

Sukkur IBA University

Merit-Quality-Excellence



Academic Rules Master's and PhD Programs

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1. Postgraduate Programs at Sukkur IBA University

Sukkur IBA University offers Master of Science/ Master of Engineering/ Master of Education (MS/ME/M.Phil) programs at Masters level i.e. 18 years of educational qualification after completing 16 years of education in relevant fields. Following are the specific Master level programs being currently offered by the university,

1. Master of Science Computer Science
2. Master of Science Software Engineering
3. Master of Science in Management Science
4. Master of Science in Mathematics
5. Master of Engineering in Electronics and Communication Engineering
6. Master of Engineering in Renewable Energy Systems
7. Master of Electrical Engineering
8. M.Phil in Education

Similarly, following three programs are offered at Doctorate level,

1. PhD Management Sciences
2. PhD Computer Science
3. PhD Mathematics (NOC in process)

2. Admission Criteria (Master's Program)

Admission in Sukkur IBA University's Masters Programs (18 Years Qualification) is purely based on merit with following parameters,

- a) Academic Eligibility
- b) Performance in Entrance Exam (SIBA Testing Service (STS)/NTS-GAT General Test/Any other test recognized by admission committee of the university)
- c) Interview Performance
- d) Essay Writing

a) Academic Eligibility

16-years of education with four years bachelor degree (B.E / BSc/B.A/BBA) (min 130 credit hours) after HSSC/ F.A / FSC/ Grade 12 equivalent in any of the following subjects with minimum 50% or 2.2 CGPA score from any HEC recognized university/institution,

Program	Bachelor Degree Requirement
Computer Science	<ul style="list-style-type: none"> • Computer Science • Computer Engineering • Software Engineering • Telecommunication Engineering • Electrical Engineering • Electronic Engineering • Information Technology • Any other field of study decided by admission committee
Management Sciences	<ul style="list-style-type: none"> • Bachelor of Business Administration • Any other relevant field, to be decided by the admission committee
MS Mathematics	<ul style="list-style-type: none"> • 16-years of education with four years bachelor degree in any relevant field (min 130 credit hours) after HSSC/ F.A / FSC/ Grade 12 equivalent in any subject with minimum 50% or 2.2 CGPA score from any HEC recognized university/institution • In some cases, where candidates have 2- years Bachelor Degree and 2-3 years Master's Degree (equivalent to 16 years Bachelor Degree), the decision about eligibility would be taken by the admission committee after assessing transcript of the candidates.
M.Phil Education	<ul style="list-style-type: none"> • 16-years of education with four years bachelor degree (min 130 credit hours) after HSSC/ F.A / FSC/ Grade 12 equivalent in any subject with minimum 50% or 2.2 CGPA score and B.Ed/M.Ed degree with minimum 60% marks or 2.2 CGPA in annual examination from any HEC recognized university/institution • In some cases, where candidates have 2- years Bachelor Degree and 2-3 years Master's Degree (equivalent to 16 years Bachelor Degree), the decision about eligibility would be taken by the admission committee after assessing transcript of the candidates.

ME Electronics and Communication Engineering ME Electrical Engineering	<ul style="list-style-type: none"> • B.E / BSc. In Electrical Engineering • B.E / BSc. In Electronics Engineering • B.E / BSc. In Telecommunication Engineering • Any other relevant field to be decided by admission committee
ME Renewable Energy	<ul style="list-style-type: none"> • B.E / BSc. In Electrical Engineering • B.E / BSc. In Electronics Engineering • B.E / BSc. In Telecommunication Engineering • BE /BSc. Energy System Engineering • Any other relevant field

b) Performance in Entrance Exam (SIBA Testing Service (STS)/NTS-GAT General Test/Any other test recognized by admission committee of the university)

After checking the academic eligibility of the candidate, i.e. checking relevancy of the bachelor degree, the next requirement is clearance of Entrance Exam for Master’s Program. The candidates have to pass either entrance exam conducted by Sukkur IBA University with minimum 50% score or produce a valid score card from any other testing service recognized by Sukkur IBA University. Presently,

1. Sukkur IBA Testing Service (STS) General-GAT test
2. National Testing Service’s (NTS) General-GAT test
3. International General-GRE by ETS

are accepted for admission in Master’s programs.

c) Interview Performance

After determining the qualification eligibility and meeting minimum GAT score criteria, candidate would be called for an Interview. The interview panel would consist of Faculty Members from the relevant fields and assess candidates’ suitability for the admission. The interview usually lasts for 10-20 minutes.

d) Essay Wring

Any research degree requires intensive writing therefore in order to gauge candidate’s writing skills, he/she would be asked to write an essay on the selected topics assigned by the interview panel. The topic may be from current affairs, daily life or any other aspect of the field.

Following is the scorecard for the admission in Masters Programs at Sukkur IBA University,

Category	Weightage (in %)
GAT (General) NTS/STS/International GRE)	50
Interview	25
Essay Score	25

Appendix #1 is complete admission rubric that would be used for candidate suitability assessment for admission in Master's program of Sukkur IBA University.

