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DEPARTMENT OF HUMAN RESOURCES, SCIENCE AND TECHNOLOGY

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MODALITIES FOR THE AWARD OF DEGREES

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Introduction

The PAU is a premier Pan African University, its degree awarding postgraduate research programmes must have to adhere to stringent programme guidelines and formats so as to observe high quality academic standards as well as to prioritise areas of relevance and scientific research strength to advance Africa's development.

MASTERS PROGRAMMES

The Masters degree award programmes subscribed to by the PAU shall be by coursework and research and shall conform to the following content and structural requirements.

1. Objectives

They shall have clear objectives, which, among other programme specific aspects, shall include provision for:

- a) capacity building of the human resources necessary for scientific, economic, social and cultural development of the African continent;
- b) capacity building for scientific research and its application;
- c) developing a professional and skilled workforce that loves to contribute to the community and to promote good governance;
- d) instilling the desire and ability of resourcing Africa;
- e) building a cadre that is capable of providing leadership in their respective fields of study.

2. Duration of Training

Not less than one year and not more than three (3) academic calendar years.

3. Programme Structure

To specify the courses offered per semester and the Course Units earned per course. Most programmes have recess terms, in addition to the two semesters, for greater focus on the practical aspects of the programmes, such as internship, teaching practice, survey projects, field attachments, industrial training, etc.

(i) Course Units

- a) The programmes shall be conducted on Course Unit (CU) basis;
- b) One CU is equivalent to one contact hour a week over a semester or a series of weeks of at least 15 contact hours; (A semester contains 17 weeks, 15 of teaching/ study/practice and two weeks of examinations).
- c) One contact hour is equivalent to one hour of a lecture /tutorial/ seminar, or three hours of practicals.

The total Course Units required at the end of a Semester must be at least 15.

The Course Units required at the end of a year must be at least 30.

(ii) Course Work and Research requirements

- a) A candidate shall not be permitted to formally start on research work unless he/she has attended a minimum of at least 2/3 of the courses offered in the first year of course work.
- b) All masters' degree programme students are also required to present at least one seminar before completing their degree programme.
- c) A candidate for the Masters degree shall undertake a research project with the guidance of at least two supervisors appointed by the Institute Board and approved by the Senate out of which one should be a Principal Supervisor
- d) The Masters candidate shall present a Thesis in accordance with the general rules and regulations pertaining to all Masters Degrees submitted to the PAU.

iii) Award

The degree of a Master of ----- shall be awarded to a candidate who has accumulated a minimum of 30 CU for the courses passed; and has successfully fulfilled the requirements of the thesis and passed the oral examination.

DOCTOR OF PHILOSOPHY DEGREE PROGRAMMES

1. Purpose of Doctoral Training

The purpose of doctoral training is to impart skills to doctoral students in the art and science of scholarship and to promote broader skills acquisition; and above all, to develop independent and critical thinkers who are able to conduct quality research and initiate innovations that will contribute to the transformation of communities. The end products of PhD training are researchers who can engage with the broader environment of

stakeholders. Doctoral scientific and academic training promotes the acquisition of scientific methodology, critical analysis and the initiative for independent study. Doctoral students are expected to probe deeply into their subjects and be at the forefront of research and innovation in their fields.

2. Type of Doctorate to be offered by the PAU

The PAU will offer doctorate degree by course-work and thesis only.

2.1 Doctorate by Coursework and Thesis

A student pursuing a doctorate by coursework and thesis is expected to attend formal training in a set of courses and secure a number of course units before embarking on the thesis. The number of courses to be studied and the length of the thesis may vary from discipline to discipline or from programme to programme. The student is expected to work with his/her supervisors to select the most appropriate courses from within and outside his/her respective faculty/institution/school. After completing the coursework component and passing the examination set at the end of it, the student will then spend approximately two years completing the thesis under the guidance of the supervisor and Doctoral Committee.

The student is required to have a specified minimum number of course units as prescribed by the Unit in order to graduate, in addition students are expected to present at least two seminar paper prior to submitting a satisfactory thesis and successfully defending it in a public oral examination.

3. Oral Examination

An oral examination is compulsory for Masters Students and for the PhD candidates it is a public defence. The oral examination for Masters Students is a closed one conducted by the appointed panel only. Oral examiners shall identify the areas to be covered during the oral examination and the kind of questions to be discussed in the examination. The panel shall examine the knowledge base on the subject matter or the research.

4. Award of Degrees

A letter of award of the degree shall be processed by the Directorate of Graduate Studies and Scholarships (DGSS) of the PAU only when the examiners have certified in writing and with signatures that the candidate presented a meritorious thesis and passed the oral examination. Where a candidate has to make corrections on the thesis as recommended by the examinational panel, the letter of award of the degree shall only be

processed when the candidate has made the corrections to the satisfaction of the examiner who was entrusted by the oral examination panel to oversee the corrections. The Principal Supervisor shall write to the Director of the DGSS certifying that he/she was satisfied with the corrections.

Three copies of the thesis, in acceptable binding with a hard black cover, endorsed by the student and supervisor(s) shall be presented to the DGSS. In addition, the oral examination report shall be made available to the DGSS before the award letter is prepared.

