

WOMEN'S UNIVERSITY IN AFRICA



Addressing Gender Disparity and Fostering Equity in University Education

REGULATIONS FOR THE DOCTOR OF PHILOSOPHY (PhD) DEGREE PROGRAMME REVISED NOVEMBER 2024 BY RESEARCH AND PUBLICATIONS AND MASTER OF PHILOSOPHY (MPhil) DEGREE

1. PREAMBLE

- 1.1. These regulations should be read in conjunction with the general academic regulations of the University.
- 1.2. The Senate shall be the final authority for the interpretation of these regulations.
- 1.3. The Senate reserves the right to alter, amend, cancel, suspend or replace any of these regulations.
- 1.4. The Senate has the power to exempt any students from any of these regulations.
- 1.5. A student who has started a programme of study following one set of regulations shall not be affected by regulations subsequently adopted unless agreed to in writing by the student.

2. GENERAL PROVISIONS

The University offers:

A traditional PhD program by research a **PhD program by Publication and an MPhil**

- 2.1. PhD by Research

The PhD is a postgraduate degree carried out primarily through supervised research work but may include an element of coursework not exceeding 25% of the total programme.

- 2.1.1 Studies may be pursued on a fulltime or part-time basis. The PhD degree is offered in all the Faculties and Departments. Senate determines the field of study or research on recommendations of the Department, Faculty and the Higher Degrees Committee.
- 2.1.2 The PhD programme should also include taught courses that should be compulsory and for the student to proceed into being allocated a supervisor should have attended all the lessons and be awarded a transcript at the end of the PhD programme. The taught courses should be complimented with continuous provision of Transferrable skills in the form of workshops or fortnightly presentations.
- 2.1.3 PhD candidates who do not attend all the lectures will be deferred to the next intake.
- 2.1.4 The Directorate in the RIPCG Centre will oversee the supervision of the PhD candidates from time to time and handle the associated challenges with the support of higher degrees committee.

2.2. PhD by Publication

Doctor of Philosophy by Publication is a doctoral-level award and it is being conferred to the individuals who have published articles, books or book chapters in refereed journals or in similar means. Contents of the publications must be novel knowledge contributions and up-to-date. Scientific contents can be backdated to 10 years and it is still acceptable for consideration. The contents must be logical in their order for journal publication but not for the book publication. The usual procedure is that the appropriate candidates have to apply through our system. The required documents are i) a list of publications, ii) a detailed CV, and iii) a proposal not less than 10000 words, iv) monographs, v) video clips, vi) MPEG Audio Layer 3 (MP3), or vii other documents. A Panel of three members from the relevant Faculty will evaluate the application once it reaches the University and the Higher Degree Committee will make its recommendations to the Senate of the University

The duration of the PhD by publication ranges from 2 years to 3 years, the candidate having two publications not above 8 years prior to enrolling and will publish 11 articles after enrolment, to make a total of twelve (12) chapters. The introduction and conclusion to make a total of fifteen (15) chapters All the articles should have been

written by the student alone, no co-authoring, everything must belong to the candidate. Two supervisors will be assigned to the student both in the area of specialization of the student. The fields offering all the ten chapters are as follows: medical sciences, biotechnology, applied sciences, general sciences, social science, commerce, agriculture, arts, computer sciences, Journalism. Information technology, Information in communication technology, Internet of things, Data Science, Business management, accountancy, among others.

2.2.1 Structure of a PhD by Publication

1. Chapter 1 An introductory Chapter of not less than 10 000 words which will include an abstract
2. Thirteen published research articles each to constitute a chapter
3. A conclusion chapter to provide a summary of these as chapter 15

2.3 MPhil Degree

1. A **Master of Philosophy Degree** is a postgraduate degree.
2. An MPhil may be awarded to postgraduate students after completing taught sessions and one to two years of original research, which may also serve as a provisional enrolment for a PhD programme.
3. An MPhil typically includes a taught portion and a significant research portion, during which a thesis project is conducted under supervision.
4. Master of Philosophy is a research degree which mirrors a Doctorate of Philosophy in breadth of research and structure.

3. ENTRY REGULATIONS

3.1. Eligibility to apply for admission to the MPhil Degree Programme.

- 3.1.1. Applicants must normally have obtained an appropriate Master's Degree showing a high standard of achievement.
- 3.1.2. Every candidate must have passed English Language at Ordinary Level or approved equivalent.
- 3.1.3. Non-English speaking candidates may enrol for a pre-qualification course in English offered by the University.

