

**EXISTING BY LAWS
FOR
MPhil / PhD PROGRAMME**

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EXERCISING BY LAW
FOR
METHUEN PD PROGRAM

Procedure for the Enrolment and Award of
The Degree of Master of Philosophy (MPhil) and
The Degree of Doctor of Philosophy (PhD)

Window-01

1. Preamble

General Sir John Kotelawala Defence University (KDU) offers postgraduate research degree programmes leading to the award of Degree of Master of Philosophy (MPhil) and Degree of Doctor of Philosophy (PhD) in two different windows.

Window 1 – primarily targeted for military candidates who wish to register for an MPhil/PhD degree and administered by the Faculty of Graduate Studies (FGS).

Window 2 – primarily targeted for civil candidates who wish to register for an MPhil/PhD degree and the research component monitored by the Faculty related to the area of research and administered by the FGS.

Military and Civil candidates can also be registered under Window 02 or Window 01 respectively. This document presents the procedure for the enrolment and award of MPhil/PhD degrees by KDU in Window 1.

2. General Information

2.1 Types of students

- 2.1.1 *A full – time student* shall be a person duly registered for an MPhil/PhD degree programme who is engaged in research and related activities during the entire normal working hours of the week. Employed full time students are required to obtain leave of absence from their work places.
- 2.1.2 *A part – time student* shall be a person duly registered for an MPhil/PhD degree programme who engages in research and related activities during a part of the total working hours of a week as acceptable to the Faculty Board for his/her research work.

2.2 Application Procedure

- 2.2.1 Applications for enrolment of MPhil/PhD may be obtained from the Faculty of Graduate Studies (FGS) division of the KDU or downloaded from the Internet.
- 2.2.2 Duly completed application forms should be submitted to the Dean of the relevant Faculty, through the Head of the Department where the research will be carried out.
- 2.2.3 Applications will be called once every year.
- 2.2.4 Dean forwards the application to the Faculty Ethical Review Committee and then the Faculty Higher Degrees Committee (FHDC) for evaluation. On the evaluation by the FHDC, the Faculty board recommends to the Senate for approval of registration.

2.2.5 The Senate/Board of Study will inform its decision to the Dean of the relevant Faculty and SAR/Examination for the purpose of registration.

2.2.6 Dean of the Faculty of Graduate Studies (FGS) will inform the candidate to register for the MPhil/PhD degree.

2.3 Registration Procedure

2.3.1 Effective Date of Registration

The *effective date of registration* would be the date on which the candidate registers for the degree.

2.3.2 Maintenance of Registration

FGS maintains the record of registered students for MPhil/PhD degrees. It shall be obligatory for each student to renew the registration every year until the completion of the programme of study. Any change in the personal information as submitted at initial registration should be communicated to the FGS division with a copy to Head of the relevant department.

2.3.3 Postponement of Registration

A student who wishes to postpone his/her registration should write to the Dean through the Supervisor and the Head of the relevant department giving reasons for and duration of postponement. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.4 Change over from Full time to Part time and visa versa

On a written request by the student to the Dean through the Supervisor and the Head of the relevant Department, he/she may be allowed to change over from being a full-time student to a part-time student and visa-versa. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.5 Withdrawal from a Programme

A student wishing to withdraw from the programme for which he/she is registered should do so in writing to the Dean through the Supervisor and the Head of the relevant Department. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.6 Cancellation of Registration

A registration may be cancelled by the Senate on the recommendation of the Faculty Board or specially appointed committee by the Vice-Chancellor for the following reasons.

2.3.6.1 Non - fulfillment of prescribed course work requirements within the permitted duration of the degree.

2.3.6.2 Non - payment of annual registration fees within the first six months of each year.

2.3.6.3 Unsatisfactory progress of the candidate in three consecutive Progress Reviews.

2.3.6.4 Serious breach of rules and regulations of KDU as decided by the Vice-Chancellor on the recommendation of a specially appointed committee and the Senate.

2.4.4 Re-Admission

If a person wishes to re-enter the programme, he/she must apply for re-admission. The procedure for re-admission shall be the same as for initial registration, including the payment of prescribed fees.

2.4.5 Leave of Absence from the Programme

2.4.5.1 Leave may be granted by the Senate under special circumstances on a written request made by the student to the Dean through the Supervisor and Head of the relevant Department.

