

Rules and Regulations Pertaining to the Upgrade of Degree Status: M.Phil. to Ph.D.

(w.e.f. 01-09-2015)

Students, who are interested in upgrading their degree status from M.Phil. to Ph.D., should follow the guidelines and fulfill the requirements given below.

1. The student should have completed at least one year of research on full-time basis (or two years of research on part-time basis) in the M.Phil. programme. The duration is counted from the date of registration.
2. The student should have submitted all progress reports at the time of the request.
3. The student should submit the following to be considered for the upgrade:
 - Letter of request to the Director/PGIS through the Principal Supervisor.
 - Completed application form (available at the PGIS or downloaded from the PGIS website).
 - One page summary of M.Phil. work completed and proposed Ph.D. work (6 copies)
 - Research proposal highlighting M.Phil. work already completed, remaining M.Phil. work to be completed, new research proposed for Ph.D. and time schedule. This is the most important part and limit to 8 pages (Times New Roman, Font size 12, 1.5 line spacing) (6 copies)
 - A letter of recommendation of the Principal Supervisor.
4. The student should provide evidence of strong research output/potential to be adjudged by the panel of examiners. Publications in refereed journals and abstracts of presentations made at conferences can be considered as evidence.
5. After preliminary screening, the Board of Study shall arrange an oral examination for the student at the PGIS. The student is required to make a 20 min presentation based on his/her research findings, and what is expected to achieve in the PhD programme. The evaluation panel of the oral examination shall be,
 - The Chairperson of the relevant Board of Study (If the Chairperson is a supervisor, the Director shall nominate a suitable person.),
 - The Chairperson of another Board of Study recommended by the Coordinating Committee,
 - Three experts in the relevant discipline recommended by the relevant Board of Study.

Note: Supervisors of the student may be present at the oral examination as observers.

6. The recommendation of the evaluation panel shall then be forwarded to the Coordinating Committee through the relevant Board of Study.

Application for Upgrading Degree Status: M.Phil. to Ph.D.

Name (with initials):

Registration number:

Board of Study:

Title of the Ph.D. Research Project:

Name of the Principal Supervisor:

- Names of other supervisors:**
- 1.
 - 2.
 - 3.

Name of undergraduate degree (with subjects):

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Name of University which awarded the undergraduate degree:

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Details of publications:

- 1. Name of publication:
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- Names of authors (in the same order as given in the publication)
-
- Name of journal:
- Year of publication/submission:
- 2. Name of publication:
-
- Names of authors (in the same order as given in the publication)
-
- Name of journal:
- Year of publication/submission:

Note: Attach copies of publications/manuscripts.

Details of abstracts presented at conferences/symposia:

- 1. Title of presentation:
.....
Names of authors (in the same order as given in the publication)
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Name of conference/symposium:
Date of conference/symposium:
Place of conference/symposium:
- 2. Name of presentation:
.....
Names of authors (in the same order as given in the publication)
.....
Name of conference/symposium:
Date of conference/symposium:
Place of conference/symposium:

Additional information in support of application

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- Note: 1. Attach copies of abstracts presented.
2. Attach additional documents, if any, in support of application.

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Signature Date

Recommendation of Principal Supervisor

I wish to recommend the upgrade of degree status of from
M.Phil. to Ph.D.

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Name and Signature Date