3. Admission Criteria (PhD Program)

The academic eligibility of securing admission at Sukkur IBA PhD program is mentioned below,

18-years of education with four years bachelor degree (B.E / BSc/B.A/BBA) (min 130 credit hours) and two years' Master degree with minimum six credit hours thesis work with minimum 3.0 CGPA in Masters degree from any HEC recognized university/institution,

Program	Masters Degree Requirement
PhD Computer Science	<ul style="list-style-type: none">• Computer Science• Computer Engineering• Software Engineering• Information Technology• Any other field of study decided by admission committee
PhD Management Sciences	<ul style="list-style-type: none">• Master of Science Management Sciences• Master of Business Administration• Any other relevant field, to be decided by the admission committee
PhD Mathematics	<ul style="list-style-type: none">• MS in Mathematics• Any other relevant field, to be decided by the admission committee

Admission in Sukkur IBA University's Doctorate Programs is purely based on merit with following parameters,

- a) Performance in Entrance Exam (SIBA Testing Service (STS) (Subject)/NTS-GAT Subject Test/ETS GRE-Subject)
- b) Interview Performance
- c) Research Proposal

a. Performance in Entrance Exam (SIBA Testing Service STS/ NTS GAT General Test)

After checking the academic eligibility of the candidate, i.e. checking relevancy of the bachelor degree, the next requirement is clearance of Entrance Exam for Doctorate Program. The candidates have to pass either entrance exam conducted by Sukkur IBA University with minimum 60% score or produce a valid score card from any other testing service recognized by Sukkur IBA University. Presently,

1. Sukkur IBA Testing Service (STS) Subject test
2. National Testing Service's (NTS) Subject test
3. International Subject-GRE by ETS

Are accepted for admission in Doctorate programs.

b. Interview Performance

After determining the qualification eligibility and meeting minimum GAT-subject score criteria, candidate would be called for an Interview. The interview panel would consist of Faculty Members from the relevant fields and assess candidates' suitability for the admission. The interview usually lasts for 10-20 minutes.

c. Research Proposal

Candidate must submit a research proposal with admission form, which indicates the research aptitude of the applicant. A research proposal would contain around 500-1000 words outlining the research that candidate is intended to carry out during his/her PhD degree. A PhD research proposal should include research title, abstract, problem background, research impact and references section.

Following is the scorecard for the admission in Masters Programs at Sukkur IBA University,

Category	Weightage (in %)
GAT (Subject) NTS/STS/International GRE)	50
Interview	25
Research Proposal	25

Appendix #2 is complete admission rubric that would be used for candidate suitability assessment for admission in PhD programs of Sukkur IBA University.

4. Assessment Policy (Master's Program)

Any Master's degree at Sukkur IBA University can be earned after completing a minimum of 33-39 credit hours with 9 credit hours of Theses work and 24-30 credit hours of course work, depending on different programs requirement. Following is distribution of credits.

Category of Area	Credit Hours
Course Work	24-30
Theses	9
Total Credit Hours	39

Further division of courses in core, elective etc. categories would be defined in program specific documents by the field experts and program faculty.

Scholars' performance is assessed through a system of testing spread over the entire period of their studies. The assessment in MS/M.Phil/ME program includes following assessments,

- Course Assessment

- Thesis Assessment

4.1 Course Assessment

The distribution of the marks is based on following criteria,

Category	Distribution of Marks out of 100
Mid Term	20%
Sessional	40%
Final Term	40%

The sessional marks are defined by the course teacher at the start of course through course outlines. These may include class tests, home assignment, class participation, research project or any other aspect of the course that contributes towards learning in the course.

Following grading policy is applied to evaluate a student's academic performance,

Grade	Percentage/Marks	Grade Points
A	93-100	4.00
A-	87-92	3.67
B+	82-86	3.33
B	77-81	3.00
B-	72-76	2.67
C+	68-71	2.33
C	64-67	2.00
C-	60-63	1.67
Fail	Below 60	0.00

A Cumulative Grade Point Average (CGPA) is computed at the end of the semester based on following formula,

$CGPA = \frac{\text{Sum of (Credit Hours of all Courses X Grade Points Earned in Course)}}{\text{Sum of Credit Hours of all Course}}$

Following rules would be applied before promotion of scholar from to the next semester,

Dropout Policy

- The minimum requirement at the end of each semester is CGPA 2.2 or above.
- In case any scholar secures CGPA above 2.0 but less than 2.2, he/she would be kept on first probation with the condition to improve CGPA above or equal to 2.2 in next semester.
- After the first probation, in case scholar does not improve the CGPA i.e. to attain a minimum CGPA of 2.2, he/she would be dropped from the program.
- At any stage, if scholar fails to maintain CGPA less than 2.0 he/she would be dropped out.

Course Repetition Policy

- If a scholar secures Fail grade in a course but maintains the minimum CGPA of 2.2, he/she would be allowed to repeat the course for any number of times as long as he/she still meets the maximum time

period requirements for the respective degree programs i.e. four years for Master programs and six years for doctorate programs.

- A scholar would also be allowed to repeat a course in case he/she needs to improve the grade for overall CGPA improvement