2.4.5.2 During the period of leave of absence, the student should maintain the continuity of registration by paying the relevant registration fees.

2.4.5.3 Under exceptional circumstances the Senate may decide on a waiver of registration fees during the leave of absence.

2.4.6 Progress Review

2.4.6.1 Progress review committee for a MPhil/PhD degree programme shall be appointed by the FGS at the time of registering a candidate for the programme.

2.4.6.2 Progress Review committee shall report to the Faculty Board of the Progress of MPhil/PhD candidate every six months.

2.4.6.3 The results of the progress review committee shall be reported to the SAR examination by the Dean of the Faculty.

2.4.7 Course work and Training requirements

2.4.7.1 All MPhil/PhD candidates shall complete a course on Research Methodology during the first semester of the programme.

2.4.7.2 MPhil/PhD candidates are required to follow the module on National Interest in the second six month of the programme.

2.4.7.3 If a candidate wishes to follow a special course module or training programme offered by another institute, he/she should bear the cost.

2.5 Place of Research Work and Supervisors

2.5.1 A postgraduate student would normally be required to work in the Faculty or in an external institution under the guidance of a supervisor/s appointed by the Faculty Board.

2.5.2 When the major part of the research is carried out in an external Institution at least one of the supervisors should be from that institution.

2.6 Examination and Evaluation Procedure

MPhil/PhD candidates who have acquired satisfactory standard in the research can submit the thesis on the approval of the supervisor provided he/she has completed all relevant course work requirements. The student shall be assessed on the basis of the thesis and a viva-voce examination by a panel of examiners after receiving report from the Thesis Examiners appointed by the Senate.

2.6.1 Thesis examiners

Two Thesis Examiners at least one of whom shall be an external examiner should be appointed by the Senate on the recommendation of the Faculty Board.

2.6.2 Panel of Examiners

The Panel of Examiners will consist of the Dean (Chairman), Head of the relevant Department of study, the Thesis Examiners (where an examiner is not available in the country, the FHDC shall nominate a suitable person) an Internal Examiner (a member from the relevant Department of study with a knowledge of the field of research) and the supervisor/s as an observer/s. The panel shall be appointed by the Senate on the recommendation of the Faculty Board.

2.6.3 Thesis Examination

Each thesis examiner shall forward his/her evaluation report to the SAR/Examination who shall thereafter forward the same to the Dean of the Faculty.

2.6.4 Viva-voce Examination

2.6.4.1 If the reports of the Thesis Examiners are favorable, the Dean in consultation with SAR/Examination shall set a date for the viva-voce examination. In the event there is a conflict in the

two reports, a third examiner shall be appointed by the Senate on the recommendation of the Faculty Board.

2.6.4.2 Based on the evaluation reports of the Thesis Examiners and the internal examiner, the panel of examiners shall accept the thesis, reject the thesis or prescribe amendments and/or further work, or in the case of a PhD candidate recommend the award of the MPhil degree.

2.6.4.3 A candidate whose thesis is recommended for the award of MPhil/PhD degree is required to make all corrections and/or revisions as prescribed by the panel and re-submit the revised thesis within a period of time specified by the panel of examiners. The corrections and/or revisions should be certified by the internal examiner.

The Thesis Submission

2.7.1 Initial Submission

With the approval of the supervisor, the candidate shall submit three copies of the thesis (prepared according to KDU guidelines) in temporary binding to the SAR/Examination through the Supervisor and the Head of the Department of study. The Examinations Division shall dispatch copies of the thesis to the Thesis Examiners.

2.7.2 Final Submission

With the certification of the Internal Examiner, the candidate shall submit three copies of the hard-bound revised thesis together with one soft copy in a CD to SAR/Examination through the Head of the Department within the period specified by the Panel of Examiners.

2.8 Effective Date of the Degree

The effective date of the degree which should not precede the last date of the programme duration of the programme will be as follows.

2.8.1 If the thesis is accepted without any corrections or accepted with minor corrections and where the revised thesis is submitted within the time period granted by the panel of examiners, the effective date of the degree shall be same as the date of viva-voce examination.

2.8.2 If the thesis is accepted with minor corrections but the revised thesis is not submitted within the time period granted by the panel of examiners, the

2.8.3 If the thesis is accepted with major corrections and the revised thesis is submitted not earlier than the time period granted by the panel of examiners, the effective date of the degree shall be the date of resubmission.

