake.
   b) The project is appropriate for the level of degree and can reasonably be undertaken with the resources available and within the required time-scale.
   c) They are confident, as far as is possible, that the student is capable of undertaking the project successfully.
   d) A supervisor shall not supervise at any one time:

i. More than four PhD students.
ii. More than three PhD students and two Masters' students.
iii. More than two PhD students and four Masters' students.
iv. More than one PhD student and six Masters' students.

Guidelines:
1. All supervisors shall provide appropriate technical advice and guidance, to enable their students to choose and embark onappropriate research theme
2. Supervisors shall train candidates to work independently
3. Supervisors shall assist candidates in developing an appropriate, coherent and relevant research proposal.
4. Supervisors shall be sensitive to the diverse needs of individual students and the support required in different circumstances.
5. Supervisors shall support and monitor the student's progress through a research plan, a planned schedule of meetings and formal contacts, therefore avoid wastage of time and resources
6. Supervisors shall ensure timely reporting of student progress.
7. Supervisors shall propose a temporary supervisor to the Head of Department in case of his/her unavailability for a period of two consecutive months or more.
8. Supervisors shall ensure that the thesis is reviewed critically and on a continuous basis till completion with acceptable standards for the degree to be awarded.
9. Supervisors shall ensure student work is free from plagiarism. Students and supervisors are encouraged to use anti-plagiarism software to check their work.
10. At the end of research, Supervisors shall advise and guide candidates in the process of writing the thesis/dissertation and not writing it for the student.
11. Supervisors shall recommend potential thesis external examiners to the Head of Department
12. Supervisors shall help in the revision of the thesis/dissertation as recommended by the examiners committee and *viva voce* panel and finally certify the error free version for submission.
13. Supervisors shall not engage in corrupt deals which may lead to termination of their services or prosecution.
14. Supervisors shall ensure that staff -student relations remain professional and should there arise complaints of any form of harassment including sexual, ethnic discrimination, bullying or any other, the supervision shall be terminated.

8.5.3 Responsibilities of Postgraduate Student (Supervisee)

Guidelines:
The responsibilities of postgraduate students shall include to:
1. Act as a responsible member of the institution's academic community in a professional, mature manner.
2. Adhere to the university's rules and regulation in terms of health and safety, intellectual property rights, unfair practice and ethical research guidelines.
3. Attend coursework, lectures, examinations and develop concept note, or research proposal
4. Prepare thesis, manuscripts and publications and provide progress reports regularly to the supervisor and graduate school
5. Develop; in consultation with the supervisor, an agreed work schedule.
6. Identify own training and developmental needs, and communicate these to the supervisor, and ensuring they meet the university's requirements for training and skills development.
7. Communicate research findings as appropriate to others in the academic community, as appropriate both orally and in writing in accordance with the rules and expectations of the Program.
8. Present the ultimate research findings before panel of examiners to qualify for degree award

8.5.4 Feedback Mechanisms

Standards:
1. The university should have in place a mechanisms to collect, review and where appropriate, respond to feedback from all concerned with PhD Programs.
2. The university should make arrangements for feedback to be considered openly and constructively and for the results to be communicated appropriately.

Guidelines:
1. The university will establish and operate feedback procedures that are as representative as possible of the views of all stakeholders.
2. Feedback mechanisms shall include:
    i. Current PhD students.
    ii. Supervisors, review panels and internal examiners.
    iii. Research administrators.

iv. External parties, including external examiners, sponsors, collaborating organizations, employers and alumni.

3. Feedback mechanisms should enable students to provide confidential views when they deem it necessary.

4. Information on action taken in response to feedback should be made easily and availed promptly to the parties concerned.

8.5.5 Monitoring of Postgraduate Training and Supervision

Standards:

1. The university should follow documented mechanisms that are clearly spelt out for monitoring and supporting student progress, which should be disseminated to all PhD students and relevant staff.

2. The university should put in place clearly defined mechanisms for formal reviews of student progress.

3. The university should provide guidance to students, supervisors and others involved in progress monitoring and review process about the importance of keeping appropriate records of the outcomes of meetings and related activities.

