

M.Phil in Education
(Regular & Evening)
Ph.D in Education
(Regular & Evening)
2015



Institute of Education and Research
University of the Punjab
Quaid-i-Azam Campus
Lahor

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THE INSTITUTE

The Institute of Education and Research (IER) was established in September 1960 in cooperation with the School of Education, Indiana University, USA. It is located at the Quaid-i-Azam Campus, University of the Punjab, Lahore. It is the pioneer Institute in Pakistan for advanced studies in the field of Education. The major aim of the Institute is to provide advanced teacher training and promote educational research. As such the Institute has provided thousands of trained teachers at higher level to the country and has conducted and disseminated several educational researches. Many new departments and programmes have been added to the Institute since its inception and its enrolment has increased manifold. Curricula of various programmes of the Institute are revised and updated regularly. The Institute is also serving the nation by way of providing consultancy and expert advice to various government and international organizations in the field of education.

MISSION STATEMENT

To achieve excellence in the field of teacher education through empowering teachers and developing their competencies in areas of content, pedagogical skills and research in the field of Education.

DEGREE PROGRAMMES

The Institute presently offers 20 degree programmes. The title and normal duration of each degree programme is given below:

A. Advanced Degree Programmes in Education

- | | | |
|----|---|---------|
| 1. | Master of Philosophy (M. Phil) in Education | 2 years |
| 2. | Doctor of Philosophy (Ph. D) in Education | 5 years |

The Institute started its regular full time Ph. D programme in 1968. The major objectives of the programme include:

- a. to prepare educational leaders in teaching, research, and administration, and
- b. to stimulate educational research of high quality, both fundamental and applied, required for the improvement of education.

B. Degree Programmes in Education

- | | | |
|-----|--|---------|
| 3. | M. A Education (Elementary) | 2 years |
| 4. | M. A Education (Secondary) | 2 years |
| 5. | M. A Education (Islamic) | 2 years |
| 6. | Master in Educational Research and Assessment | 2 years |
| 7. | Master of Business Education (M.B.E) | 2 years |
| 8. | Master of Science Education (M. S. Ed) | 2 years |
| 9. | Master of Technology Education (M.T.E) | 2 years |
| 10. | M. A Education (Early Childhood) | 2 years |
| 11. | M.A English Language Teaching & Linguistics (ELTL) | 2 years |

12.	Master of Education (M. Ed) Elementary	1 year
13.	Master of Education (M.Ed) Secondary	1 year
14.	Master of Education (M.Ed) Science	1 year
15.	Master of Education (M.Ed) Secondary (Evening)	1 year
16.	B.Ed (Honors) Elementary	4 years
17.	B.S.Ed (Honors)	4 years
18.	B.Ed Secondary	1 year
19.	B.Ed Science	1 year
20.	B.Ed in Technical Education	1 year

ADMISSION REQUIREMENTS FOR M. PHIL

Minimum qualifications required of an applicant for admission to M. Phil in Education programmes are:

1. Master's Degree in Education or equivalent (16 years of education ; 130 credit hours) as per HEC rules.
2. All candidates will have to qualify admission test and interview conducted by the Institute.
3. Candidates having Master's Degree or equivalent (16 years of education) from a HEC recognized university in other relevant Social and Natural Science disciplines are also eligible to apply for admission to M. Phil in Education (These applicants have also to fulfill the conditions mentioned at 2, 3 above). List of subject is as follows: English, Economics, Sociology, Social Work, Psychology, Philosophy, Home Economics, Geography, History, Urdu, Physics, Chemistry, Botany, Zoology, Mathematic, Statistics and Special Education.

However, all the admitted students having master degree in the above mentioned subject will have to complete following courses of Master degree level.

- i. Research Methods in Education
- ii. Educational Psychology
- iii. Philosophy of Education
- iv. Educational Assessment and Evaluation
- v. Curriculum and Instruction
- vi. Educational Administration

Note: For M. Phil/Ph.D Evening programme, admission criteria and eligibility requirements will be same as for admission in M. Phil/Ph.D morning programme

ADMISSION REQUIREMENTS FOR PH. D

1. M. Phil/M. S/Equivalent degree in Education in First Division/CGPA \geq 3.00/400 from a HEC recognized University..
2. The candidates will have to qualify admission test and interview conducted by the Institute

SEATS AVAILABLE

M. Phil in Education (Regular)	25
M. Phil in Education (Evening)	25
Ph. D in Education (Regular)	15
Ph. D in Education (Evening)	15

ADMISSION CRITERIA FOR M. PHIL

The candidates will be selected purely on merit. Admission will be made on 100 point criteria which will include the following:

Academic Qualifications	40
Admission Test	40
Professional Experience	05
Publications	05
Interview	<u>10</u>
Total:	100

IMPORTANT NOTE

Qualification from institutions other than University of the Punjab will be equalized by the "Equivalence Committee of the University of the Punjab" according to the guidelines approved by the HEC. It is the responsibility of the candidate to obtain and submit equivalence of his/her degree in the Institute before the display of eligible candidates list. Failing to do so they will not be considered for admission.

