



**Bahria University**

Discovering Knowledge

# PhD

# RULES

# 2017



## **LETTER OF PROMULGATION**

1. This document titled "PhD Rules", is hereby Promulgated with effect from Fall 2017 semester.
2. The document contains 73 pages, numbered 1 to 73. Master copy of the document is held with the Regulations Cell. In the event of any change desired in the document, an amendment request is to be put up to the Directorate of Post Graduate Programs for processing.
3. These Rules shall be read in conjunction with the general Academic Rules/Regulations of the university. In matters where these Rules are silent, relevant rules/regulations and procedures of BU shall apply. In addition, PhD requirements are revised by the HEC from time to time which shall be complied with, and shall take precedence over these Rules should there be a conflict.

  
**MUHAMMAD HISHAM SI(M)**  
Commodore  
Registrar

**Dated:** // September 2017

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## **8. Advisory Committee for PhD Scholars**

### **8.1. Composition**

Three PhD faculty members/researchers including supervisor appointed by the HOD for each PhD scholar. Advisory Committee members can be external to the BU and, in some cases, a Committee member from industry or the professions may be appropriate.

### **8.2. Terms of Reference**

- a. Support the Supervisor in his/her role and provide additional advice to the PhD scholar in technical and research related matters.
- b. Oversee the research progress of PhD scholar to ensure that the overall progress of the thesis is on track and satisfactory and that any issues affecting progress are identified and addressed.
- c. Meet biannually to assess progress of the scholar and submit report to PGP Directorate through HOD, Principal and Dean.

## **9. Ethical Review Committee (ERC)**

### **9.1. Composition**

Three or more suitable members selected by the Dean from within or outside BU depending upon kinds of expert opinion needed in the research work.

### **9.2. Terms of Reference**

- a. Review the research proposals involving human or other living subjects, whether individuals or communities, before the study begins, and ensure that the conditions that could affect the rights of subjects during a study are approved for the study to begin.
- b. Identify ethical issues or concerns posed by research involving human subjects and undertake sufficient assessment of proportionality of risks and benefits for the individuals and community involved by those issues in order to secure the individuals'/community well-being by maximizing possible benefits while minimizing risks.

- c. Ensure the subjects of research are clearly aware of the nature of the research work and their position in respect of it.
- d. Protect potential participants in the research from being coerced or manipulated to participate in the research work especially those whose capacity is impaired, not capable of giving voluntary consent, or who are in some way dependent or vulnerable to the research revealing. And ensure that the consent being secured is valid, preferably in writing, and the participants are sufficiently informed and have adequate time to decide without pressure.
- e. Ensure subjects shall be able to easily withdraw from a research protocol without giving reasons and without suffering any penalty or alteration in their relationship with providers of services, if any.
- f. Ensure respect for the research participants through protecting their individual autonomy especially those who are not capable of taking autonomous decisions, and maintaining confidentiality of the data and information collected.
- g. Ensure protection of the research subject against any possible serious bodily harm.
- h. Examine and evaluate the process, printed documents and other tools that shall be employed for collecting data.
- i. Assess the incentives that shall be given to the participants to ensure that no unethical consideration is involved in the incentives being offered.
- j. Attempt to reduce and resolve the ethical issues involved in the research as much as possible.
- k. Conduct periodic appraisal of the research being undertaken to ensure subjects of research are protected from harm, their confidentiality is maintained, and their rights are respected. Serious adverse events shall be reported promptly to the FRC.
- l. The ERC may withdraw approval of the research work if it is not satisfied with the level of adherence to the basic ethical guidelines by the scholar.
- m. Confidentiality of the ERC's proceedings shall be preserved.