Guidelines:

1. Both student and supervisor(s) from the beginning of the Program, shall agree in writing on:
    i. The minimum frequency of scheduled meetings between student and supervisor or supervisory team, and the purpose of such meetings.
    ii. Guidance on the nature and style of the student / supervisor interaction, including discussions about academic and personal progress.

2. A periodic progress report should be completed and signed by the student and submitted to the Dean / Director BPS through the main Supervisor with an appropriate informed recommendation for decision on the student's performance.

3. The BPS shall have the mandate of reviewing the recommendations of the supervisors in consultation with the PSCs, based on Faculty / School's progression criteria and agreed targets of the student.

4. Both supervisors and students shall keep copies of records of supervisory meetings.

8.6 Ethical Issues and Confidentiality
Standard:

The university shall follow its existing policies and procedures for dealing with research misconduct, including ethical issues, confidentiality and plagiarism.

Guidelines:
1. Supervisors shall advise the student on issues relating to IPR, confidentiality, unacceptable academic practice and plagiarism.
2. Draft work submitted to supervisors by the student and the thesis should be subjected to a plagiarism test during the monitoring process, and before submission to examiners.

8.7 Examination Rules and Regulations

Standards:
1. A University shall put in place criteria and procedures for assessing PhD degrees that enable it to define its academic standards and the achievements of its graduates.
2. The criteria used to assess PhD degrees shall be clear and readily available to the students, staff and examiners.
3. PhD degrees final assessment procedures shall be clear and operated rigorously, fairly, and consistently. They shall include input from an external examiner and be carried out within three months upon submission of the final thesis.
4. Assessment procedures should be communicated clearly to postgraduate students, supervisors and examiners.

Guidelines:
1. A candidate shall be examined on the basis of an appropriate body of work and an oral examination *(Viva Voce)*.
2. At least two examiners shall be appointed for purpose of assessment, one of whom is external to the University.
3. None of the supervisors of the candidate shall be appointed as an examiner.
4. Examiners shall be required to submit separate independent written reports before the viva and a joint report after it.

8.8 Oral Examinations (Viva Voce)
Standards:
1. The University shall have regulations and procedures governing oral examinations.

2. The University shall publish guidelines on the administration of oral examinations.
3. The members of the examining board shall consist of:
    i. The Chairperson, who is the Dean of the Faculty / School or his / her appointee where the Dean is a supervisor.
    ii. The internal and external examiners.
    iii. The supervisor(s), who shall be in attendance.
4. The written thesis shall be examined orally, and also based on the submitted independent written reports of the examiners, forming an integral part of the examination for the PhD award.
5. The examiners' reports are confidential to the Postgraduate Studies Committee and shall not normally be disclosed to the candidate or supervisor (s) prior to the defense.
6. The examining board shall produce a joint report and determine whether the thesis meets the institution's criteria for the award of the degree. The decision is relayed to the candidate informally immediately after the viva, and an interim report on the results provided.
7. The university shall comply to appropriate procedures for complaints and appeals.

Guidelines:

The joint examiners' recommendations may be as follows, that:
1. The candidate be awarded the degree.
2. The candidate be awarded the degree, subject to the specified minor (typographical) corrections being completed to the satisfaction of the internal examiner. A report demonstrating that the particular changes were satisfactory, must be submitted to the Director Postgraduate Studies by the internal examiner.
3. The candidate be awarded the degree, subject to corrections being completed to the satisfaction of the internal examiner, and submission done within three months of the viva. A report demonstrating that the particular changes were satisfactory, must be submitted to the Director Postgraduate Studies by the internal examiner.
4. The candidate be requested to re-submit specifying the areas requiring attention and suggested time limit. Submission done within 9 months.
5. The re-submitted thesis be re-examined and the candidate be subjected to further oral examination.
6. No degree award be granted. The candidate automatically fails.