1. Academic Qualifications**40 Marks**

Break up of 40 marks for academic qualifications for M. Phil in Education:

Course/Degree	Marks allocated against %age marks (Annual System)					
	45%	50%	55%	60%	70%	≥80%
Matriculation or equivalent	2	4	5	7.5	8.5	10
F. A/F. Sc or equivalent	2	4	5	7.5	8.5	10
B. A/B. Sc or equivalent	2	4	5	7.5	8.5	10
M. A/M. Sc or equivalent (pass course)	2	4	5	7.5	8.5	10
Course/Degree	Marks allocated against CGPA (Semester System)					
	2.5	3.0	3.40	≥ 3.8		
M. A/M. Sc or equivalent	5	7.5	8.5	10		
BS (Hons) 4 years	2.5	3.0	3.40	≥ 3.8		
	10	15	17	20		
Course/Degree	Marks allocated for Overall Percentage Marks (if CGPA is not mentioned)					
	65%	70%	75%	80%	≥85%	
M. A/M. Sc or equivalent	5	6.5	7.5	8.5	10	

A candidate must obtain at least 20 marks in the academic qualification.**2. Admission Test****40 Marks**

The test will comprise of three parts (i) General Ability Test (ii) Education ability Test and Two essays (one each in English and Urdu).

General Ability Test: It will include test in English vocabulary, reading comprehension, sentence completion, analogy, analytical ability, logical reasoning, basic mathematics etc. This part will carry 40 % weightage.

Education Ability Test: It will include test on major educational concepts, theories, methods etc. It will be drawn generally from core Education courses like Philosophy of Education, Educational Psychology, Islamic Culture & Ideology of Pakistan, Curriculum, Educational Administration, Educational Research, Teaching Methods and Educational Measurement and Evaluation. This part will carry 40% weightage.

Most of the questions on both parts of the test will be objective/multiple choice type.

Two essays (one each in English and Urdu) The essay will assess the writing abilities and language proficiency of the candidates: This part will carry 20% weightage.

Candidates must obtain at least 50 percent marks to qualify the test.

3. Professional Experience after Master's Degree in Education 05 Marks

Teaching/research/administrative experience as a full-time paid employee in a recognized school/college/university/educational organization. Half mark per year for school experience and one mark per year for experience in college/university and other professional institutions subject to a maximum of 5 marks.

4. Publications 05 Marks

One mark each for book, research report and article on educational issues published in HEC recognized international/ national journals subject to a maximum of 5 marks.

5. Interview 10 Marks

The candidates qualifying the test will be called for interview. Candidates must obtain at least 50 percent marks to qualify the interview.

ADMISSION CRITERIA FOR PH. D

The candidates will be selected purely on merit. Admission will be made on 100 point criteria which will include the following:

Academic Qualifications	40
Admission Test	40
Professional Experience	05
Publications	05
Interview	<u>10</u>
Total:	100

1. Academic Qualifications 40 Marks

Break up of 40 marks for academic qualifications for Ph. D

Course/Degree	Marks allocated against %age marks (Annual System)				
	45%	50%	60%	70%	≥80%
Matriculation or equivalent	2	4	6	7	8
F. A/F. Sc or equivalent	2	4	6	7	8
B. A/B. Sc or equivalent	2	4	6	7	8
M. A/M. Sc or equivalent (pass course)	2	4	6	7	8

Course/Degree	Marks allocated against CGPA (Semester System)				
	2.5	3.0	3.40	≥ 3.8	
B. S (Honor) 4 years (16 years)	10	12	14	16	
M. A/M. Sc or equivalent	5	6	7	8	
M.S/M. Phil or equivalent (18 years)	3.0 CGPA /Ist Div.	3.3	3.6	≥ 3.8	
	05	6	7	8	
Course/Degree	Marks allocated for Overall Percentage Marks (if CGPA is not mentioned)				
	65%	70%	75%	80%	$\geq 85\%$
M. A/M. Sc or equivalent	5	6.5	7.5	8.5	10

A candidate must obtain at least 20 marks in the academic qualification.

2. Admission Test 40

Admission test will comprise of two parts (i) Education ability test (ii) two essays (one each in English and Urdu). The education subject test will comprised of major educational concepts, theories, method, etc. It will drawn from courses like Philosophical Foundation of Education, Advance Educational Psychology, Research Method, Educational Leadership & Management, Assessment & Evaluation in Education and Curriculum Theories and Models. The essay will assess the writing abilities and language proficiency of the candidates. Candidates must obtain at least 50 percent marks to qualify the admission test.

3. Professional Experience after Master's Degree in Education 05

Teaching/research/administrative experience as a full-time paid employee in a recognized school/college/university/educational organization. Half mark per year for school experience and one mark per year for experience in college/university and other professional institutions subject to a maximum of 5 marks.

4. Publications 05

One mark each for book, research report and article on educational issues published in HEC recognized international/ national journals subject to a maximum of 5 marks.

5. Interview 10

The candidates qualifying the test will be called for interview. Candidates must obtain at least 50 percent marks to qualify the interview.