4.2 Thesis Assessment (Master's Programs)

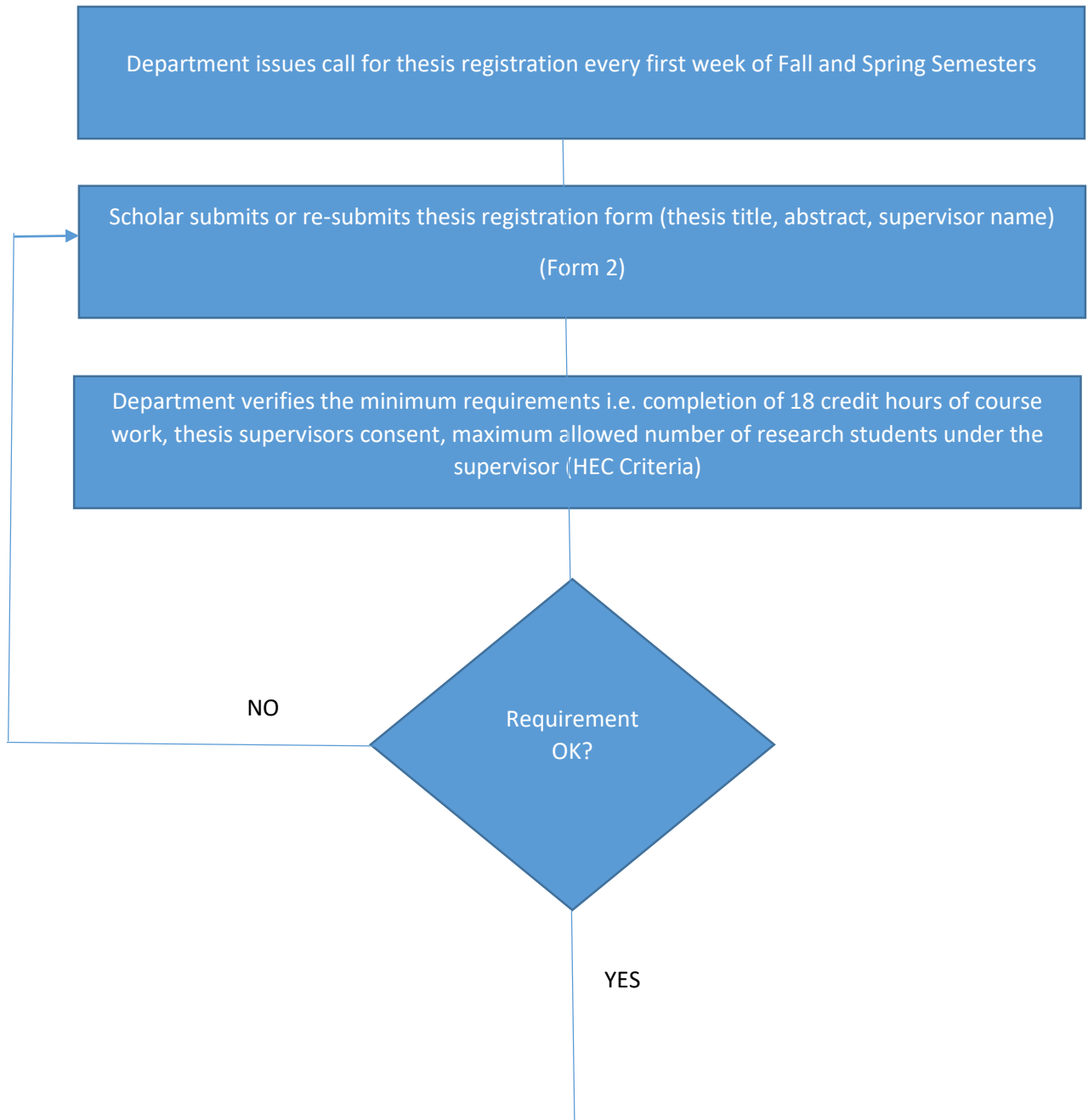
Completing a thesis of 09 credits is a mandatory requirement for all the Master's degree programs in case a scholar opts for MS with thesis option, however in MS with Course Work option, a scholar will have to complete 9 credit hours of additional course work in lieu of thesis.

Thesis Objective

The basic objectives of any thesis in the Master/Doctorate program are,

- To develop scholars' scientific aptitude toward problem solving
- To make them independent life-long learner
- To develop scientific questions and answer them through scientific observation, experimentation, analysis and results backed by scientific data

Master thesis comprises of 09 credits and corresponds to one year of full-time work after earning a minimum of 18 credits of course work at Sukkur IBA University. Flow diagram in Figure 2 shows different stages of thesis process at Sukkur IBA University,



Department notifies abstract acceptance and scholar starts work to prepare thesis proposal (Form 3) and submits within two months of abstract acceptance

Department formulates a thesis committee and sends the thesis proposal to the committee for review and schedules proposal defense within 15 days of submission of proposal by scholar
(Rubric 3 to be used by the committee to evaluate the proposal)

Department Shares Committee Feedback and Scholar Starts work in light of feedback to re-submit with next batch

NO

Proposal Successfully Defended?

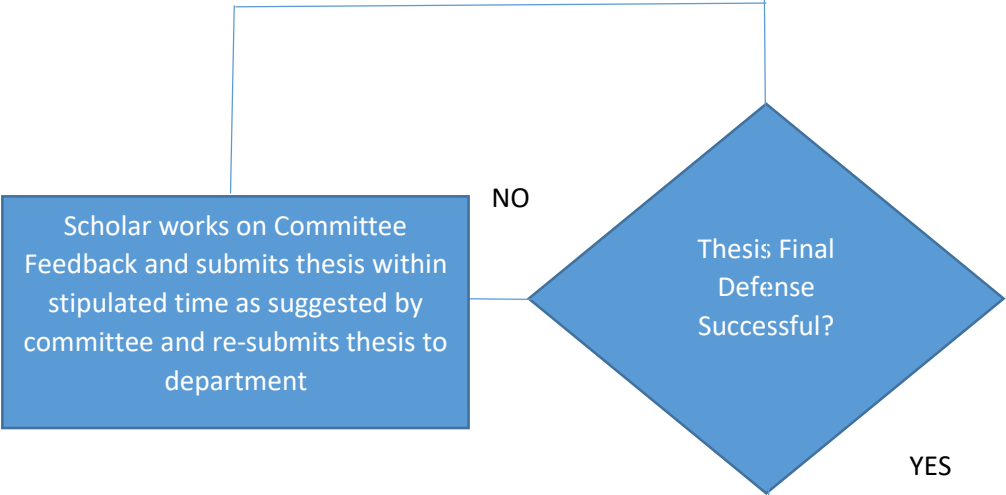
YES

Scholar starts work on thesis and submits thesis document (Form 4) and all attachments (executable software, prototype, research instruments etc) to the department within four months of proposal acceptance