Only those candidates who will have received their letters of award shall be eligible for inclusion in the book of graduating students and to attend the graduation ceremony.

JOINT AWARDS

1. Definition

Joint award qualification in a University system refers to an award that ensues from jointly executed teaching, supervision and examination or all such multiple responsibilities involving more than one unit in a given university, for instance the PAU, and other relevant and recognized Universities. A joint award presupposes that collaboration/co-operation exists between the partner institutions to create an enabling environment in which students, academic staff and other stakeholders are willing to participate.

1.1 Advantages of Joint Awards in Regional/ International Education

- (i) Strengthening collaboration through research sharing; both universities will improve their organizational and human resource capacity for research management and postgraduate training. This will include the development of joint research projects and training programmes as well as other forms of staff and student mobility.
- (ii) The collaboration has the potential to yield international visibility through excellence in research outputs on global issues exhibited through joint publications and conferences.

1.2 Advantages of a Joint PhD Research Degree

A joint PhD research degree will strengthen the collaboration between senior Scientists/Scholars and facilitate staff development. It will also lead to the enhancement of research initiatives and administrative procedures in both universities. A holder of a joint PhD degree will have the versatility of being a beneficiary of the two universities and he/she will be in position

to take the lead in maximizing the exploitation of the resources available in Africa to accelerate the development of the continent.

1.3 Guidelines for the Joint Award

1.3.1 Collaborating Institutions

The Institution to collaborate with should be a recognized one. There should exist structures and expertise to manage, teach, supervise, examine and carry out research for the joint award. Ethical issues related to the award should be noted and agreed upon as jointly acceptable by either University. The students and staff involved must be made aware of all the joint award procedures.

1.3.2 Agreement to Justify and Strengthen the Complementary and Equal Partnership Between Universities

There shall be a collaborative agreement to justify and strengthen the complementary and equal partnership between universities.

1.3.3 Admission Requirements

The admission requirements of the relevant institutions shall be equivalent and any modifications/additions to such qualifications shall be mutually agreed upon as prescribed in the terms of reference for selection of students for PAU

1.3.6 Requirements and Procedures of Application

- i) The application requirements of the relevant institutions shall be equivalent and any modifications/additions to such qualifications shall be mutually agreed upon.
- ii) The programme shall be openly advertised to give equal opportunity to candidates to apply; and for the staff to be informed and to get involved. Standing procedures, guidelines and statutes shall be put in place for any given joint award programme.

1.3.7 Duration of Study

The duration of study shall be defined and shall as much as possible not significantly differ from the existing ones in the participating universities. The duration of stay in a particular university shall be stated as a requirement before the award is given.

1.3.8 Fees Payment and Sharing of Fees between Collaborating Institutions

The modalities of fees payment and sharing shall be established between the partner universities. Some have been captured in the Memorandum of Understanding MoU between the host Institution and the PAU

1.3.9 Coordinating Office

The University organs to manage and coordinate the award shall be clearly identified in each university. A coordinator shall therefore be identified.

1.3.10 Courses and Coursework Load

The type of courses and coursework load required for the specific degree awards shall be jointly defined and agreed upon by the collaborating universities.

1.3.11 Quality Assurance

The course curricula and the methods of progress monitoring shall be agreed upon using the quality assurance procedures established in the collaborating universities. However, the quality assurance system and procedures would be adhered in the interim pending the establishment of Pan African accreditation system of higher education in the continent.

1.3.12 Examinations

The examination process and grading of the award shall be agreed upon by both universities.

1.3.13 Preparation and Presentation of Research Projects/ Thesis

The format and other specifications pertaining to the processing and presentation of research projects/thesis shall be clearly defined and agreed upon by the partnering universities.

1.3.14 Withdrawal of students

The mechanism of withdrawal from the joint award degree shall be defined and the withdrawal shall be granted only following an investigation.

1.3.15 Transcripts

The type and format of the transcripts shall be agreed upon by the partner universities with the specification: "Transcript for the Joint Award" included in the heading of the document.

1.3.16 Joint Award Certificate

- (i) The name of the joint award degree shall be endorsed by the partner universities and both official languages (if different) shall be used on the award certificate by mutual consent.
- (ii) The joint Award certificate shall bear both/all the logos of the collaborating universities side by side, a lead statement of the awarding bodies in the partner universities, the title of the degree (and class, if applicable), candidate's name, date of award and signature of the relevant university authorities. The quality of paper used shall be agreed upon and the relevant university seals shall be embossed.
- (iii) The graduating candidate shall receive the joint award only once at a graduation ceremony in a partner university of his/her choice. However, the names of the candidate shall be included in the graduation lists of both the partner universities and the candidate shall be free to attend both graduation ceremonies.

1.4 Conflict Resolution

- (i) Special situations of variance shall be resolved by consultation and mutual consensus among the bodies responsible for the joint awards in the partner universities.
- (ii) The agreement pertaining to the joint awards shall provide for the appointment of an arbitrator or arbitrators.

1.5 Termination of the Joint Award

The termination of the Joint Award Agreement by one of the collaborating universities shall be by one year's notice with mutual consent, but shall not affect the registered students: they shall continue with their studies up to completion.