Total 100

MODE OF APPLICATION

1. The last date for receipt of applications at the Institute is **February 06, 2015**
2. A postal order or demand draft for Rs. 500/- in favour of the Director, IER must accompany the application. Alternatively this amount may be deposited in Account No. 101 of the Institute of Education and Research at Habib Bank Limited, New Campus Branch, Lahore and a copy of the challan form should be attached with the application. This amount will cover expenses on admission test and interview. No claim for refund will be entertained from the candidates in any case.
3. In-service candidates should apply only if they are sure that they are entitled to earned/study leave under the rules of their service. Such candidates can submit advance copy of their application by February 06, 2015. But their applications through proper channel must reach the IER Main Office at or before 04:00 p.m on February 27, 2015.
4. Unsigned application will not be entertained.
5. All the documents must be attached with the application as listed in this prospectus. Application without documents will not be considered.
6. Application on old/Photostat/typed forms will not be accepted.
7. Application reaching the Institute after the last date for receipt of applications will not be entertained.

DOCUMENTS REQUIRED FOR ADMISSION

A. Documents to be attached with application

1. Photo copies of SSC, F. A/F. Sc, B. A/B. Sc/B. Com, M. A/M. Sc, B. S. Ed/ B. Ed, and M. Ed/M.A. Ed/MBE/M.S.Ed/MTE/M.A. ELTL/MERA/M.A ECE/ B. S/M. Phil/M. S certificates/degrees.
2. Degree Equivalence Certificate from Punjab University Equivalence Cell if you have Master's degree or equivalent from other than Punjab University.
3. Photo copy of transcript of Master's degree.
4. Photo copy of National Identity Card.
5. Photo copy of character certificate from the head of the institution last attended.
6. Original character certificate from the head of the institution where working now.
7. Original certificate of teaching/research/administrative experience after obtaining Master's degree verified by the concerned authority.
8. Passport size copy of recent photograph.
9. Demand Draft/Postal Order/Pay Order/ Copy of Bank Challan for Rs. 500/-.

10. Photocopies of publications including research work/ articles/ books.

B. Documents to be submitted at the time of admission

1. Original certificates/degrees listed at A: 1-4 above.
2. Certificate of good health and physical fitness from any gazetted MBBS Medical Officer including tests for hepatitis B and C.
3. Migration certificate from your previous university (if applicable).
4. Letter of sanction of initial leave for at least one year and relieving orders with permission from the employer/department to register as a regular full time M. Phil/ Ph. D in education student at the IER.

Note: Any candidate, who was rusticated, expelled, or whose entry in any college/university campus was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted without the permission of the Board of Governors, IER. The BOG may not consider such cases except on the recommendation of the Director of the IER.

STUDY LEAVE

1. The in-service selectees for admission to M. Phil/Ph. D Regular class will have to arrange two/three years leave from their parent departments.
2. The in-service selectees for M. Phil/Ph. D class will not be allowed to register in the **first semester** unless they produce letter of sanction of leave for at least one year along with relieving orders.
3. Ph.D Evening class need only Departmental permission to join (No study leave is required)

REQUIREMENTS FOR THE AWARD OF M. PHIL DEGREE

This degree programme is comprised of three phases. The total work load for this programme is 33 credit hours (27 course work and 6 research work). The detail is given below.

Course Work Phase: In this phase students will have to complete a course work of 24/27 credit hours with a minimum CGPA of 2.50 out of 4.00.

Comprehensive Examination Phase: If a student passed all the prescribed courses satisfactorily with minimum cumulative grade point average (CGPA) 2.50 out of 4.00

he/she will have to appear for written Comprehensive Examination. The passing GPA is 3.00 out of 4.00.

Dissertation Phase: After passing successfully the written Comprehensive Examination thesis will be allotted to the student and he/she has to complete satisfactorily nine months research work for M. Phil dissertation under the supervision of his/her doctoral supervisor and has to defend his/her thesis satisfactorily. The work load of thesis work is equal to 6 credit hours.

Student fails to obtain a minimum CGPA of 2.50 but not less than 2.30 in course work phase, he/she can repeat two courses (One Chance Only) with low GPA to improve his/her CGPA. If CGPA of student remains less than 2.5 he/she will be dropped from the roll of the Institute.

REQUIREMENTS FOR THE AWARD OF PH. D DEGREE

This programme is comprised of 66 credit hours (18 credit hours course work and 48 credit hours research work). The detail is given below:

Course Work Phase: This phase is comprised of course work of 18 credit hours with a minimum CGPA of 3.00.

Comprehensive Examination Phase: If a student passed all the prescribed courses satisfactorily with minimum CGPA 3.00 out of 4.00 he/she will have to appear for written Comprehensive Examination The passing GPA is 3.00 out of 4.00.

Dissertation Phase: After passing successfully the written Comprehensive Doctoral Examination thesis will be allotted to the student and he/she has to complete satisfactorily 48 credit hours research work for doctoral dissertation under the supervision of his/her doctoral supervisor and has to defend his/her thesis satisfactorily. Minimum of one article related to the research must be published in HEC recognized journal before the submission of thesis.

If Student fails to obtain a minimum CGPA of 3.00 but not less than 2.8 in course work phase, he/she can repeat two courses with lowest GPA to improve his/her CGPA. In case student fails to improve his/her CGPA to 3.00, he/she shall not be awarded degree and removed from the roll of the Institute.

DURATION OF M. PHIL IN EDUCATION PROGRAMME

Normal duration of M. Phil degree programme is 2 years.