2.9 Fee Structure

The fee-structure is determined at the Faculty level and will be available on the Web/Faculty. It includes the following components.

- Application fee
- Examination fee per examination
- Re-examination fee per examination
- Library fee per year
- Refundable library deposit
- Supervisor fee
- Laboratory/Bench fee per year
- Registration fee per year
 - Full-time
 - Part-time
 - Foreign students

The Degree of Master of Philosophy (MPhil)

3.1 Admission Requirements

The minimum requirements for registration for a MPhil degree is as follows.

- 3.1.1 Masters degree in a relevant field from KDU or
- 3.1.2 Masters degree in a relevant field from a recognized University or
- 3.1.3 PSC or an equivalent from reputed local or foreign military institution with a minimum of twenty years of unblemished military service or
- 3.1.4 Bachelors degree in a relevant field of FOUR year duration with a 1st or 2nd Class from KDU or
- 3.1.5 Bachelors degree in a relevant field of FOUR year duration with a 1st or 2nd Class from a recognized university or
- 3.1.6 Bachelors degree in a relevant field of THREE year duration with a 1st or 2nd Class from KDU with a minimum of one year experience in the relevant field or
- 3.1.7 Bachelors degree in a relevant field of THREE year duration with a 1st or 2nd Class from a recognized university with a minimum of one year experience in the relevant field or
- 3.1.8 Any other relevant qualifications acceptable to the Faculty and approved by the Senate.

AND

- 3.1.9 Successful completion of the six month research methodology course and six month course on National Interest

3.2 Registration for the MPhil degree

- 3.2.1 Candidate should submit a research proposal during the first six month of the training programme.
- 3.2.2 Candidates should give a presentation to the Progress Review Committee on the progress of the proposed research at the end of training period.
- 3.2.3 Candidate earning a grade of B or above in the Progress Review shall be eligible to register for the MPhil degree
- 3.2.4 Candidate earning a grade below B in the progress review may resubmit the research proposal to the Progress Review Committee. Maximum of two resubmissions are permitted within the period of two years from the date of first assessment.

3.3 Out Line of the MPhil Degree Programme.

The MPhil Programme shall consist of

- (i) Research in a specified field under the guidance of a supervisor/s and
- (ii) Advanced studies under the guidance of a supervisor/s in one or more subject areas as specified by the supervisor/s

3.4 Duration for an MPhil Degree Programme

3.4.1 The minimum duration

The minimum duration for the MPhil degree shall be two years for a full time candidate and three years for a part time candidate from the date of registration for the degree.

3.4.2 The maximum duration

The maximum duration for the MPhil degree shall be five years for a full time candidate and seven years for a part time candidate from the date of registration.

3.5 Award of the Degree

The MPhil degree may be awarded to a candidate who has

- 3.5.1 fulfilled the admission requirement as given in Section 3.1 and
- 3.5.2 been duly registered and paid all relevant fees for the duration of his/her programme and
- 3.5.3 satisfied conditions on duration as given under Section 3.5
- 3.5.4 successfully completed the examination requirements as given under Section 2.6

3.6 Transfer from MPhil to PhD Programme

3.6.1 Candidate may submit a written request for a transfer from MPhil to PhD after completing at least one year to the Dean through the Head of the relevant department with a recommendation of the supervisor.

3.6.2 On the recommendation of the Head and the FHDC the Dean appoints a panel of reviewers for consideration of the request.

The panel shall consist of at least three members, including the Head of the relevant department and a member of reviewers showing the necessary expertise in the field.

4. The Degree of Doctor of Philosophy (PhD)

4.1 Admission Requirements

The minimum requirement for registration are.

4.1.1 MPhil degree in a relevant field from KDU or

4.1.2 MPhil degree in a relevant field from a recognized University or

4.1.3 A transfer from a MPhil programme granted by the Senate of KDU or

4.1.4 Any other qualification equivalent to the MPhil degree acceptable to Faculty Board and approved by the Senate.

AND

4.1.5 Successful completion of the six month research methodology course and six month course on National Interest

4.2 Registration for the PhD degree

4.2.1 Candidate should submit a research proposal during the first six month of the training programme.

4.2.2 Candidates should give a presentation to the Progress Review Committee on the progress of the proposed research at the end of training period.

