

Ordinance for the Degree of Doctor of Philosophy (Effective from 01.07.2012)

1. Degree to be Offered

The degree of Doctor of Philosophy, hereinafter referred to as PhD will be offered by the Bangladesh Agricultural University (BAU), Mymensingh in the following departments.

Anatomy and Histology, Microbiology & Hygiene, Medicine, Pathology, Parasitology, Pharmacology, Physiology, Surgery & Obstetrics.

Agronomy, Agricultural Chemistry, Agricultural Extension Education, Agroforestry, Biochemistry & Molecular Biology, Biotechnology, Crop Botany, Entomology, Environmental Science, Genetics & Plant Breeding, Horticulture, Plant Pathology, Soil Science, Seed Science & Technology.

Animal Breeding & Genetics, Animal Nutrition, Animal Science, Dairy Science, Poultry Science.

Agricultural Economics, Agribusiness and Marketing, Agricultural Finance, Agricultural Statistics.

Farm Power & Machinery, Farm Structure & Environmental Engineering, Food Technology & Rural Industry, Irrigation & Water Management.

Aquaculture, Fisheries Biology & Genetics, Fisheries Management, Fisheries Technology.

In addition, PhD degree shall be offered in such departments as may be approved by the university.

2. Admission

2.1 Eligibility

An applicant for admission to a course of studies for the PhD degree shall possess at least one 1st class/Grade B in either Bachelor degree or Masters degree with thesis from this university having at least Second Class/Grade B⁻ or an equivalent degree from any other university recognized by CASR, and at least one year experience in teaching/research/extension with one publication. However, requirement of the 1st class may be relaxed to 2nd class if an applicant possesses a minimum of five years experience in research/teaching/extension with at least three publications in recognized scientific journals. An applicant having 1st class with distinction either in Bachelor or Masters Degree (A⁺/GPA=4) is eligible for admission into PhD course without any experience and publication.

2.2 Procedure for application

Application for admission shall be made in the prescribed form obtainable from and submitted to the Coordinator, CASR. Those who are in employment must submit their application through proper channel.

2.3 Time schedule

The academic year shall be counted from the date of admission and the maximum period allowed for the submission of Ph.D. dissertation shall ordinarily be four years from the date of admission. A candidate shall be eligible to get admission into PhD course normally in the month of **April and October**. But in special requirement of **Funding Authority** the time of admission procedure may be considered.

2.4 Admission committee

The eligibility of the applicant for admission shall be examined by an Admission Committee on the basis of the applicant's academic and professional background, research experience, objectives of the proposed dissertation work, proficiency in English language and performance in the interview.

The Admission Committee shall consist of :

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| i) Coordinator, CASR | -- Chairman |
| ii) Proposed Supervisor | -- Member |
| iii) Chairman of the Relevant Board of Studies | -- Member |
| iv) One Expert | -- Member |

(to be nominated by the Vice-Chancellor)

After receiving the panel of not less than three experts from the Head of the relevant Departments., the Coordinator shall initiate action towards obtaining the Vice-Chancellor's nomination for formation of the Committee. If the Admission Committee finds the applicant deficient in any subject(s) relevant to the proposed field of research, it may recommend course(s) and refer this matter to the Supervisory Committee mentioned hereinafter under Section 3.1. The Supervisory Committee shall certify to the Coordinator that the student has

covered these deficiencies within a period of three years from the date of admission failing which the admission to the Ph.D. course will stand cancelled.

2.5 Foreign student

A foreign student seeking admission to the Ph.D. course shall submit application through the respective government agencies to the CASR with a certificate of proficiency in English language and letters of recommendation from two referees for admission. The admission shall be processed as per section 2.4 .

Foreign students and Bangladeshi students residing abroad may be exempted from appearing before the Admission Committee for an interview.

2.6 Enrolment :

An applicant selected for admission to the Ph.D. course will be enrolled upon recommendations of the Admission Committee approved by CASR and on payment of prescribed fees. The applicant shall get enrolled in the Ph.D. course within three months from the date of approval by the CASR.

3. Programme of studies

3.1 Supervisory committee

A student admitted to the Ph.D. course shall work under the guidance of a Supervisor recognized by the CASR. The CASR shall also approve the Supervisory Committee proposed by the Supervisor in consultation with the Head of the Department within three months from the date of enrolment of the student. The Supervisory Committee may consist of three members :-

- i) Supervisor -- Chairman
- ii) Co-supervisor -- Member
- iii) one member if necessary
for the research may be from
within or outside the dept. -- (optional member)

The members of the Supervisory Committee shall be chosen from amongst the supervisors recognized by the CASR. The Supervisory Committee shall review the progress of research work of the student and send the progress report annually to the Coordinator, CASR through the Head of the Department.

3.2 Residential requirement

A Ph.D. student shall undertake a programme of study for a minimum period of two years as a resident student at this University. The student who is in employment must take at least two years leave from the respective employer to work as resident student. The period of this residential requirement will be recommended by the Supervisory Committee and approved by the CASR within three months from the date of admission. The residential requirement may be met in an Educational/Research Institute recognized by BAU for the purpose on recommendation of the Supervisory Committee and approved by the CASR.

3.3 Dissertation proposal

A Ph.D. student shall submit a dissertation proposal through the Supervisory Committee and the Head of the Department for approval ordinarily within one year from the date of enrolment as per proforma obtainable from the office of the Coordinator, CASR. The CASR will accord approval ordinarily within three months from the date of receipt of the dissertation proposal. Submission of dissertation proposal should normally be proceeded by a seminar presented by the student and organized by the Head of relevant Department.