- | | | |
|----|---|----------------------|
| 1. | Course work | 1 year (2 semesters) |
| 2. | Comprehensive Examination
Preparation, examination and Result | 1 month |
| 3. | Proposal Development and
Approval by IER Doctoral Programme
Committee (DPC) | 2 months |

- | | | |
|----|---------------|----------|
| 4. | Research Work | 9 months |
|----|---------------|----------|

Maximum time limit will be 2½ years from the date of first registration. No extension in time limit will be granted in any case.

DURATION OF PH. D IN EDUCATION PROGRAMME

Normal duration of degree programme is 5 years.

- | | | |
|----|---|----------------------|
| 1. | Course work | 1 year (2 semesters) |
| 2. | Comprehensive Examination
Preparation, examination and Result | 2 months |
| 3. | Proposal Development and
Approval by IER DPC & Advanced
Studies & Research Board (ASRB) | 6 months |
| 4. | Research Work | 2 – 3 years |

Maximum time limit will be five years from the date of first registration. No extension in time limit will be granted in any case.

PRE-REQUISITES OF M. PHIL IN EDUCATION PROGRAMME

The following Master's level courses or their equivalent are pre-requisites for the M. Phil in Education programme:

1. Philosophy of Education
2. Educational Psychology
3. Curriculum and Instruction
4. Research Methods in Education
5. Educational Administration
6. Educational Assessment and Evaluation

A student will have to take relevant course (s) with the Master classes to remove any deficiency in this regard before he/she is permitted to take advanced level courses.

COURSE WORK EXAMINATION FOR M. PHIL

1. There will be two regular semesters in each year, Fall and Spring, of 18 weeks each with a minimum of 16 weeks for the course work.
2. There shall be two examinations for each course during each semester. These examinations shall be termed mid semester and final. In addition to these examinations, the teacher shall give home assignments, term papers, quizzes etc. The IER DPC shall be responsible for supervising the teaching, examination and the related matters. The IER DPC may review the evaluation of any student/class if it deems appropriate.

3. Only those students who have attended not less than 75% of lectures in each course shall be eligible for admission to such examinations.
4. A teacher shall report the names of the students who are absent from the lectures/practical continuously for 7 days to the Director of the Institute who will forward the names of the student/s to the Dean to enable him/her to strike off the names of such student/s from the rolls of the class. The Dean may for valid reasons readmit such a student on the recommendation of the IER DPC.
5. The final examination for semester shall be held on a date, time and place to be notified by the IER DPC in advance.
6. The mid semester examination shall be held during 9th week of the semester. In addition, quizzes, special home assignments and/or term paper shall also be conducted. The final examination shall be held at the end of the semester. (Marks: mid term 35%, sessional work 25%, final examination 40%).
7. In order to qualify in the examination of each course in a semester, a student must obtain at least GPA of 2.30.
8. The scripts of each examination shall be shown to the students concerned by the teacher and taken back immediately. The teacher concerned shall keep such record for one year from the date of depositing the award lists.
9. At the end of the first semester a student must obtain a minimum Grade Point Average (GPA) of 2.50 to be promoted to the second semester.
10. In case a student is able to obtain GPA of 2.30 or more but less than 2.50 he/she will be promoted to the second semester on probation. The candidate, who fails to secure 2.30 GPA in the first semester shall stand automatically dropped from the rolls.
11. A student who completes all the courses and has not been required to repeat any course(s), obtain CGPA of less than 2.50 but not less than 2.30 at the end of 2nd semester, may be allowed to repeat up to two courses (varying 3-6 credits) in which he/she had obtained the lowest grades, in order to improve the CGPA so as to obtain the minimum of 2.50 failing which he/she shall not be awarded degree and removed from the rolls of the Institute.
12. After two semesters (24/27 credit hours) of course work and passing Comprehensive Examination, research work of six credit hours will be carried out. Title of the thesis/project will be recommended by IER DPC routed through DPCC for the approval of the Vice-Chancellor. Thesis will be submitted in a period of 9 months. In case of genuine reason on the recommendation of the supervisor, IER DPC, DPCC, and Vice-Chancellor can give extension up to six months for the submission of thesis. Thesis will be evaluated by the External Examiner. Board of Examiners for the examination of thesis shall be appointed by the Vice-Chancellor out of the panel recommended by IER DPC routed through DPCC. Evaluation normally be completed within six weeks of submission of the theses.

Comprehensive Examination

1. Students admitted to the M. Phil programme shall take Comprehensive Examination on the completion of all course work including non credit courses.
2. The Comprehensive examination will cover all course work and will consist of a written/oral part. The examinations will test the student's ability to integrate and assimilate the knowledge obtained from the courses, seminars and independent studies.
3. Examiners (3-5) for the Comprehensive examination shall be appointed by the Dean out of the panel of names recommended by the IER DPC. At least 2 examiners will be from outside the University.
4. To pass the Comprehensive Examination, a student must get CGPA not less than 3.00 out of 4.00.
5. If a student does not pass the comprehensive examination in first attempt, he/she may be given one more chance on the recommendation IER DPC. The registration of a M. Phil student shall be deemed as cancelled if he/she does not pass the comprehensive examination even in the second attempt.

Thesis Examination

The research thesis shall be submitted within the specified period of registration. The Vice-Chancellor on the recommendations of the IER DPC, to avoid any hardship in genuine cases, shall have the power to extend the date of submission of thesis for a total period not exceeding six months.