3.1.4

3.1.5 MPhil Applicants for admission will normally hold a Bachelor's degree or equivalent qualification;

- a) Master's Degree or equivalent qualification, or both. The level of attainment for the Bachelor's degree will normally be equivalent to that of a First or Second Class Honours.
- b. Professional qualifications other than a Bachelor's Degree and/or relevant and appropriate experience may be taken into account for entry to an MPhil degree.
- c. Applicants must demonstrate that they have reached the minimum acceptable level of proficiency in use of the English language according to the published requirements of the degree.
- d. Applicants may also be admitted as a part-time student for the degree of MPhil if:
 - i. the periods for which they will be free from employment or other commitments will be sufficient for the purposes of the degree;
 - ii. the subject is suitable for part-time study.
- e. A student may be admitted to an MPhil degree only if an appropriate research environment is available for the duration of the degree. This should include the availability of appropriate academic staff to provide supervision and training, other research-support staff, research facilities and learning resources.

3.2. *Submission of applications for admission*

- 3.2.1. Applications may be submitted at any time during the course of the year. The Postgraduate Centre will forward the application and proposal to the relevant Department, which forwards to the faculty which will then recommend to the Higher Degrees Committee which further recommends to senate whether the prospective student should be enrolled and also recommend supervisors.
- 3.2.3. For PhD by research A potential applicant needing assistance may first discuss the proposed research project with the Research, Innovation and Postgraduate Centre Director and / Research Programmes Leader and Chairperson of the

relevant Department in order to establish, in general terms, the viability of the application.

- 3.2.4. For Both Application forms and a Guide to Writing an MPhil/ PhD Proposal / should be obtained from, and submitted through, the Admissions office of the Deputy Registrar Academic.
- 3.2.5. The application form should be submitted together with a 10-page outline of the proposed research for MPhil, PhD by research and for PhD by Publication.
- 3.2.6. The Deputy Registrar Academic will notify candidates of the results of their applications.
- 3.2.7. Successful candidates will then proceed with the registration process.

3.3. *Registration for both Approaches*

- 3.3.1. Once the application has been provisionally accepted, the applicant must complete the necessary registration formalities which include payment of the required fees at the Bursar's office, submission of proof of qualifications to the Deputy Registrar Academic, submission of a detailed Research Proposal within a year of the initial registration on the PhD programme and six months for an MPhil programme.
- 3.3.2. For the PhD by research: If after 12 months of initial provisional registration, the student does not submit an acceptable Research Proposal, his/her registration on the PhD programme may be cancelled by Senate upon the recommendation of the Higher Degrees Committee. Registration will not be effective until all the stated formalities have been completed.
- 3.3.3. Except with special permission of Senate, a student may not register concurrently for more than one programme of study.
- 3.3.4. A student may be in receipt of a grant, scholarship or fellowship from an outside body or person, provided that, except with the agreement of Senate, no restriction is placed by that body or person upon presentation of a thesis resulting from the student's work or upon its deposit in the University Library for public reference.

3.3.5. Registration of candidates working on the PhD at institutions outside the University.

3.3.5.1. A person intending to carry out the major part, or the whole, of the course of study for a PhD at an approved institution outside the University shall be eligible to apply for registration as a student for the PhD degree provided that:

3.3.5.1.1. The institution at which the research is conducted is so located as to make practicable a genuine contact with the University and the facilities are suitable for the work proposed; and

3.3.5.1.2. Except with the agreement of Senate, no restriction is placed by the institution or laboratory concerned upon presentation of a thesis from the candidate's work or upon its deposit in the University Library for public reference.

3.3.5.1.3 a. A programme of skills training and development is a mandatory component of the MPhil degree.

b. All candidates for the degree of MPhil must undertake a skills audit at the beginning of their degree, and annually thereafter throughout their degree to determine their research, transferable and generic skills requirements. The audit will provide the basis for a planned programme of skills training and development. The outcomes of the audit and programme of skills development must be agreed by the student and the supervisory team. The supervisory team will be responsible for ensuring that the student has access to the required skills training and development opportunities.

4. DURATION OF PhD AND MPHIL PROGRAMMES

4.1. The normal duration of the PhD by research programme shall be as follows:

Minimum: 3 years on a full-time basis; and 4 years on a part-time basis.

Maximum: 5 years on a full-time basis; and 8 years on a part-time basis.