9 CAPACITY BUILDING

9.1 Supervisor Training

Standard:
1. Supervisors shall be trained and inducted on
   i. Supervisory skills,
   ii. Regulatory, Quality systems and Ethics
2. The university shall put in place an induction Program to be undertaken by all supervisors at the beginning of each academic year.

Guidelines:
Supervisor training may specifically focus on key areas including;
1. Feasibility, planning, execution and progress of the student's Program of research.
2. Probity and conduct of postgraduate research.
3. Periodically retraining or retooling the technical mastery of soft skills.
4. Institutional policies, rules and regulations Regulatory and quality assurance requirements for postgraduate research Program undertaking.
5. Generic learning outcomes for PhD postgraduate Programs.
6. Effective monitoring and evaluation of research projects.
7. Research ethics and intellectual property rights in research.
8. Supervisor – supervisee relationship and bonding
9. Conflict resolution at the workplace.

9.2 PhD STUDENTS' INDUCTION

Standard:
The PhD students shall be inducted on:
   i. Institutional policies rules and regulations concerning postgraduate training
   ii. Their roles and responsibilities during the study period

Guidelines:
The PhD students' induction Program shall include:
   i. An introduction to the Faculty / School's portfolio research activities, infrastructure and facilities.
   ii. Relevant health and safety requirements.
   iii. Information on supervision and the monitoring of academic progress.

iv. The university arrangements for communication and feedback with students.

v. University, Faculty / School's policy for researcher development and skills training, and opportunities available including research seminars and support for workshops and conferences.

9.3 Mentorship

Standard:

The university shall put in place guidelines for mentorship and a clearly designed mentorship Program to be undertaken by all PhD students. The mentorship Program shall include a series of career development (non-academic) resources designed to:

i. Strengthen research skills.

ii. Strengthen leadership skills.

iii. Enhance visibility and networking.

Guidelines:

1. PhD students shall be required to attend specific elements of the researcher development Program appropriate to their specific postgraduate Program in consultation with their supervisor(s).

2. Faculties / Schools shall identify suitable mentors at the level of Senior Lecturers and above holding PhDs, who shall induct PhD students in their jurisdiction in the mentorship Program.

10 STUDENT WORKLOAD, CREDIT ACCUMULATION AND TRANSFER

10.1 Student Workload

Standard:

In estimating the PhD student's, the University shall consider the total time needed by students in order to achieve the desired learning outcomes.

Guideline:

The learning activities of PhD students may vary from Program to Program. The following guidelines are provided:

i.   Modules with lectures only shall have one credit equivalent to fifteen contact hours.

ii.   Modules with laboratory work only shall have one credit equivalent to forty five hours of laboratory work.

iii.   Modules combining lectures and laboratory work shall have one credit being equivalent to ten hours of lectures and fifteen hours of laboratory work.

10.2 Validity of Credits

Standards:

1. Credits to be transferred from another university to MMU shall be time bound in accordance with the existing qualifications framework.
2. If MMU is the granting University shall own at least 60% of the total core credits required for graduation.

Guidelines:

1. Credit transfer shall apply to formal study for a given Program completed within the last five years.
2. Longer validity period of credits for transfer may be considered for specific qualifications on a case by case basis upon application.

10.3 Credit Accumulation and Transfer

Standard:

Accumulation and transfer shall be accepted for purposes of student mobility and recognition of prior learning.

Guidelines:

1. Credit transfers shall only be accepted from accredited Higher Education Institutions and Programs in line with existing qualifications frameworks.
2. Credit transfer of a maximum of 40% of the total credit hours of the core courses for similar Programs at the same level may be permitted.

10.4 Minimum Credits for Award

Standards:

1. MMU shall comply and align the PhD Program credits with Quality assurance framework, given as 10 notional hours of learning time for the achievement of the Program's specific learning outcomes.
2. The minimum number of credits required for award of PhD Programs at MMU shall be aligned to the Uganda National Council for Higher Education Quality Assurance Framework for Postgraduate courses.