1. A Board of Examiners for the evaluation of thesis shall be appointed by the Vice-Chancellor out of the panel recommended by the IER DPC routed through DPCC.
2. The Board of Examiners shall comprise:
 - a. Director, IER (Chairman)
 - b. External Examiner (One)
 - c. Research Supervisor/s (Internal/s)
3. The candidate shall have to appear before the Board of examiners for the assessment of his/her thesis and comprehensive examination. The Board of Examiners shall either accept or defer for re-submission or reject the thesis.
4. No degree shall be awarded unless the Board of Examiners recommend the award.
5. If the Board of Examiners find that the thesis is wholly inadequate, the thesis shall be rejected.

6. If the thesis, though inadequate, is of sufficient merit, in the opinion of atleast two examiners including the external examiner, the Board of examiners may recommend to re-submit it in a revised form within a period of six months.
7. The Director, IER shall forward to DPCC and the Controller of Examinations the names and particulars of successful candidates for award of the degree of M. Phil.
8. On receipt of the names of successful candidates from the Director, the Controller of Examinations shall issue a result notification.

Thesis submitted by the candidate for M. Phil in Education degree must comply with the following conditions:

1. It must form a distinct contribution to knowledge and offered evidence of originality, shown either by the discovery of new facts or by the exercise of independent critical judgment.
2. It must not include research work for which degree has been conferred on him/her in this or any other university.
3. Thesis must be written in English and the presentation must be satisfactory for publication.
4. Any part of the thesis which has been published before submission of the thesis may be appended at the end of the thesis.
5. The candidate shall submit through his/her supervisor four copies (5 copies in case of co-supervisor) of his/her thesis typed or printed, along with 4/5 copies of an abstract of about 1000 words.

ADMISSION AND REGISTRATION OF PH. D STUDENTS

The candidates shall be admitted to Ph. D Program provisionally. However their registration shall be confirmed after the approval from Advanced Studies and Research Board. Their registration shall be counted from the date of admission at the Institute. The period of completion of Ph. D programme shall be counted from the date first of registration.

Course Work Examination

1. There will be two regular semesters in each year, winter and spring, of 18 weeks each with a minimum of 16 weeks for the course work.
2. There shall be two examinations for each course during each semester. These examinations shall be termed mid semester and final. In addition to these examinations, the teacher shall give home assignments, term papers, quizzes etc. The IER DPC shall be responsible for supervising the teaching, examination and the

related matters. The IER DPC may review the evaluation of any student/class if it deems appropriate.

3. Only those students who have attended not less than 80% of lectures in each course shall be eligible for admission to such examinations. A student will be dropped from a course if he/she absents from more than 20 percent class meetings of that course. The instructor concerned will display the list of such students at least one day before the examination week and such students will not be allowed to appear in the final test of the course.
4. The final examination for semester shall be held on a date, time and place to be notified by the IER DPC.
5. The mid semester examination shall be held during 9th week of the semester. In addition, quizzes, special home assignments and/or term paper shall also be conducted. The final examination shall be held at the end of the semester. (Marks: mid term 35%, session work 25%, final examination 40%).
6. In order to qualify the examination of each course in a semester, a student must obtain GPA of 2.7/4.00.
7. At the end of the first semester a student must obtain a minimum Grade Point Average (GPA) of 3.00/4.00 to be promoted to the second semester.
8. In case a student is able to obtain GPA of 2.80/4.00 or more but less than 3.00/4.00 he/she will be promoted to the second semester on probation. The candidate, who fails to secure 2.80/4.00 GPA in the first semester shall stand automatically dropped from the roll.
9. The scripts of each examination shall be shown to the students concerned by the teacher and taken back immediately. The teacher concerned shall keep such record for one year from the date of depositing the award lists.

Comprehensive Examination

1. Students admitted to the Ph. D programme shall take Comprehensive Examination on the completion of all course work including non credit courses.
2. The Comprehensive Examination will cover all course work and will consist of a written and oral part. The examinations will test the student's ability to integrate and assimilate the knowledge obtained from the courses, seminars and independent studies.
3. Examiners (3-5) for the Comprehensive examination shall be appointed by the Dean out of the panel of names recommended by the IER DPC. At least 2 examiners will be from outside the University.
4. To pass the comprehensive examination, a student must get GPA not less than 3.00 out of 4.00.

5. If a student does not pass the comprehensive examination in first attempt, he/she may be given one more chance on the recommendation of his/her Supervisor/ Advisor and IER DPC. The registration of Ph. D student shall be deemed as cancelled if he/she does not pass the comprehensive examination even in the second attempt.

Thesis Examination

Thesis submitted by the candidate for Ph. D degree must comply with the following conditions:

1. It must form a distinct contribution to knowledge and offered evidence of originality, shown either by the discovery of new facts or by the exercise of independent critical judgment.
2. It must not include research work for which degree has been conferred on him/her in this or any other university.
3. Thesis must be written in English and the presentation must be satisfactory for publication.
4. Any part of the thesis which has been published before submission of the thesis may be appended at the end of the thesis.
5. The candidate shall submit through his/her supervisor six copies (7 copies in case of co-supervisor) of his/her thesis typed or printed, along with 6/7 copies of an abstract of about 1000 words.
6. Minimum of one article related to the research must be published in HEC recognized journals before the submission of thesis.