4.2 The duration of the PhD by publication should not be less than one year or exceed two years.

4.3 For an MPhil a minimum period will normally be 2years full-time
Maximum: 5 years on a full-time basis; and 6 years on a part-time basis.

MPhil 3years Full- time

PhD minimum Part time 6years and Maximum 8years

Part-time MPhil Minimum 4years and Maximum 6years

4.3 a) for full-time study the degree shall be a continuous one, extending over such period as may be prescribed by the Regulations; and students will be required to devote their whole time to the degree and to attend research methodology sessions (virtually, physically or blended) at appropriate times;

4.3 b. for part-time study the degree shall be continuous and include study time equivalent to a full-time degree but should not exceed twice the full-time study. The students shall be required to attend the research methodology sessions all appropriate times.

4.4. If an extension of registration beyond the normal minimum period is required, the candidate must submit a written application through his/her supervisor in the first instance. The relevant Department chairperson recommends to the faculty, then the faculty recommends to the Higher Degrees Committee which may grant an extension of up to 6 months if the Supervisor recommends. The Dean of the Faculty concerned shall inform the Research, Innovation and Postgraduate Centre who will bring it before Higher Degrees Committee and thereafter to senate who will of the extension granted. Any further extension may be approved only with the authority of Senate upon recommendations of the Higher Degrees Committee. Candidates granted such an extension may be required to transfer to currently working Regulations at the time of granting of such extension.

4.3 The deferment of the programme should be contained within the stipulated time of finishing the programme and should not go beyond one year without resuming.

Failure of which the candidate becomes null and void. The candidate would then be expected to reapply if still interested

5. PROGRAMME OF STUDY

- 5.1. For both programs: Each candidate is required to pursue a prescribed programme of study under the direction of a Principal Supervisor, who shall be a member of academic staff of the University in the appropriate discipline. Normally, one or more Associate Supervisors, either from within or from outside the University, will also be appointed. If the major part of the candidate's research programme is being conducted at an institution outside the University, an Associate Supervisor at the institution shall, where possible, be appointed. An Associate Supervisor works with the Principal Supervisor who has the overall responsibility for the candidate.
- 5.1.2. Senate shall approve the appointment of all Supervisors suggested by faculties and or departments on the recommendations of the Higher Degrees Committee.
- 5.1.3. The Supervisors shall report to Research, Innovation and Postgraduate Centre who will present the report to the Higher Degrees Committee on each candidate's progress at least twice a year.
- 5.1.4. Candidates must maintain regular contact with their Supervisors at least once a month and will be required to attend prescribed research training sessions organised by the University through the Research , Innovation and Postgraduate Centre.
- 5.1.5. No break in the normal continuity of the study will be permitted except by permission of Senate on the recommendation of the Higher Degrees Committee. If a candidate who is doing coursework/taught courses as a component of the PhD /MPhil degree is unable to attend a scheduled coursework sessions or tutorials for health reasons or other reasons for longer than 72 hours, he/she must notify the Research, Innovation and Postgraduate Centre director Leader within 24 hours before or after the session and where the absence is due to health reasons, submit a certificate in support thereof by a medical practitioner registered in accordance with the Health Professions Act (Chapter 27:19). Failure of which the candidate will be treated as absent

- 5.1.6. A fulltime PhD/ MPhil Candidate may be engaged in teaching at the University provided that the total demand made by teaching duties does not exceed eight hours of work in any one week including preparation and marking.
- 5.1.7. A candidate who is employed outside the University, or a staff member employed within the University for more than eight hours in any one week, other than on the research programme for which he/she proposes to be registered, may be accepted only on a part-time basis and should not affect attendants of lectures or be used as an excuse for not coming for lectures.
- 5.1.8. If a candidate does not begin his/her studies for the PhD / MPhil degree registered for within one calendar year from the date of provisional approval of his/her application for registration, such provisional approval shall lapse, and he/she must re-apply to the University if he/she wishes to proceed and six months for an MPhil.
- 5.1.9. For a PhD by research/ MPhil a candidates may be required, as part of their programme, to complete elements of taught sessions to enhance their research studies, provided that taught courses or coursework shall not amount to more than 25% of the minimum period allowed for the full programme. The prescription of taught sessions elements shall require the approval of Senate on the recommendation of the Higher Degrees Committee. Where such taught sessions as prescribed, the Department concerned must ensure that the candidate is informed in writing of the precise requirements for the satisfactory completion of the taught sessions.
- 5.10 An MPhil candidate shall successfully organise and implement a workshop and attend at least one international workshop. The PhD candidate to successfully organise and attend at least two workshops, attend and present at an one conference paper at an international conference.

