

## Guidelines For The Degree Of Doctor of Philosophy Program By Prior Publication Mode

### 1. Program of Study

This program of study is classified as a Doctor of Philosophy by **Prior Publication mode** which is a program implemented through the submission of a thesis containing published works and other additional documents that integrate the said works.

### 2. Admission Requirements

(1) The candidate should be:

- (a) a Professor, Reader, Associate Professor or Lecturer, who at the time of applying for admission as a candidate has had no less than three years of service as a University tutor and who is in active service at the University; or
- (b) a graduate of this University with the following minimum qualifications:
  - (i) a Master degree, or
  - (ii) a Bachelor of Medicine or Dentistry degree, or
- (c) one who is recognized **as having previously published** and contributed to the scholarship of knowledge in the field concerned.

(2) Candidates should not have qualifications such as a doctorate in the research field concerned from this University or other universities.

### 3. Application

(1) The applicant must submit a written application to the **Dean of IGS** together with:

- (a) **Curriculum vitae;**
- (b) **A detailed list of published works with abstracts;**
- (c) At least 4 examples of published works preceded **by a 3,000 word critical summary of the said works**. The critical summary must provide context to the papers submitted, show coherence and identify its contribution to knowledge. It should also state the research methodology used; and
- (d) **Processing fee of RM100.00 for a Malaysian applicant and USD100.00 for an international applicant.**

- (2) The Faculty shall appoint a panel **comprising the** following to evaluate the quality and coherence of the published works submitted, to verify the contribution of the applicant and whether the **submitted papers** meet the criteria for the conferment of the degree.

The Panel shall comprise the following:

- (a) Dean **or an academic staff with a position of a Professor** – Chairperson;
  - (b) Deputy Dean (Postgraduate);
  - (c) Head of Department/**Program Coordinator; and**
  - (d) A senior academic staff in the same field.
- (3) Applicants **may be** required to attend an interview with the Panel.
- (4) **Upon panel recommendation the faculty will:**
- (a) **Approve the application;**
  - (b) **Appoint a supervisor for the candidate;**
  - (c) **Forward to IGS for processing**

#### 4. Registration

Candidates **must register 6 months from the date of the offer.** **Subsequently, candidates must renew their** candidacy not later than seven weeks from the commencement of the semester concerned.

#### 5. Duration of Study

Minimum: 6 monthss

Maximum: 24 months

#### 6. Program Structure

Candidates are required to submit the published works in the form of a thesis for examination.

#### 7. Supervision

- (1) At least one supervisor in the field will be assigned to the candidate
- (2) The role of the supervisor is to:
  - (a) guide the candidate in choosing the published works for the submission;
  - (b) advise the candidate as to whether additional papers should be published;
  - (c) guide the candidate in preparing the required thesis as well as ensuring the papers are coherent;
- (3) The candidate must submit a progress report at the end of each semester according to the prescribed procedures.

## **8. Thesis Format**

- (1) The thesis may include published works encompassing reviewed journal papers, monographs, books, researched-based chapters in books which are peer reviewed, high impact and high quality electronic publications and creative works and artifacts in the related fields. Publications which have been submitted for other degree conferment purposes are not accepted.
- (2) The number of published works **is at least 5**. These works must be those published within a period not exceeding 10 years **prior to the date** of submission of thesis.
- (3) Where there is more than one author, the candidate should be the primary author of 4 of the published works submitted.

- (4) **The thesis shall contain 2 parts:**

### **Part A – The selected published works;**

**Acknowledgment of co-authors and verification of originality, and each published work must begin with a clear statement about the contribution made by each author in any joint published work.**

### **Part B**

- (a) **The thesis must be preceded by an abstract of the major findings of each of the published work. It should explain how the work is integrated into one coherent intellectual framework and how, when taken together, would contribute to knowledge in the field concerned.**
- (b) **The Introduction Chapter should contain:**

- (i) a description of the research issues investigated;**
  - (ii) the objectives of the study; and**
  - (iii) a discussion of the advancement in research linked to the published works concerned. The discussion of the advancement in research is written in such a way that there is continuity in the published works concerned and so the logic of the advancement in research can be understood.**
- (c) **The Literature Review chapter should be in a format consistent with the discipline concerned and must contain a critical review of relevant literature, must identify knowledge gaps as well as link the literature with the research program.**
- (d) **The Conclusion chapter should illustrate the cumulative effects of the papers; their significant findings and their contribution to knowledge.**

## **9. Examination**

- (1) The candidate shall give three months written notice to the Faculty about the intention to submit the published works for examination.
- (2) The Candidate must submit five copies of the published works in the form of a thesis, for examination.
- (3) Three examiners who are experts in the field concerned shall be appointed to examine the thesis, with at least two of whom shall be external examiners.
- (4) **A viva-voce examination is required.**
- (5) **The Committee of Examiners shall recommend whether the candidate's thesis:**
  - (a) **is awarded the degree and distinction for the thesis, subject to the stipulated rules and conditions; or**
  - (b) **has attained sufficient academic merit for the award of the degree without amendments/corrections to the thesis; or**
  - (c) **has attained sufficient academic merit for the award of the degree subject to minor corrections to be made to the thesis within a period of 3 months as required by the examiners and subject to confirmation of the corrections by the Supervisor; or**

- (d) has attained sufficient academic merit for the award of the degree subject to major corrections to be made to the thesis within a period of 6 months as required by the examiners and subject to confirmation of the corrections by the Internal Examiner; or
  - (e) has not attained sufficient academic merit and the candidate has failed in the thesis examination.
- (6) When all amendments have been made, the candidate must submit 3 final copies (one is the original) and one electronic copy that will become the property of the University.
- (7) A thesis qualifies to be awarded as excellent when it has been:**
- (a) recommended as distinction by the Committee of Examiners based on the examiners' reports; and
  - (b) completed and submitted by the candidate for the period of not more than two (2) semesters from the registration date.