CODE OF CONDUCT

1. Under the Chairmanship of the Director there shall be a Disciplinary Council consisting of not less than three and more than five IER teachers to investigate, deal with, hear and punish the cases of unfair means, misconduct and indiscipline among the students on rolls of the Institute.
2. The teacher of the course and person conducting the examination will report unfair means cases to the Director, IER (Chairman, Disciplinary Council) for necessary action.
3. All types of misconduct & indiscipline cases at the IER will be dealt with by IER Disciplinary Council or by the University Disciplinary Committee, as the case may be in accordance with the Regulation (s) relating to Discipline laid down in the Calendar of the University of the Punjab, Laho

GRADING SYSTEM

Equivalence in numerical grades, letter grades and grade points will be as follows:

Percent Marks	Letter Grade	Grade Points
85 – 100	A+	4.00
80 – 84	A	3.70
75 – 79	B+	3.30
70 – 74	B	3.00
65 – 69	B-	2.70
61 – 64	C+	2.30
58 – 60	C	2.00
55 – 57	C-	1.70
50 – 54	D	1.00
Below 50	F	0.00
Withdrawal	W	
Incomplete	I	

Maximum possible Grade Point Average is 4.00

SCHEDULE OF ADMISSION

* Advertisement	January 18, 2015
Availability of Forms and Prospectus	January 19, 2015
* Last Date for Receipt of Applications	February 06, 2015 by 4:00 p.m
* Display of list of Eligible Candidates	February 12, 2015 by 4:00 p.m
* Admission Test	February 14, 2015 by 10:00 a.m
* List of successful candidates in the test and display of schedule of interview	February 27, 2015 by 4:00 p.m
● Interview of Successful Candidates	03-06 March, 2015
● Display of General Merit Selectees	March 10, 2015
● Display of First Admission List	March 10, 2015
● Fee Submission	March 11-12, 2015
● Display of 2 nd Admission List	March 13, 2015
● Fee Submission	March 16-17, 2015
● Display of 3 rd & final Admission List	March 18, 2015
● Fee Submission	March 19-20, 2015
● Registration & Orientation for newly admitted students	April 01, 2015
● Commencement of class work	April 02, 2015

1. Admission test will be held on February 14, 2015 in the Institute. The roll numbers of candidates eligible for admission test will be displayed on the Notice Board of the Institute by 04:00 pm on February 13, 2015. It is the responsibility of the candidate to see the list of candidates eligible for the test on the IER Notice Board. No separate intimation will be sent to the candidates for the test.
2. Only those candidates who qualify the test will be interviewed on specified dates.
3. The list of selectees will be displayed on Notice Board of the IER.
4. Selectees failing to register on notified dates for registration will lose their right to admission and their seats will be offered to candidates next in merit.
5. Dues should be deposited in Account No. 101, Habib Bank Ltd. Quaid-i-Azam Campus, within banking hours.
6. Only those in-service selectees will be allowed to register whose leave has been sanctioned and who get departmental permission to study at the IER in the M. Phil/Ph. D in Education programme.
7. Objections/complaints about omission/errors in the list of selectees should be brought to the notice of Chairperson/Secretary, IER Doctoral Programme Committee.
8. **The Institute reserves the right to correct any error, omission etc. at any stage.**
9. **The Institute reserves the right to cancel any admission on the basis of any error/omission etc. on the part of Institute or mis-statement/concealment of facts on the part of candidates.**

FEES AND FUNDS

The students should deposit their dues in Account No. 101, Habib Bank Limited, Quaid-i-Azam Campus, Punjab, University, Lahore according to the following rates. The dues may be revised at any time during student's study programme at the Institute.

For M.Phil (Regular)

Tuition Fee (Per Course)	Rs. 3500	Per Semester
Examination Fee (Per Course)	Rs. 700	“
Library Membership Fee	Rs. 100	“
P.U. Transportation Fee	Rs. 1650	“
Result Notification Fee	Rs. 100	“
Admission Fee	Rs. 1000	at first registration
Identity Card Fee	Rs. 200	“
IER Development Fund	Rs. 500	“
IER Maintenance Fund	Rs. 500	“
P.U. Sports Development Fund	Rs. 200	“
Computer Lab Fee	Rs. 1000	Per Annum
P.U. Medical Fee	Rs. 200	“
P.U. Students Welfare Fund	Rs. 125	“
P.U. Sports Fund	Rs. 200	“
P.U. S.T.C. Fee	Rs. 500	“
Electricity Charges	Rs. 1800	“
IER Student Magazine (Taleem-o-Tahqeeq)	Rs. 200	“
P.U. Mosque Fee (For Muslim student only)	Rs. 50	“
IER Library Services	Rs. 1100	“
IER Sports Fund	Rs. 100	“
Comprehensive Examination Fee	Rs. 1000	in 2 nd Semester
Transcript Fee	Rs. 500	“
Security	Rs. 1000	Refundable
Late Semester Registration Fee	Rs. 50	Per day
Dissertation Fee	Rs. 12000	at the time Dissertation registration

For M.Phil (Evening)