6. TITLE OF THESIS

- 6.1.1. The candidate must submit to the Higher Degrees Committee, after approval by his/her supervisor, the final title of his/her thesis for approval by Senate before proceeding to carry out fieldwork.

- 6.1.2. After the title has been approved, it may not be changed except with the permission of Senate, upon recommendation from the Supervisor through the Higher Degrees Committee.

7. ENTRY TO EXAMINATION AND SUBMISSION OF THESIS

- 7.1.1 A candidate must apply for entry to the examination on the appropriate form obtainable from the Research, Innovation and Postgraduate Centre. The examination entry form must be endorsed by the Supervisor and the Chairman of the Higher Degrees Committee who shall firstly satisfy themselves that the thesis is in the form suitable for examination and that, where items of coursework have been set, the candidate has satisfactorily completed these items.
- 7.1.2. The form must be returned, duly completed, with the prescribed fee upon submission of four copies of the thesis, in loose bound form and an electronic copy, to the Deputy Registrar Academic.
- 7.1.3. The Research, Innovation and Postgraduate Centre should confirm the readiness of the thesis for final examination as informed by faculty regulations. Theses to be internally assessed for readiness for examination by two internal assessors.
- 7.1.4 There should be an abstract and proof that the thesis have been edited by a professional editor
- 7.1.5 The candidate must submit proof of plagiarism check of not more than 10% similarities

8. THESIS

- 8.1.1 At completion, for both approaches the candidate must submit a thesis which must comply with the following conditions:
- 8.1.2. The greater portion of the work submitted must have been done by the candidate after registration for the degree for a PhD by research then for the PhD by publication the work could have already been published (2 publications prior enrolling and 11 publications with the Institution)

- 8.1.3. The thesis for which must be normally 80,000 for PhD and 50000 words in length for MPhil and must be of acceptably high standard for the program.
- 8.1.4. The length of the thesis is normally prescribed in the Higher Degrees Handbook provided by the Higher Degrees Committee and may only be varied with the recommendation of the Supervisor, depending on the nature of research undertaken since a mixed methods research may need more words for a meaningful thesis to be produced.
- 8.1.5. The thesis must be written in English.
- 8.1.6. The literary form of the thesis must be satisfactory.
- 8.1.7. The thesis must consist of the candidate's own account of his/her research.
- 8.1.8. The thesis may describe work done in conjunction with the candidate's Supervisor(s), and contain other assistance provided that the candidate states clearly his/her personal share in the investigation and specifically acknowledges all such assistance. This statement is to be certified by his/her Supervisor and bound as part of the preface of the thesis. Work done conjointly with persons other than the candidate's Supervisor(s) may be accepted as a thesis or part of a thesis in certain circumstances, provided the candidate's share is clearly certified.
- 8.1.9. For the exception of the PhD by publication the work already published including that published in joint names may be included only if it forms an integral part of the thesis. A series of publications is not acceptable as a thesis.
- 8.1.10 However, for the PhD by research a candidate is expected to have at least TWO academic publications in a refereed journal or similar proof of scholarship based on the thesis before its completion. A PhD by publication should have seven chapters including the Introduction Chapter of 10000 words, Five Chapters which inform each other and the Conclusion chapter of 10 000 words. The thesis should be 60 000 words in length subject to variations by disciplines comprising of 5 articles in different journals.
- 8.2. An abstract or summary of the thesis, in single space form, not exceeding 300 words is to be incorporated as part of the preface to the thesis for both programs.

