

# **General Regulations for the Degree of Doctor of Philosophy (Ph.D)**

## **Introduction:**

The Degree of Doctor of philosophy may be offered by the Faculties, Institutes and Schools in accordance with these and any other special approved by Senate.

## **Registration:**

1. Candidates must register as full time or part-time students before proceeding to the Degree of Doctor of Philosophy in accordance with these and any other special regulations applicable to the relevant Faculty, Institute or School.
2. A candidate applying for registration for Ph.D must have previously obtained a Master Degree of this University or an equivalent qualification as the Board of the Graduate College may approve.
3. For admission as a candidate for the Ph.D degree, a person must submit evidence of adequate training and ability to undertake the proposed course and research

## **Procedure:**

1. Each applicant for registration for the Ph.D Degree must complete the prescribed application form and submit it to the Registrar of the Graduate College.
2. Applicants for a Ph.D Degree, who are not graduated of the University of Khartoum, or members of the staff of the University of Khartoum, shall be required to submit the names of two referees who are, or have been acquainted with the candidate's work and/or experience.
3. Acceptance as a candidate for the Ph.D. Degree shall be subject to the resolution of the Board of the Graduate College, on recommendation from the Faculty Research Board or other post-Graduate Boards, after the proposed Supervisor or Supervisors, the Dean of the Faculty, the Director of the Institute and the head of the department concerned have certified their willingness to accept the candidate.
4. Registration will lapse if the student does not commence his course of study within three months from the date of registration. The student is required to notify the Registrar in writing that he has commenced his studies within the period specified above.

## **Course of Study:**

1. A candidate for the Ph.D Degree must pursue an approved course of advanced study and research extending for a period of not less than two calendar years (three calendar years for part-time students).
2. No student will be allowed to continue with his registration after the lapse of five calendar years (six years for part-time students). In special cases, the Board of the Graduate College may approve the extension of the period. In all cases applications for extension should be submitted by the student through the supervisor and Faculty Research Board or other equivalent boards at least three months before the expiry date of registration.

3. . Study must be pursued continuously, except by special permission of the Board of the Graduate College.
4. The student must be prepared to pursue his studies in the University during the ordinary terms and at such times as his supervisor may require.
5. A student, who is employed must inform the University of the nature of his employment at the time of his application for registration. Any change of occupation during a course must be notified to the Dean of the Graduate College through the Supervisor.
6. A student, the nature of whose study requires absence from the University may apply to the Graduate College through his supervisor, the Head of Department, the Faculty Research Board or other Post Graduate Boards for approval. The period of absence should not exceed NINE months provided that the student keeps in contact with his supervisor.
7. The Supervisor shall submit annually a report on the work of any candidate placed under him for the information of the Graduate College. A candidate whose work is unsatisfactory may be required to terminate his course.

**Transfer of Registration:**

1. Transfer of registration from a Master Degree to a Ph.D. may be approved by the Board of the Graduate College as special case.
2. A candidate may apply for transfer of registration from the Master Degree to the Ph.D. Degree; such application must be submitted during the second year of registration. The candidate may be granted retrospective registration of his previous work for not more than one calendar year.
3. A candidate registered for the Ph.D. Degree, may be permitted to change his registration to the Master Degree provided that he has not already spent two calendar years on his studies. On registering for the Master Degree, Ph.D registration will lapse and his registration for the Master degree will be deemed to have started from the date of registration for the Ph.D.
4. Application for transfer of registration under Article (16), (17) and (18) shall be considered by the Board of the Graduate College after receipt of a recommendation from the Supervisor, the Department, the Faculty Research Board and other Post-Graduate Boards concerned. The Board of the Graduate College shall approve transfer if it was satisfied that circumstances warrant this change.

**Thesis:**

1. The student must submit the field of study at the time of registration for approval by the Board of the Graduate College. The field of study may be changed within NINE months of the date of registration. The title of the thesis should be submitted within six months from the date of registration. The title of the thesis may be changed. However, the candidate will not be permitted to change the title of the thesis later than twelve months before the date of submission of the thesis.
2. After completing his course of study and research every candidate must submit a thesis which must comply with the following conditions:

- a. The thesis must be written in either Arabic or English. In special cases, the use of other languages, if deemed necessary, may be approved by the Graduate College Board at the time of registration.
  - b. The greater portion of the work submitted therein must have been done subsequent to the registration of the student as a candidate for the Ph.D Degree.
  - c. It must form a distinct contribution to knowledge of the subject and afford evidence of originality shown either by the discovery of new facts or by the exercise of independent critical and/or analytical powers.
  - d. The literary presentation must be satisfactory, and suitable for publication, either as submitted or in an abridged form.
3. The thesis must consist of the candidate's own account of his research indicating in what respects his investigation appear to him to advance the study of the subject. The thesis may describe work done in conjunction with the candidate's supervisor provided that the candidate clearly states his personal share in the investigation.
  4. The candidate should prepare EIGHT copies of a short abstract of the thesis in both Arabic and English of not more than one thousand words.
  5. Every candidate will be required to present to the Registrar of the Graduate College in printed matter (5) FIVE bound copies of the thesis and (5) FIVE copies of the abstract. The registrar shall send one copy to each examiner and retain the additional copies for further distribution. The examiners are required to return such copies with their reports.

On successful award, the Registrar of the Graduate College should send:

- a. One copy to the University Library.
- b. One copy to Graduate College Library.
- c. One copy to the department.
- d. One copy the Sudan Library
- g. One copy to the supervisor.

The registrar shall retain one copy of any thesis which is rejected or referred and return the rest to the candidate.

6. If a successful candidate publishes his thesis or part thereof, the approval of the Ph.D. Degree of the University of Khartoum must be mentioned in an appropriate place.

**Examination:**

(To be read with the Post-Graduate Degrees examination regulations)

1. Applications to enter for the examination must be made by the supervisor on the appropriate entry form at least three months before the date of examination.
2.
  - a. For the purposes of the oral, practical or written examination held in connection with his thesis, the candidate will present himself at such a place as the University may direct and upon such a day or days as shall be notified to him.