Tuition Fee (Per Course)	Rs. 7000	Per Semester
Examination Fee (Per Course)	Rs. 700	“
Library Membership Fee	Rs. 100	“
P.U. Transportation Fee	Rs. 1650	“
Result Notification Fee	Rs. 100	“
Admission Fee	Rs. 1000	at first registration
Identity Card Fee	Rs. 200	“
IER Development Fund	Rs. 500	“
IER Maintenance Fund	Rs. 500	“
P.U. Sports Development Fund	Rs. 200	“
Computer Lab Fee	Rs. 1000	Per Annum
P.U. Medical Fee	Rs. 200	“
P.U. Students Welfare Fund	Rs. 125	“
P.U. Sports Fund	Rs. 200	“
P.U. S.T.C. Fee	Rs. 500	“
Electricity Charges	Rs. 1800	“
IER Student Magazine (Taleem-o-Tahqeeq)	Rs. 200	“
P.U. Mosque Fee (For Muslim student only)	Rs. 50	“
IER Library Services	Rs. 1100	“
IER Sports Fund	Rs. 100	“
Comprehensive Examination Fee	Rs. 1000	in 2 nd Semester
Transcript Fee	Rs. 500	“
Security	Rs. 1000	Refundable
Late Semester Registration Fee	Rs. 50	Per day
Dissertation Fee	Rs. 12000	at the time of Dissertation registration

For Ph. D in Education Regular

Head of Account	1 st & 2 nd Semester	3 rd & 4 th Semester	5 th & 6 th Semester	7 th & 8 th Semester
Tuition Fee	28000	-	-	-
Examination Fee	5600	-	-	-
Thesis Fee	-	17500	17500	21000
IER Library Membership Fee	200	200	200	200
Electricity Charges	1800	1800	1800	1800
IER Sports Fund	100	100	100	100
IER Library Services	1100	1100	1100	1100
Bus Pass Charges	3000	3000	3000	3000
Admission Fee	1000	-	-	-
IER Student Magazine	200	200	200	200
Identity Card Fee	200	-	-	-
Maintenance Fee	500	-	-	-
Development Fund	500	-	-	-
Result Notification Fee	200	-	-	-
Computer Lab Fee	1000	1000	1000	1000
Comprehensive Examination Fee	1000	-	-	-
DMC Fee	500	-	-	-
Security	1000	-	-	-
University Dues	19000	12625	12625	12625
Total	64900	37525	37525	41025
Dissertation Fee	15250			

Note: In addition to dissertation registration fee, Ph. D students have to pay Rs. 56,000/- as a tuition fee for thesis in four installments, since workload of thesis is equal to 16 courses (48 credit hours) when thesis will be offered to them.

For Ph. D in Education Evening

Head of Account	1 st & 2 nd Semester	3 rd & 4 th Semester	5 th & 6 th Semester	7 th & 8 th Semester
Tuition Fee	56000	-	-	-
Examination Fee	5600	-	-	-
Thesis Fee	-	17500	17500	21000
IER Library Membership Fee	200	200	200	200
Electricity Charges	1800	1800	1800	1800
IER Sports Fund	100	100	100	100
IER Library Services	1100	1100	1100	1100
Bus Pass Charges	3000	3000	3000	3000
Admission Fee	1000	-	-	-
IER Student Magazine	200	200	200	200
Identity Card Fee	200	-	-	-
Maintenance Fee	500	-	-	-
Development Fund	500	-	-	-
Result Notification Fee	200	-	-	-
Computer Lab Fee	1000	1000	1000	1000
Comprehensive Examination Fee	1000	-	-	-
DMC Fee	500	-	-	-
Security	1000	-	-	-
University Dues	19000	12625	12625	12625
Total	92900	37525	37525	41025
Dissertation Fee	15250			

Note: In addition to dissertation registration fee, Ph. D students have to pay Rs. 56,000/- as a tuition fee for thesis in four installments, since workload of thesis is equal to 16 courses (48 credit hours) when thesis will be offered to them.

Tuition Fee from Foreign Students

Tuition fee from foreign students for M.Phil and Ph.D degree programmes will be charged @ Rs. 100,000/- per annum per student in addition to the normal charges as shown above.

THE FACULTY COUNCIL

1. There is a Faculty Council in the Institute consisting of the Chairpersons of its various Special Purposes Committees and two other members from the IER Faculty elected by the total teaching staff. The Director is the ex-officio President of the Faculty Council.
2. The Director with the Faculty Council exercise all authority and responsibility in respect of academic matters including courses of study, degree requirements, teaching and syllabi, provided that the Scheme of Studies and Syllabi, shall be referred to the Academic Council of the University of the Punjab for approval.
3. The Director and the Faculty Council are also responsible for student admissions and requirements for such admissions.
4. The Director and the Faculty Council are also responsible for students evaluation and examinations. On the recommendations of the Faculty Council, the Director forwards to the University a list, showing the names of the successful candidates for several degrees, for the award of appropriate degrees of the University.

