Addendum To The Graduate Bulletin

Procedure and Requirements of Research-based Courses: PETE-606 (for MS students), PETE-701 and PETE-702 (for PhD students)

1. The student, under the guidance of a faculty member, is required to prepare a research plan. This plan should comprise of research objectives and description, technical material to be covered during the course, textbook (if any), sources, intended/expected outcomes, research methodology, the grading policy any related aspect.
2. The research plan should be approved by the department’s Graduate Committee to ensure the quality of the planned research work.
3. The plan needs to have the Deanship of Graduate Studies final approval. Once approved, the Registrar Office will be intimated for the appropriate action.
4. After finishing the research work, the student is required to present the outcomes to the department’s Graduate Committee by means of a public presentation and a technical report.
5. The grade (PASS/FAIL) will be assigned by the instructor in the light of the recommendations of Department’s Graduate Committee.

Grading Criteria of MS Thesis, PhD Seminar, PhD Pre-Dissertation and PhD Dissertation

NP: Student has defended his Thesis/Dissertation AND submitted the bound copy of the report.
IC: Student has successfully defended his Thesis/Dissertation and working on the corrections.
IP: Student is progressing well
NF: Student is not progressing

Grading Criteria for the PhD Seminar (PETE-699)
NP: Student has passed the PhD Comprehensive exam and the seminar requirements
IC: Student has not passed the PhD Comprehensive exam and is given another chance
NF: Student has not passed the PhD Comprehensive exam in his final chance

Grading Criteria for the PhD Pre-Dissertation (PETE-711)
NP: Student has submitted the PhD Dissertation Proposal and defended it successfully in public during one of the PETE-699 seminars in the term in which PETE 711 is registered by the student
IC: Student has not submitted the PhD Dissertation Proposal and/or has not defended it successfully in public in the term in which PETE 711 is registered by the student. He can clear it to NP within the subsequent semester at maximum
NF: Student has FAILED to make any progress towards the PhD Dissertation Proposal and has not defended it successfully

(PhD students registered for PETE-711 and got IC grades have to petition to register for PETE-712 in the subsequent semester)
Important:
- **PETE-599** (Seminar) is a pre-requisite for **PETE-610** (MS Thesis). Therefore, MS students are not allowed to register for PETE-610 (MS Thesis) until after registering and passing the PETE-599 (Seminar) with a grade of NP.
- NP grade will be given to PETE-599 only after the student defended his MS Thesis Proposal in public and satisfies other requirements given by the seminar Instructor, otherwise an IC grade will be given to the student.
- PhD students must pass the comprehensive exams within the first two (2) years and submit the dissertation proposal within three (3) years of admission at maximum. For part-time PhD students, these deadlines can be relaxed by 1 – 2 semesters at maximum.
- Maximum number of registered credit hours for Full-Time Graduate Students is 12. In special cases this limit can be exceeded up to 15 credit hours with the approval of Vice Rector of Academic Affairs.
- Starting from the Fall (2014-15), the minimum duration between the submission of a thesis/dissertation proposal and the intended public defense date are as follows:
  - One semester (4 months) for MS degrees.
  - Two semesters (9 months) for PhD degrees.