4.2.3 Candidate earning a grade of A or above in the Progress Review shall be eligible to register for the MPhil degree

4.3 Out Line of the PhD Degree Programme.

The PhD Programme shall consists of

(i) Research in a specified field under the guidance of a supervisor/s and

(ii) Advanced studies under the guidance of the supervisor/s in one or more subject as specified by the supervisor/s

4.4 Duration for an PhD Degree Programme

4.4.1 The minimum duration

The minimum duration for the PhD degree shall be three years for a full time candidate and five years for a part time candidate from the date of registration.

4.4.2 The maximum duration

The maximum duration for the PhD degree shall be seven years for a full time candidate and nine years for a part time candidate from the date of registration.

4.5 Award of the Degree

The PhD degree may be awarded to a candidate who has

- 4.5.1 fulfilled the admission requirement as given in Section 4.1
and
- 4.5.2 been duly registered and paid all relevant fees for the duration of his/her programme
and
- 4.5.3 satisfied conditions on duration as given under Section 4.4
- 4.5.4 successfully completed the examination requirements as given under Section 2.6

Committee members

Prof. AS Karunananda
Prof. JP Karunadasa
Prof. Rohini Fernandopulle
Prof. Rohini Hewamanna

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Procedure for the Enrolment and Award of
The Degree of Master of Philosophy (MPhil) and
The Degree of Doctor of Philosophy (PhD)

Window-02

1. Preamble

General Sir John Kotelawala Defence University (KDU) offers postgraduate research degree programmes leading to the award of Degree of Master of Philosophy (MPhil) and Degree of Doctor of Philosophy (PhD) in two different windows.

Window 1 – primarily targeted for military candidates who wish to register for an MPhil/PhD degree and administered by the Faculty of Graduate Studies (FGS).

Window 2 -primarily targeted for civil candidates who wish to register for an MPhil/PhD degree and the research component monitored by the Faculty related to the area of research and administered by the FGS.

This document presents the procedure for the enrolment and award of MPhil/PhD degrees by KDU in Window 2.

2. General Information

2.1 Types of students

2.1.1 *A full – time student* shall be a person duly registered for an MPhil/PhD degree programme, who is engaged in research and related activities during the entire normal working hours of the week. Employed full time students are required to obtain leave of absence from their work places.

2.1.2 *A part – time student* shall be a person duly registered for an MPhil/PhD degree programme, who engages in research and related activities during a part of the total working hours of a week as acceptable to the Faculty Board for his/her research work.

2.2 Application Procedure

2.2.1 Applications for enrolment of MPhil/PhD may be obtained from the Faculty of Graduate Studies (FGS) division of the KDU or downloaded from the Internet.

2.2.2 Duly completed application forms should be submitted to the Dean of the relevant Faculty, through the Head of the Department where the research will be carried out. Applications are entertained throughout the year.

2.2.3 Dean forwards the application to the Faculty Ethical Review Committee and then the Faculty Higher Degrees Committee (FHDC) for evaluation. On the evaluation by the FHDC, the Faculty board recommends to the Senate for approval of registration.

2.2.4 The Senate will inform its decision to the Dean of the relevant Faculty and SAR/Examination for the purpose of registration.

2.2.5 Dean of the Faculty of Graduate Studies (FGS) will inform the candidate to register for the MPhil/PhD degree.

2.2.5 The candidate shall register for MPhil/PhD within one year from the date of Senate approval.

2.3 Registration Procedure

2.3.1 Effective Date of Registration

The *effective date of registration* would be the date on which the candidate registers for the degree.

2.3.2 Maintenance of Registration

FGS maintains the record of registered students for MPhil/PhD degrees. It shall be obligatory for each student to renew the registration every year until the completion of the programme of study. Any change in the personal information as submitted at initial-registration should be communicated to the PGS division with a copy to Head of the relevant department.

2.3.3 Postponement of Registration

A student who wishes to postpone his/her registration should write to the Dean through the Supervisor and the Head of the relevant department giving reasons for and duration of postponement. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.4 Change over from Full time to Part time and visa versa

On a written request by the student to the Dean through the Supervisor and the Head of the relevant Department, he/she may be allowed to change over from being a full-time student to a part-time student and visa-versa. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.5 Withdrawal from a Programme

A student wishing to withdraw from the programme for which he/she is registered should do so in writing to the Dean through the Supervisor and the Head of the relevant Department. Dean forwards the request to the approval of the Senate on the recommendation of FHDC and the Faculty Board. The Senate decision will be conveyed to FGS division and the relevant Head of the department.