Department formulates thesis evaluation committee as per policy, send thesis for evaluation to internal and external examiners and shares feedback with Doctoral Committee within 2-4 weeks' time (Rubric 4: Thesis Evaluation Form)

Scholar implements the feedback given by committee and external and submits thesis within 7-15 days

Department schedules thesis defense within 15 days of submission of thesis by scholar and evaluation is done on Rubric 5



Degree Thesis Requirement Completed

5. Assessment Policy (PhD Programs at Sukkur IBA University)

Any Doctorate degree program at Sukkur IBA University can be earned after completing a minimum of 54 credit hours with 30 credit hours of Theses work and 24 hours of course work. The award of PhD degree at Sukkur IBA University is subject to approval of Board of Advance Studies and Research (BASR). After all requirements are completed, the case for the award must be presented and approved by BASR before award of the degree. The case submission for the degree award would be carried out by Controller of Examination.

Following is distribution of credits for PhD program at Sukkur IBA University,

Category of Area	Credit Hours
Course work	24
Thesis	30
Total Credit Hours	54

Further division of course work in core, specialization is carried out by program specific team and mentioned in program documents.

Scholars' performance is assessed through a system of testing spread over the entire period of their studies. The assessment in PhD programs includes following assessments,

- Course Assessment
- Thesis Assessment
- Comprehensive Examination Assessment

5.1 Course Assessment

The distribution of the marks is based on following criteria,

Category	Distribution of Marks out of 100
Mid Term	20%
Sessional	40%
Final Term	40%

The sessional marks are defined by the course teacher at the start of course through course outlines. These may include class tests, home assignment, class participation, research project or any other aspect of the course that contributes towards learning in the course.

Above distribution is university recommendations, however, it may vary subject to subject. Any change proposed by course teacher must be approved from relevant head of the program.

Following grading policy is applied to evaluate a student's academic performance,

Grade	Percentage/Marks	Grade Points
A	93-100	4.00
A-	87-92	3.67

B+	82-86	3.33
B	77-81	3.00
B-	72-76	2.67
C+	68-71	2.33
C	64-67	2.00
C-	60-63	1.67
Fail	Below 60	0.00

A Cumulative Grade Point Average (CGPA) is computed at the end of the semester based on following formula,

$$\text{CGPA} = \frac{\text{Sum of (Credit Hours of all Courses X Grade Points Earned in Course)}}{\text{Sum of Credit Hours of all Course}}$$

Following rules would be applied before promotion of scholar from to the next semester,

Dropout Policy

- The minimum requirement at the end of each semester is CGPA 3.0 or above.
- In case any scholar secures CGPA above 2.5 but less than 3.0, he/she would be kept on first probation with the condition to improve CGPA above or equal to 3.0 in next semester.
- After the first probation, in case scholar does not improve the CGPA i.e. to attain a minimum CGPA of 3.0, he/she would be dropped from the program.
- At any stage, if scholar fails to maintain GPA above or equal to 2.5, he/she would be dropped out from the program immediately.
- Course work and comprehensive examination requirements must be completed by the end of 8th semester/ 4th year.

Course Repetition Policy

- If a scholar secures Fail grade in a course but maintains the minimum CGPA of 3.0, he/she would be allowed to repeat the course for any number of times as long as he/she still meets the maximum time period requirements for the respective degree programs i.e. four years for Master programs and six years for doctorate programs.

