

OBJECTIVES OF SGSR

The DeKUT School of Graduate Studies and Research has the following mandate as per DeKUT Statutes:

- (a) To co-ordinate of postgraduate syllabi and regulations;
- (b) To Admit postgraduate students;
- (c) To Administer of postgraduate scholarships;
- (d) To Administer and processing of theses.

(a) CO-ORDINATION OF POSTGRADUATE SYLLABI AND REGULATIONS

In respect of the co-ordination of postgraduate syllabi and regulations, the school:-

- (a) Enforces the Common Regulations for the Masters, Doctoral and Higher Doctoral degrees in the Schools/Institutes;
- (b) Make available all information related to postgraduate studies throughout the University through a prospectus;
- (c) publish and make available records of published work arising from postgraduate research undertaken within the University, or within any other University as long as such work is, in the opinion of the Board, of particular relevance to postgraduate research in the University; and
- (d) Cause to be published and disseminated any material it considers of relevance to the general conduct of the postgraduate studies within the University.

(b) ADMISSION OF POSTGRADUATE STUDENTS

In respect to admission of Postgraduate Students, the School:-

- (a) Receive from Departments through Institute/Schools Management Board, details of all Postgraduate programmes;
- (b) advertise all such programmes and receive in such format as may be specified by Senate, applications in respect thereof;
- (c) Send letters of admission to successful candidates and also notify the Schools and Departments, Institutes or Schools;
- (d) Send all relevant information to the successful and unsuccessful candidates;
- (e) Publish the postgraduate nominal roll;
- (f) Register all Postgraduate Students, and thereafter refer them to their respective Faculties, Institutes or Schools and Departments;
- (g) Keep under review, the progress of each Postgraduate Student and make such recommendations thereon to Senate as may be appropriate; and
- (h) Remove from the nominal roll the name of any Postgraduate Student whose discontinuation or de-registration is approved by Senate.

(c) ADMINISTRATION OF POSTGRADUATE SCHOLARSHIPS

In respect to the administration of postgraduate scholarships, the School:-

- (a) Receives from the University all scholarships for postgraduate studies which, in that behalf are dealt with in the manner specified thereafter;
- (b) Advertises all such scholarships; and
- (c) Allocates such scholarships to those applicants who fulfill the applicable academic requirements as well as any specific terms that may be attached to the scholarships tenable at the University.

(d) ADMINISTRATION AND PROCESSING OF THESES

In respect to the administration and processing of postgraduate theses, the School through the BPSR:-

- (a) Receives and approves the nominations by Schools and Institutes, of supervisors for all postgraduate research leading to the preparation of theses or any other similar work;
- (b) Keep records on the progress of postgraduate research, and in this connection receive from Faculties, Institutes and Schools recommendations for the de-registration of candidates whose work is unsatisfactory or for their discontinuation for sufficient cause and make such recommendations to Senate as it shall deem appropriate;
- (c) Process the appointment of a Board of Examiners for Postgraduate theses or other related presentations;
- (d) Send out invitations to examiners for postgraduate research presentations, on the recommendation of the relevant Faculties, Institutes or Schools;
- (e) Cause copies of submitted theses or similar presentations to be forwarded to examiners;
- (f) Receive the written assessment of such theses or similar presentation from the examiners;
- (g) Convene Examination Boards and panel meetings in consultation with the Deans of
- (h) Faculties or Schools or Directors of Institutes concerned; provided that all the
- (i) recommendations of the Board of Examiners should be reported to the Graduate School Board;
- (j) Cause secretarial services to be provided to the Boards of Examiners meetings;
- (k) Forward recommendations of the Board of Examiners to Senate where the verdict of such a Board is unanimous;
- (l) Be responsible for capacity building in post graduate studies by offering training/seminars on postgraduate studies and related areas, setting University wide standards, improving academic writing/qualitative skills and inter-disciplinary programmes.

(m) Ensure Graduate programmes are established to meet the mandate of the University.