IER DOCTORAL PROGRAMME COMMITTEE

1. This Committee presently consists of the following IER faculty members with the Director IER as its chairperson.

Prof. Dr. Mumtaz Akhter	Chairperson & Director, IER
Prof. Dr. Mahr Muhammad Saeed Akhtar	Member
Prof. Dr. Abid Hussain Ch.	Member
Prof. Dr. Razaqat Ali Akbar	Member
Dr. Nasir Mahmood	Member
Dr. Muhammad Saeed	Member
Dr. Tahseen Mahmood	Member
Dr. M.Aamir Hashmi	Member
Prof. Dr. Rizwan Akram Rana	Member/Secretary
2. The Committee is responsible for designing, developing and revising scheme of studies/course outlines and all other academic matters relating to M. Phil/Ph. D subject to the final approval of the IER Faculty Council and other University bodies, if necessary.
3. The Committee is responsible to sort out applications, arrange for admission test, conduct interviews, select candidates for admission, formulate policies, deal with problems of criteria for admission and appoint supervisor.
4. The Secretary of the Committee is responsible for preparation and notification of schedule of courses for M. Phil/Ph. D classes for each semester. In addition he/she will be responsible for student personnel affairs for M. Phil/Ph. D students.
5. The candidates should contact the Chairperson or Secretary of the Committee in case they have any problem or they need any clarification.

DOCTORAL PROGRAMME FACULTY

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|-----|--|---------------------|
| 1. | Dr. Mumtaz Akhtar
M.A.Edu, Ph.D Ed (Pb.)
Post Doc (UK) | Professor |
| 2. | Dr. Mahr Muhammad Saeed Akhtar
M.A.Edu, M.A.Isl. Studies, M. Ed (UK)
Ed. D (USA) | Professor |
| 3. | Dr. Abid Hussain Ch.
M.A.Edu, M.A.Eco, Ph.D. Ed (Pb),
Post Doc (UK) | Professor |
| 4. | Dr. Rizwan Akram Rana
M.Sc Physics, M.A.Edu, Ph.D Ed (Pb.)
Post-Doc. (UK) | Professor |
| 5. | Dr. Rifaqat Ali Akbar
M.Ed (Sc), M.A (Isl.Std),
Ph.D Ed. (Arid), Post Doc (UK) | Professor |
| 6. | Dr. Nasir Mahmood
M.S.Ed, M.A.S, Ph.D (Japan)
Post Doc (UK) | Associate Professor |
| 7. | Dr. Muhammad Saeed
M.Ed, M.A (Eco),
Ph.D (Greece), Post Doc (UK) | Associate Professor |
| 8. | Dr. Tahseen Mahmood
M.A. Edu, M.A Fine Arts
Ph.D Special Edu. (Pb) | Assistant Professor |
| 9. | Dr. Abdul Qayyum Ch.
M.A.Edu, Ph.D Ed (Pb) | Assistant Professor |
| 10. | Dr. Tariq Mahmood Ch.
M.A Edu. M.Sc (App. Psy)
Ph.D Special Edu. (Pb) | Assistant Professor |
| 11 | Dr. Ahmad Sher Awan
M.S.Ed, M.Sc (Chem)
Ph.D Ed (Pb) | Assistant Professor |

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| 12. | Dr. Munaza Nausheen
M.A.Edu, M.A.Edu (UK)
Ph.D (Australia) | Assistant Professor |
| 13. | Dr. Muhammad Abiodullah
M.Ed, M.Sc Statistics
Ph.D (Pb) | Assistant Professor |
| 14. | Dr. Abida Nasreen
M.A Edu, Ph.D Ed (Pb) | Assistant Professor |
| 15. | Dr. Mubashara Khatoon
M. A. Edu, M. A. Philosophy
Ph.D. Ed (Pb) | Assistant Professor
(Adhoc) |
| 16. | Dr. Nighat Sana Kirmani
M.S.Ed, Ph D Ed (Pb) | Assistant Professor
(Adhoc) |
| 17. | Dr. Shaukat Ali Raza
M.B.E, M.A (Isl.Std), Ph.D Ed (Pb) | Assistant Professor
(Adhoc) |
| 18 | Dr. Shafiq-ur-Rehman
M.Ed, M.Ed (Res & Ass)
M.Phil (Math), Ph.D (Pb) | Assistant Professor
(Adhoc) |
| 19. | Dr. Muhammad Aamir Hashmi
M.Sc. Physics, M.A.Edu., Ph.D.Edu. (BZU)
Post-Doc. (USA) | Assistant Professor
(Adhoc) |
| 20. | Dr. Effat Alvi
M.A.Edu, Ph.D (Australia) | Assistant Professor
(Adhoc) |
| 21. | Dr. Ashi Zeshan
M.B.E, Ph.D (Pb) | Assistant Professor
(Adhoc) |
| 22. | Dr. Muhammad Shahid Farooq
M.Ed, M.A. Eco, Ph.D Spl Ed (Pb).
Ph.D Ed. Sc. (France), Post Doc (France) | Assistant Professor
(Adhoc) on leave |
| 23. | Dr. Aroona Hashmi
M.A. Edu, Ph.D (Pb) | Assistant Professor
(Adhoc) |
| 24 | Dr. Tariq Hussain
M.T.E, Ph.D (Pb) | Assistant Professor
(Adhoc) |
| 25 | Dr. Zafar Iqbal
M.A. Urdu, M.A.History
M.Ed, Ph.D (Pb) | Assistant Professor
(Adhoc) |