5.2 Thesis Assessment (PhD Programs)

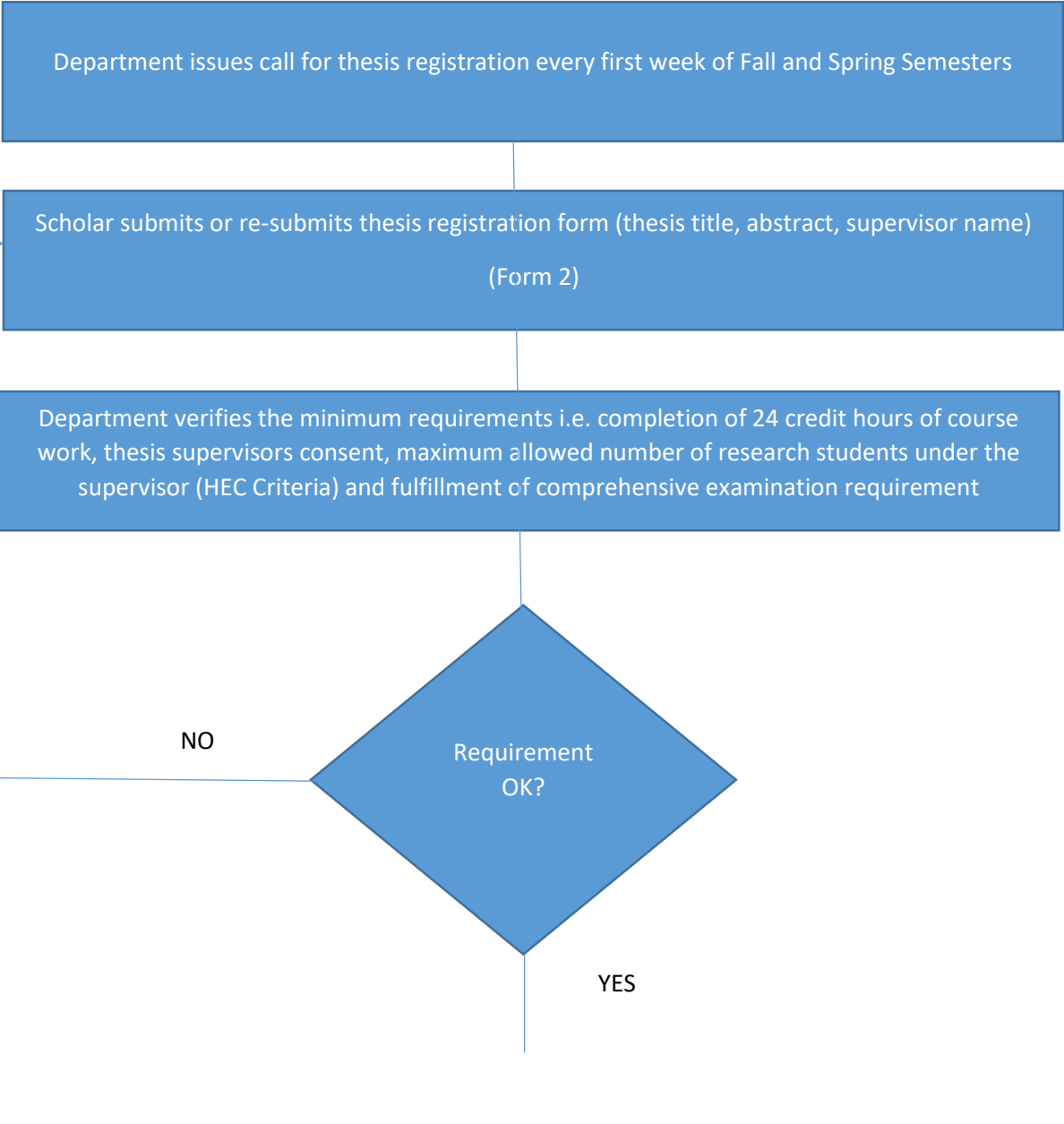
Completing a thesis of 48 credits is a mandatory requirement for all the Doctoral degree programs.

Thesis Objective

The basic objectives of any thesis in the Master/Doctorate program are,

- To contribute in the advancement of the field of study by proposing new theory/algorithm
- To make scholars independent life-long learner
- To develop scientific questions and answer them through scientific observation, experimentation, analysis and results backed by scientific data

PhD thesis comprises of 48 credits and corresponds to 2-4 years of full-time work after earning a minimum of 24 credits of course work at Sukkur IBA University. Flow diagram in Figure 3 shows different stages of thesis process at Sukkur IBA University,



Department Formulates Thesis Committee, minimum three members including Supervisor and submits abstract online to the committee for review. Committee shares feedback within a week's time



NO

Committee Approves Abstract?

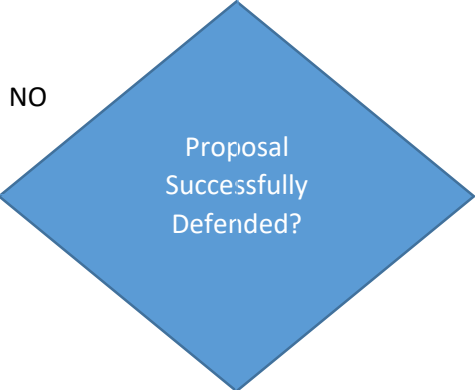
YES

Department notifies abstract acceptance and scholar starts work to prepare thesis proposal (Form 2) and submits within four to twelve months of abstract acceptance

Department sends the thesis proposal to the committee for review and schedules proposal defense within 15 days of submission of proposal by scholar (Rubric 3 to be used by the committee to evaluate the proposal)

Department Shares Committee Feedback and Scholar Starts work in light of feedback to re-submit with next batch

NO



Proposal Successfully Defended?

Scholar starts work on thesis and submits thesis document (Form 4) and all attachments (executable software, prototype, research instruments etc) to the department 12-36 months of proposal acceptance and also fulfils research paper requirement for the degree

Department verifies the research paper requirement sends the thesis to the committee, two foreign experts, and a national expert and shares feedback with scholar within 45 days of thesis submission (Rubric 4 to be used by committee to evaluate thesis)

Scholar implements the feedback given by committee and external and submits thesis within 30-60 days

Department schedules public thesis defense within 15-30 days of submission of thesis by scholar and evaluation is done on Rubric 5

Scholar works on Committee Feedback and submits thesis within stipulated time as suggested by committee and re-submits thesis to department

NO

Thesis Public Final Defense Successful?

YES

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Degree Thesis Requirement Completed

5.4 Comprehensive Examination Requirement for PhD Degree

After successfully completing course work during first year of the degree program, candidates are required to take comprehensive examination. The comprehensive examination is assessment of candidates' technical knowledge and research skills which are mandatory for carrying out thesis work for PhD degree.

