

Checklist for Submission of Thesis of MS/ M.Phil./ Equivalent Program

University of Sargodha

College/Institute/Department of _____

M. Phil Thesis of Ms. / Mr. _____

Discipline _____

Session _____

| Sr# | Requirements | Copy Annex | Remarks | Page |
|----------|--|------------|---------|------|
| A | Admission Requirements: | | | |
| i | CGPA/Division in MA/MSc or Equivalent | | | |
| ii | Score in GAT (General) / Departmental test/or equivalent (whichever is applicable) | | | |
| iii | Enrolment Date/Fee Submission date of 1st Semester | | | |
| iv | Registration No./Copy of Registration Card | | | |
| B | Course Work: | | | |
| i | GPA in 1st Semester result (attached) | | | |
| ii | GPA in 2nd Semester result (attached) | | | |
| iii | CGPA in Course work result (DMC attached) | | | |
| iv | Repeat Courses (if any) | | | |
| C | Research: | | | |
| i | Date of BOS Meeting in which Title of Research and Supervisor were recommended (Agenda item no. _____) | | | |
| ii | Title of Thesis Recommended by the BOS | | | |
| iii | Name of Supervisor Recommended by the BOS | | | |
| iv | Date of BOS Meeting in which Research Proposal /Synopsis was recommended (Agenda item no. _____) | | | |
| v | Date of Meeting of BOS in which Panel of examiners was recommended (Agenda item no. _____) | | | |
| vi | Copy of Synopsis | | | |
| vii | Date of approval of Supervisor and Title of Thesis by AS&RB (Meeting Dated Agenda No. _____) | | | |
| viii | Title of Thesis Approved by AS&RB | | | |
| ix | Name of Supervisor approved by the AS&RB | | | |
| x | Change of Supervisor (Yes/No). if yes, mention date of meeting of AS&RB | | | |
| xi | Date of approval of Panel of examiners by the AS&RB (Meeting Dated Agenda No. _____) | | | |
| D | Submission of Research Work for Evaluation: | | | |
| i | Bio-Data Form (Attested By Chairman Concerned) i. CNIC ii. Attested Copies of Matriculation Certificate (as a proof of D.O.B), Intermediate or Equivalent, Graduation or Equivalent iii. Transcript Notification Fee Rs. 1500/- Bank Challan No. _____ Dated _____ | | | |

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|------|--|--|--|--|
| | iv. Date of Fee deposited for evaluation of thesis i.e. Rs. 30000/- Bank Challan No. _____ Dated _____ | | | |
| ii | Whether thesis is submitted in prescribed time (Yes or No) | | | |
| iii | Extension in Maximum Time Limit (if applicable) | | | |
| iv | Similarity index and date of plagiarism report generated by software (Turnitin) duly vetted by office of Central Library (Similarity index of thesis should be $\leq 19\%$ and single source $< 5\%$) | | | |
| v | Declarations from the student and supervisor Regarding Plagiarism + Plagiarism Check | | | |
| vi | Certificate from the student and supervisor regarding completion of thesis as per requirements of HEC & UOS | | | |
| vii | Date of Submission of Thesis for evaluation (Covering letter) | | | |
| viii | Thesis: 01-CD (soft copy) along with 02-hard copies | | | |
| ix | Certificate of ethical review board | | | |
| x | Submitted research paper, verified by the Chairperson | | | |

Signature of Supervisor

Signature of Chairperson/In-charge

Note: Please attach copies of all relevant documents mentioned in the above list

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Directorate, Advanced Studies & Research

It is hereby certified that the office of the undersigned has received the thesis of the above-mentioned scholar. The thesis has been checked, found complete and correct in all respects, all records are available in the student's file, for your kind perusal and further necessary action.

SU/DAS&R/_____ Dated: ____/____/202__

Director, AS&R _____

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Controller of Examinations

ACE (Secrecy)

ACE (Semester)

Additional CE

Controller of Examinations

Checklist for Submission of Thesis of PhD Program

University of Sargodha

College/Institute/Department of _____

PhD Thesis of Ms. / Mr. _____

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| iv | Repeat Courses (if any) | | | |
| v | Date of conduct of Comprehensive Examination | | | |
| vi | Date of Result Notification of Comprehensive Examination | | | |
| vii | Number of attempts to pass Comprehensive Examination | | | |
| C | Research: | | | |
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| v | Date of Meeting of BOS in which Panel of examiners was recommended (Agenda item no. _____) | | | |
| vi | Copy of Synopsis | | | |
| vii | Date of Synopsis Defense | | | |
| viii | Date of approval of Supervisor and Title of Thesis by AS&RB (Meeting _____ Dated _____ Agenda No. _____) | | | |
| ix | Title of Thesis Approved by AS&RB | | | |
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| ii | Whether thesis is submitted in prescribed time (Yes or No) | | | |
| iii | Extension in Maximum Time Limit (if applicable) | | | |
| iv | Plagrisim report of thesis vetted by office of Central Library (Similarity index of thesis should be $\leq 19\%$ and single source $< 5\%$) | | | |
| v | Declarations from the student and supervisor Regarding Plagiarism + Plagiarism Check | | | |
| vi | Certificate from the student and supervisor regarding completion of thesis as per requirements of HEC & UOS | | | |
| vii | Notification that the scholar has successfully pre-defended his/her research work before submission for External Evaluation | | | |
| viii | Acceptance/ Publication of Research Paper in HEC approved Journal vetted by ORIC | | | |
| ix | Submission of Thesis for evaluation (Covering letter) | | | |
| x | Soft copy of thesis in CD along with 4 hard copies | | | |
| xi | Certificate of ethical review board | | | |

Signature of Supervisor

Signature of Chairperson/In-charge

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