Guidelines:

1. Doctorate (PhD) shall be 540 credit hours.

11 DISSEMINATION OF RESEARCH FINDINGS

Standards:
1. The University shall follow the regulations governing dissemination of research findings
2. The university should implement the guidelines and timeframes for the postgraduate students' participation in public colloquium and seminars
3. The university shall facilitate the participation of PhD students in national, regional and international conferences related to their areas of study or research development skills
4. The university is obliged to share relevant research outcomes with the stakeholders the scientific community
5. The university shall ensure that her PhD researchers engage the code of good practice when publishing their research findings.
6. To fulfill the requirements for the award of a PhD, in addition to preparing a thesis, a candidate shall publish peer reviewed papers in refereed journals that are internationally recognized.

Guidelines:
1. Supervisors shall assist students to identify and plan for conferences, workshops, scientific colloquia and seminars at least once per year to share their research findings
2. The university shall facilitate PhD students in participation and presentation of their research findings in conferences, workshops and scientific colloquium.
3. PhD students shall be required to publish in internationally recognized journals in consultation with their supervisors in the course of their studies, where:

      i.   Doctorate students shall publish at least two papers to qualify for graduation.

4. The university shall organise community forums, meetings to share the research findings where appropriate and according to the proposal agreement, with outside stakeholders.

12 THESIS /DISSERTATION REPOSITORY

Standards:

1. The university shall develop rules and regulations for access of its repository materials in line with national research, innovation, property rights and ethic policies.
2. The university shall have a thesis repository centre either a section library for hard copy or e-theses repository where soft copy can be available to the public in accordance to the institutions rules and regulations.
3. Upon successful completion by a PhD student, the department / institute responsible shall ensure that the fully corrected thesis presented in accordance with the institution's rules and regulations, either an electronic copy or hard copy, whichever is deemed appropriate shall be sent for repository to the University library.

Guideline:

PhD students are expected to deposit their dissertation and thesis in the repository upon completion of their studies, subject to the institutional guidelines and national policies on innovations, patents and property rights.

13 COMPLAINTS AND APPEALS

Standards:

1. The University shall have in place conflict resolution procedures for dealing with complaints and appeals. The procedures are fair, clear to all, robust and are applied consistently. The acceptable grounds for complaints and appeals are clearly defined, and easily accessible.
2. Academic appeals and complaints procedures are conducted in a timely and fair manner in accordance to the university's rules and regulations.
3. The University ensures that appropriate action is taken following an appeal or complaint.

4. The University monitors and evaluates the effectiveness of their appeals and complaints procedures, and reflects on the outcomes of those procedures for enhancement purposes.

Guidelines:
1. The university should have separate procedures for investigating and considering complaints, appeals and disciplinary action.
2. The university should ensure that suitable briefing and support is provided for all staff and students involved in handling or supporting complaints and appeals.
3. Complaints and appeals are settled through School / Faculty /and Board of Postgraduate Studies procedures.
4. In exceptional circumstances, appeals may proceed to the University Senate, Council and further to the National Council for Higher Education in accordance with the policies, rules and regulations handling higher education.

14 WITHHOLDING OR REVOCATION OF A DEGREE

Standard:

The university has the authority to withhold or revoke a degree in accordance to clearly stipulated policies, rules and regulations that are publicly disseminated.

Guidelines:
1. The university may withhold a degree for:
    i. Academic reasons such as failing grades or academic dishonesty.
    ii. Non-academic reasons such as failure to pay tuition or other stipulated fees.
    iii. Social misconduct that the institution disapproves.
2. The university may revoke a degree in the event that a case is brought after graduation and there is substantial evidence, for actions that occurred before graduation but were unknown at the time that:
    3. The holder of the degree plagiarized his / her thesis or dissertation.

15 REVOCATION OF PHD TITLE

Standard:

The university shall have the authority to revoke the PhD title granted to a graduate of the institution in accordance with its well articulated policy that is in public domain and widely disseminated.

Guideline:

The university shall revoke the PhD title to its holder in cases of strong violation against the rules of "Good Scientific or Professional Practice".