- Comprehensive examination is pre-requisite of candidacy exam that proposal defense for PhD theses requirement. Without clearing comprehensive examination, candidates would not be allowed to register in thesis
- University will schedule comprehensive examination twice a year- February and September every year
- The paper for the comprehensive examination would be based on core/field area courses for the degree program
- The concerned department would formulate a committee of 2-3 senior faculty members to design comprehensive examination paper
- In order to ensure quality of test items, the paper would be sent to at least once external expert through Controller of Examination
- Once the paper has been reviewed/moderated by external expert, Examination department would administer the examination in coordination with relevant department
- The assessment of the paper would be conducted by the internal examiner
- A candidate would be declared successful in the exam if he/she secures a minimum 60% marks in the comprehensive examination
- A maximum three attempts would be allowed to any candidate for clearing compressive examination, failing to which candidate would be dropped from the degree program and awarded with a certificate of postgraduate Diploma.

6. Semester Workload and Degree Programs Duration

During the first year of Master and PhD programs, a candidate can take a minimum six credits (two courses) and maximum twelve credit (four courses). Following table shows an ideal workload taking by any candidate for Master's program,

Year	Semester	Number of Credit Hours	Remarks
1	1	12	Four courses
	2	12	Four courses, this will ensure course work complete in first year of the studies
2	1	9	Thesis Registration and Proposal Defense with two courses
	2	6	Thesis Final Submission and Defense
Total	4	39	Degree awarded in two years

Similarly, for a PhD degree program, following is an ideal workload taking by candidate,

Year	Semester	Number of Credit Hours	Remarks
1	1	12	Four courses
	2	12	Four courses, this will ensure course work complete in first year of the studies
2	1	06	Comprehensive Examination Thesis Registration Proposal Defense Preparation
	2	06	Proposal Defense and Start Work on Research
3	1	09	Research Continues Prepare work on publication Thesis writeup
	2	09	Thesis submission Final defense
Total	6	54	Degree awarded in three years

Note above timelines are ideal, that is when everything goes as per plan, however, university expects many cases would certainly deviate from the ideal scenario therefore above timelines are for minimum time duration.

The maximum time duration allowed for a Master degree is four year and for PhD degree is six years.

7. Policy for Internal and External (Regional and International) Examiner Process

Internal Examiner Selection MS/Ph.D. Program:

- The internal examiner selection process for MS/Ph.D. Program commences with the duly signed confidential submission of the form titled, "SUBMISSION OF DRAFT THESIS FOR VIVA-VOCE SESSION" by Supervisor of the Thesis to the program coordination office.
- The Program Coordinator in consultation with Department head would recommend 3-5 examiner and submit to Vice Chancellor for final selection of two internal examiner.
- Coordination office shall review the basic sections required in the thesis, and assess its suitability for evaluation meeting as per Sukkur IBA University standards prior to counter signature and approval from the Head of Department/Dean/Vice-Chancellor.
- In the case of the MS Program, the Coordination office shall prepare the note sheet seeking approval from the Vice-Chancellor for finalized two internal reviewer names and expected date of an oral defense.
- In the case of the Ph.D. Program, the Coordination office shall prepare the note sheet seeking approval from the Vice-Chancellor for finalized one internal reviewer name and expected date of an oral defense. The Ph.D. internal reviewer shall be assigned only after confirmation from the Controller of Examination indicating that External Overseas Reviewer has submitted their evaluations.

External Examiner (Regional) Selection MS/Ph.D. Program:

- The External examiner (Regional) selection process for MS/Ph.D. Program commences with the duly signed confidential submission of the form titled, "SUBMISSION OF DRAFT THESIS FOR VIVA-VOCE SESSION" by Supervisor of the Thesis to the program coordination office.
- In this form, the Supervisor recommends three external reviewers (regional) names whose area of interest and research is close to the area of research contained in the thesis to be examined. In case Supervisor does not recommend any name then the program coordination office shall propose the reviewer names. The coordination office may add up to two more names of the reviewers to the list provided by the supervisor.
- Coordination office shall review the form and identify if there is a conflict of interest in suggested reviewer names prior to counter signature and approval from the Head of Department/Dean/Vice-Chancellor.
- In the case of the MS Program, the Coordination office shall prepare the note sheet seeking approval from the Vice-Chancellor for finalized one external reviewer names and expected date of an oral defense.
- In the case of the Ph.D. Program, the Coordination office shall prepare the note sheet seeking approval from the Vice-Chancellor for finalized One External reviewer name and expected date of an oral defense. The Ph.D. External reviewer shall be assigned only after confirmation from the Controller of Examination indicating that External Overseas Reviewer has submitted their evaluations.