4. Ph.D. examination

4.1 Examination entry form

A PhD student shall submit the Examination Entry Form, duly filled in, to the Controller of Examinations through Head of the relevant Department and the Coordinator, CASR and shall pay the prescribed fee for Ph.D. Examination before submission of the dissertation.

4.2 Submission of dissertation

A candidate shall be eligible to submit the dissertation for the award of the degree of Doctor of Philosophy after 3 (three) years but normally not later than 4(four) years from the date of enrolment. Before submission of dissertation the candidate will publish at least one Research Paper from his/her PhD research work during research period in peer reviewed journal or any national/international journal governed by active editorial board and published by recognised professional publisher society/ organization/ institution. The candidate shall prepare the dissertation and submit four copies of dissertation in temporary bound form to the relevant head of the department for onward transmission to the Chairman, Examination Committee for further necessary action.

Any candidate failing to submit dissertation within the specified time for reasons satisfactory to the Supervisory Committee and the Coordinator, CASR, may be allowed one more year for submission of the dissertation. But if a candidate fails to submit the dissertation within the total period of 5 (five) years from the date of enrolment, the enrollment shall automatically stand cancelled.

If, however, a candidate fails to submit the dissertation for reasons beyond his/her control, the candidate may apply for readmission with recommendation of the Supervisory Committee and the CASR may consider the case for re-admission. In such case, the candidate shall submit the dissertation within one year from the date of cancellation of admission with the privilege of carrying over the past research work, provided that other academic requirements for the Ph.D. degree course are fulfilled by the candidate. If the candidate fails to submit the dissertation within that period, the admission of the candidate shall stand cancelled automatically and no further re-admission will be allowed.

4.3 Examination committee

There shall be an examination committee for examining reports of the dissertation examiners and for conducting the viva-voce examination. The relevant board of studies (BOS) will nominate the chairman of the examination committee ordinarily from amongst the professors of the department who are recognized by CASR to act as supervisors for PhD students. The committee shall comprise of :

- i) Chairman - (to be nominated by the relevant BOS)
- ii) Supervisor of the candidate - Member
- iii) Chairman of the relevant board of studies - Member
- iv) One of the dissertation examiners(**One of the examiner from in-country**) - Member
to be nominated by the examination committee
- v) One member to be nominated by the Coordinator, CASR - Member

Controller of examination will issue appointment letters to the members after obtaining approval of the Vice-chancellor through the Coordinator, CASR.

4.4 Appointment of dissertation examiners

The appointment of Dissertation Examiners of a student shall be made after two years but normally not later than three years from the date of admission. The relevant Board of Studies shall recommend a panel of 6 (six) Examiners (with address), of which at least two shall be from foreign Universities / Institutes, to the Coordinator, CASR. After having obtained the panel of Dissertation examiners from the Coordinator, CASR, the Vice-Chancellor shall accord approval of the three Examiners, including one from foreign University/ Institute. The panel shall not include members of the Supervisory Committee of the candidate. Having received the approval of Dissertation Examiners from the Vice-Chancellor, the Coordinator, CASR, will send the final panel of Examiners to the Controller of Examination. The Controller of Examinations will make final contact with the examiners and get their consent. If any examiner fails to respond within three month after receiving information from the controller of examination office, then the controller of examination shall contact the next member from the panel for further necessary action. The controller of examination will then send the final list of the examiners to the Chairman of the Examination Committee with the intimation of the Coordinator, CASR.

4.5 Examination of dissertation

The Head of the Department will forward the dissertations to the Chairman of the Examination Committee, and the Chairman shall then send three copies of dissertation to the three Examiners.

4.6 Viva-voce examination

The examination Committee shall examine the reports of the Dissertation Examiners. If any correction and/or modification of any part of the dissertation based on the Examiners report is necessary, the Committee will instruct the candidate to make the correction or modification accordingly. The

committee shall ensure incorporation of necessary corrections and modifications and submission of the dissertation to the chairman of the Examination Committee in triplicate within the period specified by the Examination Committee before holding the Viva-voce Examination.

If the reports of at least two of the Examiners are found satisfactory, the Chairman of the Examination Committee shall fix a date for Viva-voce Examination of the candidate under intimation to the Coordinator, CASR, and the Controller of Examinations. On satisfactory completion of the Viva-voce Examination, the Examination Committee with consent from majority of the members shall recommend the candidate to the CASR for award of the Ph.D. degree with all the relevant papers and a final bound copy of the dissertation. The Chairman of the Examination Committee will forward one bound copy of the dissertation to the library and another bound copy of the same to the relevant Head of the Department for preservation.

4.7 Re-submission of dissertation

If the reports of at least one of the thesis examiners is satisfactory, the candidate shall be given a chance to re-submit the dissertation within six months from the date of notification by the examination committee. Thereafter, the procedure as stated under Section 4.5 and Section 4.6 shall be followed.

4.8 Second viva-voce examination

If the performance of the candidate in the first Viva-voce examination is unsatisfactory, the candidate may be allowed to appear at the second Viva-voce Examination within a period of 3 (three) months from the date of first Viva-voce Examination.

4.9 Award of the degree

After considering the report of the examination committee, the CASR shall forward its recommendations to the Academic Council and on the recommendation of the Academic Council, the degree shall finally be awarded to the candidate by the Syndicate.

5. Anything not covered by this Ordinance may be referred to the Academic Council through the CASR for decision.