- 8.2.1 A candidate will not be permitted to submit as his/her thesis, that has already been submitted to another university. However, a candidate shall not be precluded from incorporating work which he/she has already submitted for a degree in this or any other university, provided that he/she shall indicate on his/her form of entry to the examination and also in his/her thesis, any work that has been so incorporated for a PhD by research.
- 8.3. The format of the thesis submitted for examination shall be as follows:
- 8.3.1. Typed, or printed, double spacing form or reproduction thereof (except for the abstract or summary which shall be single spaced) in the following format:
- 8.1.3.1. Size of paper: International A4 (210x297mm);
- 8.1.3.2. No restriction is placed on the drawing of maps; and
- 8.1.3.3. There must be a margin of 40mm on the left-hand side of the page to allow for binding, a margin of 15mm on the right-hand side and a margin of 20mm at the top and at the bottom of the page.
- 8.4. A candidate may submit as a subsidiary matter in support of his/her candidature, any publication of contributions to the advancement of his/her subject, which he/she may have published independently or conjointly for a PhD by research.
- 8.4.1. In the event of a candidate submitting such subsidiary matter, for a PhD by research he/she will be required to state fully his/her share in any conjoint work.
- 8.4.2. Where there is a substantial computing content in the thesis, a machine-readable copy of the source Programme shall be submitted together with copies of the thesis for a PhD by research.
- 8.4.3 After his/her thesis has been examined and amended in accordance with the direction of the Panel of Examiners, the candidate shall submit their thesis in an electronic format

9. ASSESSMENT OF CANDIDATES

- 9.1.1 All candidates will be required to defend their theses in a Viva Voce before a Panel comprising of at least an internal and an external examiner who will mark and submit their recommendations independently for a PhD by research and examiners, one internal and two external who are experts in the area for a PhD by publication.
- 9.1.2. Candidates will be assessed principally on the merits of their thesis but, where elements of coursework and or publications have been prescribed, they must also satisfy the examiners that this has been satisfactorily completed. Exclusion from any formal examination shall require authority from the Senate.
- 9.1.3. When a candidate is ready to submit his/her thesis for a PhD by research in detail for examination which include two articles published in a Peer Reviewed Journal Approved by the Librarian, the Department shall recommend to the Faculty which also recommends to the Higher Degrees Committee then to senate the appointment of examiners, one or two being External Examiners and one or two being members of the Internal Examiners appointed from the University staff who are specialists in the relevant field of study, excluding the Supervisor. However, the Supervisor is allowed to sit in but may not participate in the process.
- 9.1.4 Examiners should possess at least Doctoral (e.g. PhD/DPhil) Degrees and have not less than five years' experience as supervisors at that level.
- 9.2.0. These Examiners shall assess the thesis in detail and shall submit written reports with their comments and recommendations to the Faculty Higher Degrees Committee which will to present their decision to Research, Innovation and Postgraduate Centre, and then to senate for endorsement.
- 9.2.1. A member of staff who has been appointed as a Supervisor for the thesis may not be appointed as one of the Examiners but shall be a member of the Board of Examiners.
- 9.2.2. On receipt of the reports of the Examiners, The Research, Innovation and Postgraduate Centre Directorate shall facilitate the meeting of the Higher Degrees Committee for the Viva Voce.

9.3.0 For MPhil Candidate Assessment:

9.3.1 The candidate shall be required to attend an oral examination on the subject of the thesis and matters relevant thereto.

9.3.2 The candidate may also be required by the examiners to undergo a written or other relevant. The oral examination shall be attended by the candidate and the examiners and, if required, an independent chair.

9.3.3 An MPhil oral examination is open to members of university staff, including the candidate's supervisor, and other postgraduate research students of the University. The candidate, however, has the right to exclude particular individuals if they feel their presence will be detrimental to their performance in the examination. The examiners and/or the independent chair have the right to exclude from the examination anyone they believe may jeopardise the smooth running or integrity of the oral examination. All attendees other than the candidate, examiners and, where applicable, independent chair, shall be required to give a prior undertaking in writing to maintain confidentiality in respect of the subject matter of the thesis, and in relation to any matters relevant thereto which may arise during the course of the examination.

9.3.5 Each candidate shall be examined by two or more examiners of whom at least one shall be an external examiner. The appointment of examiners shall proceed in accordance with the policy set out in the examination regulations

10. PLAGIARISM

10.1.1. Plagiarism is the unacknowledged use of an idea or ideas which are not originally one's own.

10.1.2. As such, plagiarism is an academic offence in the sense that theft, piracy and robbery are in ordinary daily life.

10.1.3. The University will not condone plagiarism and offenders will be dealt with severely. A thesis may not contain more than 10% of direct quotations of other people's work without appropriate acknowledgement in line with the Higher Degrees Guidelines provided to candidates.

10.1.4. In the case of plagiarism being discovered in a thesis above 10% the candidate shall be disqualified and asked to resubmit.

10.1.51. The new thesis shall be submitted at least twelve calendar months after the date of the disqualification of the candidate.

10.1.6. In the case of plagiarism being discovered in a thesis upon resubmission, the student should be disqualified shall be awarded and not have further opportunity to resubmit. The candidate will be withdrawn from the programme indefinitely.