2.3.6 Cancellation of Registration

A registration may be cancelled by the Senate on the recommendation of the Faculty Board or specially appointed committee by the Vice-Chancellor for the following reasons.

2.3.6.1 Non - fulfillment of prescribed course work requirements within the permitted duration of the degree

2.3.6.2 Non - payment of annual registration fees within the first six months of each year.

2.3.6.3 Unsatisfactory progress of the candidate in three consecutive Progress Reviews.

2.3.6.4 Serious breach of rules and regulations of KDU as decided by the Vice-Chancellor on the recommendation of a specially appointed committee and the Senate.

2.4.4 Re-Admission

If a person wishes to re-enter the programme, he/she must apply for re-admission. The procedure for re-admission shall be the same as for initial registration, including the payment of prescribed fees.

2.4.5 Leave of Absence from the Programme

2.4.5.1 Leave may be granted by the Senate under special circumstances on a written request made by the student to the Dean through the Supervisor and Head of the relevant Department.

2.4.5.2 During the period of leave of absence, the student should maintain the continuity of registration by paying the relevant registration fees.

2.4.5.3 Under exceptional circumstances the Senate may decide on a waiver of registration fees during the leave of absence.

2.4.6 Progress Review

2.4.6.1 Progress review committee for a MPhil/PhD degree programme shall be appointed by the Faculty Board on the recommendation of the FHDC at the time of registering a candidate for the programme.

2.4.6.2 Progress Review committee shall report to the Faculty Board of the Progress of MPhil/PhD candidate every six months

2.4.6.3 The results of the progress review committee shall be reported to the SAR examination by the Dean of the Faculty.

2.4.7 Course work and Training requirements

2.4.7.1 MPhil/PhD candidates are required to follow the course modules on Research Methodology offered by the KDU¹ unless a similar course acceptable to the KDU has been followed before or an exemption has been recommended by the supervisor.

2.4.7.2 Course modules offered in postgraduate and undergraduate programmes by the KDU are opened to MPhil/PhD students at a concessionary rate decided by the KDU, subjected to the consent of the supervisor.

2.4.7.3 If a candidate wishes to follow a special course module or training programme offered by another institute, he/she should bear the cost.

2.5 Place of Research Work and Supervisors

2.5.1 A postgraduate student would normally be required to work in the Faculty or in an external institution under the guidance of a supervisor/s appointed by the Faculty Board.

2.5.2 When the major part of the research is carried out in an external Institution at least one of the supervisors should be from that institution.

2.6 Examination and Evaluation Procedure

MPhil/PhD candidates who have acquired satisfactory standard in the research can submit the thesis on the approval of the supervisor provided he/she has completed all relevant course work requirements. The student shall be assessed on the basis of the thesis and a viva-voce examination by a panel of examiners after receiving report from the Thesis Examiners appointed by the Senate.

2.6.1 Thesis examiners

Two Thesis Examiners at least one of whom shall be an external examiner should be appointed by the Senate on the recommendation of the Faculty Board.

2.6.2 Panel of Examiners

The Panel of Examiners will consist of the Dean (Chairman), Head of the relevant Department of study, the Thesis Examiners (where an examiner is not available in the country, the FHDC shall nominate a suitable person) an Internal Examiner (a member from the relevant Department of study with a knowledge of the field of research) and the supervisor/s as an observer/s. The panel shall be appointed by the Senate on the recommendation of the Faculty Board.

¹ The Research Methodology course module is available on the KDU website at www.kdu.ac.ke

2.6.3 Thesis Examination

Each thesis examiner shall forward his/her evaluation report to the SAR/Examination who shall thereafter forward the same to the Dean of the Faculty.

2.6.4 viva-voce Examination

2.6.4.1 If the reports of the Thesis Examiners are favorable, the Dean in consultation with SAR/Examination shall set a date for the viva-voce examination. In the event there is a conflict in the two reports, a third examiner shall be appointed by the Senate on the recommendation of the Faculty Board.

2.6.4.2 Based on the evaluation reports of the Thesis Examiners and the performance at the viva-voce examination, the panel of examiners shall accept the thesis, reject the thesis or prescribe amendments and/or further work, or in the case of a PhD candidate recommend the award of the MPhil degree.