External Examiner (Overseas) Selection Ph.D. Program:

- The External examiner (Overseas) selection process for Ph.D. Program commences with the duly signed confidential submission of the form titled, "SUBMISSION OF DRAFT THESIS FOR VIVA-VOCE SESSION" by Supervisor of the Thesis to the program coordination office.
- In this form, the Supervisor recommends three external reviewers (Overseas) names whose area of interest and research is close to the area of research contained in the thesis to be examined and they are current academic faculty in the University of Developed Countries as per HEC criteria. In case Supervisor does not recommend any name then the program coordination office shall propose the reviewer names. The coordination office may add up to two more names of the reviewers to the list provided by the supervisor.
- Coordination office shall review the form and identify if there is a conflict of interest in suggested reviewer names prior to counter signature and approval from the Head of Department/Dean.
- HoD/Dean in consultation with the Program Coordinator shall submit only 03 overseas external examiners names to the Vice-Chancellor for approval.
- The approved two names of external examiners from the Competent Authority (Vice-Chancellor) will be submitted to the Controller of Examinations. The Controller will send the thesis work / Copies to external reviewers for evaluation. After receiving feedback from externals the report/thesis work may be opened before the Doctoral Committee/HoD/Dean for further recommendation.
- The Doctoral Committee/HoD/Dean may ask the Controller of Examination to arrange the Public Oral Defense Examination if the external reviewer reports are satisfactory and do not ask for major changes of the thesis otherwise student shall be given appropriate time to make changes and approved by the supervisor prior to submission to the controller examination for the conduct of the Oral Defense of the Thesis. Controller of Examination ensures the

information about the public oral defense is disseminated properly through public notices, emails and other sources.

- The Oral defense committee shall constitute of the following:
 - Chair (HoD) or anyone recommended and approved by the Competent Authority.
 - Internal Examiner approved by the Competent Authority.
 - External (Regional) Examiner approved by the Competent Authority.
 - External (Overseas) Examiner (Optional): He/She may attend in person or virtually or may not attend the Oral Defense Session, however, his/her question may be asked from the candidate by any of the panelist.
 - Convener (Controller of Examination / Program Coordinator)

In case if any of the External/Internal Examiner in both Masters and PhD programs does not agree to merit the relevant degree, then university would make one more attempt to send to another examiner to get the approval of at least one external examiner in Masters program and two External Examiner (Overseas) and one Internal Examiner (national) for PhD program. In case, the second attempt fails, the thesis is declared Fail and candidate has to re-start the process of thesis.

Marks Distribution during the Defense of MS/PhD Thesis:

For Master’s Program, there would be four examiners, two internal, one external (regional) and supervisor, the marks distribution is as follows,

Examiner	Marks (Total: 200)
Theses Supervisor	80
External Examiner	70
Two Internal Examiner	50

Whereas, for PhD Program, there would be three examiners, one internal, one external (regional) and theses supervisor the marks distribution is as follows,

Examiner	Marks (Total: 200)
Theses Supervisor	50
External Examiner	70
Internal Examiner	50
External Examiner (Overseas)	30

The minimum requirement of PhD thesis is to secure 60% cumulative score to be declared pass.

8. Research Paper Publication Policy for the award of PhD Degree

Before the final defense for the award of PhD degree, the university expects at least one research paper publication in HEC recognized ‘W’ and ‘X’ category journals. The university expects volume and issue number is assigned for the accepted paper purely based on the PhD thesis under consideration. The ORIC

in consultation with relevant Program Coordinator determines the relevance and quality of research paper publication as per HEC criteria before the final defense of PhD thesis.

9. PhD admission policy for MBA Degree (18 years of education) Holders:

Applicants with 18 years of education and MBA as the last degree awarded with CGPA of 3.00 or 70% marks in annual examination system shall be eligible to seek provisional admission in Ph.D. Program in Sukkur IBA University subject to the following conditions:

- Applicants must have a minimum of NTS GAT (Subject) score of 60% or Secure STS GAT score of 60% in the last two years.
- Applicants have to appear in front of the interview panel, who will make a final decision on the admission application.
- Applicants shall be given provisional admission on successfully clearing admission interview. They will be assigned to a supervisor.
- The successful student shall be asked to produce a research paper or a case study or a research essay in the first six months of the commencement of the classes. They shall be assigned a senior faculty to supervise them for six months.
- Applicants shall be eligible to enroll only in one core course in the first semester.
- Students can secure full admission status only after the evaluation of their six-month research and its oral defense conducted by an expert committee constituted of the following members:
 - Committee Chair (HoD Business)
 - Subject Expert 1 (Ph.D. Faculty)
 - Subject Expert 2 (Ph.D. Faculty)
 - External Member (to be nominated by HoD and Approved by Vice Chancellor)
 - Convener (Coordinator MS/Ph.D. MGT)
- Program Coordination Office shall suggest the supervisor follow the following track for six-month research:
 - Submit Supervisory Approval Form – 1st Week of the commencement of the semester.
 - Ensure that:
 - Research Proposal is presented to an expert committee on expiry of first three months. Research Proposal shall consist of:
 - Introduction Chapter:
 - Background and Motivation
 - Problem Statement
 - Research Objectives
 - Research Questions
 - Research Scope
 - Research Significance
 - Literature Review and Hypothesis Development
 - Data and Methodology
 - The final defense of the research shall be done on expiry of the six month period on the date set by the program coordination office in due consultation with the HoD, Supervisor, and the expert committee. The final research paper shall comply the writing format provided by the program coordination office.
- Guidelines for assessment of the research paper, a case study, and a research essay:
 - This is a 03 credit hour load
 - Evaluation Criteria:

- Academic Integrity
- Writing Skills
- Research Skills
- Method Selection
- Literature Review
- Discipline Knowledge
- Evaluation Criteria Grading include '0' score for 'Unsatisfactory' work, '2' score for 'Satisfactory' work, and '4' score for a "Highly Satisfactory" work.
- Assessment Expert Committee shall jointly determine the quality of the research and make recommendations for i) award of full enrolment into the Ph.D. Program, ii) award of extension period for amendments of the research, iii) cancellation of the admission.

10. Semester Freeze

The concept of semester freeze is applicable only when there is emergency situation with candidate. This may be because of medical issues, family emergency and any other situation that obliges candidate to take a semester off from the campus.

