

**CPS/REG16/V2/R1**

Ver.- Rev.: 02- 01

Eff. Date:

**CENTRE FOR POSTGRADUATE STUDIES**

**APPLICATION FOR UPGRADING FROM MASTER OF HUMAN SCIENCES (MHS) AND MASTER OF SCIENCE (MSc.) TO DOCTOR OF PHILOSOPHY (PhD)**

**Semester**  **Session  / **

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| INSTRUCTIONS **A. To Candidate:**   1. **To determine your eligibility for upgrading your Master of Human Sciences (MHS) and Master of Science (MSc.) to that of Doctor of Philosophy (PhD), you must ensure that you have fulfilled/attached the followings. Please tick (/) the relevant boxes.** 2. Completed two regular semesters 3. Abstract (not more than 300 words) 4. A concise overview of the research should include the following: 5. Brief description of the research problem, its background and   relationship to the existing scholarship.   1. Research aims, questions or hypotheses 2. Sources of data, procedures for its collection and techniques of analysis 3. Extended summary of progress and expected results 4. Plans for completion and an indication why you believe the work will   be of a Doctoral standard   1. Supporting documents (if necessary)   **2**. **Please complete Section A and include the item i, ii, iii and iv before submitted to the Head of Department of your Kulliyyah/Institute.**  **B. Head of Department:**  Please submit the duly completed form to the Deputy Dean (Research & Postgraduate) of your Kulliyyah/Institute  **C. To Deputy Dean (Research & Postgraduate) of the Kulliyyah/Institute**   1. Kindly advice the Kulliyyah Postgraduate Committee (KPGC) 2. To form Evaluation Panel which should consists of a supervisor and two other members in the relevant field of whom may be from outside the University. 3. The KPGC must arrange for a student a defense session with the Panel and each members must write a report on the student’s performance, as well as the suitability of the research for a PhD programme 4. The application and reports must be discussed by the Kulliyyah’s Postgraduate Committee   ii. Its recommendations should be endorsed by the Senate through the Dean, Centre for Postgraduate Studies.  *Please complete the (CPS/adm04) form if you have any changes in your personal particulars (such as e-mail address & mobile phone number)*  ***NOTE:*** |

**SECTION A : TO BE COMPLETED BY THE CANDIDATE**

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| 1. Name: | 2. Matric No.: |
| 3. Programme: | 4. Tel. No.: |
| 5. Title of Thesis/Research | |
| 6. Name of Supervisor: | |
| 7. Name of Co-Supervisor: | |

**SECTION B : TO BE COMPLETED BY THE HEAD OF DEPARTMENT (IF RELEVANT)**

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| Recommended Not Recommended  Signature and Official Stamp Date |

**SECTION C : TO BE COMPLETED BY THE EVALUATION PANEL**

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| Recommended Not Recommended  Signature and Official Stamp Date  Chairperson of Evaluation Panel |
| Name of Panelist 1: |
| Signature and Official Stamp Date |
| Name of Panelist 2: |
| Signature and Official Stamp Date |

**SECTION D : TO BE COMPLETED BY THE DEPUTY DEAN (POSTGRADUATE & RESEARCH)**

**KULLIYYAH / INSTITUTE**

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| Decision of the Kulliyyah’s Postgraduate Committee:  Recommended Not Recommended  Signature and Official Stamp Date |

**OFFICE USE (CENTRE FOR POSTGRADUATE STUDIES)**

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| **DATE RECIEVED** | **ACTION/REMARKS** |
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