2.6.4.3 A candidate whose thesis is recommended for the award of MPhil/PhD degree is required to make all corrections and/or revisions as prescribed by the panel and re-submit the revised thesis within a period of time specified by the panel of examiners. The corrections and/or revisions should be certified by the internal examiner.

2.7 The Thesis Submission

2.7.1 Initial Submission

With the approval of the supervisor, the candidate shall submit three copies of the thesis (prepared according to KDU guidelines) in temporary binding to the SAR/Examination through the Supervisor and the Head of the Department of study. The Examinations Division shall dispatch copies of the thesis to the Thesis Examiners.

2.7.2 Final Submission

With the certification of the Internal Examiner, the candidate shall submit three copies of the hard-bound revised thesis together with one soft copy in a CD to SAR/Examination through the Head of the Department within the period specified by the Panel of Examiners.

2.8 Effective Date of the Degree

The effective date of the degree which should not precede the last date of the minimum duration of the programme will be as follows.

- 2.8.1 If the thesis is accepted without any corrections or accepted with minor corrections and where the revised thesis is submitted within the time period granted by the panel of examiners, the effective date of the degree shall be same as the date of viva-voce examination.
- 2.8.2 If the thesis is accepted with minor corrections but the revised thesis is not submitted within the time period granted by the panel of examiners, the effective date of the degree shall be the date of resubmission.
- 2.8.3 If the thesis is accepted with major corrections and the revised thesis is submitted not earlier than the time period granted by the panel of examiners, the effective date of the degree shall be the date of resubmission.

2.9 Fee Structure

The fee-structure is determined at the Faculty level and will be available on the Web/Faculty. It includes the following components.

- Application fee
- Examination fee per examination
- Re-examination fee per examination
- Library fee per year
- Refundable library deposit
- Supervisor fee
- Laboratory/Bench fee per year
- Registration fee per year
 - Full-time
 - Part-time
 - Foreign students

1 The Degree of Master of Philosophy (MPhil)

3.1 Admission Requirements

The minimum requirements for registration for a MPhil degree is as follows.

- 3.1.1 Masters degree in a relevant field from KDU or
- 3.1.2 Masters degree in a relevant field from a recognized University or
- 3.1.3 PSC or an equivalent from reputed local or foreign military institution with a minimum of twenty years of unblemished military service or
- 3.1.4 Bachelors degree in a relevant field of FOUR year duration with a 1st or 2nd Class from KDU or
- 3.1.5 Bachelors degree in a relevant field of FOUR year duration with a 1st or 2nd Class from a recognized university or
- 3.1.6 Bachelors degree in a relevant field of THREE year duration with a 1st or 2nd Class from KDU with a minimum of one year experience in the relevant field or
- 3.1.7 Bachelors degree in a relevant field of THREE year duration with a 1st or 2nd Class from a recognized university with a minimum of one year experience in the relevant field or
- 3.1.8 Any other relevant qualifications acceptable to the Faculty and approved by the Senate.

3.2 Registration for the MPhil degree

- 3.2.1 Candidates under categories 3.1.1 to 3.1.5 shall be given direct registration for the MPhil Degree.
- 3.2.2 Candidates under categories 3.1.6, 3.1.7 or 3.1.8 shall be given provisional registration whereby candidates are required to pass a qualifying examination in the relevant field within a maximum period of nine months from the date of such registration. Upon successful completion of the qualifying examination the candidate shall be registered for the MPhil degree.
- 3.2.3 Qualifying examination can be an independent and directed study assigned to him/her by the department of study and approved by the Faculty Board followed by an examination (written, viva-voce and/or presentation).

3.3 Out Line of the MPhil Degree Programme.

The MPhil Programme shall consist of

- (i) Research in a specified field under the guidance of a supervisor/s and
- (ii) Advanced studies under the guidance of a supervisor/s in one or more subject areas as specified by the supervisor/s

3.4 Duration for an MPhil Degree Programme

3.4.1 The minimum duration

The minimum duration for the MPhil degree shall be two years for a full time candidate and three years for a part time candidate from the date of registration.

3.4.2 The maximum duration

The maximum duration for the MPhil degree shall be five years for a full time candidate and seven years for a part time candidate from the date of registration.