11. EXAMINATION AND DETERMINATION OF CANDIDATE'S RESULTS

11.1. The Board of Examiners for the PhD degree will be constituted as follows:

11.1.1. The Pro Vice Chancellor in charge of academic affairs who shall be the Chairperson;

11.1.2. Deans of the relevant Faculties;

11.1.3. Chairpersons of the relevant Departments;

11.1.4. Chairperson of the Higher Degrees Committee;

11.1.5. The Research, Innovation and Postgraduate Centre Director;

11.1.7. Internal Examiners appointed in terms of item 9.3;

11.1.8. The Supervisor of the thesis (who will attend as an observer);

11.1.9. Where appropriate, as determined by the Dean after consultation with the Chairman of the relevant Department, one suitably qualified member of the academic staff may also be invited to sit on the Board of Examiners;

11.1.10. External Examiners(s) shall be members of the Board of Examiners but shall attend only if deemed essential by the Higher Degrees Committee.

11.2. After the Higher Degrees Committee has considered the written reports of Examiners and the Board of Examiners' report of the Viva Voce, it may recommend any of the following to Senate:

- 11.2.1. That the thesis passes: Straight pass which means the student is ready to graduate and become a doctor
- 11.2.2. That the thesis passes subject to minor corrections identified by Examiners being made by the candidate to the satisfaction of which takes six weeks (one and half months) to three months to the satisfaction of the internal examiner and endorsed by the Higher Degrees Committee;
- 11.2.3 That the thesis passes subject to moderate corrections identified by the Examiners being made by the candidate in a period of three to six months to the satisfaction of supervisors
- 11.2.4. That the thesis passes subject to Moderately Sever corrections which takes three to six months. The revised thesis may be checked by one of the examiners but there is no need for a second viva. The student is not a doctor until after effecting the revisions recommended to senate by higher degrees for approval after which the candidate passes and proceeds to graduation;
- 11.2.5. That the thesis passes subject to major corrections which may take a year to one and half years i.e. 12 to 18 months during which substantial revisions are made in response to the detailed report of the examiners. There is need for a second viva.
- 11.2.6. That the candidate be downgraded and awarded an MPhil after effecting any necessary corrections; and
- 11.2.6. That the thesis is a fail. in which case the candidate is not allowed to revise and re-submit the thesis for examination
- 11.2.7 Except as provided for in Section 9.2. the Board of Examiners shall normally examine the candidate orally. The Board of Examiners may require further examination through written papers or practical examination or both on the subject of the thesis and, if they see it fit, on subjects relevant thereto.
- 11.2.7.1 MPhil examination. After examining the thesis presented by a candidate and considering the results of any oral or written examination which they have conducted, the examiners, at their discretion, shall make one of the following recommendations.

- 11.2.7.1.1 That the candidate be awarded the degree of MPhil with no corrections to the thesis being required;
- 11.2.7.1.2. That the candidate be awarded the degree of MPhil subject to minor corrections being made to the thesis;
- 11.2.7.1.3. That the candidate be invited to conduct major revisions and resubmit the thesis for the degree of MPhil. A candidate will be permitted to resubmit on only one occasion. A fresh examination of the thesis, normally by the original examiners, is required and may include further oral examination;
- 11.7.1.4. That the candidate be awarded a generic Masters' degree in the area of specialisation
- 11.2.7.1.4 That no award be made to the candidate and no resubmission be permitted.
- 11.2.8. The candidate may be required to make editorial amendments to his/her thesis to the satisfaction of the Supervisor and the Chairman of the Board of Examiners, after consultation with the Chairman of the relevant Department, before lodgement of the final electronic copy of the thesis.
- 11.2.9. The PhD/ MPhil degree shall not be classified using percentages.

12. FEES

- 12.1. The fees for the PhD/MPhil degree programme will be as determined and prescribed by the University Fees Revision Committee and will be reviewed as necessary.

13. NOTIFICATION OF RESULTS AND AWARD OF DEGREE

- 13.1. Each candidate will be notified of the results of his/her examination by the Deputy Registrar Academic after the report of the Board of Examiners, Higher Degrees Committee and Senate has approved the Pass List.
- 13.2. A Degree Certificate and a transcript under the Seal of the University, shall be conferred to each candidate at a Graduation Ceremony where the candidate may or may not attend, after the University Council has approved the award of the degree and the transcript.