In such situation, candidate has to submit semester freeze request to the concerned program coordinator with the approval of Thesis or Course advisor whichever is applicable. A maximum of one semester can be frozen in Master's program and two in PhD degree program.

11. Attendance Policy

A maximum number of six absences (i.e. six hours) in any course are allowed during course work of the degree program. These absences are only for emergency situation, under no circumstances, a student would be considered to appear in final examination of the course if number of absences from classroom increases beyond six.

12. Co-Supervisor Policy for MS and PhD programs

The Co-Supervisor policy at Sukkur IBA University is same as per HEC policy, i.e. the main thesis Supervisor must be from Sukkur IBA University, however, a candidate may opt for co-supervisor from other universities of Pakistan or abroad after due approval from program management committee.

**Appendix #1: Admission Rubric for Assessment of Candidates Suitability
for Master's Program**

Sukkur IBA University
Master's Program Admission Scoring Criteria

Entrance Exam (Maximum Score=50)				
Entrance Test Score: _____ Total Score: _____ (calculated as per entrance test score percentage)				
Essay Writing (Maximum Score=25)				
Criterion #1: Task Response (25%)				
This criterion assesses the main idea of your essay and the way you develop it with relative examples. In addition, students need to write minimum of 250 words for essay. Conversely, students will be penalized for under word count.				
Criterion #2: Coherence and Cohesion (25%)				
This criterion assesses the information organization, paragraphing skills and use of proper lexical devices (for example, connectors, and conjunctions).				
Criterion #3: Lexical Resource (25%)				
This criterion assesses the use of sufficient range of vocabulary, proper spellings, correct implementation of collocations and word formation. Students must avoid using wrong words and informal language.				
Criterion #4: Grammatical Range & Accuracy (25%)				
To score this criterion, things taken into consideration include sentence structures, proper use of tenses, putting right punctuations, use of simple as well as complex statements with clear idea and control over Grammar.				
Interview Performance (Maximum Score = 25)				
Research Aptitude: _____		Communication Skills: _____		
Technical Subject Knowledge: _____		Ethical Aspects: _____		
Analytical/Critical Skills: _____				
Total Score (Max Score 25): _____				
Rubric				
Dimension	5	4	3	2
Research Aptitude				
Communication Skills				
Technical Subject Knowledge				

Ethical Aspect					
Analytical/critical Skills					
Total Score of the Candidate out of 100					
Admission Decision				YES	NO

*at the scale of 4.0

Appendix #2: Admission Rubric for Assessment of Candidates Suitability
for PhD Programs

Sukkur IBA University
PhD Program Admission Scoring Criteria

Entrance Exam (Maximum Score=50)				
Entrance Test Score: _____ Total Score: _____ (calculated as per percentage of test score)				
Research Proposal (Maximum Score=25)				
Topic Selection: _____ Research Design/Methodology: _____ Existing Knowledge, Research, and/or Views: _____ Analysis: _____ Conclusion: _____ Total Score (Max Score 25): _____				
Rubric				
Dimension	Unacceptable (0)	Introductory (2)	Developing (4)	Mastery (5)
Topic Selection	Cannot identify a manageable and doable topic.	Identifies a topic that is far too general and wide-ranging as to be manageable and doable.	Identifies a focused and manageable/doable topic that appropriately addresses relevant aspects of the topic.	Identifies a creative, focused, and manageable topic that addresses potentially significant yet previously less-explored aspects of the topic.
Existing Knowledge, Research, and/or Views	Cannot present information from relevant sources.	Presents information from relevant sources representing limited points of view/approaches.	Presents an in-depth information from relevant sources representing various points of view/approaches.	Synthesizes in-depth information from relevant sources representing various points of view/approaches.
Research Design/Methodology	Research design demonstrates a misunderstanding of the methodology or	Understands the methodology or theoretical framework, but the critical	Critical elements of the methodology or theoretical framework are appropriately	All elements of the methodology or theoretical framework are skillfully

	theoretical framework.	elements of the methodology or theoretical framework are missing, incorrectly developed, or unfocused.	developed, however, more subtle elements are ignored or unaccounted for.	developed and synthesized from across disciplines or from relevant sub-disciplines.
Analysis	Lists evidence, but it is not organized and/or is unrelated to focus.	Organizes evidence, but the organization is not effective in revealing important patterns, differences, or similarities.	Organizes evidence to reveal important patterns, differences, or similarities related to focus. .	Organizes and synthesizes evidence to reveal insightful patterns, differences, or similarities related to focus.
Conclusion	States an ambiguous, illogical, or unsupportable conclusion from research findings.	States a general conclusion that, because it is so general, also applies beyond the scope of the research findings.	States a conclusion focused solely on the research findings. The conclusion arises specifically from and responds specifically to the research findings.	States a conclusion that is a logically derived from the research findings and discusses its implications.

Interview Performance (Maximum Score =25)

Research Aptitude: _____ Clarity on PhD Topic: _____

Technical Subject Knowledge: _____ Ethical Aspects: _____

Analytical/Critical Skills: _____

Total Score (Max Score 25): _____

Rubric

Dimension	5	4	3	2
Research Aptitude				
Clarity on PhD topic as proposed in the proposal				
Technical Subject Knowledge				
Ethical Aspect				

*at the scale of 4.0

Analytical/critical Skills					
Total Score of the Candidate out of 100					
Admission Decision				YES	NO