3.6 Award of the Degree

The MPhil degree may be awarded to a candidate who has

3.6.1 fulfilled the admission requirement as given in Section 3.1
and

3.6.2 been duly registered and paid all relevant fees for the duration of his/her
programme
and

3.6.3 satisfied conditions on duration as given under Section 3.4

3.6.4 successfully completed the examination requirements as given under
Section 2.6

3.7 Transfer from MPhil to PhD Programme

3.7.1 Candidate may submit a written request for a transfer from MPhil to PhD after completing at least one year to the Dean through the Head of the relevant department with a recommendation of the supervisor.

3.7.2 On the recommendation of the Head and the FHDC the Dean appoints a panel of reviewers for consideration of the request.

3.6.3 Candidate is required to give a presentation to the panel of reviewers showing the progress over last 12 months.

4. The Degree of Doctor of Philosophy (PhD)

4.1 Admission Requirements

The minimum requirement for registration are.

- 4.1.1 MPhil degree in a relevant field from KDU or
- 4.1.2 MPhil degree in a relevant field from a recognized University or
- 4.1.3 A transfer from a MPhil programme granted by the Senate of KDU or
- 4.1.4 Any other qualification equivalent to the MPhil degree acceptable to Faculty Board and approved by the Senate.

4.2 Registration for the PhD degree

4.2.1 Candidates under categories 4.1.1 to 4.1.3 shall be given direct registration for the PhD Degree.

4.2.2 Candidates under categories 4.1.4 shall be given provisional registration whereby candidates are required to demonstrate proven research capabilities during the first year of research and judged by a panel of evaluators appointed by the Faculty. Upon the recommendation of the panel the candidate is permitted to register for the PhD degree.

4.3 Out Line of the PhD Degree Programme.

The PhD Programme shall consists of

- (i) Research in a specified field under the guidance of a supervisor/s and
- (ii) Advanced studies under the guidance of the supervisor/s in one or more subject as specified by the supervisor/s

4.4 Duration for an PhD Degree Programme

4.4.1 The minimum duration

The minimum duration for the PhD degree shall be three years for a full time candidate and five years for a part time candidate from the date of registration.

4.4.2 The maximum duration

The maximum duration for the PhD degree shall be seven years for a full time candidate and nine years for a part time candidate from the date of registration.

4.5 Award of the Degree

The PhD degree may be awarded to a candidate who has

- 4.6.1 fulfilled the admission requirement as given in Section 4.1
and
- 4.6.2 been duly registered and paid all relevant fees for the duration of his/her
programme
and
- 4.6.3 satisfied conditions on duration as given under Section 4.4
- 4.6.4 successfully completed the examination requirements as given under
Section 2.6

Committee members

Prof. AS Karunananda
Prof. JP Karunadasa
Prof. Rohini Fernandopulle
Prof. Rohini Hewamanna

GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY
APPLICATION FOR THE REGISTRATION UNDER WINDOW 2 FOR MPhil/PhD DEGREES

DEPARTMENT OF

PERSONAL INFORMATION							
1. Mr. Ms.	2. Name in Full :		4. Date of Birth			5. Sex M F	6. Marital Status Married Single
	3. National Identity Card No. :		yy.	m	d		
7. Home Address		8. Office Address		9. Contact Address (if different from 7 or 8)			
Tel :		e-mail :		Tel :			
ACADEMIC INFORMATION (Requested Program of Study)							
10. Faculty	11. Department	12. Program	13. Method of Study		14. Name of Sponsor (if any)		
		MPhil /PhD	Full Time Part Time				
15(a). Field of Study/ Topic of Research (Please submit a Research Proposal on reverse page)				15(b). Name(s) of Research Supervisor(s)			
PREVIOUS EDUCATIONAL QUALIFICATIONS (Please attach copies of Certificates and Academic Transcripts)							
16(a). University	16(b). Period		16(c). Date of Graduation	16(d). Area of Specialization	16(e). Medium	16(f). Degree/Diploma	16(g). Class
	From	To	Yy / mm / dd				
PROFESSIONAL QUALIFICATIONS (Please attach copies of Certificates)							
17(a). Professional Institution							
17(b). Class of Membership							
DETAILS OF RELEVANT EXPERIENCE (Starting from the present)							
18(a). Organization	18(b). Period		18(c). Designation	18(d). Nature of Work			
	From	To					
19. Are you registered for any other post graduate courses? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'Yes', please give details:							
20. Other relevant information (Publications, Awards etc.):							

21. RESEARCH PROPOSAL (Please refer to instructions for preparing the proposal on Page 4)